

Palm Beach State College

Board Policy

TITLE	Drug and Alcohol Free Workplace	NUMBER 6Hx-18-5.84
LEGAL AUTHORITY	1001.64 FS, 1001.65 FS; 41 U.S.C. 701	PAGE 1 of 1
DATE ADOPTED/AMENDED	Adopted 9/14/1994; Amended 5/12/2009	

1. The College will maintain a drug and alcohol free workplace consistent with Workers' Compensation Law (440FS).
2. When an employment offer is extended to any prospective new regular full-time or regular part-time employee, the applicant will be informed that it will be necessary to successfully pass a drug test as a condition of employment with the College. The administration may also require drug testing of certain prospective temporary employees who work in safety or security sensitive positions. The College will assume the cost of the "initial drug test."
3. Employees of the College may be drug tested when there is a "reasonable suspicion" as defined by Workers' Compensation Law. Prior to being drug tested, the Campus Provost or appropriate Vice President and the Executive Director of Human Resources must agree that reasonable suspicion exists. The employee will be informed in writing by the Executive Director of Human Resources, or a designee, of the general circumstances as to why drug testing is being required.
4. Employees of the College will be drug tested following an accident or injury. Failure to submit to a test for drugs or alcohol may result in forfeiture of eligibility for medical and indemnity benefits under Workers' Compensation Law.
5. Any applicant or employee who tests positive with an "initial drug test" shall be entitled to a "confirmation test," upon request, to ensure a higher degree of accuracy. The College will pay the costs of any such test.
6. All records associated with drug testing will be considered confidential and will be maintained in the employee's confidential file in accordance with the privacy and public records law.
7. Employees are prohibited from possessing, selling or using alcoholic beverages or illegal drugs on campus or at any college function. Exceptions to this policy with regard to the use of alcoholic beverages for a specific event or function may be granted by the President or designee.