

DRUG-FREE WORKPLACE GUIDELINES

A. Definitions

For policy purposes:

1. Alcohol or alcoholic beverage is defined as any beverage that may be legally sold as alcohol. This includes, but is not limited to, fermented malt beverages, intoxicating liquors and wine.
2. Prescription drug is defined as any substance prescribed for the individual consuming it by a licensed medical practitioner.
3. Illegal drug is defined as any drug of which the sale, possession or consumption is illegal, including prescription drugs for someone else.
4. Controlled substance is defined in schedules I through V of the Controlled Substances Act and is further defined by regulation at 21 CFR 1308.11 through 1308.15.

B. Prescription Drugs

1. When the use of prescription drugs for medical purposes may affect behavior and performance, employees are required to advise their supervisor that they are taking such drugs.
2. If an employee's improper performance of assigned duties presents a substantial risk of causing property damage or personal injury to the employee or other persons, the employee must report the taking of prescription drugs to the employee's supervisor. These duties may include, but are not limited to: operating machinery and power and/or hand tools, driving a motor vehicle and working with stove and heating systems supervising employees or students who may be performing these tasks.

The district may require a medical evaluation and opinion as to the effect of a prescription drug upon the ability of an employee to safely perform required duties. In the best interests of the employee, co-workers, students and the district, an employee may be prohibited from working or may be required to work under restrictions while taking prescription drugs, as medical information indicates.

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