



STANDARD OPERATING GUIDELINE

Topic: Drug and Alcohol Policy	S.O.G. # 1.48
Approved by: Virginia Leavell, Chief	Revised: 07/01/2020 Approved: 07/01/2020

I. PURPOSE

- a. The Rescue Squad maintains and strictly enforces a drug-and-alcohol-free workplace.

II. PROHIBITED

- a. The following activities are prohibited regardless of whether the member is on or off duty:
 - i. The unlawful or unauthorized manufacture, distribution, dispensation, possession, sale, transfer or use of an illegal drug, e.g., a substance controlled under Section 202 of the Controlled Substances Act, 21 U.S.C. §812.
- b. The following activities are prohibited while the member is on duty or on squad-controlled premises:
 - i. Misuse of a legal drug; or possession (excluding an original sealed container in a member vehicle parked in a parking lot) or use of alcohol; or
 - ii. Reporting to work or working while under the influence of alcohol or drugs.

III. REQUIREMENTS

- a. A member legitimately using or under the influence of medication (legal drugs) during working hours must notify his/her supervisor of this prior to commencing work if the medication might impair his/her performance, judgment or coordination.
- b. Compliance with the Drug and Alcohol Policy is a condition of membership and all members must notify the Rescue Squad of any criminal drug statute conviction within five days of conviction if the conviction was for a violation that occurred in the workplace.
- c. Members should consult with the Chief before a violation of this policy occurs if they feel a need for rehabilitation or counseling. Access to a program of rehabilitation is not necessarily a substitute for disciplinary action following a violation of this policy.

IV. DISCIPLINE

- a. Any member violating the squad's Drug and Alcohol Policy will be subject to discipline up to and including immediate termination and/or will be required to undergo a program of rehabilitation as determined by the squad physician to be appropriate under the circumstances.
- b. The squad may search or test members (and all items in their possession or on squad-controlled premises) to determine compliance with this policy:
 - i. based on a reasonable suspicion of violation;
 - ii. in conjunction with other legitimate physical examinations or
 - iii. detection programs;



- iv. following work-related accidents;
- v. as deemed necessary by the Chief to ensure a drug-and-alcohol-free workplace;
- vi. in follow-up to a rehabilitation program; or
- vii. as required by law, regulation or government contract.

V. PROCESS

- a. Initial testing will be completed as part of the onboarding physical.
- b. For suspected on duty use, member will be tested via urine drug screen and/or Breathalyzer as soon as possible, but within 12 hours by Addiction Allies, LLC (arranged by calling 434-260-3042). CARS will incur the cost of testing.
- c. Refusal of testing will be presumed positive.