



HRSA/ILA
Drug & Alcohol Committee



DRUG AND ALCOHOL NOTICE

May 20, 2022

Dear _____,

The management and ILA members of the HRSA-ILA Drug and Alcohol Committee recently approved a revised HRSA-ILA Drug and Alcohol Program Policy, Procedures and Protocols for Individuals With a Positive Drug or Alcohol Test; and Drug and Alcohol-Free Agreement, all of which are effective June 15, 2022. Please carefully review each document and if you have any questions, please contact your ILA representative.

Roger J. Giesinger, Co-Chair
Management

Thomas M. Little, Co-Chair
ILA

**HRSA-ILA Drug and Alcohol Program,
Policy, and Procedures: Adopted February 8, 2022**

I. Program Rationale

- a. Representatives of Hampton Roads Shipping Association (“Management”) and the International Longshoremen’s Association (“ILA” or “Labor”) believe that alcohol and drug abuse contribute to an unsafe workplace and likely hurt productivity. To mitigate the impact of alcohol, Illicit drugs, and prescription drugs that alter sensorium, Management and Labor have agreed to establish the HRSA-ILA Drug and Alcohol Program, Policy, and Procedures (“Program”). “Illicit Drugs” are defined as substances that either stimulate or inhibit the central nervous system or cause hallucinogenic effects, to include prescription drugs if used without a prescription.
- b. The Program will include:
 - i. A Right of Privacy. Personal health information shall be secured by the Medical Review Officer (“MRO”) and the Drug and Alcohol Program Coordinator (“Coordinator”).
 - ii. Equal Protection for all Individuals. “Individuals” are defined as ILA-represented employees.
 - iii. Education, counseling, and testing, where appropriate.
 - iv. Discipline, if necessary.
- c. The Program will be managed in the Port of Hampton Roads by Management and ILA leadership under the auspices of a Program Committee. The Program Committee will be comprised of an equal number of Labor and Management representatives.

II. Policy Statement

- a. The Program prohibits the use of Illicit Drugs and alcohol by all Individuals on a waterfront facility or while on the payroll. The Program also prohibits the use of prescription drugs on a waterfront facility or while on the payroll if the drug alters an Individual's sensorium.
- b. The Program includes testing of all Individuals for alcohol and Illicit Drugs. If an Individual tests positive for alcohol or Illicit Drugs or refuses to cooperate with testing, there will be disciplinary action. Tests will not discriminate and shall follow a set procedure to ensure fairness and accuracy. It is the commitment of both Management and Labor to provide a safe and drug free workplace, as well as abide by all State and Federal laws governing drug and alcohol testing.

III. Procedures

- a. **Who is covered?** The Program includes testing of all Individuals as defined in Section I(b)(ii) above. This includes Individuals who may also be covered under mandated testing by the Department of Transportation ("DoT"). Drug and alcohol testing will not discriminate and will follow a set procedure to ensure fairness and accuracy. Front-line Management employees who supervise Individuals shall be subject to an equivalent random, post-injury/accident, and reasonable cause drug and alcohol program managed by their employer and shall not be subject to this Program. The random, post-injury/accident, and reasonable cause test results for front-line

Management employees who supervise Individuals will be included in an aggregate monthly report provided to ILA and Management representatives.

b. Substance Abuse Education

- i. The Program Committee will take reasonable steps to educate Individuals subject to this Program as to the components of this Program. The Program Committee will develop a plan for publishing changes and distributing educational materials to all Individuals covered under the Program.
- ii. All supervisors who have responsibility for directing Individuals for testing will attend a two (2) hour training program consisting of:
 1. The effects and consequences of the use of Illicit Drugs on personal health, safety, and the work environment.
 2. Manifestations and behavior changes that may indicate use or abuse of Illicit Drugs.
 3. Components of this Program (e.g., collection process, laboratory process, MRO process, etc.).

c. Circumstances for testing

i. Reasonable Cause Testing

1. An Individual will submit to drug and alcohol testing when there is reasonable cause to suspect that the Individual has reported to work, or is working, impaired.

2. The conduct of the Individual should be witnessed and documented by at least two supervisors, one from Management and one from Labor (a Labor supervisor is a Union Official, foreman, or a hatch boss). However, observation by at least one witness trained in the identification of actions, appearances, and conduct indicative of the use of drugs and/or alcohol will be acceptable. The factors considered may include unusual physical appearance, erratic behavior, to include fighting or poor and unsafe work practices, or other job-related circumstances, such as accidents that include personal injury and/or property damage.
3. Documentation of the conduct should be prepared and signed by the witness or witnesses within 24 hours of the observed behavior or prior to a drug and alcohol test, whichever is earlier.
4. All Individuals asked to be tested for reasonable cause will be transported to the nearest testing facility.

ii. Post-injury/Accident Testing

1. Post-injury/accident drug and alcohol testing shall be done immediately after the injury or accident. If immediate testing is not reasonably possible, then the Individual will have 24 hours from the time of the accident or injury to report to a collection facility approved by the Program Committee to submit to a drug and alcohol test. If the Individual is hospitalized or incapacitated by the injury or accident and

unable to submit to a test within 24 hours, the MRO will recommend an appropriate testing protocol to the Coordinator. The recommendation and action shall be reported to the Program Committee for documentation and review.

2. When an employer is first made aware of a personal injury and/or property damage (cargo and/or equipment), the employer may contact and recall Individuals involved in the accident to conduct a post-accident investigation, to include a drug and alcohol test. Individuals who refuse to be tested within 24 hours of the completion of the job or who do not make themselves available for a drug and alcohol test within 24 hours of the completion of the job shall be subject to the same consequences as a refusal to test under the provisions of the Program. When attempting to recall Individuals for this purpose, the employer shall make every reasonable effort to contact the Individual immediately after learning of the personal injury and/or property damage. Employers attempting to recall Individuals shall contact the Individual's ILA representative.
3. When an employer is made aware of a personal injury and/or property damage (cargo and/or equipment) later than 24 hours after the completion of a job, the Individuals involved shall be required to sign an on-the-job drug and alcohol-free agreement and will be subject to two random on-the-job drug and alcohol tests within the six-month period after they return to work.

iii. **Random Testing**

1. All Individuals will be subject to mandatory random drug and alcohol testing and will be placed in a computer pool for random selection. The random selection pool is currently managed by NowCare.
2. Individuals selected for random testing **must report to an approved collection facility immediately after notification** and immediately return to work after testing.
3. The Individual to be tested will sign-in and sign-out at the collection facility to which the Individual was assigned.

iv. **Follow-up Testing**

1. An Individual who successfully completes a required rehabilitation program and subsequently returns to work shall be required to provide six (6) random oral fluid follow-up tests and alcohol tests in the 18-month period immediately following the return-to-work date. The tests shall be done on the Individual's own time. When the Coordinator notifies the Individual of their random test selection, the Individual shall complete the test within 24 hours. A positive follow-up test shall result in a suspension for a minimum of one year. A positive follow-up test that is the Individual's third positive test, however, shall result in permanent termination from the industry.

2. To enroll in a required rehabilitation program, the Individual will be required to contact CIGNA (or the current MILA administrator), referring to the MILA program, to find a substance abuse professional (SAP) in the Employee Assistance Program (“EAP”). Once the Individual consults with an SAP, the SAP will evaluate the Individual’s personal needs and recommend a treatment program. After successful completion of the prescribed rehabilitation program, the SAP will provide written approval to the Coordinator for the Individual to return to work. The Individual may contact the Coordinator with any questions at (757) 628-2669.

v. **Pre-Employment Testing:** Individuals hired under the Hampton Roads Collective Bargaining Agreement are required to pass a mandatory physical examination and drug and alcohol test as established by Management and the ILA. Pre-Employment Testing is covered under Section 1 of the Hampton Roads Portwide Agreement.

vi. **Training / Return-To-Duty Testing**

1. Each Individual returning to the industry must pass a drug and alcohol test, and a physical.
2. Each Individual seeking a job change to equipment operator must pass a drug and alcohol test before training.

3. Individuals being reinstated following suspension will be required to first pass a drug and alcohol test, as well as a physical.
4. An Individual scheduled for a Return-to-Duty drug and alcohol test who leaves the collection facility before completing the test, will be suspended in accordance with this Program for refusal to test.

d. Drugs and Alcohol Cutoff Levels

- i. All Individuals who submit to a test for Illicit Drugs will be tested for the drugs listed in paragraph (iii) below, using an immunoassay technique for screening and a GCMS (Gas Chromatography/Mass Spectrometry) for confirmation.
- ii. Subject to paragraph (iv) below, these listed drugs will be tested using the cutoff levels listed in paragraph (iii) below, by a Food and Drug Administration (FDA) certified laboratory with oral fluid testing expertise and approved by the Program’s MRO. The MRO must provide assurance to the Program Committee that the Program is employing the best technology available to ensure that the results of all testing are accurate and beyond reproach.
- iii. At the present time, the following drugs are tested using the cutoff levels found below:

<u>Drug</u>	<u>Screen</u>	<u>GC/MS</u>
THC	3 ng/ml	2.0 ng/ml
Cocaine/Metabolite	15 ng/ml	8 ng/ml

Opiates (Morph/Cod)	30 ng/ml	40 ng/ml
Amphetamines	300 ng/ml	50 ng/ml
Phencyclidine PCP	3 ng/ml	10 ng/ml
Barbiturates	60 ng/ml	60 ng/ml
Benzodiazepines	3 ng/ml	5 ng/ml
Methadone	15 ng/ml	15 ng/ml
Methamphetamine/MDMA	120 ng/ml	50 ng/ml
Hydrocotin/Oxycotin	30 ng/ml	15 ng/ml

- iv. These cutoff levels for drugs may be subject to change as FDA-certified laboratories adopt advances in technology and/or more accurate or precise testing protocols are developed. The cutoff levels will be reviewed by the MRO at least semi-annually and reported to the Program subcommittee (“Subcommittee”) charged with maintenance of protocols. Once the United States Department of Health and Human Services (HHS) certifies laboratories to meet its federally regulated oral fluid testing protocols, the Program will, as soon as feasible, use HHS-certified laboratories, protocols, and levels.
- v. **Alcohol:** The cut-off level of alcohol will be 0.04 on the screen breathalyzer and the confirmation breathalyzer. All positive alcohol tests performed at the collection facility will require a confirmation test. If the positive test is confirmed, the Individual tested will not be permitted to drive from the collection facility.

- vi. A positive result for **Methadone** will not be deemed to constitute an offense under the Program provided the Individual gives prior notice to the MRO that the Individual is a participant in a certified treatment program requiring the Individual's use of Methadone. Participation in a certified treatment program requires the Individual to cooperate with the treatment program and MRO in monitoring the Individual, regular testing under the treatment program, and providing written documentation to the MRO of treatment program use of Methadone, within 72 hours of a positive test. Should the MRO subsequently learn that the Individual tested positive outside the standards outlined in this paragraph, the Individual will be found to have tested positive for Illicit Drugs under this Program.
- vii. **Cannabis, Marijuana, and THC:** Tetrahydrocannabinol ("THC") is the main psychoactive compound in cannabis and marijuana and falls under this Program's testing protocols for Illicit Drugs. Due to the unique way THC is metabolized, current testing technology and protocols cannot test for impairment in the same way a breathalyzer can test for impairment due to alcohol. Virginia state law presently allows Individuals to legally use certain Cannabidiol ("CBD") products and marijuana for recreational use. The Program utilizes THC cutoffs designed to protect Individuals from false positives; however, it is possible the testing technologies may still produce a positive result even if the Individual is not impaired. For the safety of all workers, the Program cannot allow Individuals who may be impaired by THC to work on the waterfront. **Therefore, Individuals subject to this Program**

use CBD products and recreational marijuana at their own risk as they may produce a positive test result. The Program Committee shall regularly consult with the MRO and take reasonable steps to update protocols when and if testing technology develops to better target THC impairment.

e. Collection Procedures

- i. All Individuals must use a collection facility approved by the Program Committee. An approved collection facility must be certified by the FDA and approved and monitored by the MRO.
- ii. Every drug test shall allow for a split sample using two separate oral fluid testing kits. If the first test is positive, the Individual has the right to request a test of the second oral fluid testing kit at a laboratory approved by the MRO within 72 hours after the Individual receives notification of a positive result.
- iii. The Program Committee, through NowCare Health and Safety, will contract with an FDA-certified laboratory that is approved by the MRO. Once HHS certifies a laboratory reasonably accessible for use by this Program and the laboratory is approved by the MRO, the Program Committee will contract with the HHS-certified laboratory.

f. Notification of Test Results

- i. On all confirmed positive drug test results, Individuals will be contacted by the MRO, a licensed physician who has knowledge of substance abuse disorders. At that time, the Individual will be given a chance to discuss any

medical reasons for a positive test result prior to notification of the Coordinator.

- ii. The MRO will attempt to reach the tested Individual using the daytime phone number provided on the Chain of Custody form. If unable to reach the Individual in two (2) working days, the MRO will notify the Coordinator, who will immediately notify by phone and in writing the Individual of the Individual's ineligibility to work.
- iii. In all instances when an Individual is declared ineligible to work because of a positive test, the Coordinator will provide to the Individual written notification of the date the Individual became ineligible, with a copy to the Individual's union or Management employer, as applicable.
- iv. The MRO shall determine if a positive drug test result is consistent with medical drug use as prescribed by a physician and, if it is consistent with medical drug use as prescribed by a physician, shall make a recommendation for reasonable workplace restrictions or accommodations, if any, so that the Individual may be safely employed. If a positive drug test is not consistent with medical drug use as prescribed by a physician, then the positive result shall be an offense within the meaning of this Program. **Falsifying prescriptions, certifications, or medical documentation provided to any MRO under this Program or any employer-managed program shall result in the Individual's immediate termination from the industry.**

g. Confidentiality

- i. The MRO is the sole custodian of the Individual drug and alcohol test results and reports received from the laboratory. The MRO will review and verify all tests, both negative and positive. Following a discussion of the positive test with the Individual, the MRO will notify the Coordinator of the results by phone. The test results will then be entered into the NowCare Health and Safety Drug Pak II database (a secured program). A hard copy, bearing NowCare Health and Safety's seal, will be mailed to the Coordinator, marked "Personal and Confidential". Results will not be released to any other person or company without the written authorization of the tested Individual.
- ii. Test results will be kept in a confidential file in the custody of the Coordinator.

IV. Consequences

- a. An Individual who tests positive for drugs or alcohol or who does not cooperate with testing (e.g. refuses a test, signs in at the testing facility and leaves before being tested, or refuses to sign the consent form agreeing to a test) will be treated the same as if the Individual had tested positive and will be suspended in accordance with this Program.
- b. The first positive test will result in a suspension for sixty (60) days and require successful completion of a rehabilitation program; up to one hundred and twenty (120) days will be allowed if needed to complete a required rehabilitation program.

- c. If the Individual remains drug-free for a period of three (3) years from the date of the first offense, the Individual shall be entitled to the rescission of the first offense for the purpose of applying the reinstatement provisions. If the Individual commits a second offense prior to three drug-free years, the Individual is not entitled to rescission of the first offense. An Individual is only entitled to one (1) rescission.
- d. The second positive test will result in a suspension for one (1) year and required successful completion of a rehabilitation program, and up to eighteen (18) months will be allowed, if needed, to complete a required rehabilitation program.
- e. The third positive will result in permanent termination from the industry.
- f. An Individual caught possessing, using, or dealing Illicit Drugs or alcohol while at work, including while on the employer's premises or at the hiring center, will be permanently terminated in accordance with the local Portwide Collective Bargaining Agreement, "Prohibited Activities and Discipline."

V. Grievance Procedures

- a. All disputes involving this Program and by Individuals shall be resolved solely under this procedure.
- b. Individuals have twenty-one (21) days following the date of the written notice from the Coordinator of the Individual's ineligibility to file a grievance with the Subcommittee of the Program Committee. The notice letter shall include the date on which the Individual was declared ineligible to work.

- c. The Individual's grievance must be filed by an ILA representative, stating the specific aspect of the Program the Individual wishes to grieve. The Individual must seek assistance from an ILA representative in bringing the grievance to the Subcommittee.
- d. If a grievance cannot be resolved by the Subcommittee, an ILA representative may file an appeal to the Program Committee on behalf of the Individual within fourteen (14) days after the Subcommittee's decision. The decisions of the Program Committee shall be final and binding on all parties.
- e. Any and all matters which result in a deadlock vote of the Program Committee shall be referred to arbitration in accordance with the provisions of the HRSA-ILA Portwide Collective Bargaining Agreement.

VI. Reinstatement Requirements

- a. An Individual suspended from the industry for a second offense in accordance with the Program, who remains drug free for one (1) year from the date the Individual makes an application for reinstatement, will be eligible for a third and final chance for reinstatement subject to the following terms and conditions.
 - i. Application for reinstatement after the second offense must be made within sixty (60) days from the date the Individual's name is placed on the HRSA-ILA Ineligibility to Work List for the second offense.
 - ii. The application must be made by the Individual by certified letter to the Coordinator.
 - iii. The Individual must complete all required rehabilitation within eighteen (18) months of the suspension of employment.

- iv. The Individual's failure to make application for reinstatement within sixty (60) days from the date the Individual's name is placed on the HRSA-ILA Ineligibility to Work List for the second offense, will result in forfeiture of consideration for reinstatement.
- b. Criteria for providing documented proof of a one- (1) year drug free status will consist of:
 - i. Twelve (12) consecutive negative monthly drug screen and breathalyzer tests at a testing lab approved pursuant to the terms of this Program.
 - ii. These tests must be taken between the 1st and 15th of each month.
 - iii. Documentation of treatment recommendations and compliance, as provided by the SAP.
- c. Once an Individual is reinstated, that Individual must provide six negative random oral fluid and alcohol tests in the 18-month period immediately following return to work.
- d. A third offense will result in the Individual being terminated from the industry for life.

PROTOCOL FOR INDIVIDUALS WITH A POSITIVE DRUG OR ALCOHOL TEST

Your drug and alcohol test has been reported as positive by the Drug and Alcohol Program's approved laboratory. This Protocol summarizes and supplements the requirements of the HRSA-ILA Drug and Alcohol Program that will govern your return to work in the industry. Please carefully read this Protocol and the entire HRSA-ILA Drug and Alcohol Program provided to you with this Protocol.

CONTACT PROCEDURE

The Medical Review Officer (MRO) is your initial contact. If there are any extenuating circumstances that you feel could have contributed to your positive test, it is your responsibility to provide the MRO with documentation to substantiate your claim. The following contact information will assist you in contacting the MRO and, if needed, in contacting the HRSA-ILA Drug and Alcohol Coordinator:

Medical Review Officer
NowCare
6632 Indian River Road
Virginia Beach, VA 23464
Office: (757) 424-7967
Fax: (757) 424-3736

HRSA-ILA
Drug and Alcohol Coordinator
236 E. Plume Street
Norfolk, VA 23510
Office: (757) 628-2669
Fax: (757) 622-9624

RE-TEST

You may request a re-test of the original positive specimen, within seventy-two hours after the MRO notifies you of the positive test result. This request must be made to the MRO at the location and telephone number noted above.

CONSEQUENCES OF FIRST POSITIVE TEST

Your first positive test will result in a suspension from the industry for sixty days and require successful completion of a rehabilitation program. During your suspension, you will be ineligible for employment by any HRSA employer. If at the time of the first positive test you are not working due to a job-related injury, the sixty-day suspension will not go into effect until you have been medically released to return to work.

RETURN TO WORK REQUIREMENTS AFTER FIRST POSITIVE TEST

When you have been suspended from the industry following a first positive test, in accordance with the HRSA-ILA Drug and Alcohol Program you will be eligible for a chance for reinstatement subject to the following terms and conditions:

1. You must complete a 60-day suspension from the industry.
2. You must successfully complete a rehabilitation program.
3. You must contact the HRSA-ILA Drug and Alcohol Coordinator to schedule a return-to-work drug and alcohol test and physical after you complete your suspension and a rehabilitation program.

4. You have a total of 120 days from the suspension of your employment to successfully complete the required rehabilitation program. If you exceed the 120 days, you will be permanently terminated from the industry.
5. If your return-to-work drug and alcohol test is negative and you pass a return-to-work physical, you will be able to return to the industry after you sign a Drug and Alcohol Free Agreement.
6. You must complete six negative unannounced drug and alcohol tests during the 18-months after you return to the industry. A positive test will be considered a second positive and you will be suspended from the industry for one year. Failure to take a test when directed will be a refusal to test under the HRSA-ILA Drug and Alcohol Program.
7. If your return-to-work drug and alcohol test is positive, it will be your second positive and you will be suspended from the industry for one-year.
8. If you remain drug-free with no positive drug and alcohol test for a period of three years from the date of your first offense, you will be entitled to the rescission of the first offense for the purpose of applying all reinstatement provisions. If you have a positive drug or alcohol test during the three-year period, you are not entitled to rescission of the first offense. You may only have one rescission.

CONSEQUENCES OF SECOND POSITIVE TEST

Your second positive test will result in a suspension from the industry for one year and require successful completion of a rehabilitation program. During your suspension, you will be ineligible for employment by any HRSA employer. If at the time of the second positive test you are not working due to a job-related injury, the one-year suspension will not go into effect until you have been medically released to return to work.

RETURN TO WORK REQUIREMENTS AFTER SECOND POSITIVE TEST

When you have been suspended from the industry following a second positive test, in accordance with the HRSA-ILA Drug and Alcohol Program you will be eligible for a final chance for reinstatement subject to the following terms and conditions:

1. Application for reinstatement after the second offense must be made within sixty days from the date you are placed on the HRSA-ILA Ineligibility to Work List for the second offense. **Your failure to make application for reinstatement within sixty days from the date your name is placed on the HRSA-ILA Ineligibility to Work List for the second offense will result in forfeiture of consideration for reinstatement.**
2. Your application must be made by certified letter to the HRSA-ILA Drug and Alcohol Coordinator.
3. You must complete a one-year suspension from the industry.
4. You must successfully complete a rehabilitation program.

5. You will have a total of 18 months from the suspension of your employment to successfully complete the required rehabilitation program. If you exceed the 18 months, you will be permanently terminated from the industry.
6. You must remain drug free for one year from the date you make application for reinstatement and provide documented proof of your one-year drug free status. Documented proof will consist of:
 - A. Twelve consecutive negative monthly drug screen and breathalyzer tests at a testing lab approved pursuant to the HRSA-ILA Drug and Alcohol Program. The tests must be taken between the 1st and 15th of each month and the results must be provided to the HRSA-ILA Drug and Alcohol Coordinator by the last day of the month.
 - B. Letter from a Substance Abuse Professional outlining treatment recommendations and documentation of your compliance.
7. You must contact the HRSA-ILA Drug and Alcohol Coordinator to schedule a return-to-work drug and alcohol test and physical after you complete your suspension and a rehabilitation program, and your one-year drug free status.
8. If your return-to-work drug and alcohol test is negative and you pass a return-to-work physical, you will be able to return to the industry after you sign a Drug and Alcohol Free Agreement.
9. You must complete six negative unannounced drug and alcohol tests during the 18-months after you return to the industry. A positive test will be considered a third positive and you will be terminated from the industry for life. Failure to take a test when directed will be a refusal to test under the HRSA-ILA Drug and Alcohol Program.
10. **A positive test at any time after your second positive will be considered a third positive and you will be terminated from the industry for life.**

REHABILITATION PROGRAM FOR FIRST AND SECOND POSITIVE TEST

To successfully complete a rehabilitation program, you must first enroll in a rehabilitation program with CIGNA. The CIGNA program is subject to the provisions of the MILA Managed Health Care Trust Fund and is only available to individuals who have earned the required hours to qualify for these MILA benefits. If you are not covered by the MILA Managed Health Care Trust Fund or if your benefits are exhausted, you are responsible for enrolling in a rehabilitation program and the related expense. The contact information for CIGNA is provided below:

CIGNA Behavioral Health

1-800-274-7603

(Tell them you are covered by MILA and an Employee Assistance Program (EAP), and need to speak to a Substance Abuse Professional (SAP).)

You must make sure that after successful completion of your rehabilitation program, the SAP provides written approval to the HRSA-ILA Drug and Alcohol Coordinator for you to return to work and written notice of your successful completion of the rehabilitation program.



HRSA/ILA Drug & Alcohol Committee



DRUG AND ALCOHOL-FREE AGREEMENT

As a condition of my continued employment by HRSA member employers, I agree to become and remain drug free. I agree to submit, when requested, to an oral swab drug test and a breathalyzer test for analysis of any substance abuse. This includes illicit drugs, alcohol, and the abuse of legal substances that alter sensorium. I further agree to abide by all policies related to a positive drug or alcohol test result as set out in the HRSA-ILA Drug and Alcohol Program. I am aware that different policies apply for a first, second, or third violation, and I will abide by the appropriate requirements. I understand that I will be asked to provide six oral swab drug tests and breathalyzer tests at irregular intervals as determined by the HRSA-ILA Drug and Alcohol Coordinator. I understand that to participate in the tests I am to report to the NowCare Medical Center on Indian River Road. I understand that I am required to go to NowCare on my own time. I acknowledge that failure to take a follow-up test when directed will be considered a "refusal to test" under the HRSA-ILA Drug and Alcohol Program. I also understand that a failure to return calls or a failure to provide an accurate phone number to the Drug and Alcohol Coordinator will be considered a "refusal to test." I further understand that this agreement is not an employment contract. I am still subject to all rules and regulations of the HRSA-ILA and may be disciplined and/or discharged at any time according to the applicable Labor agreement.

Print Name

Start Date Stop Date

Employee's Signature

Today's Date

Cell Phone #

Port Number



HRSA/ILA
Drug & Alcohol Committee



Emergency Contact Phone #

Relationship

Witness Signature

Date

Copy to NowCare Fax: 757-424-3736