

Personnel**Mandatory Drug and Alcohol Testing**

In order to enforce Board Policy 5.50, the District may require individuals to undergo drug and alcohol testing, including urinalysis, blood tests or other appropriate tests and, where appropriate, searches of all areas of the District property, in the following circumstances and/or for the following reasons:

- **Pre-Employment Screening Offers of Employment:** prospective new hires of the District (both union and non-union) may be required to undergo medical screening for drugs, as described in *Board Policy 5.50 Personnel; Drug and Alcohol Free Workplace*, at a health facility selected or approved by the District. Discrimination based on any legally protected category is prohibited with regard to selection of prospective new hires for pre-employment medical screenings for drugs. Failure to successfully and timely complete a drug and controlled substance screening test or to provide consent for testing will be deemed a withdrawal of the candidate's application for employment. In appropriate circumstances, the District may, in its sole discretion, authorize a retest.
- **Reasonable Suspicion:** Employees may be required to submit to drug/alcohol screening if the District has a reasonable suspicion that they have violated any of the rules set forth in Board Policy 5.50. Reasonable suspicion may arise from, among other factors, supervisory observation, co-worker reports or complaints, performance decline, attendance or behavioral changes, errors in judgment or negligence, results of drug searches or other detection methods.
- **Post-Accident:** Any employee involved in an on-the-job accident, work-related vehicular accident, or workplace injury under circumstances that suggest possible use or influence of drugs or alcohol in the accident or injury event may be asked to submit to a drug and/or alcohol test. An employee's involvement is not strictly limited to the person who was or could have been injured, but also any employee who potentially contributed to the accident or injury event in any way.
- **Random:** Employees may be selected at random for drug and/or alcohol testing when required by state or federal law or regulation.

In the event an employee is required to undergo reasonable suspicion or post-accident testing, the employee must accompany his/her supervisor, a member of administration or an appropriate designee of one of such persons to a health facility selected or approved by the District immediately upon receiving notice that such testing is required. Testing will occur at a health facility approved by the District.

Prospective new hires and employees are required to cooperate with any required testing. Refusal or failure to cooperate will be treated the same as a positive test result. Refusal or failure to cooperate will include without limitation refusal to go to the designated collection site when directed to do so, refusal to provide a required sample, failure to follow directions

in providing the sample; refusal to execute any authorizations or consents necessary for the test to be conducted and its results to be reported to District; and/or providing an adulterated or dilute sample.

Failure to comply with this policy may result in disciplinary action, up to and including termination.

CROSS REF.: Board Policy 5.50

LEGAL REF.: Drug-Free Workplace Act of 1988, 41 U.S.C. §8101 et seq.
Drug-Free Workplace Act, 30 ILCS 580/1 et seq.

Adopted: July 31, 2002
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