

EMPLOYEE ALCOHOL AND DRUG TESTING CANDIDATES FOR EMPLOYMENT

A candidate, or candidate for employment, as used in this policy is a person to be recommended for employment by the district. This policy applies to all candidates for employment.

Alcohol and Drug Prohibitions

No candidate for employment may manufacture, use, possess, sell, distribute or be under the influence of alcohol or drugs in violation of the district's Drug-Free Workplace policy. Prior to hiring, all candidates for employment will be tested for alcohol and drugs.

Program Coordinator

The superintendent or designee will serve as the program coordinator to implement the alcohol and drug testing program of the district within the guidelines of this policy.

Testing Program

The district alcohol and drug testing program will be administered by appropriately trained personnel for alcohol and drug testing. The district's drug and alcohol testing program shall provide individual privacy in the collection of specimen samples to the maximum extent possible. The specimen collection procedures and chain of custody shall ensure that specimen security, proper identification and integrity are not compromised.

Consequences for Refusal to Submit to Tests or Falsification of Test Results or Test Failure

Drug or alcohol tests administered pursuant to this policy are mandatory. A candidate for employment refuses to submit when he or she fails to provide the required specimen for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process.

Candidates for employment who refuse to submit to testing or take deliberate action to falsify test results will not be recommended for employment.

Candidates for employment who fail the drug and alcohol test will not be allowed to reapply for any position in the district.

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Critical

Treatment

The district will provide names, addresses and telephone numbers of substance abuse professionals and counseling and treatment programs when candidates for employment have a positive drug or alcohol test, refuse to be tested as required or request information about substance abuse treatment.

District Records and Reports

Alcohol and drug test results and records shall be maintained under strict confidentiality and released only in accordance with law. Upon written request and appropriate authorization, a candidate for employment shall receive copies of any records pertaining to his or her tests. The district shall maintain test results as required by law.

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Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

Adopted: 05/11/2006

Cross Refs: AC, Nondiscrimination and Anti-Harassment
EEA, Student Transportation Services

Legal Refs: § 287.120, RSMo.
Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. § 31306
Controlled Substances Act, 21 U.S.C. § 802(6)
49 C.F.R. Parts 40, 382, and 383

Nixa R-II School District, Nixa, Missouri