

ADDENDUM

Pasco's Reasonable Suspicion Drug Testing Program

As part of its commitment to safeguard the health of its employees, to provide a safe place for its employees to work and our students to attend, and to promote a drug-free working environment, the Pasco County School Board (Board) has established this Reasonable Suspicion Drug Testing Program (Program) relating to the abuse of drugs (including alcohol) by its employees.

This Program has been prepared so as not to conflict with public policy, and, further, not to be discriminatory or abusive. The ultimate goal of the Program is to balance the Board's respect for privacy with its need to keep a safe, productive, drug-free environment. Reasonable suspicion drug testing shall be required by a supervisor or designee, outside the bargaining unit, who has been trained for at least 60 minutes on alcohol misuse and an additional 60 minutes on controlled substance misuse. All test results will be kept confidential to the extent allowed by law.

Employees who engage in prohibited drug related conduct as verified by the testing results must be immediately removed from duty.

Any employee who is in violation of the Program shall be subject to discipline up to and including dismissal or required to participate in and complete a drug-abuse or alcohol rehabilitation program (rehabilitation program) as a condition of continued employment. The opportunity to participate in a rehabilitation program as a condition of continued employment will be offered only to employees who test positive for drugs or alcohol and who have not been previously found to be in violation of any provision of this Program. The employee is responsible for all costs associated with the rehabilitation program and will provide evidence of satisfactory completion of all phases and terms of the rehabilitation program to the Board. The rehabilitation program will include the involvement of a Substance Abuse Professional (SAP) approved by the Board. The SAP will evaluate the employee and make recommendations relative to fitness to return to work, appropriate education, treatment, follow-up tests, and aftercare. The employee will sign an authorization and release of information form allowing the SAP to release, and the Board to obtain, information relative to the employee's progress in the rehabilitation program. The employee will be on leave pending the successful completion of the rehabilitation program. The employee may use accrued sick leave during this period if available; otherwise, the leave will be unpaid. Upon completion of the rehabilitation program, the employee will be returned to work in a position similar to the position held when the violation occurred and for which he/she is qualified in the judgment of the Superintendent. An employee returning to work following successful completion of a rehabilitation program will be subject to random unannounced follow-up testing for one calendar year or longer if required by the SAP as part of the rehabilitation program.

The provision allowing entry into a rehabilitation program does not preclude the employee from being disciplined for other violations of the Program or other behaviors which would otherwise subject the employee to discipline up to and including termination of employment. These other behaviors include an employee's actions or behaviors at the time suspected drug or alcohol misuse is determined.

When a meeting is called to inform an employee that reasonable suspicion testing is required, a Union representative shall be permitted to attend the meeting with the right to ask questions for the purpose of clarification. Because time is important when giving tests, the meeting will not be delayed if the Union representative is unable to be present at the time specified for the meeting to begin. During the meeting, the supervisor calling the meeting will cite the indicators, which led to the reasonable suspicion, and the employee shall be given an opportunity to give an explanation if he/she desires.

Any employee who is discharged from the rehabilitation program for unsuccessful participation will be recommended for termination from employment. Any employee who is in violation of the Board's Program a second time will be recommended for termination from employment.