

## STATE AMENDMENT FOR IOWA

### APPLICABILITY

The content in this document applies to all Society locations and service lines in Iowa. This document is intended to supplement and incorporate the Good Samaritan Society's **DRUG-FREE WORKPLACE** policies and procedures. This policy controls with respect to any matter discussed herein where the Society's **DRUG-FREE WORKPLACE** policies and procedures conflict or is silent.

### PURPOSE

- To define drug testing policies and procedures specific to Iowa

### TESTING RESTRICTIONS

The Good Samaritan Society must provide a copy of the policy to all employees and make it available for review by employees and applicants. In the case of a minor, the written policy must be provided to the minor's parents by certified mail, return receipt requested. For the safety of our employees, the Society may test for drugs and/or alcohol in the following circumstances

1. **Post-Offer Drug Testing:** All applicants, excluding volunteers, shall be advised in connection with their application for employment that, once offered a position, they will be required to submit to a drug screen. Failure to consent to such a screen or a verified positive drug test result will disqualify an individual from further consideration. Post-offer testing does not include agency pool personnel.
2. **Reasonable Suspicion Drug and/or Alcohol Testing:** The Society shall test employees for drugs and/or alcohol when a supervisor and/or manager has reasonable suspicion of drug and/or alcohol use. Reasonable suspicion will be documented and will not be based on rumor, speculation or unsubstantiated information of third parties. Referrals for reasonable suspicion testing shall be made according to the procedures set forth in Section IV.
3. **Post-Accident/Incident Drug and/or Alcohol Testing:** Employees whose behaviors and/or actions have been determined to have caused or contributed to a "work-related accident/incident", as defined below, will be subject to a drug and/or alcohol test as soon as possible following the accident/incident if there is a reasonable possibility that drugs or alcohol could have caused or contributed to the accident/incident.
  - a. A work-related accident/incident that triggers a post-accident/incident test is one that occurs while the employee is on the premises of the location or at another work-site location, or is off-site while engaged in activities for or on behalf of the Society, or while the employee is operating a vehicle, including the employee's, for or on behalf of the Society, and results in: (1) a fatality, injury or illness, other than minor injuries requiring only first aid treatment and which do not involved medical treatment, loss of consciousness, restriction of work or motion or transfer to another job; or (2) damage to property, including to equipment, in an amount reasonably estimated at the time of the accident to exceed \$1,000.

- b. Unless medical attention is needed, the employee must remain available for testing. An employee who does not make himself or herself readily available for testing may be deemed to have refused to be tested. If the employee must leave the scene of the accident/incident, he or she must make every effort to be tested or to contact his or her supervisor or the Society and to inform the supervisor of his or her whereabouts.

**NOTE:** If an accident or incident does not meet the above definition of “work-related accident/incident,” an employee may still be subject to drug or alcohol testing in accordance with the Society’s “reasonable suspicion” procedures, if applicable.

4. **Government Required (Federally Mandated) Drug and/or Alcohol Testing:** The Society shall comply and institute drug and/or alcohol tests when required by regulations of government entities, e.g., the Department of Transportation (DOT).
5. **Follow-Up Drug and/or Alcohol Testing:** Employees referred by the Society for assessment or treatment will be required to sign a rehabilitation agreement as a term and condition of continued employment and may be subject to follow-up testing.
- **For Drugs:** Individuals who enroll in a drug rehabilitation, treatment or counseling program pursuant to a rehabilitation agreement with the Society will be subject to unannounced testing for the illegal use of drugs during, and after completion of, a drug treatment, rehabilitation or counseling program. The time frame for follow-up drug testing will not exceed two years.

**For Alcohol:** Individuals who enroll in an alcohol rehabilitation, treatment or counseling program pursuant to a rehabilitation agreement with the Society maybe be subject to follow-up testing during and after the completion of the applicable program. Follow-up alcohol testing may only be conducted when prior approval is obtained from the director, Human Resources.

### Documentation of Sample Collection for Drug Testing

At the time of sample collection, the employee or prospective employee will be provided an opportunity to provide any information which may be considered relevant to the test, including identification of prescription or nonprescription drugs currently or recently used, or other relevant medical information. Prescription and over-the-counter drugs may result in a positive test result. Drug testing will be conducted for the following substances:

<i>Drug Description</i>	<i>Screening Level</i>	<i>Confirmation Level</i>
AMPHETAMINES	1000	500
BARBITURATES	300	100
BENZODIAZEPINES	300	100
BENZOYLECGONINE-COCAINE METAB	300	150
CREATININE	20MG/DL	20MG/DL
EXTENDED OPIATES (6)	300	300
MARIJUANA METABOLITE	50	15
METHADONE	300	300
PHENCYCLIDINE	25	25
PROPOXYPHENE	300	100