



Book	BHASD Policies
Section	300 Employees
Title	Pre-Employment Drug-Testing Program
Code	354., 454., 554.
Status	New
Adopted	February 4, 2019

354., 454., 554. PRE-EMPLOYMENT DRUG TESTING
(For all Employee Classifications)

Purpose

The Brandywine Heights Area School District is committed to a safe, healthy and productive work place for all employees. Abuse of alcohol and controlled substances in the workplace is a danger to the safety, health and welfare of employees and students of the School District. An alcohol and drug-free workplace enhances the safety of all employees and ensures their fitness to fulfill job responsibilities.

As one means of maintaining a drug free workplace, the School District shall implement a pre-employment drug-testing program (herein called the program) pursuant to this policy. The objective of the program shall be to ensure:

1. That prospective applicants for employment (herein called applicants) are drug free when they are hired; and
2. That the applicants do not present a threat to the safety, health and welfare of those with whom they will come into contact.

Authority

The School District is authorized to conduct pre-employment drug testing as a condition of employment. Pre-employment drug testing will include any new hires to the district as well as former employees with a break in service in excess of one calendar year from the last date of employment. The scope of the policy shall include as a condition of employment post-offer, pre-employment screening for the use of illegal drugs.

Guidelines

Enforcement of the School District's program and policy regarding the abuse of drugs requires that applicants must provide appropriate body fluid specimens for testing. As a condition of employment, the Board will hire no one who tests positive on the drug screening, unless the drug has been prescribed by a licensed physician and there is a bonafide medical reason for using the drug.

When a positive test result is received by the District, the District reserves the right to:

1. Rescind any preliminary offer of employment.
2. Withdraw from consideration applicant's application for employment.

3. Release from employment any applicant who has commenced on a temporary basis actual performance of their employment duties.
4. Refuse to offer any future employment to the applicant.

Procedures

The following guidelines shall be followed:

1. The cost of the pre-employment drug testing will be borne by the School District.
2. All drug testing will be conducted by a medical testing laboratory approved by the School District and certified by the Pennsylvania Department of Health and the U.S. Department of Health & Human Services/Substance Abuse Mental Health Services Administration. A listing of the approved testing centers will be maintained in the District Office.
3. Testing procedures may include the following at the discretion of the School District
 - a. The signing of a Consent Form by the applicant
 - b. The utilization of an authorization or voucher for the purpose of having the test performed at a pre-approved laboratory.
4. Specimen test results will be treated as privileged information and will be kept confidential. Test results shall not be disclosed to any individuals inside or outside the school district, except the Superintendent or his/her designee and designated administrative representatives having a legitimate need to know for employment related decisions.
5. Test result information will be provided to the applicant tested.
6. All permanent employees and all substitutes assigned as a long term substitute shall be tested.

Legal

Pol. 351., 451., 551.
Pol. 351.1., 451.1., 551.1.

Last Modified by Katharine Ege on April 15, 2019