



## **DIVISIONAL STUDENT DRUG TESTING POLICY**

Revision Date: July 2014

### **PURPOSE:**

This policy is designed to protect the Greenville Technical College (GTC) community of health care consumers from services provided by students who engage in the inappropriate use of drugs. These requirements also allow the Health and Wellness Division programs to be in compliance with the clinical affiliation agreements.

### **POLICY:**

#### **Initial Drug Screening**

Greenville Technical College Health and Wellness Division students are strictly prohibited from being under the influence of alcohol or any drug/medication which alters behavior or appearance of capability while engaged in any portion of their formal educational experience. To insure compliance each student will be required to submit to drug screening at any time during the clinical programs. A variety of specimen collection methods may be utilized some of which may include but are not limited to: blood, urine, hair, saliva and breath.

#### **Procedure for Testing**

- An agency specializing in drug testing will be employed to conduct the drug testing. The agency will be determined by the College.
- Drug testing dates will not be announced.
- Students are required to disclose all medications they take including prescription and over the counter medications.
- Students are required to provide the requested specimen for the tester.
- Any student that leaves during the drug testing without providing an adequate specimen is considered to have a positive result and will be removed from the program.
- Any specimen that is tampered with or does not register body temperature is considered to be a positive specimen and the student will be removed from the program.
- Any specimen that tests positive for a substance for which the student does not have a prescription will be sealed and taped in front of student. Chain of custody forms will be completed and signed by student.
- The fee for drug testing is included in tuition as a course lab fee.
- Any student out of the program for greater than 6 months or any transfer student will be drug tested prior to entering clinical program of study.

### **Procedure for Initial Drug Screening for Distant Expansion Campus Programs**

For students enrolled at expansion campuses out of Greenville County, drug screening will be done at a Labcorp facility near the expansion campus. Department Heads at these campuses will hand out drug screening packets and have the students sign and turn in the **Drug Disclosure and Consent Form**. The **Drug Disclosure and Consent** form will be forwarded by the Department Head to the Assistant Dean of Health and Wellness for review. The students are expected to go on their own to the designated Labcorp facility within 24 hours of receiving the drug screening packet. There they will provide a picture ID, turn in the packet and provide the specimen. The results will be sent to the Assistant Dean of Health and Wellness for review and results will be filed in the student health folders.

### **Procedure for Initial Drug Screening for Distant On-line Learning Programs**

For students enrolled in distant education programs that do not live within a reasonable driving distant of the Greenville campus, the student must complete the required drug testing within 72 hours of receiving the drug testing information packet in the mail. The student must inform the program instructor prior to the start of the clinical program of their correct mailing address.

The **Drug Disclosure and Consent Form** must be completed and mailed to:

Assistant Dean of Health and Wellness, Lydia Dunaway  
Greenville Technical College  
PO Box 5616  
Greenville, SC 29606

Upon completion of drug testing the student is to notify the Assistant Dean and the Program Director via email that the testing is complete. Results will be sent to the school.

### **Positive Findings**

It is unacceptable for students to have detectable levels of illegal drugs in their system, to be under the influence of alcohol, to be impaired by prescription medications in the lab or clinical setting or to have detectable levels of legal drugs which are not disclosed and/or for which no prescription can be produced. If there is a positive finding, the specimen will be sent for confirmation. Upon confirmation of a positive finding, or if the student refuses to submit to a requested drug screen, the student will immediately be removed from his/her program of study. Confirmation is the final appeal.

Students who do not provide a specimen for testing will not be offered a second opportunity for testing and will be removed from the program.

### **Random Drug Screening**

Random drug screening may be required of student at any time throughout the program. Random drug screenings may be done with or without reasonable suspicion. The expense of random drug screens will be at the expense of the College.

### **Random Drug Screening with Reasonable Suspicion**

Students are subject to drug testing at times in which student actions constitute reasonable suspicion. Factors which may indicate reasonable suspicion for drug testing include but are not limited to:

- Contributing to a clinical or lab accident
- Possession of drug paraphernalia
- Unexplained abnormal or erratic behavior
- Arrest or conviction for drug related offenses
- Observance of drug or alcohol use
- Odor of alcohol beverages
- Other behavior that gives reasonable suspicion

Students who display reasonable suspicion will immediately be removed from education experience and required to submit to an immediate drug screening. Students will be given a timeframe by which they must arrive at the testing center. If a student is late arriving, the test will not be performed and the student will be considered positive. The instructor will communicate immediately with the Dean, Assistant Dean and/or Program Director in facilitating the screening process.

### **Reapplication after Removal from Program of Study**

Students removed from any program of study for drug related issues are not eligible to recycle and may not reapply to any Health and Wellness program for 12 months and must provide documentation of substance abuse rehabilitation that has been preapproved by the Assistant Dean of Health and Wellness.