

# DELAWARE VALLEY SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: PRE-EMPLOYMENT DRUG TESTING

ADOPTED: FEBRUARY 19, 2014

REVISED: JANUARY 16, 2014

<b>354. PRE-EMPLOYMENT DRUG TESTING</b>	
1. Purpose	<p>The Delaware Valley School District is committed to a safe, healthy and productive workplace for all employees. Abuse of alcohol and controlled substances in the workplace is a danger to the safety, health and welfare of employees and students of the school district. An alcohol and drug-free workplace enhances the safety of all employees and ensures their fitness to fulfill job responsibilities.</p> <p>As one means of maintaining a drug-free workplace, the school district shall implement a pre-employment drug testing program (herein called the program) pursuant to this policy. The objective of the program shall be to ensure:</p> <ol style="list-style-type: none"> <li>1. That prospective applicants for employment (herein called applicants) are drug-free when they are hired.</li> <li>2. That the applicants do not present a threat to the safety, health and welfare of those with whom they will come into contact.</li> </ol>
2. Authority	<p>The school district is authorized to conduct pre-employment drug testing as a condition of employment. The scope of the policy shall include as a condition of employment post-offer, pre-employment screening for the use of illegal drugs.</p>
3. Guidelines	<p>As a condition of employment, the Board will hire no one who tests positive on the drug screening, unless the drug has been prescribed by a licensed physician and there is a bona fide medical reason for using the drug or if the test result has been identified as a false positive.</p> <p>Enforcement of the school district's program and policy regarding the abuse of drugs requires that applicants must provide appropriate body fluid specimens for testing.</p> <p>When a positive test result is received by the district, the district reserves the right to:</p> <ol style="list-style-type: none"> <li>1. Rescind any preliminary offer of employment.</li> </ol>

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Part 40

2. Withdraw from consideration applicant’s application for employment.
3. Release from employment any applicant who has commenced on a temporary basis actual performance of their employment duties.
4. Refuse to offer any future employment to the applicant.

Procedures

The school district will utilize a testing protocol that is in full compliance with the Federal Testing Protocols outlined in 49 CFR Part 40 with the exception of split specimen protocols, which shall not be used, and except as otherwise provided for herein.

Additionally, the following guidelines shall be followed:

1. The cost of the pre-employment drug testing will be borne by the school district.
2. All drug testing will be conducted by a medical testing laboratory approved by the school district and certified by the U.S. Department of Health & Human Services/Substance Abuse Mental Health Services Administration.
3. Testing procedures may include the following at the discretion of the school district:
  - a. The signing of an Informed Consent Form by the applicant.
  - b. The utilization of an authorization or voucher for the purpose of having the test performed at a pre-approved laboratory.
4. Specimen test results will be treated as privileged information and will be kept confidential. Test results shall not be disclosed to any individuals inside or outside the school district, except the Superintendent and designated administrative representatives having a legitimate need to know for employment-related decisions.
5. Test result information will be provided to the applicant tested.

References:

School Code – 24 P.S. Sec. 50

Procedures for Transportation Workplace Drug and Alcohol Testing Programs, Title 49, Code of Federal Regulations – 49 CFR Part 40