

HOLLIDAYSBURG AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL
EMPLOYEES

TITLE: PRE-EMPLOYMENT DRUG
TESTING

ADOPTED:

REVISED:

<p>1. Purpose</p> <p>2. Guidelines</p>	<p style="text-align: center;">452. PRE-EMPLOYMENT DRUG TESTING</p> <p>In further support of its efforts to protect the health, safety and welfare of students, staff and school property, and in support of the maintenance of a drug-free workplace, the Board of School Directors has determined that all recommended full-time and part-time applicants for employment will be subject to drug testing in accordance with the procedures set forth in this policy, and that no such recommended applicant shall be considered for employment if s/he tests positive, except under the limited circumstances set forth below.</p> <p><u>General Procedures</u></p> <ol style="list-style-type: none"> 1. All drug testing shall be done by a Hollidaysburg Area School District approved provider. Positive results will be verified using approved methodologies. An appropriate chain of custody procedure will be developed to ensure continuity in specimen collection, handling, transfer and storage. 2. The recommended applicant will be asked to submit to a drug screen after a conditional offer of employment is made by the school district. The cost of the drug screen will be paid by the school district. If the result is positive and the applicant disagrees with the findings and wants the second part of the split sample tested, it will be at the applicant's expense. If the sample is determined to be "dilute" and unusable, the school district will notify the applicant and pay for one more test. If the second sample is also "dilute", further tests will be at the applicant's expense. <p><u>Collection Procedure</u></p> <ol style="list-style-type: none"> 1. The recommended applicant will be required to follow all instructions and procedures established by the collection site to identify the applicant, establish proper chain of custody and preserve the integrity of the sample. 2. Arrangements will be made with the collection site so that its personnel will take reasonable steps to protect the privacy of the recommended applicant, consistent with the requirement that the collection site maintain the integrity of the sample.
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3. The sample to be provided by the recommended applicant will consist of a urine, saliva, blood, hair or other approved sample in an amount to be determined in accordance with procedures of the testing laboratory.

Reporting Results

1. The testing process will test for a panel of drugs which may include the following:
 - a. Cannabis (Marijuana, Hashish, Hashish oil, etc.)
 - b. Stimulants (Amphetamines, cocaine, crack, etc.)
 - c. Depressants (Barbiturates, Quaaludes, Valium, etc.)
 - d. Narcotics (Morphine, heroine, opium, Dilaudid, etc.)
 - e. Hallucinogens (LSD, PCP, mescaline, peyote, “designer drugs”, etc.)
2. A test will be deemed “positive” if the results indicate a level above that established for that particular drug in the Code of Federal Regulations 49 CFR 40.29(e), (f). The results will then be verified by the Medical Review Officer (MRO) through discussion with the recommended applicant. An applicant who tests positive will only be hired if the Medical Review Officer indicates that the applicant had a valid medical reason for taking the drug in question.
3. After confirmation by the MRO of positive results, the only information that the school district will be entitled to is whether the recommended applicant tested positive for one of the substances listed above and if there was a valid medical reason for the applicant taking the drug.
4. The results of the test will be reported to the Superintendent or his/her designee. Thereafter, the information will only be released to those individuals in a “need to know” position.