

St. Johns River Water Management District

Drug Free Workplace Program

Notice to Job Applicants

About the Drug Free Workplace Program

The St. Johns River Water Management District (District) opposes drug and alcohol abuse in the workplace by providing a drug free workplace program for testing certain job applicants and employees for the use of illegal drugs or the illegal or misuse of legal drugs or alcohol. Law enforcement officials will be notified whenever illegal drugs are found on District property.

The District's program is based upon Florida Statute Section 440.102, *Drug-free workplace program requirements*.

Types of Drug Testing

The District requires drug testing under the following circumstances:

1. **Job applicant:** conducted when a job applicant is offered a mandatory-testing position by the District. Both new employees and current employees placed in a mandatory-testing position from a non-mandatory-testing position by an action of the District are subject to job applicant drug testing.
2. **Reasonable suspicion:** conducted when a supervisor believes an employee is using or has used or misused drugs or alcohol in violation of this directive.
3. **Routine fitness for duty:** conducted when the test is a part of a routinely scheduled fitness-for-duty medical examination required by law, District policy or directive, or District job qualifications.
4. **Follow-up:** conducted following a mandatory referral to and the successful completion of an employee assistance program or resultant referral or rehabilitation program for drug or alcohol related problems.

Drugs Tested and Common Drugs that May Affect a Drug Test

The following is the list of drugs for which the District will test including the names of common drugs that may affect a drug test. Due to the large number of obscure brand names and constant marketing of new products, this list of common names cannot and is not intended to be all-inclusive:

Drug Class	Common Names of Drugs
Alcohol	All liquid medications containing ethyl alcohol (ethanol). Please read the label for alcohol content. As an example, Vick's Nyquil is 25% (50 proof) ethyl alcohol. Comtrex is 20% (40 proof), Contact Severe Cold Formula Night Strength is 25% (50 proof), and Listerine is 26.9% (54 proof)
Amphetamines	Obetrol, Biphedamine, Desoxyn, Dexedrine, Didrex, Ionamine, Fastin
Cannabinoids	Marinol (Dronabinol, THC)
Cocaine	Cocaine HCl topical solution (Roxanne)
Phencyclidine	Not legal by prescription
Methaqualone	Not legal by prescription
Opiates	Paregoric, Parepectolin, Donnagel PG, Morphine, Tylenol with Codeine, Empirin with Codeine, APAP with Codeine, Aspirin with Codeine, Robitussin AC, Guiatuss AC, Novahistine DH, Novahistine Expectorant, Dilaudid (Hydromorphone), M-S Contin and Roxanol (morphine sulfate), Percodan, Vicodin, Tussi-organidin, etc.
Barbiturates	Phenobarbital, Tuinal, Amytal, Nembutal, Seconal, Lotusate, Fiorinal, Fioricet, Esgic, Butisol, Mebaral, Butabarbital, Butalbital, Phrenilin, Triad, etc.
Benzodiazepines	Ativan, Azene, Clonopin, Dalmine, Diazepam, Librium, Xanax, Serax, Tranxene, Valium, Verstran, Halcion, Paxipam, Restoril, Centrax
Methadone	Dolophine, Metadose
Propoxyphene	Darvocet, Darvon N, Dolene, etc.

Potential Consequences for a Positive Confirmed Drug Test

In the event of a positive confirmed drug test result, the District may take the following actions:

1. Disciplinary action;
2. Mandatory referral to an employee assistance program or an alcohol and drug rehabilitation program with follow-up testing for two years after successful completion of the program;
3. Withdrawal of job offer.

If an employee injured at work is required to submit to drug testing based upon reasonable suspicion and refuses to submit to a test or shows a confirmed positive drug test result by the MRO, the employee will forfeit eligibility for medical and indemnity benefits under Section 440.101, Florida Statutes

Potential Consequences for a Refusing to Submit to a Drug Test

The District will withdraw its offer of employment to any job applicant who refuses to submit to a required drug test.

An employee who refuses to submit to a drug test in accordance with the District's drug free workplace program will be considered to have engaged in insubordination and will be subject to disciplinary action.

Confidentiality

Unless authorized in writing by the employee or job applicant, all information, interviews, reports, statements, memoranda, and drug test results, written or otherwise, received or produced by the District as a result of this drug testing program are confidential and exempt from the Florida Public Records Act, Chapter 119, Florida Statutes. Such information may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings, except in accordance with the provisions of Section 440.102(8), Florida Statutes.

Procedure for Confidentially Reporting Use of Prescription or Nonprescription Medications

The District will contract with a Medical Review Officer (MRO) to receive, review and verify all laboratory test results. The MRO will be certified by the American Association of Medical Review Officers, American Society of Addiction Medicine or the Medical Review Officer Certification Council. Employees and job applicants, both before and after being drug tested, may confidentially report the use of any prescription or over-the-counter drugs to the MRO. In addition, employees and job applicants have the right to consult with the MRO for technical information regarding prescription and non-prescription medications.

Resources

St. Johns River Water Management District Employee Assistance Program

Administered by Magellan

Phone: 800-523-5668

Local Drug Rehabilitation Programs:

Northeast Florida, Putnam County

Lutheran Services of Florida

(877) 229-9089

Central Florida, Brevard County

Central Florida Cares

(407) 985-3560

Contesting Drug Test Results and Other Administrative or Civil Actions

An employee or job applicant who receives a positive confirmed test result may contest or explain the result to the medical review officer within 5 working days after receiving written notification of the test result. If an employee's or job applicant's explanation or challenge is unsatisfactory to the medical review officer, the medical review officer will report a positive test result back to the District. The Agency for Health Care Administration has adopted rules for contesting the drug test result.

It is the employee or job applicant's responsibility to notify the laboratory of any administrative or civil action brought pursuant to Florida Statute Section 440.102, *Drug-free workplace program requirements*.