

DRUG SCREEN TESTING

POLICY:

Random drug screen testing serves to provide a record that the individual's required abstinence of alcohol and unauthorized and illegal controlled substances is occurring and is being monitored on a routine basis.

PROCEDURE:

1. Individuals being monitored by a Board Order that are required to have random drug screens will be required to log in seven (7) days per week into the Third Party Administrator's (TPA) participant portal. There are various panels and frequencies of test requirements. Panels can include urine, blood, and hair.
2. Initially, an identified number of screens required on a random basis will be established during the development of the Board Order and are subject to change throughout the drug testing process. The frequency and types of screens will vary from a minimum of six (6) to forty-eight (48) tests per year in accordance with best practice and the individual's diagnosis, substance(s) abused, and practice issues. Ethylgucuronide (EtG) and Ethylsulfate (EtS) testing for the detection of alcohol may be utilized throughout the random drug testing process.

Option #	TEST COST*	COLLECTION FEE**
1	\$ 22.50	Varies
2	\$ 22.50	Varies
3	\$ 22.50	Varies
4	\$ 22.50	Varies
5	\$ 40.80	Varies
6	\$ 36.70	Varies
Special Blood Test	\$100.00	Varies
Special Hair Test	Varies \$65.00 to \$325.00	Varies

Note:

*The cost of lab analysis is **paid by the monitored individual** and is subject to change.

There is an additional fee paid directly to the collection site. This is not included in the price for lab analysis. Collection fees are also **paid by the monitored individual and are established by the various collection sites and will vary in price.

3. The monitored individual will register with the TPA within 10 days of the date of the Board Order to enroll in the monitoring program. The individual must provide all required information including a valid credit/debit card for payment of test analysis. The individual can obtain collection site locations via the TPA's participant portal.
4. All screens are done on a random basis.
5. Specimen testing will be done through the program's designated collection sites and laboratory.

6. All specimens are to be provided consistent with the protocols and collection procedures established by the designated laboratory. All drug screens are completed using an observed and/or secured dry room technique and following proper chain of custody.
7. Dilute urine may be considered positive and may be repeated as soon as possible. Drinking excess fluids prior to a drug screen may lower the specific gravity and creatinine level. A low specific gravity/creatinine may invalidate the analysis. The following criteria will be implemented for individuals who present with a specific gravity of less than 1.003 and a creatinine level of less than 20 mg/dL.
 - 1st Dilute - **Letter of Concern** with a required \$100 Administrative Fee is sent to individual.
 - 2nd Dilute - **Letter of Concern** with a required \$150 Administrative Fee is sent to individual. Individual must also pay for an additional drug and/or alcohol test collection and analysis to replace the invalidated analysis which may include urine, hair, or blood testing
 - 3rd Dilute - **Letter of Concern** with a required \$200 Administrative Fee is sent to individual. Individual must pay for at least two (2) additional drug and /or alcohol collections and analyses (one (1) to replace the invalidated analysis and one (1) as a consequence). These tests may include urine, hair, or blood.

In addition, **all dilute test results may be subject to the established Dilute Protocol.** The monitored individual is responsible for cost of review(s).

DILUTE PROTOCOL
<p>Step 1: The specimen will be reviewed to determine if there appears to be a particular analyte using 50% of the screening cutoff (Review of immunoassay data by drug family on dilute samples -\$20.00 per review).</p> <p>Step 2: If the laboratory reports that there is a suspected analyte present at 50% of cutoff, the lab will do an immediate confirmation of that analyte at the laboratory's lower limit of detection (LOD) (Confirmation of LOD- \$55.00 per drug)</p> <p>If the LOD confirmation is positive, this will produce a confirmed positive result.</p>

8. The individual is responsible for any and all fees and costs associated with the drug screens. All drug screen payments are paid via the individuals credit/debit card. Individuals are required to have a valid credit/debit card on file in the TPA's participants portal. Failure to have a valid credit/debit card on file will result in the individual being suspended. If suspended, the individual will be unable to check-in to determine if selected for a test. The cost for the individual to be unsuspended is \$25.00.

9. Drug screen results are reported directly to the Board's designee at the Board of Nursing office.
10. Guidelines for request for excuse from random drug testing:
 - a. The individual must provide prior notification, via the messaging system in TPA's participant portal, a minimum of two weeks prior to the excuse date requested.
 - b. Consideration for written excuse requests will be made based on the following criteria:
 1. Reason for the request which may require supporting documentation attached to request.
 2. Location and zip code where the individual will be during the requested excuse time (*NOTE- Testing may be required in the destination location if the request for excuse is for travel away from home area).
 3. Current compliance with the terms and conditions of the Board order
 4. Frequency of excuses requested: No more than a total of 14 calendar days in one calendar year may be approved per year
 5. Other exceptions may be approved after review by the Compliance Advisory Council
11. The individual may voluntarily submit to drug screen testing at any time.
12. The Board's designee or the employer may request a drug screen test if there is suspicion of use/diversion of alcohol or drugs by the individual. Refusal to immediately submit a specimen for a drug screen may be considered a positive and a violation of the Board Order.
13. The individual is responsible for informing any employer and/or supervisor of the need to leave work to give a drug screen test. In case of an emergency, if the individual is unable to leave the work site, the supervisor must contact the Board's designee for an excused absence within 4 hours of check-in to be considered for excuse from testing.
14. A positive screen may necessitate additional review by a Medical Review Officer (MRO), with an additional cost of \$50 to be paid by the monitored individual (Cost is subject to change). Positive results will be evaluated in light of information provided in consent form (i.e. medication or drugs taken) and all other information available to the laboratory and the Board. The Board's designee and/or MRO shall examine alternate medical explanations for any positive drug test results. The MRO will release the results to the Board and it is the Board's responsibility to review the results with the participant. No representative of the TPA is authorized to release the results of the MRO review to the participant.
15. Noncompliance issues:
 - a. A missed drug screen test or refusal to submit a specimen for a drug screen is considered a positive.
 - b. Failure of the individual to pay monthly testing costs resulting in a "Suspended" status of the individual in the TPA's portal may result in possible disciplinary action. The TPA will suspend any individual for failure of the individual to pay monthly testing costs. The TPA will charge the monitored individual a \$25 fee for any Non-Sufficient Funds (NSF) on their credit/debit card, for example invalid credit/debit card (for example invalid credit/debit

card) and will be reported to the Board designee.

- c. A drug screen will be considered a confirmed positive if the proper documentation from the prescribing practitioner has not been received.
- d. A positive screen will result in referral to the Compliance Advisory Council for review and may result in additional disciplinary action.

16. Monitored individuals must have no dual conflicting relationship with the specimen collectors. If a conflicting relationship develops, the individual may be referred to the Compliance Advisory Council for additional disciplinary action.

17. Monitored individuals must log in the TPA's participant portal **Sunday through Saturday between the hours of 5am and 12 noon**, to determine if selected for testing on that day.

- a. If testing is required that day, monitored individuals must report to the appropriate collection site and submit a specimen **that day**.

18. The individual must report the use of any PRN controlled substance medications or mood/mind altering substances to the Board's designee within 24 hours, via the TPA's participant portal. All required fields in the participant portal must be completed in order for medication to be considered for approval. Written verification from the designated healthcare practitioner must also be submitted, via the TPAs participant portal, to the Board's designee within 24 hours.

Prior to drug testing, the individual will provide via the TPA's participant portal all board required information and documentation in order for prescription(s) or any substance which could alter a drug screen to be approved, including, but not limited to:

- a. Any and all mood-altering substances and controlled substance medications, including, but not limited to:
 - 1. antidepressants
 - 2. antipsychotics
 - 3. antianxiety agents
 - 4. hypnotics
 - 5. narcotic analgesics
 - 6. sedatives
 - 7. stimulants
- b. Over-the-counter products and herbal preparations containing mind/mood altering substances matching the categories listed, including, but not limited to:
 - 1. diet aids/diuretics
 - 2. digestive aids
 - 3. energy aids
 - 4. laxatives
 - 5. painkillers
 - 6. sleep aids
- c. Dietary intake and any other substances having similar effects: It is important to know what products you are ingesting. You will need to abstain from all substances known to interfere with the toxicology screening process, including but not limited to:
 - 1. Foods, beverages, over the counter medications, and products containing poppy seeds, hempseeds, and ethyl alcohol- Examples include:

- Nonalcoholic beer or wine
- Some desserts
- Salad dressings
- Soups
- Herbal remedies
- Some hand sanitizing and mouthwash products

The ingestion or use of such products will be considered an acceptable reason for a positive drug screen result.

- d. Any other substances having similar effects.
- e. Specific medications (both prescription and non-prescription AND any medications obtained out of the country, i.e. Canada and Mexico) that must be reported to the Board's designee.

19. Individuals have several important responsibilities in the drug testing program:

- a. Logging In: You must check in Sunday through Saturday 5:00 a.m. to 12noon. to find out if selected for testing on that day. The system will advise if you are selected to test and which testing panel to mark on the Chain of Custody (COC) form. There are different test panels, so please be sure to mark the appropriate panel. Selecting the incorrect option could be considered a non-compliance issue.
- b. Have the forms: You must have the ability to test at the collection site.
- c. The individual has a financial obligation with the TPA for testing and analysis.
- d. You must test: If you fail to test when requested to do so, you may be subject to further disciplinary action by the Board of Nursing and your employer may be notified.
- e. Types of tests: Urine drug testing is most commonly utilized. However, you may be asked at any time for blood, nail, or hair. These tests can vary widely in cost.
- f. Check the process: It is your responsibility to check the collection process to ensure that all information, labeling, signatures, temperature readings and seals are correct. Incorrect paperwork may result in a missed test, or need for and cost of an additional test

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