

SAMARITAN HEALTH SERVICES
Policies and Procedures

SUBSTANCE ABUSE

APPROVED

DATE

POLICY

A. INTRODUCTION

Samaritan Health Services (SHS) has a responsibility to the people we serve to deliver services in a safe and conscientious manner. SHS expects employees and students to report for work unimpaired and in condition to perform their duties safely and efficiently. In order to ensure this objective, SHS employees and students must be working free from the effects of performance impairing substances. SHS strives to balance the respect for individual privacy with the need to ensure a safe, productive drug-free work environment and comply with Federal regulations. SHS recognizes that employees and students are a valuable asset, that substance abuse is a treatable disease, and will, when appropriate, be supportive of rehabilitation of those with substance abuse problems.

B. PROHIBITED CONDUCT

The following conditions and activities are expressly prohibited and are subject to corrective action, up to and including termination of clinical affiliation:

- 1. The manufacture, sale, use or possession of alcohol, any controlled or illegal substance (except strictly in accordance with medical authorization) or any other substances which impair job performance or pose a hazard, when use or possession occurs on SHS premises or property, or during work time. The conduct prohibited includes consumption of any intoxicating substance (including alcohol) prior to reporting to work or during work hours (including breaks or lunch periods). On-call hours are considered work hours for purposes of this policy.
- 2. For purposes of this policy, being under the influence means any positive drug and/or alcohol blood, urine, or breath test or any noticeable or perceptible impairment of mental or physical faculties. Being under the influence of alcohol also includes having an odor of alcohol on the breath when at work. Having any detectable level of an illegal or controlled drug in one's system while at work will be considered subject to corrective action.

C. PRESCRIPTION MEDICATIONS

Students who are medically authorized to use drugs or other substances, are responsible to determine from their physician whether or not the substance can impair job performance. If it can, the student must report the use of the substance to his or her immediate supervisor and provide proper written medical authorization from a physician to work while using such authorized drugs. Written medical authorization(s) will be maintained in the student's health record.

D. DRUG AND ALCOHOL TESTING

- Drug testing shall be required of all students as part of their pre-clinical screening.
- Testing will be done no greater than 7 days prior to start of initial clinical rotation.
- Testing will include:
 - Amphetamines
 - Barbiturates
 - Cocaine
 - Opiates
 - Marijuana

2. Reasonable Suspicion

When the hospital has a reasonable suspicion that a student is in violation of this policy, the student will be required to leave the premises and the school will be contacted. (Refer to school Drug and Alcohol policy). The student will not be allowed to continue clinical duties until cleared by the school and SHS is notified.

SHS reserves the right to determine whether reasonable suspicion exists. When reasonable suspicion testing is initiated, the student will be suspended from clinical duties, pending the findings of the investigation and results of any applicable laboratory testing, fitness for duty examinations or medical evaluations. Among the situations where the hospital may exercise its “reasonable suspicion” right to exclude from clinical rotation/test include, but are not limited to the following:

- Observable symptoms of being under the influence of alcohol or drugs (e.g., slurred speech, staggering or unsteady gait, glassy or reddened eyes, etc.);
- Noticeable odor of alcohol or drug use;
- Involvement in an accident on company premises which results in physical injury or property damage where substance abuse is suspected;
- Any accident involving a SHS owned motor vehicle, even if substance abuse is not suspected;
- A sentinel event or any significant patient safety concern;
- Unexplained, significant changes in behavior (erratic, insubordinate or abusive behavior, or disregard of safety rules or procedures);
- Unexplained or suspicious absenteeism or tardiness and/or deteriorating work performance; or
- Admission of alcohol and/or drug use.

3. Fitness For Duty

A student may be considered impaired and unfit for work for reasons other than substance abuse (e.g. excessive use of prescriptive and over-the-counter medications, sleep deprivation, acute psychological stress reaction, etc.). The school will be contacted and the student will be banned from any SHS campus, pending the findings of a fitness-for-duty medical evaluation by the employee’s healthcare provider.

E. RIGHT TO CONDUCT LIMITED SEARCHES

SHS reserves the right to inspect and/or search any personal property on hospital premises if there is reason to believe that this policy has been violated. In the event that a search is required, the student will be notified of the reasons for the search and the search will be conducted by the Security Department Manager and/or Department Manager/designee in the presence of the employee whenever possible. Refusal to submit to any such inspection or

refusal to cooperate in any investigation will result in corrective action, which could include termination.

2. Non-Voluntary Disclosure

As a result of corrective action arising from a drug or alcohol problem, a student may be required to participate in a drug or alcohol treatment program as a condition of continued enrollment. SHS reserves the right to determine if a student is a candidate for the return to the clinical rotation

H. VERIFICATION/NOTIFICATION OF TEST RESULTS

The urine drug test will be sent to a DHHS/SAMSA-certified and Oregon licensed laboratory. Positive urine drug tests will be confirmed utilizing for Gas Chromatography/Mass Spectrometry confirmatory testing.

A licensed physician with knowledge of substance abuse disorders will make a final verification of any positive drug test result. SHS has designated a Medical Review Officer (MRO) who will determine if a confirmed positive test resulted from something other than substance abuse. The MRO will notify a designated SHS contact person with the final interpretation of the test result (i.e. pass/fail).

I. CONFIDENTIALITY & RECORD KEEPING

Substance abuse records are considered confidential information, which are disclosed only to individuals on a need to know basis.

1. Reasonable Suspicion/Corrective Action Documents

If a student has a confirmed positive substance abuse test, documentation of the investigation and any corrective action communication will be stored in Samaritan Occupational Medicine with results sent to the appropriate school.

2. Urine Drug and Blood/Breath Alcohol Test Results

For urine drug tests, Samaritan Occupational Medicine will have custody and maintain the results for the mid-valley facilities.

3. Release of Urine Drug Test Results

Students requesting copies of their post-offer urine drug test results should contact Samaritan Occupational Medicine.

PROCEDURES

A. Drug TESTING

- Students will be informed of urine drug testing Samaritan Occupational Medicine.
- The urine drug screen will be collected within 7 days of the conditional clinical placement offer. The offer may be rescinded on the basis of refusal to test if the applicant fails to have his or her test within the limit.
- The urine drug test must be completed before the student begins clinical assignment.

- The department conducting the post-offer urine drug test will notify the school if the applicant is unable to provide a satisfactory urine sample in the allowable time limit. The school will inform the applicant and, **the Student Coordinator or Clerkship Office** that the placement offer is rescinded.
- The MRO will notify the school of any confirmed positive test results. The school will notify the student and the **Student Coordinator or Clerkship Office** that the student did not pass the post offer drug test and the offer of clinical placement will be rescinded.

B. REASONABLE SUSPICION

- 1) If a student is thought to be in violation of the SHS substance abuse policy, the Student Coordinator or Clerkship Office will be notified immediately.
- 2) A "Worksheet" may be used to document the signs/symptoms of the suspected substance abuse. (See attached)
- 3) Once confirmation of the suspicion has occurred, the student will be removed from the work area.
- 4) If the student refuses to cooperate, advise the student that, under SHS's policy, failure to comply may be grounds for termination. The student is to be sent home with appropriate transportation if he or she refuses to submit to the substance abuse investigation.
- 5) The school will be notified and the student will be referred to the schools policy relating to "Drugs and Alcohol".

C. AUTHORIZATION

If a situation arises during pre-clinical screening or reasonable suspicion testing that is not covered within this written policy, the person conducting the drug test will contact the appropriate SHS contact person for clarification and/or further instructions

EFFECTIVE: 4/2007

Submitted by:

REVIEWED: