



## AP 5501 Student Drug Testing Procedure

**References: None**

### **Purpose**

Rogue Community College (RCC) is committed to fostering a safe, healthy, and effective learning environment. To support this commitment, the College may require for-cause drug and/or alcohol testing of students when there is reasonable belief that impairment may be affecting behavior, performance, or safety.

This procedure also establishes processes for testing students as part of entry into specific academic programs as well as retesting when a student's pre-program entry drug screen is reported as diluted, invalid, or otherwise indicative of intentional or unintentional flushing.

### **Scope**

This procedure applies to all RCC students participating in programs, courses, or activities where drug or alcohol impairment could pose a safety risk or compromise the learning environment.

Examples include, but are not limited to:

- Clinical, practicum, or field placements
- Programs in which students operate motor vehicles or machinery
- Laboratory, technical, or other safety-sensitive instruction
- Programs requiring pre-entry drug screening for admission or compliance with external partner requirements
- College-sponsored activities where impairment may endanger the student or others.

### **Definitions**

- **For Cause / Reasonable Suspicion:** A belief, based on specific, articulable observations, that a student may be under the influence of drugs or alcohol.
- **Impairment:** Observable behavior, appearance, speech, or performance suggesting the influence of drugs or alcohol.
- **Flushing:** Intentional or unintentional actions (e.g., excessive fluid intake or masking agents) that dilute or interfere with drug testing results.
- **Invalid / Diluted Specimen:** A laboratory result indicating the sample is insufficiently concentrated or altered such that an accurate test result cannot be determined.



- **Testing Site:** A College-designated or approved facility authorized to conduct drug and alcohol screening.

## **Pre Program Entry Testing**

Pre-program entry drug testing is required for admission into designated RCC academic programs where external agencies, clinical partners, accreditation bodies, or state/federal regulations mandate drug screening as a condition of participation. These programs often involve safety-sensitive- environments, direct patient care, operation of specialized equipment, or work-based learning placements with strict substance use policies.

## **Programs Requiring Pre-Entry Screening**

Programs subject to mandatory pre-entry testing may include, but are not limited to:

- Health professions programs (e.g., Nursing, EMS, Allied Health, Dental, Certified Nursing Assistant)
- Commercial Driver's License (CDL) training

## **Student Notification**

- Students will be notified of pre-entry drug testing requirements at the point of application, orientation, and/or program acceptance.
- Program materials will clearly indicate:
  - Required testing timelines
  - Approved testing sites
  - Costs and student financial responsibility
  - Conditions for retesting, denial, or delay of entry
- Students must sign an acknowledgment form confirming they understand and accept all testing requirements.

## **Testing Timeline and Completion Requirements**

- Students must complete the required drug test by the deadline established by the program.
- Tests must be completed at a college-approved laboratory that meets federal standards for chain-of-custody and confirmation procedures.

## **Test Result Standards**



Pre-program entry screenings must return **negative** results for prohibited substances unless the student provides valid, verifiable medical documentation for legally prescribed medications that may influence the screening outcome.

Valid documentation must:

- Be issued by a licensed healthcare provider
- Verify that the substance or medication is legally prescribed
- Include any limitations on participation or required accommodations
- All test results will be reviewed and verified by a Medical Review Officer (MRO) prior to final determination

Students using legally prescribed medications that impair alertness, coordination, or judgment may be required to provide medical clearance prior to engaging in safety-sensitive program activities.

### **Consequences for Failure to Meet Requirements**

Failure to complete pre-entry drug testing, refusal to test, or a positive result may result in:

- Ineligibility for program entry
- Withdrawal of conditional program acceptance
- Delay in program start until the next available cohort
- Additional testing or documentation as required by external partners or licensing agencies

Programs with external mandates may be unable to offer exceptions or accommodations when a student does not meet partner-specific drug screening requirements.

### **External Partner and Legal Compliance**

Certain programs operate under contractual, legal, or regulatory mandates that:

- Specify required screening panels (e.g., DOT 5-panel, extended healthcare panels)
- Require direct observation collection
- Require testing prior to each clinical rotation or annually
- Mandate immediate removal from placement for any positive or invalid result

RCC must fully comply with these requirements to maintain program accreditation, student placement eligibility, and partner agreements. As such, program faculty and



administrators may implement additional screening protocols when required by law or external agencies.

## **Grounds for Cause Testing**

Reasonable cause for drug or alcohol testing exists when:

- A College faculty or staff member observes behaviors such as:
  - Odor of alcohol or controlled substances
  - Slurred speech, unsteady movement, or lack of coordination
  - Erratic, unusual, or aggressive behavior
  - Confusion, disorientation, or inappropriate conduct
  - Noticeable decline in performance, attentiveness, or response time
- A student self-reports recent drug or alcohol use while engaged in college activities.
- A reliable report is received indicating possible impairment that may endanger the student or others.
- The student is involved in a significant incident or accident during a college-related activity.

## **Reporting and Authorization for Cause Testing**

- The observing faculty or staff member must immediately notify their supervisor and the Dean of Enrollment Management, or in the event of an immediate safety concern, the Director of Risk Management.
- When possible, two College representatives should independently document observations using the Reasonable Suspicion Observation Form.
- Upon review of the documentation, the Dean of Enrollment Management, or in the event of an immediate safety concern, the Director of Risk Management will determine whether for-cause testing is warranted.
- Testing should occur promptly, ideally within two hours of the observed behavior or incident.

## **Testing Procedure**

- The student will be escorted by a college representative to the designated testing facility.
- Testing will follow standard chain-of-custody protocols and may include screening for alcohol and controlled substances.
- The student may be temporarily restricted from participating in college-related activities where impairment could pose risk until results are received.
- Refusal to submit to testing will be treated as a positive test result for program eligibility and student conduct purposes.

### **Transportation to the Testing Site**

- Students who appear impaired must not drive themselves to the testing site.
- The College will coordinate transportation by one of the following methods:
  - A College representative may transport the student in a college vehicle, ideally accompanied by a second staff member.
  - A licensed transport service (such as a taxi, shuttle, or rideshare) arranged and paid for by the College.
- If test results or observations indicate the student is unfit to drive after testing, the College will assist in arranging safe transportation home.
- All transportation arrangements will be documented confidentially.

### **Invalid, Diluted, or Flushed Specimens (Pre-Program Entry Retesting)**

- If a pre-program entry drug test result is reported as diluted, invalid, or suggestive of flushing, the student will be required to retest at their own expense within 24 hours of notification.
- Retesting must occur at the same approved laboratory or testing site under standard chain-of-custody procedures.
- A second diluted or invalid result will be treated as a positive test for program eligibility purposes and may result in denial or delay of program entry.
- If flushing is suspected, the College may require direct-observation collection for subsequent retests.
- All retesting documentation will be handled confidentially in accordance with FERPA and applicable privacy laws.

### **Confidentiality**

All information related to for-cause or pre-entry drug testing, including observations, forms, transportation documentation, and test results—will be protected under FERPA and relevant privacy regulations. Access will be limited to authorized College personnel.

### **Consequences**

- A positive drug or alcohol test, refusal to test, or failure to complete a required retest may result in removal from an academic program and/or disciplinary action under the Student Code of Conduct.
- For program-required drug testing, decisions regarding student removal or progression rest with the Coordinator, Department Chair, or Director. These decisions may be appealed to the Dean overseeing the program.
- For-cause testing resulting from a specific incident will be addressed through the student conduct process.



## **Records Retention**

- All records related to student drug or alcohol testing will be securely maintained as part of the student's official record.

**Rescinds Procedure Number: None**

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