

## NOTICE TO ALL EMPLOYEES SUBJECT TO DRUG & ALCOHOL TESTING

**IMPORTANT:** Under Federal Regulations *Refusal to submit means that a driver (1) fails to provide adequate breath for testing without a valid medical explanation after he has received notice of the test (2) fails to provide adequate urine for controlled substances without a valid medical explanation after he has received notice of the test or (3) engages in conduct that clearly obstructs the testing process.*

**REFUSAL TO SUBMIT = POSITIVE RESULT**

### **ALCOHOL TESTS - results known immediately**

If your Alcohol Breath Test results are between .02 and .04, you are impaired and may not return to work for 24 hours.

If your Alcohol Breath Test results are above .04, you have tested positive, you may not return to work, and **you should immediately** call the Town's EAP (1-800-526-3485) and request an appointment with a substance abuse professional (SAP), or you may use your own, if you wish.

### **DRUG TESTS - results received in 3-5 days**

You will not be notified of negative drug results. If your drug test results in a laboratory positive, the MRO (medical review officer), Dr. Suski, will contact you to determine if this is a verified positive. If it is determined that your drug results are a verified positive, the Town will be notified. **You are then responsible for contacting our EAP @ 1-800-526-3485** to arrange an appointment. **You may not return to work until notified otherwise.**

**\*\*Every employee who tests positive for alcohol or drugs, must complete the rehabilitation prescribed by an SAP, and must receive a negative result on a "Return to Duty" test before he is allowed to return to work. You will also be scheduled for Follow-Up Testing.**

**\*If this is your second positive result or your third impaired result, you may not return to work, and will be notified ASAP of your termination benefits.**