

Huntington Junior College
Drug and Alcohol Testing Policy for Students Enrolled in Any Allied Health Program
Effective July 2013

Rationale:

The mission of Huntington Junior College is committed to ensuring student learning, validating student outcomes, and promoting academic excellence that will allow graduates to obtain entry level careers upon completion of their education at Huntington Junior College. Within the allied health fields, this includes practicing behaviors that allow employees to provide effective medical care without judgment impacted by drug or alcohol use. As such, all students enrolling in any allied program (medical assisting, medical coding, and dental assisting) are required to pass a drug screening test before entering their externship.

Policy:

Enrollment in an allied health program does not guarantee placement in the practicum/externship experience. In addition to meeting grade requirements, students must pass a drug screening before they can be placed or participate in the required practicum/externship. Prior to enrollment in an allied health program, students must agree to participate in the drug screening program.

A negative drug screen is required prior to the start of the practicum/externship. In addition, at any time during the enrollment in an allied health major, Huntington Junior College may request a drug screening if there is a reasonable suspicion of drug use. Any student whose drug screening comes back positive will automatically be dismissed from Huntington Junior College.

Procedure for Testing:

Students admitted to an allied health program will be notified of the procedures for drug screening in a separate letter. The drug screening will be conducted by a qualified laboratory using established practices. **STUDENTS WILL BE REQUIRED TO PRESENT A VALID STATE ID AT THE TESTING SITE!** The student must use the laboratory required by the college for the test to be valid. Students must complete the drug test within 24 hours of the request. Failure to complete the testing within the 24 hours will be considered a Failure to Submit and will have same actions applied.

Actions for different results:

Negative Screen: no action taken

Positive Screen: student will be dismissed from the college

Diluted Screen: student will be allowed one retest. If the second test comes back diluted or positive, the student will be dismissed.

Adulterated Screen: student will be dismissed from the college

Substituted Screen: student will be dismissed from the college

Failure to Submit/Complete Drug Screening: student will be dismissed from the college

Shy Bladder: If a student is unable to provide a specimen at the time of testing, the student will be given 3 hours and allowed up to 40 ounces of fluid to drink. After 3 hours if the student fails to submit a specimen, the student will be required to take a non-urine based test. The extra cost of this test must be paid by the student and cannot be charged to the student's account.

If a screening tests positive for prescription drugs, a Medical Review Officer for the lab services will contact the student for more information. The Medical Review Officer may request that the student provide valid physician prescriptions and/or copies of medical records substantiating the prescribed medication and manner of dosage. By signature below, the student agrees to provide to the Medical

Review Officer such documentation as requested. If the Medical Review Officer finds the prescribed drugs are being taken as prescribed, it will be considered a negative screen. If the Medical Review Officer finds the prescription is not valid or the drugs are being taken in a manner different from the prescription, or if the student fails to cooperate with the Medical Review Officer's request for proper medical documentation, it will be considered a positive screen and appropriate action will be taken.

Cost of Drug Testing:

The cost of all drug screenings will be paid by the student. Huntington Junior College will work with screening vendors to provide reasonably priced testing that meets all the college's requirements. Arrangements can be made to have the scheduled drug testing paid by the college and then billed on the student's account.

Reasonable Suspicion:

Reasonable suspicion occurs when there is a belief, based on behavior or other information, among faculty or administration that a student enrolled in an allied health program is in violation of Huntington Junior College's drug free policy. If a reasonable suspicion occurs, the college may request the student to complete a drug screening at that time. Huntington Junior College employees are trained on the government's expectations of reasonable suspicion and will use the government provided guidelines and checklist when applying reasonable suspicion (<http://www.msha.gov/FocusOn/DASummit/AfterResources/EmployersExperiencePanel/Peabody%20Energy/Reasonable%20Suspicion%20Checklist.pdf>.)

Assistance for Drug Addiction

Huntington Junior College recognizes that drug addiction is a disease that takes assistance to overcome the addiction. Huntington Junior College encourages any student facing drug or alcohol addiction to receive professional help. There are numerous drug treatment centers in our local area. Huntington Junior College will help any student requesting assistance to find an appropriate treatment program. An online directory of community services can be found at <http://services.cabell.lib.wv.us>.

Re-Admission after Positive Drug Screening

Any student who is dismissed for a positive drug screening may reapply for admission after six months. However, the student must present proof of attendance in a drug/alcohol rehabilitation program prior to re-applying. Signed documentation of treatment by a substance abuse professional is required as proof of treatment. The student must also have a negative drug screen prior to re-enrollment. The student must complete negative drug screenings every six months until graduation. A second violation of the drug policy will result in permanent dismissal from Huntington Junior College.