

BLINN COLLEGE ADMINISTRATIVE REGULATIONS MANUAL

SUBJECT: *Post Accident Drug and Alcohol Testing*

EFFECTIVE DATE: October 11, 2007

BOARD POLICY REFERENCE: DHB

PURPOSE

To establish procedures for post-accident drug and alcohol testing for on-the-job work related accidents or injuries that occur during working hours or at college related activities.

DEFINITIONS

Directly Involved – Those employees injured or who cause an injury or require medical attention.

Indirectly Involved – Those employees who are witness or associated with the cause of the accident or injury.

GENERAL

Blinn College is a drug free college. Employees shall not unlawfully manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while at the college or at college-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drugs.

An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance. See Board Policy Manual, DH (Local), DO (E), GFA (Local).

ACCIDENTS

After a work related accident or injury, Blinn College employees are to render aid as necessary, including calling emergency personnel, police, fire, etc. and to assist in ensuring public safety. If the job related accident or injury requires medical attention by a doctor, hospital, clinic, emergency medical service (EMS) or employee loss of time, those employees directly involved will be required to submit to post accident testing for drugs and alcohol. Employees indirectly involved may also be required to submit to testing. The Risk Manager or Campus Director will designate which indirectly involved employees are to report for testing. Testing must be administered by an approved Blinn College contractor. The Risk Manager will identify the nearest facility and authorize testing. Failure to comply can result in adverse personnel action, to include termination of employment.

Automobile accidents should follow Administrative Procedures listed under “Vehicle Usage”.

REPORTING OF ACCIDENTS

Employees are to report immediately any on-campus or off-campus work related accident or injury to their immediate supervisor, other designated departmental official or the risk manager. If the employee is unable to report, co-workers or witnesses are responsible for reporting the accident to the employees supervisor. The supervisor will be required to complete the accident form, “Risk Management Incident Report”, available on-line under Human Resources: Accident/Incident forms, as soon as possible, after knowledge of the accident or injury. Upon completion, this form must be submitted to the Risk Manager.

TESTING

Urinalysis and/or other testing for alcohol, amphetamines, barbiturate, benzodiazepines, cannabinoid, cocaine (metab.), opiates, phencyclidine, methadone screen, propoxphene, or other controlled substances, including recreational drugs) shall be administered as soon as possible following release by any law enforcement and/or medical personnel investigating the event or rendering medical treatment to the employee. It is the responsibility of the employee to comply with this procedure, requirements, and testing.

If under a prescription medication, the employee is responsible to be aware of all possible side effects and warnings for said medication. Should a positive test result occur due to the prescription medication, the employee must provide written documentation from the prescribing physician verifying that said medication was prescribed to the employee, including the term medication was prescribed for.

The Risk Manager will oversee testing and accident reporting to the workers compensation carrier. The College will provide transportation to and from the testing location as needed.

The employee may not refuse or defer the testing. If an employee refuses for any reason to submit to testing, the refusal must be treated as a positive test and immediately referred to the Human Resources Department. Refusal could result in disciplinary action, up to and including termination of employment. If an employee informs college personnel that he/she expects to test positive for drugs or alcohol, the employee must be sent for testing, but not allowed to drive him/herself.

SANCTIONS FOR POSITIVE TESTING

See Board Policy DO (Exhibit)

APPEALS OF LAB RESULTS

Upon notification by the Human Resources Department of a positive test result for a prohibited substance, the employee may, at his/her discretion request independent verification of the results. The employee may offer any other authoritative information acceptable to the College to dispute the positive finding.

The employee may elect to have the original sample re-tested by the designated independent testing organization which performed the original testing or by any other qualified independent testing organization. The employee shall be solely responsible for all costs associated with the independent verification process. The employee shall make the independent testing results available to the Human Resources Department.

APPEALS OF COLLEGE ADVERSE DECISIONS

See Board Policy DGBA (Local)