State of Ohio Employees

Drug Testing Programs

Drug Free Workplace Services Program
(614) 466-6346

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I. INTRODUCTION

Alcohol and other drug use is a problem of significant proportions that threatens the health and well-being of every citizen in the state of Ohio. The use of illegal drugs and abuse of prescription drugs reaches into every community and every walk of life, including the workplace.

The State of Ohio Drug-Free Workplace Services Program (DFWSP) has as its primary mission the fostering of a safe, productive, and drug-free workplace environment for state employees, an environment conducive to the successful accomplishment of agency goals and missions, the enhancement of employee well-being, and increased employee productivity. This is accomplished through a dual state and federally-required drug testing effort.

FEDERAL TESTING PROGRAM. The federal testing program, mandated by the Omnibus Transportation Employee Testing Act of 1991 (49 U.S.C. § 31306), applies to state employees whose duties require commercial drivers licenses and the driving of certain types of vehicles. It includes pre-employment, random, reasonable suspicion, return-to-duty, follow-up, and post-accident testing.

A total of eighteen (18) state agencies participate in this program. Most covered employees work in the Department of Transportation. Significant, but lesser, numbers of employees are found within the Departments of Natural Resources and Rehabilitation and Correction.

Most federal testing involves random testing. Currently, 50 percent of all eligible employees must be tested annually for drugs, and 10 percent for alcohol. Employees to be tested are selected from a computer-generated random selection process using the position control numbers of employees in the pool. The names of employees in the positions selected for testing are then supplied by the Drug-Free Workplace Services Program to the departmental testing coordinators.

STATE TESTING PROGRAM. The state testing program has three testing components:

1. Pre-employment testing of all final applicants for:

   - *safety-sensitive positions* where the applicant is not a state employee; and
   - *all unclassified positions* (except that agencies are not required to test an applicant who is a current state employee who has a test on record and who also has not had a break in service).

2. Reasonable suspicion testing of any state employee where there is a reason to suspect that the employee, when reporting for duty or while on the job, is impaired by, or under the influence of, alcohol or other drugs.

3. Random testing for employees in the Departments of Rehabilitation and Correction and Youth Services who have direct contact with inmates or youths within those systems are subject to random testing. A random testing program is also in place for State Highway Patrol employees in the Department of Public Safety. Additional safety-sensitive classifications are identified in the collective bargaining agreements and/or an agency specific drug free workplace policy.

This manual includes a general description of the state and federal drug testing programs, and provides procedural guidelines for implementing the different types of tests required under each program. Additional information and assistance regarding the federal and state drug testing requirements and the process for their implementation is available from the Drug-Free Workplace Services Program (DFWSP) in the Department of Administrative Services' Human Resources Division. The telephone number is:

(614) 466-6346

II. FEDERAL TESTING PROGRAM

A. General Overview

1. Who Must be Tested?

Two conditions must be met before an employee is subject to the testing requirements of the Omnibus Transportation Employee Testing Act of 1991 (49 U.S.C. § 31306) (hereinafter "the Act"). The employee must have a commercial driver's license (CDL) and perform safety-sensitive functions as defined by the Act.

a. <u>CDL Holder</u>.

Under the Act, a "commercial motor vehicle" includes any motor vehicle used to transport passengers or property if the vehicle has:

1) a gross combination weight rating of 26,001 or more pounds, including a towed unit with a gross vehicle weight rating of 10,000 pounds; or
2) a gross vehicle weight rating of 26,001 or more pounds; or
3) is designed to transport 16 or more passengers including the driver; or
4) is of any size and is used to transport hazardous materials as defined by the Hazardous Materials Transportation Act.

b. <u>Performing safety-sensitive functions</u>.

The Federal Motor Carrier Safety Administration, through 49 CFR Part 382, clarified and expanded the definition of safety-sensitive functions found in the Act. Under the new regulations, safety-sensitive function means all time a driver is at work or is required to be in readiness to work. Safety-sensitive functions now include the following six (6) situations:

1) all time spent driving a commercial motor vehicle;
2) all time spent on employer or public property waiting to be dispatched, unless the driver has been relieved from duty by the employer;
3) all time spent inspecting, servicing or conditioning any commercial motor vehicle at any time;
4) all time (other than driving time) in or on any commercial vehicle, except time spent resting in a sleeper berth;
5) all time spent loading or unloading a vehicle, supervising or assisting in loading or unloading a vehicle, remaining in readiness to operate a commercial motor vehicle or giving receipts for shipments loaded or unloaded; and
6) all time spent repairing, obtaining assistance for or standing by a disabled vehicle.

Thus, instead of limiting alcohol tests to the time just before, during or after an employee *drives* a commercial vehicle, the revised regulations enable an Employer to order a test any time the employee is on site waiting to be dispatched, loading or unloading a commercial motor vehicle, riding in a commercial motor vehicle, repairing a commercial vehicle, etc.

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2. What Types of Tests are Required Under the Federal Program?

The Act requires pre-employment drug tests and reasonable suspicion, post-accident, random, return-to-duty, and follow-up tests for both alcohol and drugs.

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3. Who is Required to Pay for Tests?

Employees are responsible for the cost of any test which is required as the result of a positive test (i.e. return-to-duty, follow-up tests and re-tests).

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4. Is Travel and Testing Time Compensated?

Except for return-to-duty testing, all travel time and time spent in the actual testing process will be considered “time worked” for compensation purposes.

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5. What if an Employee Refuses to be Tested?

An employee may not refuse to submit to a required post-accident, random, reasonable suspicion, or follow-up alcohol or drug test. An employee’s refusal to test will be considered as a positive test.

A refusal to test for alcohol will occur when the employee:

- refuses to sign the breath alcohol test form;
- refuses to provide breath for an alcohol test;
- refuses to provide an adequate amount of breath to complete an alcohol test; or
- fails to cooperate with the testing process in any way that prevents completion of the test.

A refusal to test for drugs occurs when the employee:

- refuses to provide a urine specimen;
- refuses to provide an adequate amount of urine; or
- fails to cooperate with the testing process in any way that prevents completion of the test.

Any person refusing to take a pre-employment test will not be hired. An employee refusing to take a return-to-duty test cannot be returned to safety-sensitive duties.

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6. What Does the Federal Law Prohibit?

The Act prohibits all of the following:

- the use of alcohol or any controlled substance while the employee is performing safety-sensitive functions;
- the performance of any safety-sensitive duty within four (4) hours after the consumption of alcohol;
- the refusal to take an alcohol or drug test when ordered;
- remaining on duty after a positive alcohol (0.04 or greater Blood Alcohol Content ("BAC")) or drug test;
- the performance of safety-sensitive functions by any person with a BAC of 0.02 to 0.0399; and
- the consumption of any alcohol within eight (8) hours of an accident by any employee subject to a post-accident test.

Note: Employees who test between 0.02 and 0.0399 BAC must be removed from safety-sensitive duties and cannot return to such duties until 24 hours have elapsed, or until a re-test for alcohol is less than 0.02.

B. Procedural Guidelines for Testing

The following procedural guidelines are to be used by all agencies in implementing the drug and alcohol testing requirements of the U.S. Department of Transportation Federal Motor Carrier Safety Administration as specified in the Omnibus Transportation Employee Testing Act of 1991 (49 U.S.C. §31306). These guidelines are to be followed when processing safety-sensitive employees for drug and/or alcohol testing. Agencies are cautioned not to vary from these guidelines without contacting DFWSP.

1. How Does the Collection Site Know it is Conducting a Federal Test?

In arranging federal tests, agencies should inform the collection site:

- that they are scheduling a federal DOT test and specify the type of test(s);
- that the test is for drugs, for alcohol, or for both alcohol and drugs;
- the name of the agency ordering the test, and the agency five-digit account number;
- that a split specimen is required;
- that the collection is for Alere Toxicology Services; and
- the name and employee identification number of the person sent for the specimen collection.

An employee should **NEVER** be sent unannounced to any collection site. The agency should **ALWAYS** call ahead with information needed for the collection. All persons sent for testing should have photo identification.

Remember that **all** drug and alcohol tests of safety-sensitive employees covered under federal DOT testing regulations must conform to the Act, whether the test is conducted as a reasonable suspicion, post-accident or random test.

2. How are Each of the Types of Tests Administered?

This section discusses the testing requirements for each of the six types of tests required by federal law.

a. <u>Pre-employment Testing</u>.

Drug tests (but not alcohol) are required for all final applicants for positions covered by federal DOT testing requirements (i.e., CDL holders). Persons entering these positions from outside

state government, and current state employees who do not perform safety-sensitive functions (as defined in 49 CFR Part 382) who are transferring into these positions, must be tested. However, current state employees who already perform safety-sensitive functions are not required to be tested when they are transferred or promoted into other safety-sensitive positions.

1) Is there an alternative to requiring a pre-employment test?

An employer may opt not to administer a pre-employment drug test if documentation can be provided that the prospective employee participated in a DOT drug testing program within the past 30 days, and while in that program:

a) had a negative drug test within the past six (6) months; or
b) participated in a random testing program for the previous 12 months **and**
c) the employer ensures that no prior employer of whom the employer has knowledge has records of a positive test for the prospective employee within the past six (6) months.

An employer is not required to obtain this previous test information as a condition of employment, but only as an alternative to conducting the pre-employment test.

2) What releases of information must the employee provide?

The Act does require prospective employees to authorize release of information about previous tests conducted under the Act. The authorization is a condition for employment, and must include:

a) positive drug tests for the preceding two years from the date of application.
b) alcohol test results of 0.04 or greater for the preceding two years from the date of application.
c) refusals to be tested for the preceding two years from the date of application, and proof of completion of rehabilitation and return-to-duty test requirements after any positive tests.

As a condition of employment, employees who previously failed tests must prove that they have been medically recertified as qualified.

b. <u>Reasonable Suspicion Testing</u>.

If there is reasonable suspicion for an employer to believe that a covered employee is under the influence of alcohol or drugs, the agency must test that employee.

1) *What documentation must the agency prepare to document its "reasonable suspicion"?*

When conducting reasonable suspicion tests on safety-sensitive employees, it is important to remember that while collective bargaining agreement (CBA) language may require a second witness or written documentation prior to testing, the Act does not, and in certain circumstances following the CBA language may impede or delay the testing process. The Act requires one supervisory witness and written documentation by that supervisor or a designated employer representative (to be completed within 24 hours of ordering the test) for a reasonable suspicion test for drugs, but there is no such requirement for reasonable suspicion alcohol testing. In all cases, first-line supervisors should be advised to secure additional witnesses and prepare written documentation but not to allow that process to interfere with the testing of the employee.

2) When must the test be done?

Reasonable suspicion testing for alcohol is authorized **only** if the required observations are made just before, during or immediately after the employee has performed a safety-sensitive function. If the alcohol test is not administered within two (2) hours of the reasonable suspicion determination, documentation must be prepared to explain why it was not done. If the alcohol test has not been administered within eight (8) hours, testing efforts must cease and the reasons for not administering the test must be documented. Testing should never be postponed or delayed in anticipation of using the random testing requirement as a substitute for a reasonable suspicion test.

c. Post-Accident Testing.

Three situations trigger post-accident testing:

- any accident involving a fatality;
- any accident in which the driver is cited and there is disabling damage to the vehicle(s) requiring tow-away; or
- any accident in which the driver is cited and off-site medical treatment is required.

1) What are the employee's responsibilities?

Employees must immediately notify the agency about the accident (if medically able to do so), remain available for testing, and not consume any alcohol for eight (8) hours after the accident, or until an alcohol test has been administered, whichever occurs first.

2) What are the agency's responsibilities?

a) When must an alcohol test be given?

Post-accident tests for alcohol should be done within two (2) hours of the accident. Attempts to test for alcohol should cease if eight (8) hours have elapsed after the accident and no test has been done. The agency must document why the test was not done.

b) When must a drug test be given?

Post-accident tests for drugs must be done as soon as possible after the accident, but **never** beyond 32 hours after the accident. If the drug test was not done within the 32-hour time limit, the agency must document why it was not done.

c) Where must the test be given?

In the event a post-accident test is necessary, agencies are not required to use one of the State's designated collection sites, but instead may use federal, state, or local authorities to conduct such tests, provided the test giver has independent authorization to conduct such tests, the test process conforms to applicable federal, state or local requirements, and the test results can be obtained by the employer.

The agency must take all necessary steps to perform the required post-accident testing of the employee. If the employee is hospitalized following the accident, the agency must make every effort to secure whatever releases may be necessary (i.e, from the treating physician) to have a qualifying test performed at the hospital if it is possible for such a test to be conducted.

d. <u>Random Testing</u>.

Of the average total of all covered employees, current regulations require that 10% must be randomly tested for alcohol each year and 50% must be randomly tested for drugs each year. Random testing must be done as soon as possible after the employee is notified that he/she is to be tested. Testing cannot be delayed or postponed because of work schedules or workloads.

1) Who is tested?

The Drug-Free Workplace Services Program generates the master random testing list. All covered employees are placed in the random selection pool. Positions to be tested are selected through a computer-based random process. Drug-Free Workplace Services Program forwards the list of names of employees to be tested to the applicable agency. Whether maintained by the agency coordinator, or distributed to other agency personnel authorized to order random testing, the random testing list must be maintained in the strictest confidence.

Positions can be added or deleted from the random testing pool at any time during the testing year, but these changes must be made <u>before</u> the cycle in which the changes are to be effective. Changes cannot be made in the middle of a testing cycle (the cycles for federal random testing are generally of 30 days duration). Agencies should ensure that seasonal workers have been added to the random pool in advance of the testing cycle in which the employee will be performing the safety-sensitive function.

Agency drug testing coordinators must ensure that the random testing of their employees is as evenly distributed throughout the testing cycle as possible.

2) *When must a drug test be given?*

a) Tests can be ordered any time during the employee's work shift.

b) If the employee is unavailable (attending a conference, sick, vacation, etc.) when the random drug testing roster is received by the coordinator, the employee must be ordered to test the first time he/she returns to duty.

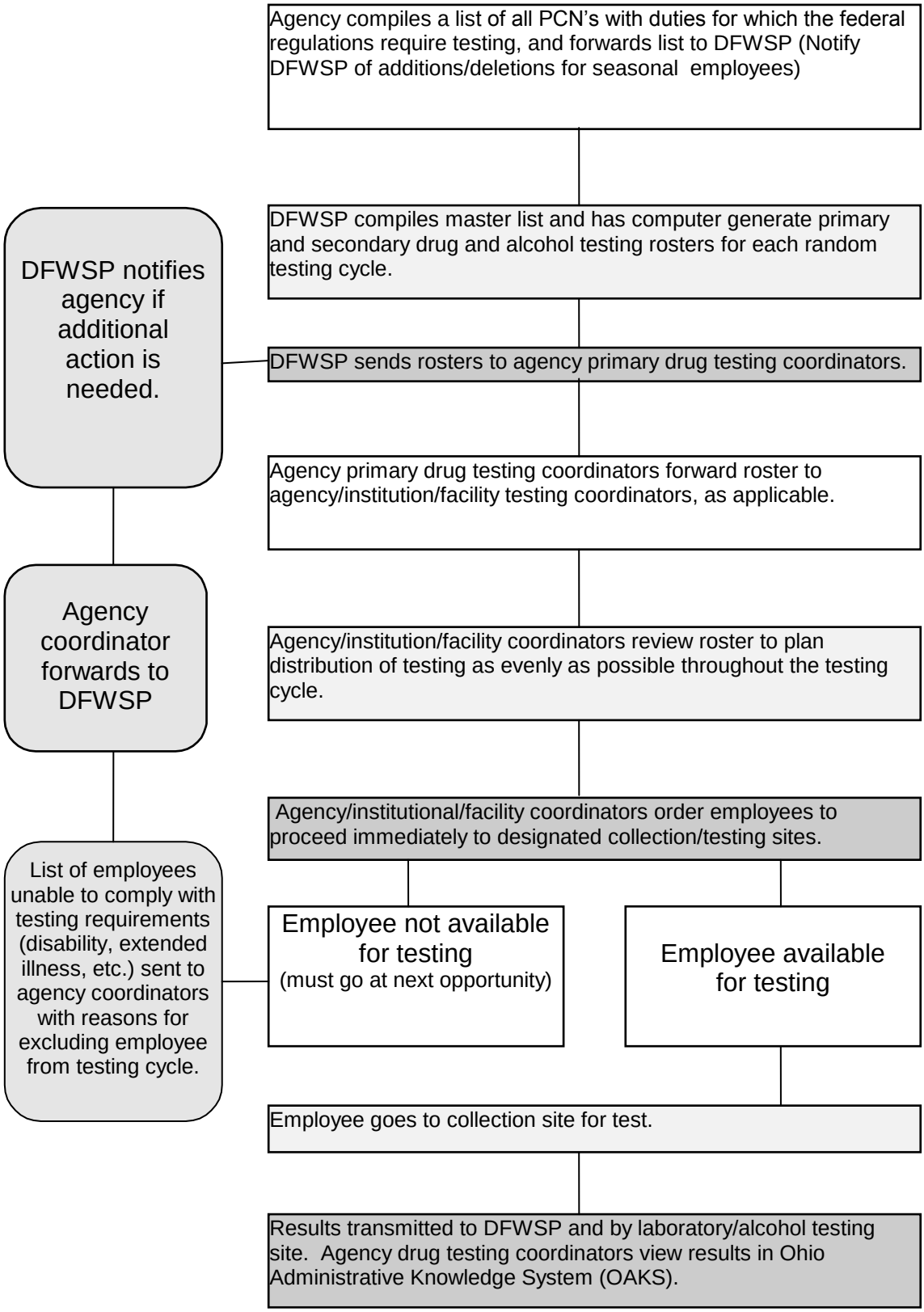
c) If the employee selected for random drug testing is off for more than 30 days (illness, vacation, etc.), a re-employment drug test is required before the employee can return to work.

3) *When must an alcohol test be given?*

a) Alcohol tests can only be ordered just before, during or immediately after the employee has performed the safety-sensitive function.

b) If the employee is not performing the safety-sensitive function when the random alcohol testing roster is received, the employee must be ordered to undergo a random alcohol test on the NEXT occasion he/she performs the safety-sensitive function.

Flowchart - Federal Random Testing



c) An employee who will not be performing the safety-sensitive function at any time during the testing cycle should be removed from the random testing pool for that cycle. Agencies should inform DFWSP of that fact. An alternate will then be selected by DFWSP from the secondary random testing list. For both drug and alcohol tests, since selection is random, the alternate may, or may not, be from the same agency as the person removed from the cycle.

e. **Return-to-Duty Testing.**

Any employee who has violated any of the Act's alcohol/drug misuse rules must be evaluated, treated (when indicated) and given a direct observation return-to-duty test with passing results as a condition for resuming safety-sensitive duties. The alcohol test result must be less than 0.02 BAC, and the controlled substance test must be negative. The employee will be responsible for paying for return-to-duty tests.

f. Follow-Up Testing.

Every employee who has returned to duty after receiving treatment/assistance for substance abuse as a result of testing positive, will be subject to unannounced follow-up alcohol and/or direct observation controlled substance testing as directed by the substance abuse professional in charge of the employee's treatment/assistance. There will be a minimum of six (6) unannounced follow-up tests during the first 12 months after the employee returns to duty. Testing may continue for up to sixty (60) months after the employee returns to duty if ordered by the substance abuse professional. The employee will be responsible for paying for all follow-up tests.

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3. What Happens When the Test Result is Positive?

a. Summary checklist.

The following is a summary of the procedures to follow when an employee has tested positive for drugs or above .04 for alcohol. A more detailed explanation of these steps follows.

1) Employee must be picked up at collection site if employee drove and has tested above .04 for alcohol. Employee is prohibited from using a state vehicle.

2) The employee is removed from his or her duties.

3) Agency advises the employee to report promptly to the Ohio EAP or to a Substance Abuse Professional (SAP) who qualifies under USDOT rules. The agency should personally contact EAP and advise them that the referral is for a positive test result by a safety-sensitive employee under the federal testing program.

4) A pre-disciplinary conference should be held, and all procedures to implement discipline should be followed. If the employee enters into an agreement to be evaluated and to complete any program required by the SAP, the implementation of discipline is to be **SUSPENDED** (See Last Chance Agreement at end of this section).

5) After successful completion of the treatment program, as determined by the SAP, a return-to-duty test must be performed.

6) If negative, the employee may be returned to duty.

7) Any employee who has not produced an official negative return-to-duty test within 180 calendar days after a positive federal test result will be terminated for failure to return to work as stipulated in the employee's last chance agreement.

b. <u>Procedures</u>.

1) Transportation from collection site.

Any time an agency is notified of a positive drug/alcohol test (or if the agency has reason to order a post-accident or reasonable suspicion test) the employee must be barred from using a state vehicle. Although employees may be provided a state vehicle to report for random drug or alcohol testing, the agency must retrieve the vehicle and transport the employee back to the workplace if it is informed of a positive alcohol test result. (Drug test results are not immediately available).

2) Removal from duties.

All safety-sensitive employees who test positive for drugs or alcohol must be removed from their safety-sensitive duties. Employees who test above .02% BAC alcohol must be removed from their safety-sensitive duties as described above while employees who test .04% BAC or above for alcohol or positive for drugs must be removed from their safety-sensitive duties for the period of time
specified by a Substance Abuse Professional (SAP) and until they pass a return-to-duty test.

3) Referral for treatment.

Employees who test positive for alcohol or controlled substances for the first time, with no other disciplinable offense, will be referred to a Substance Abuse Professional (SAP) for evaluation as to what treatment is needed for the employee to be able to resume safety-sensitive duties. Employees will be required to successfully complete such treatment as one condition of resuming their safety-sensitive work duties. The Act defines the SAP as a licensed physician (M.D. or D.O.), licensed or certified psychologist, social worker or employee assistance professional with knowledge of and clinical experience in the diagnosis and treatment of substance abuse disorders.

Alcohol and drug abuse counselors with NAADAC certification are also acceptable SAPs.

a) Processing through Ohio EAP.

When the employer receives notification from DFWSP that a safety-sensitive employee has tested positive for drugs or alcohol (.04 or above BAC) the proper agency official shall refer the employee to the Ohio EAP and, should the employee wish to be processed through the EAP, that official shall contact the EAP to confirm that referral. The agency should confirm in writing to the EAP that this is a "mandatory referral" of a safety-sensitive employee. From this point, the EAP will coordinate the employee's referral and serve as the communications link between the SAP and the agency. The EAP will inform the agency of whatever documentation needs to be completed.

b) Self-referral.

In some cases, employees may not wish to use the services of EAP but, rather seek (or "self refer") to his or her own SAP. When an employee chooses "**self referral**" it is incumbent upon the agency to acquire the necessary releases from the employee so that the agency may communicate directly with the SAP. The agency should recommend that the employee report promptly to the SAP having the certification required by the Act, and that the evaluation of the SAP be made available to the agency.

The agency or EAP must acquire any waivers from the employee necessary to monitor the employee's evaluation and treatment. This can be accomplished with the execution of a Last Chance Agreement (See Section V. for further explanation).

4) Waiver of Discipline.

The employee should be notified and a pre-disciplinary meeting held in accordance with the applicable collective bargaining agreement. The investigation and discipline trail should be no different than for any other offense which could result in suspension or termination. The agency should use the conference to assure that its information is correct, and that all procedural aspects of the test have been performed correctly. If the employee enters into a last chance agreement, imposition of discipline is suspended. If the employee refuses to sign a last chance agreement, discipline may be imposed. Should the employee later test positive for drugs or alcohol, or in any way violate the terms of the last chance agreement, a second disciplinary process and pre-disciplinary meeting should be completed for that offense. The employee should be charged both with the appropriate infraction and the breech of the last chance agreement. A discussion of discipline, last chance agreements and a sample agreement are found later in this manual.

Agencies should not use older EAP agreements to waive discipline since the removal and return of the employee are controlled by federal statute and not adequately addressed in these agreements.

5) *Return-to-Duty.*

Before an employee who has tested positive for drugs or alcohol (.04 or above BAC) may return-to-duty, the SAP must certify in writing to either the agency or the EAP that the employee may return to his or her safety-sensitive duties, and the employee must pass a return to work drug/alcohol test. Return-to-duty testing and all mandatory follow-up testing will be coordinated by DFWSP. Agencies may not accept test results not approved by DFWSP.

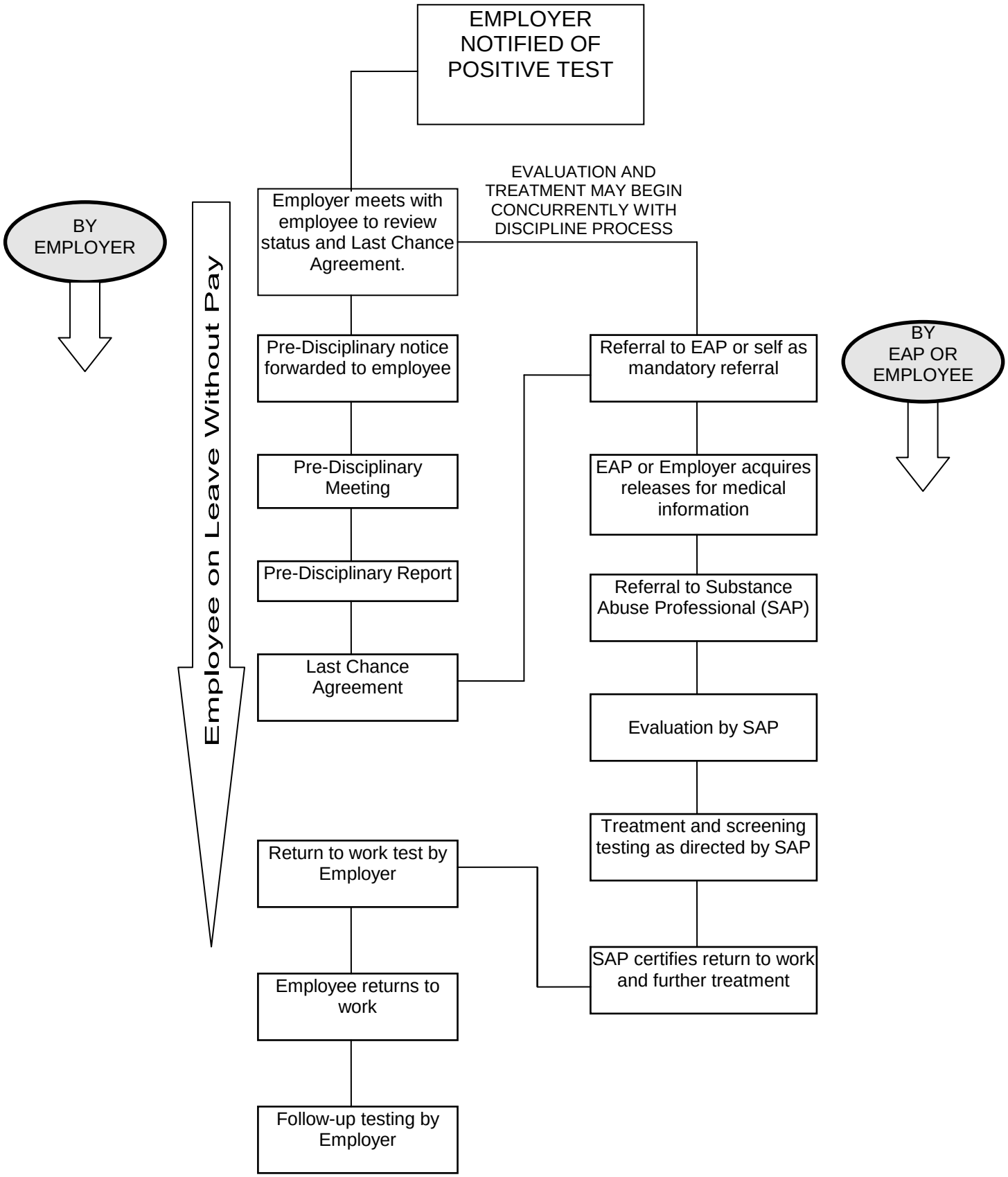
6) *Follow-Up Tests.*

The employee must be tested a minimum of six times within 12 months after the employee returns to duty. Additional tests may be conducted for up to 60 months if ordered by the SAP.

7) *Reemployment Tests.*

An employee selected for a random drug test who is off work for more than 30 days (illness, vacation, etc.) must pass a re-employment test as a condition for returning to duty.

Disciplinary/Treatment Process



c. Special Procedures.

1) What if the employee requests a retest after a positive test?

An employee's request for a retest of positive drug specimens must be made within 72 hours of an employee's being advised of the positive result. The 72-hour clock begins when the employee is first notified of the positive result. All re-tests must be done by a laboratory certified by the U.S. Department of Health and Human Services and coordinated by the state's designated Medical Review Officer (MRO).

2) What if the employee's blood alcohol content tests between .02% and .0399%?

Agencies may impose appropriate progressive discipline on employees who test between .02% and .0399% BAC. The employee does not need to be evaluated by a SAP or undergo substance abuse treatment, but must be removed from safety-sensitive duties until the beginning of the employee's next full shift (but no sooner than twenty-four hours).

d. Designation of Leave

1) How should the employee's pay status be designated?

a) Paid leave.

Until the employee is provided notice of the pre-disciplinary meeting, the employee will be placed on approved **paid** administrative leave. After receiving notice of the pre-disciplinary meeting, if the employee waives the requirement that the meeting take place no earlier than three days after the notice was given, the employee shall remain on approved paid leave until the meeting is conducted.

b) Unpaid leave.

If the employee refuses to waive the 72-hour (three-day) requirement, the employee will be placed on approved administrative leave **without pay**. The employee should be informed that he/she will remain in leave without pay status pending the successful completion of any required evaluation and treatment.

c) Supplementing leave without pay.

Employees shall be permitted to utilize sick, vacation and other paid leave to supplement their income during the period which they are placed on unpaid leave of absence due to a positive drug or alcohol test.

2) When does the Family and Medical Leave Act (FMLA) apply?

Agencies are reminded that all paid or unpaid leave (up to 12 weeks) during substance abuse treatment for either drugs or alcohol is qualifying under the Family Medical Leave Act, provided the employee's condition meets the definition of a "serious health condition."

As it relates to treatment for substance abuse, "serious health condition", means an illness, injury, impairment, or physical or mental condition that involves either:

- **any period of incapacity or treatment connected with inpatient care** (i.e., an overnight stay) in a hospital, hospice, or residential medical-care facility, and any period of incapacity or subsequent treatment in connection with such inpatient care; or

- **continuing treatment by a health care provider** which includes any period of incapacity (i.e., inability to work, attend school or perform other regular daily activities) due to:

A health condition (including treatment therefor, or recovery therefrom) lasting more than three consecutive days, and any subsequent treatment or period of incapacity relating to the same condition, that also includes:

- treatment two or more times by or under the supervision of a health care provider; or
- one treatment by a health care provider with a continuing regimen of treatment.

The agency should take all necessary steps, including proper notification to the employee that time off for treatment will be counted as FMLA leave, to capture that time off toward the employee's 12 week entitlement. Even if the employee is in unpaid status, the FMLA requires that the State continue medical insurance benefits until the employee exhausts his/her 12-week FMLA leave. Should the employee fail to complete the substance abuse treatment program or otherwise fail to return to work, the State may recoup the premium payments made on the employee's behalf from the employee's last paycheck.

III. STATE TESTING PROGRAM

A. General Overview

1. Who Must be Tested?

Like the federal testing program, where only certain employees are subject to testing, the state testing program only applies to employees in certain circumstances:

a. <u>Applicants for Safety-Sensitive or Unclassified Positions</u>.

Final applicants who are not state employees who are applying for safety-sensitive positions, and all final applicants for unclassified positions, must complete and successfully pass a drug test as a condition of employment. However, agencies have the discretion not to test an applicant who is a state employee, who has a test on record and who also has not had a break in service.

For intermittent, temporary and external interim appointments, only those employees who are expected to work for four months or more in a safety-sensitive position for which drug testing is normally required will be subject to pre-employment drug testing. Background checks shall be conducted as determined by each Appointing Authority.

b. <u>Employees Reasonably Suspected of Being Under the Influence</u>.

The state testing program applies to any state employee who is suspected to be impaired by or under the influence of drugs or alcohol when reporting for duty or while on the job.

c. <u>Random Testing for positions that are designated Safety-Sensitive in accordance with collective bargaining agreements and/or an agency specific drug free workplace policy</u>.

Employees in the Departments of Rehabilitation and Correction and Youth Services who have direct contact with inmates or youths within those systems are subject to random testing. A random testing program is also in place for State Highway Patrol employees in the Department of Public Safety. Additional safety-sensitive classifications are identified in the collective bargaining agreements and/or an agency specific drug free workplace policy.

2. What Types of Tests are Required Under the State Program?

The state testing program requires applicant testing, reasonable suspicion testing, random testing for certain employees and rebuttable presumption testing. Return-to-duty and follow-up testing are required for employees who have tested positive.

3. Who is Required to Pay for Tests?

Employees are responsible for the cost of any test which is required as the result of a positive test (i.e. return-to-duty, follow-up tests and re-tests).

4. Is Travel and Testing Time Compensated?

Except for return-to-duty testing, all travel time and time spent in the actual testing process will be considered “time worked” for compensation purposes.

5. What if an Employee Refuses to be Tested?

An employee’s refusal to test or failure to cooperate with the testing process **in any way** that would prevent completion of the test will be considered as a **positive** test.

6. What are the Protocols for Collection and Transportation of State Program Tests?

Unless otherwise changed through agreement between the State and the applicable union, the collection, transmission and testing of all samples will conform to the federal Omnibus Transportation Employee Testing Act of 1991 and its implementing regulations.

7. When is a Union Representative Involved?

For both reasonable suspicion and random testing, employees have the right to consult with a union representative, if one is available, within one hour prior to testing. For reasonable suspicion testing, a Union representative may accompany the employee to the collection site as long as it does not delay or impede the testing process.

B. Procedural Guidelines for Testing

The following guidelines are to be used by all agencies in implementing alcohol and drug testing conducted under the State of Ohio Drug-Free Workplace Policy and applicable collective bargaining agreements.

1. How Does the Collection Site Know it is Conducting a State (Non-DOT) Test?

In arranging tests under the state testing program, agencies should inform the collection site:

- that they are scheduling a state (non-DOT) test and specify the type of test(s);
- that the test is for drugs, for alcohol, or for both alcohol and drugs;
- the name of the agency ordering the test, and the agency five-digit account number;
- that a split specimen is required;
- that the collection is for Alere Toxicology Services; and
- the name and employee identification number of the person sent for the specimen collection.

An employee should **NEVER** be sent unannounced to any collection site. The agency should **ALWAYS** call ahead with information needed for the collection. All persons sent for testing should have photo identification.

2. How are Each of the Types of Tests Administered?

a. Applicant Testing.

The agency person responsible for applicant testing schedules a time for the applicant to go to the collection site, and notifies the applicant of that time. The test should be done as soon as possible after notification, but never beyond thirty-two (32) hours after the initial notification. DFWSP should be contacted if the applicant cannot comply with this timeline.

Any applicant who tests positive will not be eligible for state employment for a period of one-year following the date of the positive result. Applicants who refuse to be tested, or whose actions impede the collection process in any way, will not be hired.

b. Reasonable Suspicion Testing.

1) *Who may be tested?*

"Reasonable suspicion" testing shall be conducted when there is reasonable suspicion to believe that an employee, when appearing for duty or on the job, is under the influence of, or his/her job performance is impaired by alcohol or other drugs. This reasonable suspicion must be based upon objective facts or specific circumstances found to exist that present a reasonable basis to believe that an employee is under the influence of, or is using or abusing alcohol or drugs. Examples of reasonable suspicion include, but are not limited to:

- slurred speech;
- disorientation;
- abnormal conduct or behavior;
- involvement in an on-the-job accident resulting in disabling personal injury requiring immediate hospitalization of any person or property damage in excess of $2,000, where the circumstances raise a reasonable suspicion concerning the existence of alcohol or other drug use or abuse by the employee.

2) What documentation must the agency prepare to document its "reasonable suspicion"?

Reasonable suspicion must be documented in writing and supported by two witnesses (for exempt employees, only one witness), including the person having such suspicion. For bargaining unit employees, the immediate supervisor shall be contacted to confirm that a test is warranted based upon the circumstances. This written documentation must be presented as soon as possible to the employee and the department head, who will maintain the report in the strictest confidence. A copy shall be released to any person designated by the affected employee.

3) Who should transport the employee to the collection site?

An employee ordered to undergo a reasonable suspicion test must ALWAYS be transported by the agency to the collection/alcohol test site.

c. <u>Random Testing.</u>

1) Who may be tested?

Employees in the Departments of Rehabilitation and Correction and Youth Services who have direct contact with inmates or youths within those systems are subject to random testing. A random testing program is also in place for State Highway Patrol employees in the Department of Public Safety. Additional safety-sensitive classifications are identified in the collective bargaining agreements and/or an agency specific drug free workplace policy. New employees will be provided notice and training prior to testing..

2) How is the random testing list maintained?

The random testing list will be maintained and administered by DFWSP. Employees will be selected from the random testing list by a computer driven random number process, based upon the position control number of the positions subject to testing. DFWSP will determine the test cycle, number of positions to be selected for testing in each test cycle, and the number of cycles to be run during the testing year.

The percentage of employees to be tested annually will vary. In the first two (2) years of the testing program, up to 30% of the positions in the random testing pool can be tested. During the third year of testing, from 10% - 30% of the total positions in the pool will be selected for testing.

3) What is the time limit for testing?

Any employee whose name is selected for random testing shall be tested in accordance with collective bargaining agreements and/or as determined by DFWSP.

4) Who is responsible for coordination?

Each agency will designate a primary drug testing coordinator, as well as coordinators for each institution/facility. Back-up personnel (with sufficient knowledge to conduct testing in the absence of the designated coordinator) should also be selected for each operational level.

5) *What procedures should the testing coordinators follow?*

Coordinators should follow these procedures:

a) DFWSP prepares both the primary and secondary lists. Each cycle, DFWSP sends the primary testing list to the agency primary drug testing coordinator. Lists will be agency/institution/facility-specific. When required, secondary lists will also be provided to the primary agency drug testing coordinator.

b) Agency primary drug testing coordinators will promptly distribute the list to the appropriate agency/institution/facility coordinators.

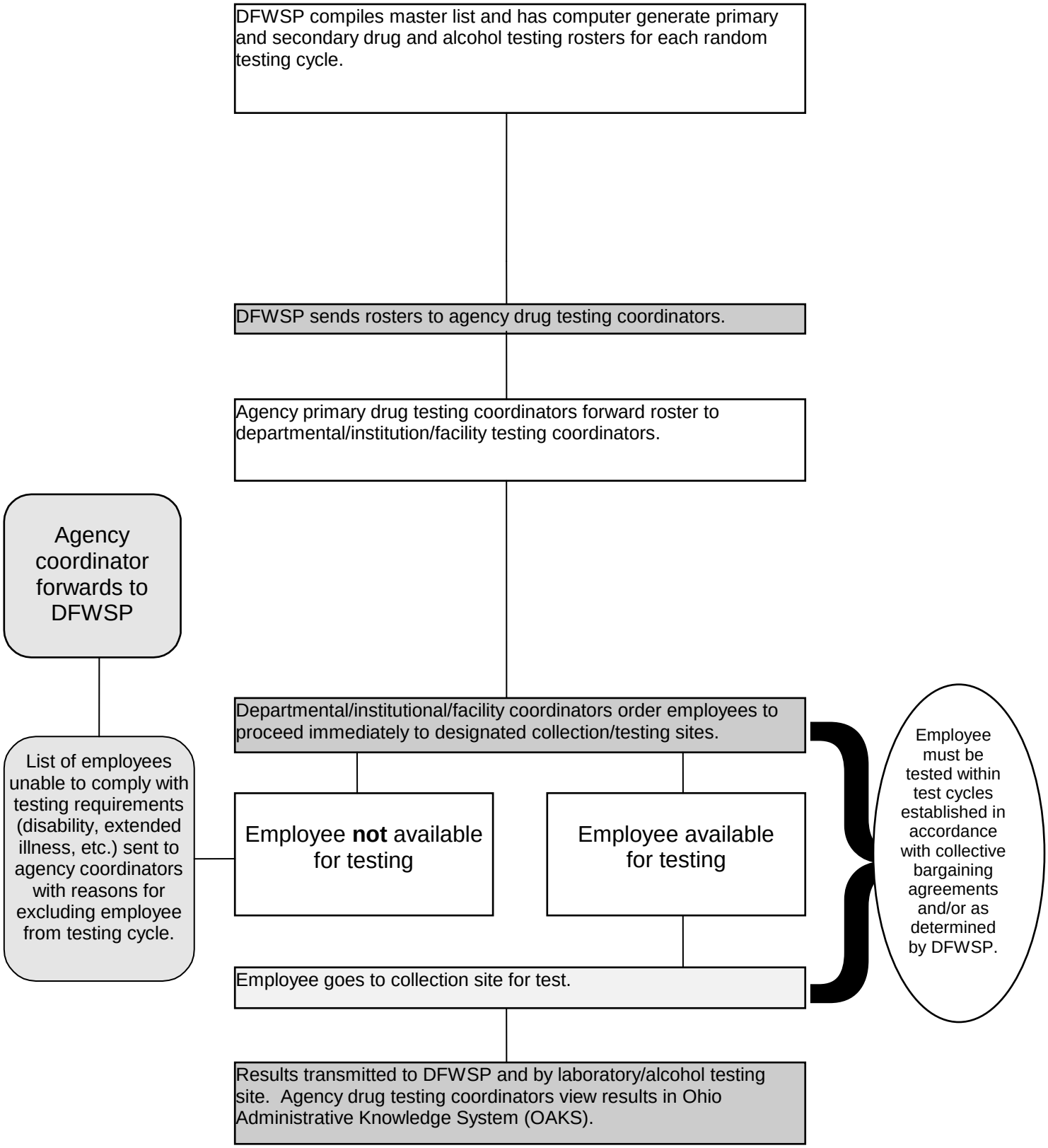
c) Agency/institution/facility coordinators will contact the appropriate collection site to arrange for specimen collection/alcohol testing for all employees scheduled for random testing during that cycle and order the employees to proceed promptly to the collection site.

d) Agency/institution/facility coordinators will prepare a list of all employees unable to comply with the testing requirement (along with a brief explanation as to why, i.e., vacation, illness, etc.). This list is forwarded to the agency coordinator, who reviews the list and forwards it to DFWSP.

e) DFWSP replaces any employee legitimately excluded from the testing process with the next selection from the secondary random testing list. DFWSP sends these selections to the agency coordinators when required.

f) Agency primary drug testing coordinators forward secondary selections to the agency/institution/facility coordinator, who follow the procedures in step c).

Flowchart - State Random Testing



Note: **All tests must be completed within test cycles established in accordance with collective bargaining agreements and/or as determined by DFWSP.**

The DFWSP staff will meet periodically with the agency drug testing coordinators, and other staff involved in the drug testing program to review the progress of the random testing process, and to coordinate any changes necessary to bring the testing process into conformance with testing requirements.

d. Return-to-Duty and Follow-Up Tests.

Any employee with a positive alcohol or drug test will be required to complete a direct observation return-to-duty drug test with a negative test result, or a return-to-duty alcohol test with a negative test result, as a condition for returning to work.

The employee, after successfully completing the direct observation return-to-duty test, will be subject to six (6) unannounced direct observation follow-up tests during the twelve (12) months following his/her return to work. Follow-up testing may continue for up to sixty (60) months after the employee returns to work, if ordered by the Substance Abuse Professional. The employee will be responsible for the cost of any return-to-duty or follow-up tests required.

---

3. What Happens When the Test Result is Positive?

a. Summary checklist.

The following is a summary of the procedures to follow when an employee has tested positive for drugs or above .04 for alcohol. A more detailed explanation of these steps follows.

1) Employee must be picked up at collection site if employee drove and has tested above .04 for alcohol. At that time, employee is prohibited from using a state vehicle.

2) The employee is removed from his or her duties.

3) Agency advises the employee to report promptly to a Substance Abuse Professional (SAP). The agency should personally contact EAP and advise them that the referral is for a positive test result under the state testing program.

4) A pre-disciplinary conference should be held, and all procedures to implement discipline should be followed. If the employee enters into an agreement to be evaluated and to complete any program required by the SAP, the implementation of discipline is to be **SUSPENDED** (See Last Chance Agreement at end of this section).

5) After successful completion of the treatment program, as determined by the SAP, a return-to-duty test must be performed.

6) If negative, the employee may be returned to duty.

7) Any employee who has not produced an official negative return-to-duty test within 180 calendar days after a positive state test result will be terminated for failure to return to work as stipulated in the employee's last chance agreement.

b. <u>Procedures</u>.

1) Transportation from collection site.

Any time an agency is notified of a positive drug/alcohol test (or if the agency has reason to order a post-accident or reasonable suspicion test) the employee must be barred from using a state vehicle. Although employees may be provided a state vehicle to report for random drug or alcohol testing, the agency must retrieve the vehicle and transport the employee back to the workplace if it is informed of a positive alcohol test result. (Drug test results are not immediately available).

2) Removal from duties.

An employee who tests positive for drugs or alcohol must be removed from duty pending release by EAP and/or the SAP and must complete a negative return to duty test.

3) Referral for treatment.

On the first occasion an employee tests positive for alcohol or drugs, the employee will be given the opportunity to be evaluated by a SAP, and may enter into a substance abuse program at the direction of that SAP. No disciplinary action shall be taken against the employee, provided he/she successfully completes the program. An employee's refusal to accept referral for diagnosis, or to follow prescribed treatment will be handled in accordance with the relevant collective bargaining agreement relating to job performance, and may result in disciplinary action up to and including termination.

The agency or EAP must acquire any waivers from the employee necessary to monitor the employee's evaluation and treatment. This can be accomplished with the execution of a Last Chance Agreement. (See Section V for further explanation).

4) Waiver of Discipline.

The employee should be notified and a pre-disciplinary meeting held in accordance with the applicable collective bargaining agreement. The investigation and discipline trail should be no different than any other offense which could result in suspension or termination. The agency should use the meeting to assure that its information is correct, and that all procedural aspects of the test have been performed correctly. If the employee enters into a last chance agreement, imposition of discipline is suspended. If the employee refuses to sign a last chance agreement, discipline may be imposed. Should the employee later test positive for drugs or alcohol, or in any way violate the terms of the last chance agreement, a second disciplinary process and pre-disciplinary meeting should be completed for that offense. The employee should be charged both with the appropriate infraction and the breech of the last chance agreement. A discussion of discipline, last chance agreements and a sample agreement are found later in this manual.

5) Return-to-Duty.

Before an employee who has tested positive for drugs or alcohol (.04 or above BAC) may return to duty, the SAP must certify in writing to either the agency or the EAP that the employee may return to his or her duties, and the employee must pass a return-to-duty drug/alcohol test. Return-to-duty testing and all mandatory follow-up testing will be coordinated with the DFWSP. Agencies may not accept test results not approved by the DFWSP.

6) Follow-Up Tests.

The employee must be tested a minimum of six times within 12 months after the employee returns to duty. Additional tests may be conducted for up to 60 months if ordered by the SAP.

c. <u>Special Procedures.</u>

1) What if the employee requests a retest after a positive test?

An employee's request for a retest of positive drug specimens must be made within 72 hours of an employee being advised of the positive result. The 72 hour clock begins when the employee is first notified of the positive result. All re-tests must be done by a laboratory certified by the U.S. Department of Health and Human Services and coordinated by the state's designated MRO.

d. <u>Designation of Leave</u>

1) How should the employee's pay status be designated?

a) Paid leave.

Until the employee is provided notice of the pre-disciplinary meeting, the employee will be placed on approved **paid** administrative leave. After receiving notice of the pre-disciplinary meeting, if the employee waives the requirement that the meeting take place no earlier than three days after the notice was given, the employee shall remain on approved paid leave until the meeting is conducted.

b) Unpaid leave.

If the employee refuses to waive the 72 hour (three day) requirement, the employee will be placed on approved administrative leave **without pay**. The employee should be informed that he/she will remain in leave without pay status pending the successful completion of any required evaluation and treatment.

c) Supplementing leave without pay.

Employees shall be permitted to utilize sick, vacation and other paid leave to supplement their income during the period which they are placed on unpaid leave of absence due to a positive drug or alcohol test.

2) When does the Family and Medical Leave Act (FMLA) apply?

Agencies are reminded that all paid or unpaid leave (up to 12 weeks) during substance abuse treatment for either drugs or alcohol is qualifying under the Family Medical Leave Act, provided the employee's condition meets the definition of a "serious health condition."

As it relates to treatment for substance abuse, "serious health condition", means an illness, injury, impairment, or physical or mental condition that involves either:

- **any period of incapacity or treatment connected with inpatient care** (i.e., an overnight stay) in a hospital, hospice, or residential medical-care facility, and any period of incapacity or subsequent treatment in connection with such inpatient care; or

- **continuing treatment by a health care provider** which includes any period of incapacity (i.e., inability to work, attend school or perform other regular daily activities) due to:

A health condition (including treatment therefor, or recovery therefrom) lasting more than three consecutive days, and any subsequent treatment or period of incapacity relating to the same condition, that also includes:

- treatment two or more times by or under the supervision of a health care provider; or
- one treatment by a health care provider with a continuing regimen of treatment

The agency should take all necessary steps, including proper notification to the employee that time off for treatment will be counted as FMLA leave, to capture that time off toward the employee's 12 week entitlement. Even if the employee is in unpaid status, the FMLA requires that the State continue medical insurance benefits until the employee exhausts his/her 12 week FMLA leave. Should the employee fail to complete the substance abuse treatment program or otherwise fail to return to work, the State may recoup the premium payments made on the employee's behalf from the employee's last paycheck.

IV. WORK RULE

A. Work Rule

All agencies should have a work rule which prohibits covered employees from off-duty use of drugs or alcohol which impairs their ability to perform their duties, and which addresses the consequences of testing positive.

We would recommend the following **work rule**:

> ***"...other actions that could compromise or impair the ability of the employee to carry out his/her duties"***

As with any other agency rule, it is important that this rule, as well as its consequences, be communicated to all employees. Additionally, it should be made clear to employees that refusing to take a test or actions which may impede or delay the testing process (including the employee's failure to produce his/her Commercial Drivers License) is considered insubordination and is treated as a positive test. In these instances the employee should be charged with insubordination, as well as violating the agencies rule against actions that would ***"compromise or impair the ability of the employee to carry out his/her duties."*** The agency's rules should also specify what discipline is being waived or held in abeyance pending successful completion of a substance abuse program.

V. LAST CHANCE AGREEMENT

Last chance agreements shall not be effective for longer than five (5) years, except in the following situations, in which case the last chance agreement shall be for an unlimited duration:

- any accident involving a fatality;
- any accident in which the driver is cited and there is damage to the vehicle(s) requiring tow-away; or
- any accident in which the driver is cited and off-site medical treatment is required.

EMPLOYEE LAST CHANCE AGREEMENT*
FOR SAFETY-SENSITIVE EMPLOYEES
UNDER U.S. DEPARTMENT OF TRANSPORTATION

I _____*(the employee)* hereby acknowledge that in my position as_____with the Department of_____ *(the employer)* I am a "Safety-sensitive" employee, as defined by the Federal Omnibus Transportation Employee Testing Act.

The employee affirms that he/she has been charged with _____ _____ *(rule and test results)* and received a pre-disciplinary conference on these charges. The employee also agrees that the alleged offense is in violation of the above Act and the Department's work rules; _____ __and that, absent this agreement, the Department's would otherwise confer the discipline of _____.

The parties agree that discipline for this offense will be held in abeyance contingent upon the employee's successful completion of the following requirements:

1. The employee will be referred to a Substance Abuse Professional (SAP) by _____ (EAP or self). The Substance Abuse Professional shall be qualified under the provisions of the Federal Omnibus Transportation Employee Testing Act and the employee will submit to and cooperate in a substance abuse evaluation by that individual.

2. The employee must complete a substance abuse treatment program and be approved to return to work by the Substance Abuse Professional. The program of treatment will be prescribed by the Substance Abuse Professional and the SAP must certify the successful completion of that program to the employer in writing.

3. The employee must agree to execute any and all releases of medical and other information required by the Ohio EAP and/or the employer which are necessary for the employer to review and evaluate the employee's substance abuse evaluation and treatment program and the employee's

participation. Any subsequent revocation of such releases by the employee may be considered by the employer as a breech of this agreement.

4. The employee must pass a post-treatment drug and/or alcohol test which has been identified as such to the employee prior to being permitted to return to work.

5. After his return to work, the employee must continue to strictly follow all directives and substance abuse treatment programs required by the Substance Abuse Professional.

6. The employee must never again **within the time frames referenced in this Agreement** violate any Departmental rule or policy relating to drug or alcohol use, or **any other** terms of this agreement.

It is agreed by the parties that the employee shall be considered on leave of absence without pay until such time that the employee returns to work under the above conditions or 180 calendar days, whichever is shorter. Should the employee fail to be certified to return to work by the Substance Abuse Professional and return to work within 180 calendar days the employee shall be terminated from employment. Should the employee not cooperate fully with the directives of the Substance Abuse Professional or fail to return to work, the employer may terminate employment and seek repayment, from the employee's last paycheck, of any medical premiums paid during the period of unpaid leave.

The employee further understands and agrees that upon a return to work the employee will be subject to at least six random drug and/or alcohol tests for up to one year and that further random drug and or alcohol testing may be ordered by the Substance Abuse Professional or the Drug-Free Workplace Services Program. It is also agreed that the employee shall be responsible for payment of the return-to-duty or follow-up testing.

It is agreed by all the parties that if, at any time in the future, the employee violates this Last Chance Agreement or any subsequent agreement made between the employee and the Substance Abuse Professional or the EAP, or if the employee is found in violation of the employer's drug and alcohol policies **within the time frames referenced in this Agreement**, the employee will be subject to termination from employment. Although the employee will be charged separately for this second offense and afforded a pre-disciplinary meeting before the employer confers

discipline, it is understood by the employee that any grievance arising out of such discipline shall have the scope of the arbitration limited to the question of whether or not the employee did indeed violate the conditions of the agreement. The parties acknowledge the waiver of the contractual due process rights to the extent contained herein.

* Period of Agreement:

- ☐ Five (5) years
- ☐ Indefinite

EMPLOYEE	OHIO DEPT. OF
_____	_____
UNION REPRESENTATIVE	OFFICE OF COLLECTIVE BARG.
_____	_____

APPENDICES

Definitions

Ohio EAP

Questions and Answers

Applicant Testing Designated Positions

List of Collection Sites

Definitions

Agency means any office, department, commission, board, institution or facility in the executive branch of government.

Alcohol means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol.

Alcohol concentration (or content) means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test.

Alcohol use means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

Applicant testing means drug testing of final applicants for positions in state service who have tentatively met all relevant employment criteria but have not been officially offered employment with the state. For federal testing, applicant testing means drug testing of final applicants, both within and outside state service, for positions covered by federal testing regulations.

Chain of custody means procedures to ensure the integrity of each specimen for drug testing by tracking its storage from point of collection to final disposition.

Collection site means a place designated by the testing laboratory where individuals present themselves for the purpose of providing a specimen to be analyzed for the presence of drugs.

Commerce means:

(1) Any trade, traffic or transportation within the jurisdiction of the United States between a place in a State and a place outside of such State, including a place outside of the United States, and

(2) Trade, traffic, and transportation in the United States which affects any trade, traffic, and transportation described in paragraph (1) of this definition.

Commercial motor vehicle means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle-

(1) Has a gross combination weight rating of 11,794 or more kilograms (26,001 or more pounds) inclusive of a towed unit with a gross vehicle weight rating of more than 4,536 kilograms (10,000 pounds); or

(2) Has a gross vehicle weight rating of 11,794 or more kilograms (26,001 or more pounds); or

(3) Is designed to transport 16 or more passengers, including the driver; or

(4) Is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Federal Hazardous Materials Transportation Act and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR part 172, subpart F).

Confirmation test for alcohol testing means a second test, following a screening test with a result of 0.02 or greater, that provides quantitative data of alcohol concentration. For controlled substances testing it means a second analytical procedure to identify the presence of a specific drug or metabolite which is independent of the screen test and which uses a different technique and chemical principle from that of the screen test in order to ensure reliability and accuracy. (Gas chromatography/mass spectrometry (GC/MS) is the only authorized confirmation method for cocaine, marijuana, opiates, amphetamines, and phencyclidine.)

Controlled substances for State of Ohio or Federal DOT drug testing, mean those substances identified in the Department of Health and Human Services' drug testing panel.

Disabling damage means damage which precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs.

(1) *Inclusions*. Damage to motor vehicles that could have been driven, but would have been further damaged if so driven.

(2) *Exclusions*.

(I) Damage which can be remedied temporarily at the scene of the accident with out special tools or parts.

(ii) Tire disablement with out other damage even if no spare tire is available.

(iii) Headlight or taillight damage.

(iv) Damage to turn signals, horn, or windshield wipers which make them inoperative.

Driver means any person who operates a commercial motor vehicle. This includes, but is not limited to: Full time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to an employer or who operate a commercial motor vehicle at the direction of or with the consent of an employer.

Drug test means a chemical test administered for the purpose of determining the presence or absence of a drug or metabolites in a person's bodily fluids.

Employee means any person holding a position subject to appointment, removal, promotion, or reduction by an appointing officer who is paid by warrant of the auditor of state.

Employer means any person (including the United States, A State, District of Columbia, tribal government, or a political subdivision of a State) who owns or leases a commercial motor vehicle or assigns persons to operate such a vehicle. The term employer includes an employer's agents, officers and representatives.

Follow-Up testing means testing ordered as a result of an employee's having tested positive, in violation of an employee's work policy or federal drug testing regulations, on a prior reasonable suspicion, random, or post-accident test.

Licensed medical practitioner means a person who is licensed, certified, and/or registered, in accordance with applicable Federal, State, local, or foreign laws and regulations, to prescribe controlled substances and other drugs.

Medical review officer means a person meeting U.S. Department of Health and Human Services requirements to evaluate all positive test results together with a person's medical history and other relevant biomedical information.

Performing (a safety-sensitive function) means a driver is considered to be performing a safety-sensitive function during any period in which he or she is actually performing, ready to perform, or immediately available to perform any safety-sensitive functions.

Positive test result means a test result that was positive on an initial USDHHS approved immunoassay test, confirmed by a gas chromatography/mass spectrometry assay (or other USDHHS confirmatory test(s) meeting National Institute on Drug Abuse, and reviewed and verified by a medical review officer, or a breath test for alcohol administered by the state patrol or a person qualified under rule 3701-53-07 of the Administrative Code or a breath test administered by a facility meeting USDHHS requirements, which equals or exceeds USDHHS positive test threshold levels.

Post accident testing means testing ordered for employees cited for their involvement in an accident which resulted in disabling damage and tow away of the involved vehicles, or off-site medical treatment for persons involved in the accident.

Prescription means a written or oral order for a controlled substance for the use of a particular person given by a practitioner in the course of professional practice and in accordance with the regulations promulgated by the director of the United States Drug Enforcement Administration pursuant to the federal drug abuse control laws.

Random testing means a testing process in which participants are selected by a computer-driven random selection process for unannounced controlled substances and alcohol testing.

Reasonable suspicion testing means alcohol or other drug testing based on a belief that an employee is using or has used drugs in violation of the employer's policy drawn from specific objective and documentable facts and reasonable inferences drawn from those facts.

Refuse to submit (to an alcohol or controlled substances test) means that an employee:

(1) Fails to provide adequate breath for alcohol testing, without a valid medical explanation, after he or she has received notice of the requirement for breath testing in accordance with state or federal testing requirements.

(2) Fails to provide an adequate urine sample for controlled substances testing, without a genuine inability to provide a specimen (as determined by a medical evaluation), after he or she has received notice of the requirement for urine testing in accordance with State or Federal testing requirements.

(3) Engages in conduct that clearly obstructs the testing process.

Return-to-Duty testing means testing which is ordered as a condition for an employee's return-to-duty or resumption of safety-sensitive duties.

Safety-sensitive functions for Federal testing means all time form the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include:

(1) All time at an employer or shipper plant, terminal, facility, or other property, or on any public property, waiting to be dispatched, unless the driver has been relieved form duty by the employer;
(2) All time inspecting equipment as required federal regulations, or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
(3) All time spent at the driving controls of a commercial motor vehicle in operation;
(4) All time, other than driving time, in our upon any commercial motor vehicle except time spent resting in a sleeper berth
(5) All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
(6) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Screening test (also known as initial test) In alcohol testing, it means an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in his or her system. In controlled substance testing, it means an immunoassay screen to eliminate "negative" urine specimens from further consideration.

Specimen means a tissue or product of the human body chemically capable of revealing the presence of drugs in the human body.

Substance means alcohol or drugs.

Substance abuse professional means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and drug Abuse counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders.

Workplace means a state owned or utilized premise for official state business or any place where official state business is conducted.

Ohio EAP

The Ohio Employee Assistance Program is a screening, information, referral and support service for state employees and their family members. The Ohio EAP is designed to help service recipients cope with personal problems such as family and parenting issues, alcohol and other drug abuse, emotional concerns such as anxiety, anger, grief, or depression, and legal and financial difficulties.

The Ohio EAP is supported by both labor and management. It has served state employees and their families since 1984.

Eligibility

All current, disabled or retired state of Ohio employees and their families are eligible to participate.

Service Provided

- Staff members are available to discuss employee concerns and problems, to help in locating an attorney, a financial advisor, a support group, or to make referrals to mental health professionals for ongoing counseling.

- Consultation services are available when an employee has concerns about a family member, a friend or a coworker who may be experiencing personal problems.

- Critical Incident Stress Debriefings are arranged and facilitated by the Ohio EAP staff following traumatic events, such as death or serious injury of a co-worker.

- Intervention Services for Organizations in Transition are provided for agencies and institutions that are undergoing reorganization or downsizing.

- Training is conducted throughout state government on a variety of topics including Workplace Violence Prevention, Drug-Free Workplace, Stress Management, and the contractually-required EAP Referral Training for Supervisors and Union Representatives.

Advocacy is also provided with the managed mental health care provider, should it be needed.

Confidentiality

The Ohio EAP ensures strict confidentiality as governed by state law (Ohio Revised Code section 3701.041) and federal regulations to protect clients. No information regarding an employee's participation in EAP is released unless the employee authorizes it in writing.

Costs

The Ohio EAP is part of the employee benefit package and there is no charge for using this service. If a referral is made for ongoing counseling the employee may be responsible for a small co-payment for each session.

Contacting the EAP

The Ohio Employee Assistance Program (EAP) can be contacted by calling 1-800-221-6327. This is a statewide toll-free call. Within Franklin County, call (614) 644-8545.

Questions and Answers

1. Must a current employee moving into a position covered by federal testing regulations undergo a pre-employment test?

   A. Yes, if he/she is not already in a position requiring federal testing.

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2. Is time spent in testing "on-duty" time?

   A. Yes

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3. Does a refusal to test have the same consequences as a positive test?

   A. Yes

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4. If an employee selected for a random drug test is inadvertently given an alcohol test instead (or vice versa), can the alcohol test be considered a valid test if it is negative?

   A. No.

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5. What should an agency do if an employee goes to a collection site but refuses to sign the chain of custody form?

   A. Inform the employee that such a refusal would constitute a refusal to test and would have the disciplinary consequences of a positive test result.

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6. Does the employee pay for return-to-duty and follow-up tests?

   A. Yes

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7. What happens when an employee experiences "shy bladder" (inability to produce a specimen) at the collection site?

   A. Federal regulations permit the employee to consume up to 40 oz. of liquids over a 3 hour period to produce a suitable specimen.

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8. An employee was attending a conference at the time his supervisor received notice from the agency drug testing coordinator that a random test was required. Is the employee exempted from the test?

A. For federal random testing, the employee must be tested on the first occasion when he/she returns to work. For state random testing, the employee will be tested during the designated testing cycle.

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9. An employee's drug test has been ruled positive by the MRO and has been found positive after a retest by another laboratory. Can the employee request still another retest by a laboratory of his/her choice?

A. No.

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10. Are the results of an employee's federal tests a matter of public record?

A. No.

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11. Is the employee entitled to a copy of his/her test results?

A. Yes.

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12. Can the employee instruct the Employer to release copies of his/her test results?

A. Yes, provided the release by the Employer is authorized in writing by the employee.

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13. What is the time limit beyond which a federal drug test cannot be done?

A. Thirty-two (32) hours. Random tests must be done promptly when ordered. Reasonable suspicion and post-accident drug tests cannot be done beyond 32 hours after the triggering incident or accident. All tests should, as a matter of practice, be done promptly.

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14. An employee covered by federal testing regulations is involved in an accident involving tow-away of the state vehicle he/she was driving. The employee was not cited for the accident. Would a post-accident test be performed?

A. No. The employee must be cited as a condition for the post-accident test.

15. An employee was involved in an accident, a citation was issued, but no test was done. What should the agency do?

A. A test done by law enforcement or an agency having legal authority to perform an alcohol or drug test after an accident can be used if it can be obtained. If not, documentation must be prepared and kept on record as to why no test was done.

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16. A collection site sent an agency employee's specimen to a local hospital lab for analysis. The agency has received the results. Are they valid?

A. No. Only results resulting from analysis by a Department of Health and Human Services-certified laboratory are acceptable.

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17. An employee was given an alcohol test by a supervisor skilled in the eye-nystagmus test process. Is this valid?

A. No, only breath alcohol tests are used in Ohio's compliance with federal or state alcohol testing regulations.

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18. A former employee has requested that an agency release federal drug test results it conducted on the employee to a prospective employer. Must the agency comply?

A. Yes. The agency may also charge a reasonable fee for retrieving, copying and transmitting the requested records.

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19. An employee is taken to a collection site for a reasonable suspicion alcohol test, tests positive on the initial test, but negative on the confirmation test. Can the initial positive be used as the official result?

A. No. The confirmation test, in both alcohol and drug testing, is always the test of record.

Applicant Testing
Designated Positions

AGENCY POSITIONS DESIGNATED FOR APPLICANT DRUG TESTING PROGRAM

AGENCY SPECIFIC ADDITIONS

DEPARTMENT OF ADJUTANT GENERAL

CLASS NUMBER	CLASS TITLE
46121	Security Officer Specialist
46125	Security Officer Specialist Supervisor
46126	Security Officer Specialist Manager

DEPARTMENT OF AGRICULTURE

CLASS NUMBER	CLASS TITLE
21122	Grain, Feed & Seed Examiner
21125*	Grain Warehouse Examiner Supervisor
21230	Meat Inspector Trainee
21231	Meat Inspector
21291	Food Safety Specialist 1

DEPARTMENT OF COMMERCE

CLASS NUMBER	CLASS TITLE
24135*	Electrical Inspector Supervisor
24161	Plumbing Inspector 1
24162	Plumbing Inspector 2
26231	Underground Storage Tank Inspector

DEPARTMENT OF DEVELOPMENT

CLASS NUMBER	CLASS TITLE
12731	Mail Clerk Messenger

DEPARTMENT OF DEVELOPMENTAL DISABILITIES

All positions within the Department of Developmental Disabilities located within a Developmental Center

LOTTERY COMMISSION

CLASS NUMBER	CLASS TITLE
26211	Investigator
26216*	Investigation Supervisor 1
46131	Lottery Game Security Specialist
52412	Telecommunications Technician 2
53851	Lottery Delivery Worker
64581	Lottery Ticket Sales Representative 1
64582	Lottery Ticket Sales Representative 2

DEPARTMENT OF MENTAL HEALTH

CLASS NUMBER	CLASS TITLE
12731	Mail Clerk Messenger
14741	Storekeeper 1
14742	Storekeeper 2
24431	Safety and Health Inspector 1
24432	Safety and Health Inspector 2
52861	Locksmith
65416*	Pharmacy Operations Manager
65531	Nurse Education Consultant
86121	Phlebotomist

PHARMACY BOARD

CLASS NUMBER	CLASS TITLE
21561	Pharmacy Board Compliance Agent
21562	Pharmacy Board Compliance Specialist
21565	Pharmacy Board Compliance Regional Supervisor
21566	Pharmacy Board Compliance Supervisor

DEPARTMENT OF PUBLIC SAFETY – *BMV CUSTOMER SERVICE CENTER*

CLASS NUMBER	CLASS TITLE
24341	Customer Service Specialist 1
24342	Customer Service Specialist 2

DEPARTMENT OF PUBLIC SAFETY - *STATE HIGHWAY PATROL*

CLASS NUMBER	CLASS TITLE
83227*	Chemical Laboratory Supervisor 2
86111	Laboratory Technician 1
86112	Laboratory Technician 2
86141	Criminalist

PUBLIC UTILITIES COMMISSION OF OHIO

CLASS NUMBER	CLASS TITLE
23153*	Public Utilities Administrator 3 (Chief of Compliance)
24933*	PUCO Transportation System Administrator

DEPARTMENT OF REHABLITATION AND CORRECTION

All positions within the Department of Rehabilitation and Correction

REHABILITATION SERVICES COMMISSION

CLASS NUMBER	CLASS TITLE
14741	Storekeeper 1

DEPARTMENT OF TAXATION

CLASS NUMBER	CLASS TITLE
26815	Tax Enforcement Agent Supervisor 1
26816	Tax Enforcement Agent Supervisor 2
26817	Tax Enforcement Agent Supervisor 3
66821	Tax Program Administrator (only positions that carry fire arm)

DEPARTMENT OF TRANSPORTATION

CLASS NUMBER	CLASS TITLE
24945*	Aviation Manager
24946*	Aviation Administrator

BUREAU OF WORKERS' COMPENSATION

CLASS NUMBER	CLASS TITLE
26261	BWC Fraud Investigator

DEPARTMENT OF YOUTH SERVICES

All positions within the Department of Youth Services located within a Juvenile Correctional Facility and/or a Regional Parole Office

*Exempt from Bargaining Unit

POSITIONS DESIGNATED FOR APPLICANT DRUG TESTING PROGRAM

EXEMPT POSITIONS

CLASS NUMBER	CLASS TITLE
18511	Lifeguard
21235	Meat Inspection Supervisor
21245	Food Inspection Supervisor
21545	Medical Board Enforcement Supervisor
21565	Pharmacy Board Compliance Regional Supervisor
21566	Pharmacy Board Compliance Supervisor
21585	Amusement Ride & Game Inspector Supervisor
21586	Amusement Ride & Game Inspector Administrator
22295	Wildlife Officer Supervisor
22296	Wildlife Officer District Supervisor
22297	Wildlife Officer Manager
22525	Park Officer Supervisor
22526	Park Officer Manager
22531	Parks Law Enforcement Staff Officer
22535	Parks Law Enforcement Staff Administrator
22921	Natural Resources Staff Officer 1
22922	Natural Resources Staff Officer 2
22923	Natural Resources Staff Officer 3
22924	Natural Resources Staff Officer 4
22925	Natural Resources Staff Administrator
23115	Motor Carrier Enforcement Inspector Supervisor
23166	Hazardous Materials Investigation Administrator
23315	Railroad Inspection Supervisor

CLASS NUMBER	CLASS TITLE
23316	Railroad Inspection Manager
23515	Enforcement Assistant Agent-in-Charge
23516	Enforcement Agent-in-Charge
23517	Enforcement Assistant Deputy Director
23518	Enforcement Administrator
24115	Building Inspection Supervisor
24145	Elevator Inspection Supervisor
24147	Elevator Inspection Division Chief
24155	High Pressure Piping Inspection Supervisor
24157	High Pressure Piping Inspection Manager
24335	Driver License Station Supervisor
24336	Driver License Examining Supervisor
24425	Breath Alcohol Test Inspection Supervisor
24434	Safety Officer
24453	Industrial Safety Administrator
24485	Industrial Safety Consultant Supervisor
24717	Mine Rescue Superintendent
24718	Mine Safety Manager
24725	Oil and Gas Well Inspection Supervisor
26125	Criminal Investigator Supervisor 1
26126	Criminal Investigator Supervisor 2
26515	Correctional Firefighter Supervisor
26525	Fire Safety Inspector Supervisor
26535	Arson Investigation Supervisor
26557	Assistant State Fire Marshall 1
26558	Assistant State Fire Marshall 2

CLASS NUMBER	CLASS TITLE
26559	State Fire Marshall
26565	Fire Training Supervisor
26595	Fire Station Captain
26596	Air Base Fire Training Officer
26597	Assistant Fire Chief
26615	Police Sergeant
26616	Police Lieutenant
26617	Police Chief
26914	Watercraft District Administrative Assistant
26916	Watercraft District Supervisor
26965	Watercraft Area Supervisor
26967	Watercraft Region Manager
42455	Correctional Food Service Manager 1
42456	Correctional Food Service Manager 2
42457	Correctional Food Systems Manager
44116	Residential Care Supervisor 1
44117	Hospital Aid Supervisor
44118	Residential Care Supervisor 2
44145	Psychiatric Attendant Supervisor 1
44146	Psychiatric Attendant Supervisor 2
46115	Security Supervisor
46535	Correction Lieutenant
46536	Correction Captain
46537	Correction Major

CLASS NUMBER	CLASS TITLE
46544	Correctional Farm Assistant Supervisor
46545	Correctional Farm Supervisor
46546	Correctional Farm Superintendent
46555	Penal Workshop Superintendent
46581	Juvenile Correctional Operations Assistant Manager
46615	Youth Leader Supervisor
52465	Highway Patrol Radio Dispatcher Supervisor
52475	Highway Patrol Electronic Technician Manager
53141	Building Construction Superintendent
54225	Aircraft Maintenance Superintendent
61526	HC Facilities Surveyor Supervisor 2 – Complaints
61535	HC Facilities Surveyor Supv. 1 – Long Term Care
61536	HC Facilities Surveyor Supv. 2 – Long Term Care
61555	HC Facilities Surveyor Supv. 1 – Non Long Term Care
61556	HC Facilities Surveyor Supv. 2 – Non Long Term Care
61566	HC Facilities Surveyor Supv. 2 – Regulatory Compliance
61585	HC Facilities Surveyor Supv. 1 – Adult Care & Maternity
61586	HC Facilities Surveyor Supv. 2 – Adult Care & Maternity
61741	Nursing Home Administrator
63181	Correction Specialist
64925	Hazardous Materials Specialist Supervisor
65415	Pharmacy Supervisor
65445	Medical Review Nurse Supervisor
65515	Nurse Assistant Director
65516	Nurse Supervisor
65525	Psychiatric/MR Nurse Supervisor

CLASS NUMBER	CLASS TITLE
65565	Industrial Rehabilitation Nurse Supervisor
65735	Sanitarian Supervisor
65785	Health Care Facility Compliance Consultant Supervisor
65795	Mental Health Standards Supervisor
65811	Psychiatric Facility Licensing Program
65915	Veterinarian
65916	Veterinarian Administrator 1
65917	Veterinarian Administrator 2
69325	Correctional Program Supervisor
69345	Alcohol & Drug Counselor Supervisor 1
69346	Alcohol & Drug Counselor Supervisor 2
69816	Parole Services Supervisor
69821	Parole Program Specialist
69825	Parole Program Specialist Supervisor
83226	Chemical Laboratory Supervisor 1
83227	Chemical Laboratory Supervisor 2
83245	Crime Lab Director
83255	Medical Lab Technology Supervisor
83315	Psychologist Supervisor
83465	Assistant Emergency Response Administrator
83466	Emergency Response Administrator
83876	Radiological Health Program Administrator
84635	Radiological Analyst Supervisor
84645	Health Physics Supervisor
84646	Health Physics Administrator 1
84647	Health Physics Administrator 2

CLASS NUMBER	CLASS TITLE
86135	Clinical Health Care Surveyor Supervisor 1
99711	Highway Patrol Cadet
99870	Working Assistant

POSITIONS DESIGNATED FOR APPLICANT DRUG TESTING PROGRAM

BARGAINING UNIT POSITIONS

CLASS NUMBER	CLASS TITLE
18121	Adult Teacher Aide 1
18122	Adult Teacher Aide 2
18123	Adult Teacher Aide 3
21541	Medical Board Enforcement Investigator
21581	Amusement Ride & Game Inspector 1
21582	Amusement Ride & Game Inspector 2
22251	Wildlife Education Officer
22290	Wildlife Officer Cadet
22292	Wildlife Officer
22293	Wildlife Investigator
22520	Park Officer Cadet
22521	Park Officer
22522	Park Officer Investigator
22523	Park Officer Specialist
22551	Lock Area Technician
22581	Armorer
22821	Preserve Officer 1
22822	Preserve Officer 2
22841	Forest Officer 1
22842	Forest Officer 2
22931	Mineral Resources Inspector 1

CLASS NUMBER	CLASS TITLE
22932	Mineral Resources Inspector 2
22933	Mineral Resources Inspector 3
23111	Motor Enforcement Inspector
23161	Hazardous Material Investigation Specialist 1
23162	Hazardous Material Investigation Specialist 2
23181	Public Utilities Gas Pipeline Safety Compliance Investigator
23311	Railroad Inspector 1
23312	Railroad Inspector 2
23313	Railroad Inspector 3
23511	Enforcement Agent
23521	Liquor Control Compliance Officer
24111	Building Inspector
24121	Boiler Inspector
24123	Nuclear boiler Inspector
24131	Electrical Inspector
24140	Elevator Inspector Trainee
24141	Elevator Inspector
24151	High Pressure Pipe Inspector
24321	Motor Vehicle Investigator
24331	Driver License Examiner 1
24332	Driver License Examiner 2 (CDL)
24333	Driver License Examiner 2 (Lead Worker)
24334	Driver License Examiner 2 (Mobile)
24351	Motor Vehicle Inspector
24421	Breath Alcohol Test Inspector
24433	Safety & Health Compliance Inspector

CLASS NUMBER	CLASS TITLE
24461	Radiation Safety Officer 1
24462	Radiation Safety Officer 2
24473	Industrial Safety Hygienist 3
24474	Industrial Safety Hygienist 4
24710	Mine Rescue Operations Coordinator
24711	Mine Safety Inspector 1
24712	Mine Safety Inspector 2
24951	Aviator 1
24952	Aviator 2
26121	Criminal Investigator 1
26122	Criminal Investigator 2
26511	Correctional Firefighter
26531	Arson Investigator
26560	Fire Training Equipment Technician
26591	Firefighter
26592	Lieutenant Firefighter
26611	Police Officer 1
26612	Police Officer 2
26621	ODNR Central Office Enforcement Officer
26811	Tax Enforcement Agent 1
26812	Tax Enforcement Agent 2
26813	Tax Enforcement Agent 3
26910	Watercraft Officer Cadet
26911	Watercraft Officer
26912	Watercraft Officer Specialist
26921	Watercraft Investigator

CLASS NUMBER	CLASS TITLE
26931	Watercraft Education Officer
42420	Dietetic Technician
42451	Corrections Food Service Coordinator
42541	Corrections Laundry Coordinator
42741	Pharmacy Attendant
44111	Hospital Aide
44112	Therapeutic Program Worker
44113	Hospital Aide Coordinator 1
44114	Hospital Aide Coordinator 2
44141	Psychiatric Attendant
44142	Psychiatric Attendant Coordinator
44161	Licensed Practical Nurse
44211	General Activities Therapist 1
44212	General Activities Therapist 2
44213	Activity Therapy Specialist 1
44214	Activity Therapy Specialist 2
44231	Respiratory Therapist
44263	Licensed Physical Therapist
44271	Speech-Language Pathologist
44310	Occupational Therapy Assistant
44311	Occupational Therapist
44511	Exercise Physiologist
46111	Security Officer 1
46112	Security Officer 2
46514	Juvenile Correction Officer
46531	Correction Officer

CLASS NUMBER	CLASS TITLE
46541	Correctional Farm Coordinator
46551	Penal Workshop Specialist
46552	Penal Work Quality Control Specialist
46611	Youth Leader (Blind/Deaf School)
46621	Child Care Worker
52131	Automotive Mechanic 1
52132	Automotive Mechanic 2
52133	Automotive Technician
52281	Electrician 1
52282	Electrician 2
52311	Machinist 1
52312	Machinist 2
52451	Highway Patrol Communications Technician
52461	Highway Patrol Dispatcher
52471	Highway Patrol Electronic Technician 1
52472	Highway Patrol Electronic Technician 2
52473	Highway Patrol Electronic Technician 3
52511	Highway Patrol Radio Operator
52531	CAD Specialist
53212	Highway Maintenance Worker 2
53213	Highway Maintenance Worker 3
53214	Highway Maintenance Worker 4
53230	Bridge & Lock Tender
53231	Bridge Worker 1
53232	Bridge Worker 2

CLASS NUMBER	CLASS TITLE
53772	Highway Technician 2
53773	Highway Technician 3
53774	Highway Technician 4
53775	Highway Technician 5
53821	Delivery Worker
54211	Aircraft Attendant
54221	Aircraft Maintenance Technician
54411	Equipment Operator 1
54412	Equipment Operator 2
54413	Equipment Operator 3
54414	Equipment Operator 4
54421	Dredge Operator 1
54422	Dredge Operator 2
54441	Vehicle Operator 1
54442	Vehicle Operator 2
54451	Ambulance Operator
54541	Boiler Operator 1
54542	Boiler Operator 2
61511	HC Facilities Surveyor-Entry Adult Care
61512	HC Facilities Surveyor-Independent Adult Care
61521	HC Facilities Surveyor-Entry Complaints
61522	HC Facilities Surveyor-Independent Complaints
61531	HC Facilities Surveyor-Entry Long Care Term
61532	HC Facilities Surveyor-Independent Long Term Care
61541	HC Facilities Surveyor-Entry Maternity
61542	HC Facilities Surveyor-Independent Maternity

CLASS NUMBER	CLASS TITLE
61551	HC Facilities Surveyor-Entry Non Long Term Care
61552	HC Facilities Surveyor-Independent Non Long Term Care
61561	HC Facilities Surveyor-Entry Regulatory Compliance
61562	HC Facilities Surveyor-Independent Regulatory Compliance
61571	HC Facilities Surveyor-Entry Technical Assistance Program
61572	HC Facilities Surveyor-Independent Technical Assistance Program
64921	Hazardous Materials Specialist
65111	Dentist
65311	Emergency Medical Technician-Ambulance
65312	Advance Emergency Medical Technician-Ambulance
65313	Paramedic
65321	Correctional Physician Assistant
65322	Physician Assistant
65340	Physician Resident
65341	Physician
65343	Physician Specialist
65344	Psychiatric Physician
65351	Optometrist
65371	Psychiatrist
65391	Podiatrist
65411	Pharmacist
65413	Pharmaceutical Consultant
65421	Pharmacologist
65441	Medical Review Nurse
65510	Interim Nurse

CLASS NUMBER	CLASS TITLE
65512	Nurse 1
65513	Nurse 2
65521	Psychiatric/MR Nurse
65522	Psychiatric/MR Nurse Coordinator
65561	Industrial Rehab Nurse
65591	Clinical Nurse Specialist
65651	Correctional Nurse Practitioner
65652	Nurse Practitioner
65653	Correctional Advance Practice Nurse – Psychiatric – Mental Health
65654	Advance Practice Nurse – Psychiatric – Mental Health
66361	Energy Specialist
69311	Social Worker 1
69312	Social Worker 2
69313	Social Worker 3
69341	Alcohol and Drug Counselor 1
69342	Alcohol and Drug Counselor 2
69343	Alcohol and Drug Counselor 3
69361	Alcohol & Drug Program Specialist 1 (Certification)
69362	Alcohol & Drug Program Specialist 2 (Certification)
69371	Alcohol & Drug Program Specialist 1(Planner)
69372	Alcohol & Drug Program Specialist 2 (Planner)
69381	Alcohol & Drug Program Specialist 1 (Prevention)
69382	Alcohol & Drug Program Specialist 2 (Prevention)
69391	Alcohol & Drug Program Specialist 1 (**Contract Compliance**)
69392	Alcohol & Drug Program Specialist 2 (**Contract Compliance**)

CLASS NUMBER	CLASS TITLE
69811	Parole Officer
69812	Senior Parole Officer
69861	Juvenile Parole Officer
69862	Senior Juvenile Parole Officer
83311	Psychologist Asstistant 1
83312	Psychologist Asstistant 2
83313	Psychologist
84631	Radiological Analyst
84641	Health Physicist 1
84642	Health Physicist 2
84643	Health Physicist 3
86131	Clinical Health Care Surveyor 1
86132	Clinical Health Care Surveyor 2
86133	Clinical Health Care Surveyor 3
86321	Radiographer
86341	Dental Hygienist
99200	Teacher (Blind/Deaf School)

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

ADAMS COUNTY

Site #: 45779
ADAMS CO REGIONAL MEDICAL CNTR
230 Medical Center Drive
Seaman, OH 45679

Phone: 937-386-3660
Fax: 937-386-3679
Hours: 24/7 days
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Kelly

ALLEN COUNTY

Site #: 12971
DELPHOS AMBULATORY CARE
1800 E. 5th Street
Delphos, OH 45833

Phone: 419-692-2662
Fax: 419-996-5458
Hours: 7:00 a.m. – 9:00 p.m. – Mon - Fri
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lesia Arnett

Site #: 16973
ST. RITA OCCUP. HEALTH CARE
1875 S. Dixie Highway
Lima, OH 45804

Phone: 419-226-9720
Fax: 419-226-9265
Hours: 7:30 a.m. – 4:00 p.m. – Mon - Fri
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **NO**
After hours availability:
Contact: Lesia Arnett

ASHLAND COUNTY

Site #: 14679
AIMS OCCUP. HEALTH SERVICES
2212 Mifflin Avenue, Suite 215
Ashland, OH 44805

Phone: 419-281-4440
Fax: 419-281-4244
Hours: 8:00 a.m. – 4:00 p.m. – Mon - Fri
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Linda Fozio

Site #: 14679
SAMARITAN HOSPITAL
1025 Center Street
Ashland, OH 44805

Phone: 419-289-0491
Fax: 419-207-2613
Hours: 24 hrs/7 days
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Mark Switzer

ASHTABULA COUNTY

Site #: 54012
STATE ROAD OCC. MEDICINE
600 State Rd.
Ashtabula, OH 44004

Phone: 440-997-5988
Fax: 440-997-5313
Hours: 8:00 a.m. – 5:00 p.m. – Mon - Fri
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Denise Richard

Site #:49999
ST. JOSEPHS EMERGENCY AND DIAGNOSTIC CENTER
476 S. Main Street
Andover, OH 44003

Phone: 440-293-6111
Fax: 440-293-7077
Hours: 24 hrs.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lab

Site #50609
PRIMARY CARE OF ASHTABULA
5266 State Route 45
Rome, OH 44085

Phone: 440-563-5028
Fax: 440-563-5470
Hours: 8:00 a.m. – 5:00 p.m. – Mon - Fri
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Kathleen

ATHENS COUNTY

Site #44931
HOLZER CLINIC – ATHENS
2131 E. State St.
Athens, OH 45701

Phone: 740-589-3100
Fax: 740-589-3123
Hours: 8:00 a.m. – 6:00 p.m. – Mon – Fri.
9:00 a.m. – 6:00 p.m. – Sat. – Sun.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Doug Atkins

AUGLAIZE COUNTY

Site #42798
JTDM HOSPITAL/OCC. HLTH OUTPATIENT SERVICES
200 St. Clair Avenue
St. Mary's, OH 45885

Phone: 419-394-3387 – x. 2177
Fax: 419-394-9556
Hours: 8:00 a.m. – 10:00 p.m. Mon - Fri
10:00 a.m. – 10:00 p.m. – Sat - Sun
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Jessica Brown

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

BELMONT COUNTY

Site #25893
EAST OHIO REGIONAL HOSP.
OCC. HEALTH
92 North 4th Street, Suite 24
Martins Ferry, OH 43935

Phone: 740-633-4199
Fax: 740-633-4728
Hours: 8:00 a.m. – 3:30 p.m. – Mon – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Alice

BUTLER COUNTY

Site #39175
URGENT CARE OF HAMILTON
1 North Brookwood Avenue
Hamilton, OH 45013

Phone: 513-896-9700
Fax: 513-896-4565
Hours: 8:30 a.m. – 8:30 p.m. –7 days/wk
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Renee

Site #2186
EXCEL CORPORATE CARE
4220 Grand Avenue
Middletown, OH 45044

Phone: 513-420-4700
Fax: 513-420-4704
Hours: 8:00 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Peggy Berry

CARROLL COUNTY

Site # 26441
MERCY HEALTH CENTER
125 Canton Road
Carrollton, OH 44615

Phone: 330-627-7641
Fax: 330-863-2500
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
9:00 a.m. – 12:00 p.m. – Sat.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lisa Dyer

CHAMPAIGN COUNTY

Site # 2324
COMMUNITY MERCY OCCUPATIONAL HEALTH CENTER
904 Scioto Street
Urbana, OH 43078

Phone: 937-653-6618
Fax: 937-484-6182
Hours: 8:00 a.m. – 4:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**
After hrs random-prescheduled
Contact Mary Ann Stanfill @ 937-328-9552
After hrs. emerg (reas. susp/DOT post accident through the ER – SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Pat Smith

CLARK COUNTY

Site # 2323
COMMUNITY MERCY OCCUPATIONAL HEALTH CENTER
2501 High Street
Springfield, OH 45505

Phone: 937-328-8677
Fax: 937-328-8718
Hours: 8:00 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**
After hrs random-prescheduled
Contact Mary Ann Stanfill @ 937-328-9552
After hrs. emerg (reas. susp/DOT post accident through the ER – SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Marianne Stanfill or Sandy Jones

CLERMONT COUNTY

Site # 12839
BETHESDA CARE
4452 East Gate Blvd.
Cincinnati, OH 45245

Phone: 513-752-3695
Fax: 513-752-3039
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Drug coordinator

CLERMONT COUNTY (Cont'd)

Site 10692
MERCY HEALTH SOLUTIONS EASTGATE
796 Cincinnati-Batavia Pike
Cincinnati, OH 45245

Phone: 513-752-9610
Fax: 513-752-1719
Hours: 7:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

COSHOCTON COUNTY

Site # 12743
COSHOCTON OCC. MEDICINE
1460 Orange Street
Coshocton, OH 43812

Phone: 740-622-3016
Fax: 740-622-9588
Hours: Mon - Fri 8:00 a.m. - 4:00 p.m.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Greg Golden

CUYAHOGA COUNTY

Site #45742
CENTER FOR CORPORATE HEALTH
18901 Lake Shore Blvd.
Euclid, OH 44169

Phone: 216-692-7555
Fax: 216-692-7549
Hours: 7:30 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Marsha Smith

Site # 50657
CENTER FOR CORPORATE HEALTH
6780 Mayfield Road, Rm. 348
Mayfield Heights, OH 44124

Phone: 440-312-4181
Fax: 440-312-2907
Hours: 7:00 a.m. – 3:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Marsha Smith

Site #2114
CENTER FOR CORPORATE HEALTH @ COMPANY HEALTH CARE
5595 Transportation Blvd
Garfield Heights, OH 44125

Phone: 216-587-5431
Fax: 216-587-5474
Hours: 7:30 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Diana Sandera

Site # 2325
CONCENTRA MEDICAL CENTER
5500 South Marginal Road
Cleveland, OH 44103

Phone: 216-426-9020
Fax: 216-426-9025
Hours: 7:00 a.m. – 7:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site # 2326
CONCENTRA MEDICAL CENTER
4660 Hinckley Industrial Pkwy.
Cleveland, OH 44109

Phone: 216-749-2730
Fax: 216-749-2735
Hours: 7:00 a.m. – 7:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #2327
CONCENTRA MEDICAL CENTER
3900 Ben Hur Avenue
Willoughby, OH 44094

Phone: 440-975-4185
Fax: 440-975-4195
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #44146
CONCENTRA MEDICAL CENTER
7730 First Place, Suite D
Oakwood Village, OH 44146

Phone: 440-735-0438
Fax: 440-735-0484
Hours: 800 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #52435
OCCUCENTERS EASTSIDE
4450 St. Clair Avenue
Cleveland, OH 44103

Phone: 216-431-0927
Fax: 216-431-6333
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Eric Holton

Site # 13807
EMSI WESTLAKE
24461 Detroit Rd., Suite 350
Westlake, OH 44145

Phone: 440-871-7474
Fax: 440-835-3366
Hours: 8:00 a.m. – 4:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Bryan Schmidt

Site #43190
MED GROUP
13916 Cedar Road
University Heights, OH 44131

Phone: 216-397-9000
Fax: 216-381-2151
Hours: 8:00 a.m. – 9:00 p.m. – Mon-Fri.
9:00 a.m. – 5:00 p.m. – Sat - Sun
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Jeff Coffman

CUYAHOGA COUNTY (Cont'd)

Site #57731
GLOBAL DRUG TESTING & CONSULTING
4425 Mayfield Rd.
Cleveland, OH 44121

Phone: 216-297-9036
After hr random testing – call main #
After hr. emerg. services – 216-403-2082
Fax: 216-297-9046
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Wed.
Thursday 8:00 a.m. – 7:00 p.m.
Friday 8:00 a.m. to 2:00 p.m.
Appt. or Walk in: **WALK-IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Vanessa Brown

Site #33886
ST. VINCENT'S OCCUPATIONAL HEALTH
33001 Solon Rd.
Suite 220
Solon, Ohio 44139

Phone:- 440- 349-1796
Fax: 440- 349-8154
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

Site #27263
SOUTHWEST URGICARE CENTER
18181 Pearl Road
Strongsville, OH 44136

Phone: 440-816-2273
Fax: 440-238-8813
Hours: 8:00 a.m. – 10:00 p.m. – 7 days/wk
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Drug coordinator

DEFIANCE COUNTY

Site #39255
DEFIANCE CLINIC - WORKMED
1400 East Second Street
Defiance, OH 43512

Phone: 419-783-3312
Fax: 419-783-3384
Hours: 8:00 a.m. – 4:30 p.m. – Mon-Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Joyce

Site #39489
NAPOLEON CLINIC (DEFIANCE CLINIC SATELLITE OFFICE)
1426 N. Scott Street
Napoleon, Ohio 43545

Phone: 419-599-5600
Fax: 419-599-7834
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Shelly Lindsay

ERIE COUNTY

Site #2280
FIRELANDS CORPORATE HEALTH
5420 Milan Rd.
Sandusky, OH 44870

Phone: 419-557-5052
Fax: 419-557-5213
Hours: 7:00 a.m. – 4:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Monica

FAIRFIELD COUNTY

Site #44280
FAIRFIELD MEDICAL CENTER
1550 Sheridan Drive, Suite 302
Lancaster, OH 43130

Phone: 740-689-6423
Fax: 740-653-1694
Hours: **8:00 a.m. – 4:30 p.m.**
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Marilyn Booze

Site #16590
FAIRFIELD DIAGNOSTIC (FAIRFIELD MEDICAL SATELLITE OFFICE)
12135 Lancaster Street
Millersport, OH 43046

Phone: 740-687-8910
Fax: 740-687-8907
Hours: 9:00 a.m. – 5:30 p.m. – Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Brenda or Star

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

FAYETTE COUNTY

Site #35899
FCMH BUSINESS HEALTH SERVICES/MEDICAL ARTS BLDG.
1510 Columbus Avenue, Suite 110
Washington CH, OH 43160

Phone: 740-333-2782
Fax: 740-333-2913
Hours: 8:00 a.m. – 4:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing:
After hours availability:
Contact:

FRANKLIN COUNTY

Site #61088
MEDCOLUMBUS, LLC
1020 Dennison Avenue, Ste. 200
Columbus, OH 43201

Phone: 614-564.9067
Fax: 614-564-9167
Hours: 8:00 a.m. – 6:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Terri

Site #49141
EMSI – COLUMBUS
1545 Bethel Rd., Suite 100
Columbus, OH 43220

Phone: 614-410-3926
Fax: 614-451-3888
Hours: 8:00 a.m. – 4:30 p.m. – Mon-Fri.
After hrs random (72 hr. notice) – main #
After hrs. emerg. 304-690-0220 - cell
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Brian Elkins

Site #39623
EXAMONE PHARMSCREEN, INC.
55 Caren Avenue
Worthington, OH 43085

Phone: 614-846-1335
Fax: 614-846-5854
Hours: 9:00 a.m. – 3:30 p.m. – Mon-Thurs.
9:00 a.m. – 3:00 p.m. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Dawn

Site #45901
POLARIS URGENT CARE
1120 Polaris Parkway
Columbus, OH 43240

Phone: 614-847-1120
Fax: 614-847-1205
Hours: 9:00 a.m. – 8:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Nicole Worley

Site #156
U.S. HEALTHWORKS
4821 Roberts Road
Columbus, OH 43228

Phone: 614-850-1476
Fax: 614-850-1478
Hours: 8:00 a.m. – 6:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Office Manager

Site #157
U.S. HEALTHWORKS
4849 E. Main Street
Columbus, OH 43213

Phone: 614-863-5188
Fax: 614-863-3560
Hours: 8:00 a.m. – 6:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Office Manager

Site #35175
WORKHEALTH SOUTHWEST
4079 Gantz Road
Grove City, OH 43123

Phone: 614-544-0030
Fax: 614-533-0060
Hours: 7:00 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Nicole

FULTON COUNTY

Site #31044
FULTON COUNTY HEALTH CENTER
725 South Shoop Avenue
Wauseon, OH 43567

Phone: 419-335-2015
Fax: 419-330-2640
Hours: 6:00 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Paula

Site #58053
PROTOX
23118 County Rd. V
Archbold, OH 43502

Phone: 419-446-2147
Fax: 419-445-2148
Hours: 9:00 a.m. – 5:00 p.m.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Mary Neal

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

GALLIA COUNTY

Site #214
HOLZER CLINIC - MAIN
90 Jackson Pike
Gallipolis, OH 45631

Phone: 740-446-5411
Fax: 740-446-5667
Hours: 6:30 a.m. – 9:00 p.m. – Mon-Fri.
9:00 a.m. – 9:00 p.m. Sat/Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Doug Atkins

Site #219
HOLZER CLINIC – SYCAMORE
4th and Sycamore
Gallipolis, OH 45631

Phone: 740-446-5244
Fax: 740-446-5157
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Doug Atkins

Site #57974
OHIO QUICK CARE
305 Upper River Rd.
Gallipolis, OH 45631

Phone: 740-446-7026
Fax: 740-446-7095
Hours: 900 a.m. – 7:00 p.m. – Mon-Fri.
Sat. 10:00 a.m. – 4:00 p.m. –summer hrs
Sun. 10:00 a.m. - 2:00 p.m. – summer hrs
After hrs random-prescheduled – Main #
After hrs. emerg. (reas. susp/DOT post accident) only – Tonya Cox – 740-645-4479 or Stacey Shy – 304-634-5999
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Brenda Landeata

GEAUGA COUNTY

Site #50632
LAKE HOSPITAL – CHARDON MEDICAL CAMPUS
510 5th Avenue
Chardon, OH 44024

Phone: 440-286-8908
Fax: 440-639-4379
Hours: 8:00 a.m. – 9:30 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

Site #2819
BAINBRIDGE URGENT CARE
17747 Chillicothe Road 100
Chagrin Falls, OH 44023

Phone: 440-543-8855
Fax: 440-543-2470
Hours: 8:00 a.m. – 8:00 p.m. – Mon-Fri.
9:00 a.m. – 5:00 p.m. – Sat.- Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Pete

GREENE COUNTY

Site #57612
HOMETOWN URGENT CARE AND WORK CARE CENTERS
101 S. Orange St.
Xenia, OH 45385

Phone: 937-372-6012
Fax: 937-372-6061
Hours: 9:00 a.m. – 8:00 p.m. – Mon. – Thursday – **CLOSED FRIDAYS**
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

GUERNSEY COUNTY

Site #2143
WORKPRO
10095 Brick Church Road
Cambridge, OH 43725

Phone: 740-439-8191
Fax: 740-439-8538
Hours: 8:00 a.m. – 4:00 p.m. – Mon-Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Michelle Peterson

HAMILTON COUNTY

Site #2253
BETHESDA CARE – SHARONVILLE
3801 Hauck Rd.
Cincinnati, OH 45241

Phone: 513-563-1505
Fax: 513-563-0401
Hours: 7:00 a.m. – 9:00 p.m. – Mon-Fri.
9:00 a.m. – 5:00 p.m. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Carol Bradford

HAMILTON COUNTY (Cont'd)

Site #36804
CONCENTRA MEDICAL CENTER – SHARONVILLE
2884 East Kemper Road
Cincinnati, OH 45241

Phone: 513-771-2233
Fax: 513-612-3572
Hours: 8:00 a.m. – 5:00 p.m. – Mon-Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #36803
CONCENTRA MEDICAL CENTER – NORWOOD
4623 Wesley Avenue, Suite C
Cincinnati, OH 45212

Phone: 513-841-1122
Fax: 513-366-4432
Hours: 7:00 a.m. – 7:00 p.m. – Mon-Fri.
9:00 a.m. – 1:00 p.m. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #51504
MED PLUS URGENT CARE
9549 Montgomery, Suite 100
Cincinnati, OH 45242

Phone: 513-489-3737
Fax: 513-984-3796
Hours: 8:00 a.m. – 8:00 p.m. – Mon-Fri.
10:00 a.m. – 6:00 p.m. – Sat/Sun.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Steve Lohrie

Site #25763
MERCY HEALTH SOLUTIONS SPRINGDALE
12029 Sheraton Lane
Cincinnati, OH 45246

Phone: 513-874-8111
Fax:513-860-6992
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

HANCOCK COUNTY

Site #25301
WELL AT WORK
3949 N. Main Street
Findlay, OH 45840

Phone: 419-425-5121
Fax: 419-425-5738
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Shelly

HARDIN COUNTY

Site #47467
HARDIN MEMORIAL HOSPITAL/LAB
921 East Franklin Street
Kenton, OH 43907

Phone: 419-675-8236
Fax:419-675-3512
Hours: 24/7
Appt. or Walk in: **WALK IN**
After hours emergency testing (reas susp/DOT post accident) only through ER - SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Shirley Byal

HARRISON COUNTY

Site #26305
HARRISON COMMUNITY HOSPITAL LAB
951 East Market Street
Cadiz, OH 43907

Phone: 740-942-4631
Fax: 740-942-8623
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **APPT.**

Breath alcohol testing: **NO**
After hours availability:
Contact: Julie

HIGHLAND COUNTY

Site #50634
GREENFIELD AREA MEDICAL CENTER
550 Mirabeau Street
Greenfield, OH 45123

Phone: 937-981-9239
Fax: 937-981-9339
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Kristin

Site #2042
OCC @ HIGHLAND DISTRICT HOSPITAL
1275 N. High Street
Hillsboro, OH 45133

Phone: 937-393-6398
Fax: 937-393-6265
Hours: 7:00 a.m. – 5:00 p.m. – Mon.
7:30 a.m. – 4:00 p.m. – Tues. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

HOLMES COUNTY

Site #809
COMPANY CARE CENTER
4900 Oak Street
Berlin, OH 44610

Phone: 330-893-1318
Fax: 330-893-1485
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Carol

HURON COUNTY

Site #14686
FISHER TITUS MEDICAL CENTER
28 Executive Drive
Norwalk, OH 44857

Phone: 419-663-6464
Fax: 419-663-9881
Hours: 8:00 a.m. – 4:30 p.m. - Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Karen

Site #37850
MERCY HOSPITAL OF WILLARD
110 East Howard Street
Willard, OH 44890

Phone: 419-933-2931
Fax: 419-964-5722
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Dan Legge

JACKSON COUNTY

Site #52691
CORPORATE HEALTH SERVICES/OHIO VALLEY PHYSICIANS
500 Burlington Road
Jackson, OH 45640

Phone: 740-395-8570
Fax: 740-395-0805
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sharina

Site #216
HOLZER CLINIC – JACKSON
280 Pattonsville Road
Jackson, OH 45640

Phone: 740-395-8782
Fax: 740-395-8631
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
11:00 a.m. – 9:00 p.m. – Sat/Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Shirley Price

Site #14688
ADENA OCCUP. HEALTH – JACKSON
1000 Veterans Drive
Jackson, OH 45640

Phone: 740-395-8060
Fax: 740-395-8069
Hours: 8:00 a.m. – 7:00 p.m. – Mon – Fri
No pre-employment testing after 4:30 p.m.
8:00 a.m. – 2:00 p.m. – Sat (**all other tests except pre-employment testing**)

Breath alcohol testing: **YES**
After hours availability:
Contact: Tonia Burnett

JEFFERSON COUNTY

Site #26660
TRINITY WEST WORK CARE
3203 Johnson Road
Steubenville, OH 43952

Phone: 740-264-0087
Fax: 740-264-0148
Hours: 7:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability :
Contact: Alona

KNOX COUNTY

Site #27792
MID-OHIO CORPORATE CARE
1330 Coshocton Road
Mt. Vernon, OH 43050

Phone: 740-393-9675
Fax:
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Nancy

LAKE COUNTY

Site #2852
LAKE HOSPITAL – MADISON MEDICAL CAMPUS
6270 North Ridge Road
Madison, OH 44057

Phone: 440-428-6800
Fax: 440-428-8220
Hours: 8:00 a.m. – 6:00 p.m. – Mon. – Fri.
9:00 a.m. – 2:00 p.m. – Sat/Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Becky

LAKE COUNTY (Cont'd)

Site #2327
CONCENTRA MEDICAL CENTER – WILLOUGHBY
3900 Ben Hur Avenue
Willoughby, OH 44094

Phone: 440-975-4185
Fax: 440-975-4195
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Nancy

LICKING COUNTY

Site #31914
OHIO HEALTH CONSORTIUM
620 Country Club Drive
Newark, OH 43055

Phone: 740-344-4622
Fax: 740-344-4623
Hours: 8:30 a.m. – 5:30 p.m. – Mon. – Fri.
After hrs random-prescheduled – 740-344-4622
After hrs. emerg. (reas. susp/DOT post accident) only 740-210-0188 (pager)
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Larry Willis

LORAIN COUNTY

Site 54809
AVON URGENT CARE
2100 Center Road, Suite 1
Avon, OH 44011

Phone:440-934-3538
Fax: 440-934-3538
Hours: 9:00 a.m. – 8:00 p.m. – Mon. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Flo Brewerer

Site #42298
ELYRIA MEDICAL CENTER
160 Cleveland Street
Elyria, OH 44035

Phone:440-322-6032
Fax: 440-323-0868
Hours: 9:00 a.m.–7:30 p.m./Mon. – Sat.
10:00 a.m. – 6:00 p.m. - Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Flo Brewerer

Site #497
MEDWORKS
3900 Center Ridge Road
North Ridgeville, OH 44039

Phone:440-329-7490
Fax: 440-329-7492
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Thurs.
8:00 a.m. – 3:30 p.m. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sandy

LUCAS COUNTY

Site #14823
ST. LUKE'S HOSPITAL OCCUP. HEALTH SERVICES
5901 Monclova Road
Maumee, OH 43537

Phone: 419-891-8003
Fax: 419-891-8048
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Mark Taylor

Site #15523
OCCUPATIONAL CARE CONSULTANTS
7010 Spring Meadows Drive, Suite 101
Holland, OH 43528

Phone: 419-865-4448
Fax: 419-865-8010
Hours: 8:00 a.m. – 6:00 p.m. – Mon. – Fri.
8:00 a.m. – 12:00 p.m. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Market Manager

Site #998
ST. VINCENT'S MERCY MEDICAL CENTER
2213 Cherry Street
Toledo, OH 43608

Phone: 419-251-4957
Fax: 419-251-3871
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Craig

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

MADISON COUNTY

Site #14747
MADISON COUNTY HOSPITAL/CORPORATE CARE
210 N. Main Street
London, OH 43140

Phone: 740-845-7057
Fax: 740-845-7241
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**
After hrs forDOT post accident and non-DOT reasonable suspicion only

Breath alcohol testing: **YES**
After hours availability:
Contact: Mike Hughes

MAHONING COUNTY

Site #50528
MERIDIAN SERVICES
527 N. Meridian Road
Youngstown, OH 44509

Phone: 330-797-0074
Fax: 330-792-9393
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**
After hrs random – prescheduled - main #
After hrs. emerg. (reas. susp/DOT post accident only) 330-550-9055
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Kim DiPillo

Site #50639
PRIMARY CARE OF BOARDMAN
7087 West Blvd., Suite 11
Boardman, OH 44512

Phone: 330-629-9155
Fax: 330-629-9120
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Melissa

Site #47209
ST. ELIZABETH HOSPITAL MED. CNTR./SEND OUT DEPT.
1044 Belmont Avenue
Youngstown, OH 44501

Phone: 330-480-2978 or 330-480-2979
Fax: 330-480-2518
Hours: 24/7
After hrs random testing – main #
After hrs emerg. (reas. susp/DOTpost accident) only - 330-480-3775
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Charlene Rabel
330-480-5357

Site #697
WORKMED
6426 Market Street
Youngstown, OH 44512

Phone: 330-884-2020
Fax: 330-629-8733
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Joana Tyler

MARION COUNTY

Site #24816
MARION AREA HEALTH CENTER OCCUPATIONAL HEALTH
1050 Delaware Avenue
Marion, OH 43302

Phone: 740-383-7770
Fax: 740-383-7848
Hours: 8:00 a.m. – 3:30 p.m. Mon-Fri
Appt. or Walk in: **APPOINTMENT**
After hrs random-prescheduled
Contact Tamie Lambert 740-383-7802 (through Marion General ER)
After hrs. emerg (reas. susp/DOT post accident through Marion General Hosp. ER at 740-383-8559
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Tamara Lambert

MEDINA COUNTY

Site #31665
LODI COMMUNITY HOSPITAL/OCC MED
225 Elyria Street
Lodi, OH 44254

Phone: 330-948-1222 or 888-520-6000
Fax: 330-948-2832
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Drug Coordinator

MEDINA COUNTY

Site #14670
COMPANY HEALTH CARE @ MEDINA
1000 East Washington Street
Medina, OH 44256

Phone: 330-721-4955
Fax: 330-721-4907
Hours: 7:30 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**
After hrs. random testing (prescheduled) only – use main #
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Sharon

MEIGS COUNTY

Site #42153
HOLZER MEDICAL CLINIC
88 East Memorial Drive
Pomeroy, OH 45769

Phone: 740-446-5245
Fax: 740-446-5154
Hours: 8:30 a.m. – 4:30 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Doug Atkins

MERCER COUNTY

Site #50698
GATEWAY OUTREACH CENTER
800 Pro Drive
Celina, OH 45822

Phone: 419-586-4030
Fax: 419-586-3268
Hours: 8:00 a.m. – 9:00 p.m. Mon. – Thurs
8:00 a.m. – 4:30 p.m. – Fri.
Appt. or Walk in: **APPOINTMENTS**

Breath alcohol testing: **YES**
After hours availability:
Contact: Jason Iannantuono

Site #42884
MERCER COUNTY COMMUNITY HOSP
800 W. Main Street
Coldwater, OH 45828

Phone: 419-678-5164
Fax: 419-678-5688
Hours: 24/7
After hrs random tests (prescheduled) contact Rhonda Morningstar
After hrs. emerg (reas. susp/DOT post accident) – call 419-578-5122 - directly to lab after 4:00 p.m.
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Rhonda Morningstar
419-678-5164

Site #50611
CELINA COMMUNITY MEDICAL CENTER – OCC. HEALTH (affiliated w/Mercer Hosp)
950 S. Main St., Rt. 127
Celina, OH 45822

Phone: 419-586-1220
Fax: 419-586-1160
Hours: 7:00 a.m. – 10:00 p.m. Mon. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Karla Hamblin or Sally Braun
419-586-1220

MIAMI COUNTY

Site #12868
UPPER VALLEY MEDICAL CENTER OCCUPATIONAL HEALTH SOUTH
998 S. Dorset, Suite 203
Troy, OH 45373

Phone: 937-440-7766
Fax: 937-440-8413
Hours: 8:00 – 5:00 p.m. – Mon. – Fri.
Reas. Susp/DOT post accident – until 5:30 p.m.
No pre-employment testing after 4:00 p.m.
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lindsey Goodin or Pam Lyons

Site #60375
HOMETOWN URGENT CARE & WORK CARE CENTERS
1430 W. Main St.
Troy, OH 45373

Phone: 937-335-3100
Fax: 937-335-3302
Hours: 8:30 a.m. – 8:30 p.m. Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

MONTGOMERY COUNTY

Site #2203
CONCENTRA MEDICAL CENTER
228 Troy Street
Dayton, OH 45404

Phone: 937-228-8132
Fax: 937-228-7185
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri.
After hrs random tests (prescheduled) contact Paul Moody @ main #
After hrs. emerg only (reas. susp/DOT post accident) contact Paul Moody @ 937-409-4653
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Paul

Site 789
U.S. HEALTHWORKS
2023 Springboro West
Dayton, OH 45439

Phone: 937-293-2770
Fax: 937-293-9982
Hours: 7:30 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

Site 60373
HOMETOWN URGENT CARE & WORK CARE CENTERS
210 Smith Dr.
Clayton, OH 45315

Phone: 937-836-4000
Fax: 937-540-1090
Hours: 8:30 a.m. – 6:00 p.m. – Mon. – Fri
9:00 a.m. – 4:00 p.m. – Sat/Sun.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Tracy Miller
937-610-5865

Site #48424
HOMETOWN URGENT CARE & WORK CARE CENTERS
1010 Woodman Dr.
Dayton, OH 45432

Phone: 937-252-2000
Fax: 937-252-1224
Hours: 9:00 a.m. – 7:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact

Site #60376
HOMETOWN URGENT CARE & WORK CARE CENTERS
6210 Brandt Pike
Dayton, OH 45424

Phone: 937-236-8630
Fax: 937-236-8635
Hours: 9:00 a.m. – 8:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact

Site #49272
HOMETOWN URGENT CARE & WORK CARE CENTERS
8210 Springboro Pike
Dayton, OH 45432

Phone: 937-438-8711
Fax: 937-438-8705
Hours: 9:00 a.m. – 10:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sharon Smith

MUSKINGUM COUNTY

Site #33486
GENESIS OCCUPATIONAL HEALTH SERVICES
2800 N. Maple Avenue
Zanesville, OH 43701

Phone: 740-454-4010
Fax: 740-454-4008
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri.
After hrs random tests (prescheduled) contact Jan Herman or Sandy Keffer @ main #
After hrs. emerg only (reas. susp/DOT post accident) will go to ER – call 740-454- 4606
Appt. or Walk in: **WALK IN**
SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS

Breath alcohol testing: **YES**
After hours availability:
Contact: Jan Herman

OTTAWA COUNTY

Site #14717
MAGRUDER HOSPITAL LAB
615 Fulton Street
Port Clinton, OH 43452

Phone: 419-734-3131
Fax: 419-734-5240
Hours: 7:00 a.m. – 5:30 p.m. – Mon. – Fri.
7:00 a.m. – 2:00 p.m. – Sat

Breath alcohol testing: **YES**
After hours availability:
Contact:

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

PAULDING COUNTY

Site #46599
PAULDING COUNTY HOSPITAL
1035 W. Wayne
Paulding, OH 45879

Phone: 419-399-4080
Fax: 419-399-2462
Hours: 7:30 a.m. – 6:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Luci Rose

PICKAWAY COUNTY

Site #40824
PICKAWAY HEALTH SERVICES OCCUPATIONAL HEALTH
1434 Circleville Plaza Drive
Circleville, OH 43113

Phone: 740-420-7975
Fax: 740-420-8637
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lisa Aguirre

PIKE COUNTY

Site #20768
ADENA OCCUPATIONAL HEALTH - WAVERLY
12340 State Route 104
Waverly, OH 45690

Phone: 740-941-5109
Fax: 740-941-5157
Hours: 8:00 a.m. – 4:30 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sherri Jackson

PORTAGE COUNTY

Site #3779
MED CENTER ONE – STREETSBORO
9318 S R 14
Streetsboro, OH 44241

Phone: 330-626-3455
Fax: 330-626-4189
Hours: 8:00 a.m. – 8:00 p.m. Mon-Fri
8:00 a.m. – 5:00 p.m. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Randi

Site #26546
ROBINSON MEMORIAL HOSPITAL WORKING PARTNERS OCCUPATIONAL
6847 N. Chestnut Street
Ravenna, OH 44266

Phone: 330-297-2876
Fax: 330-297-8561
Hours: 7:30 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Patti

PUTNAM COUNTY

Site #39488
CONTINENTAL CLINIC
102 W. Ash Street
Continental, OH 45831

Phone: 419-596-3133
Fax: 419-596-3135
Hours: 8:00 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Paul

Site #44628
ST. RITA'S PUTNAM COUNTY AMBULATORY CARE CENTER (PCACC)
601 U.S. 224
Glandorf, OH 45848

Phone: 419-523-6772
Fax: 419-226-9265
Hours: 7:30 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Dan Schroeder

RICHLAND COUNTY

Site #14665
MEDCENTRAL WORKABLE
1750 West 4th Street
Mansfield, OH 44906

Phone: 419-526-8444
Fax: 419-529-8617
Hours: 7:00 a.m. – 7:30 p.m. Mon-Fri
9:00 a.m. – 3:00 p.m. – Sat.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Debbie

ROSS COUNTY

Site #27068
ADENA OCCUPATIONAL HEALTH
272 Hospital Road
Chillicothe, OH 45601

Phone: 740-779-7297
Fax: 740-779-7310
Hours: 8:00 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Nancy Litle

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

SANDUSKY COUNTY

Site #30597
HEALTHLINK MEMORIAL HOSPITAL
715 S. Taft Avenue
Freemont, OH 43420

Phone: 419-334-6657
Fax: 419-334-6637
Hours: 8:00 a.m. – 4:30 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sue

SCIOTO COUNTY

Site #58193
BROWN CLINIC
1661 State Route 522, Unit 2
Wheelersburg, OH 45694

Phone: 740-574-8728
Fax: 740-574-8918
Hours: 8:00 a.m. – 4:30 p.m. Mon - Fri
After hrs random tests (prescheduled) contact Mary Smith @ 740-574-8728
After hrs. emerg only (reas. susp/DOT post accident) SEE AFTER HOURS SITE LIST FOR FURTHER INSTRUCTIONS
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Mary Smith

SENECA COUNTY

Site #46072
MERCY BUSINESS HEALTH SERVICES
437 West Market Street
Tiffin, OH 44883

Phone: 419-455-8160
Fax: 419-455-8169
Hours: 8:00 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Gina

Site #54774
OCCUPATIONAL MEDICINE OF NORTHWEST OHIO
3101 West U.S. Hwy 224
Tiffin, OH 44883

Phone: 419-448-3820
Fax: 419-448-3822
Hours: 8:00 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: LaDona Roys

SHELBY COUNTY

Site #25397
WILSON MEMORIAL HOSPITAL OCCUPATIONAL HEALTH SERVICES
915 West Michigan Street
Sidney, OH 45365

Phone: 937-492-7296
Fax: 937-498-5544
Hours: 8:00 a.m. – 4:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact :Pat Schaffner

STARK COUNTY

Site #54424
AULTWORKS OCCUPATIONAL MEDICINE
2461 West State Street
Alliance, OH 44601

Phone: 330-823-8864
Fax: 330-823-9322
Hours: 8:00 a.m. – 4:30 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sherry Helman

Site #44589
AULTWORKS OCCUPATIONAL MEDICINE
4650 Hills And Dales Rd., N.w.
Canton, OH 44708

Phone: 330-491-9675
Fax: 330-491-1682
Hours: 8:00 a.m. – 5:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lisa Dyer

Site #37849
AFFINITY OCCUPATIONAL HEALTH
845 8th Street, N.E.
Massillon, OH 44646

Phone: 330-830-3258
Fax: 330-830-6928
Hours: 7:00 a.m. – 5:00 p.m. Mon-Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Sue

Site #50968
MERCY HEALTH CENTER OF NORTH CANTON/AULTWORKS
6200 Whipple Avenue, N.W.
North Canton, OH 44720

Phone: 330-966-8689
Fax: 330-305-6997
Hours: 8:00 a.m. – 10:00 p.m. 7 days/wk
Appt. or Walk in: **WALK-IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Lisa Dyer

STARK COUNTY (Cont'd)

Site #42906
TRI-COUNTY EMERGENCY MED. SERVICES
855 W. Maple Street, Suite 120
Hartville, OH 44632

Phone: 330-877-6707
Fax: 330-877-6618
Hours: 8:00 a.m. – 9:00 p.m. – Mon. – Sat.
10:00 a.m. – 6:00 p.m. Sun.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **NO**
After hours availability:
Contact: Debbie

Site #296
U.S. HEALTHWORKS
2626 Fulton Drive, N.W.
Canton, OH 44718

Phone: 330-453-6050
Fax: 330-453-0220
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Kasie Rice

SUMMIT COUNTY

Site #45963
CONCENTRA MEDICAL CENTER
1450 Firestone Parkway
Akron, OH 44301

Phone: 330-724-3345
Fax: 330-724-5299
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Center Administrator

Site #13779
EMSI – AKRON
654 Portage Trail, Suite 4
Cuyahoga Falls, OH 44221

Phone: 330-923-8255
Fax: 888-870-1808
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Jack Clark

Site #45833
EXPRESSWORKS
2850 S. Arlington Road
Akron, OH 44312

Phone: 330-645-0411
Fax: 330-645-0511
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Amber Vazsonyi
amber@expressworksonline.com

Site #24731
SUMMA WESTERN RESERVE HOSP URGENT CARE
3913 Darrow Road, Suite 100
Stow, OH 44224

Phone: 330-688-7900
Fax: 330-688-1866
Hours: 8:00 a.m. – 7:00 p.m. – Mon. – Fri.
9:00 a.m. – 5:00 p.m. – Sat/Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

TRUMBULL COUNTY

Site #28319
AMERICARE TESTING
1 Petro Place, Suite 6
Girard, OH 44420

Phone: 330-544-3444
Fax: 330-544-3332
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri.
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Janet

Site #30738
CORPORATE CARE
1296 Tod Place, N.W., Suite 200
Warren, OH 44485

Phone: 330-306-5030
Fax: 330-306-5034
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri.
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Debbie Brunelli

TUSCARAWAS COUNTY

Site 54607
MBS EXPRESS TESTING INC.
211 ½ N. Wooster Avenue
Dover, OH 44662

Phone: 330-365-2200
Fax: 330-365-2203
Hours: 7:00 a.m. – 5:00 p.m. – Mon. – Fri
Appt. or Walk in: **APPT. ONLY**

Breath alcohol testing: **YES**
After hours availability:
Contact: Bonnie or Mandee

UNION COUNTY

Site #14672
MEMORIAL HOSPITAL OCCUPATIONAL HEALTH
500 London Avenue
Marysville, OH 43040

Phone: 937-578-2483
Fax: 937-578-2822
Hours: 8:00 a.m. – 4:15 p.m. – Mon. – Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Drug Coordinator

DRUG/ALCOHOL COLLECTION SITES FOR STATE OF OHIO

VAN WERT COUNTY

Site #15361
VAN WERT COUNTY HOSPITAL
1250 S. Washington Street
Van Wert, OH 45891

Phone: 419-238-8613
Fax: 419-238-2352
Hours: 8:00 a.m. – 4:00 p.m. – Mon. – Fri
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **YES**
After hours availability:
Contact: Amanda (419) 238-8643

WARREN COUNTY

Site #37162
BETHESDA HEALTH CARE
100 Arrow Springs Boulevard
Lebanon, OH 45036

Phone: 513-282-7075
Fax: 513-282-7076
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Rosa Cierra

Site #61260
HOMETOWN URGENT CARE
1000 Columbus Avenue
Lebanon, OH 45063

Phone: 513-932-5600
Fax: 513-932-5060
Hours: 8:30 a.m. – 7:30 p.m. – Mon. – Fri
9:00 a.m. – 5:00 p.m. – Sat/Sun
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact:

WASHINGTON COUNTY

Site #27172
MARIETTA OCCUPATIONAL HEALTH PARTNERS
401 Matthew Street
Marietta, OH 45750

Phone:740-374-9954
Fax: 740-374-7230
Hours: 7:00 a.m. – 6:00 p.m. – Mon. – Fri
Appt. or Walk in: **WALK IN**

Breath alcohol testing: **YES**
After hours availability:
Contact: Barbara

Site #49891
VALLEY MED CARE
809 Farson, Suite 101
Belpre, OH 45714

Phone:740-423-9862
Fax: 740-423-9864
Hours: 10:00 a.m. – 6:00 p.m. – Mon. – Fri
Appt. or Walk in: **APPOINTMENT**

Breath alcohol testing: **NO**
After hours availability:
Contact: Kurt Palazzo

WAYNE COUNTY

Site #39600
MEDPRO GROUP
2201 Benden Dr.
Wooster, OH 44691
Site #35524

Phone: 330-263-7270
Fax: 330-263-7283
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri
Appt. or Walk in: WALK IN

Breath alcohol testing: YES
After hours availability:
Contact: Rob David

Site #11718
DUNLAP HEALTHWORKS
832 South Main Street
Orrville, OH 44667

Phone: 330-684-4767
Fax: 330-682-4729
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri
Saturday by appointment
Appt. or Walk in: WALK IN

Breath alcohol testing: YES
After hours availability:
Contact: Doris

WILLIAMS COUNTY

Site #42446
MIDWEST COMMUNITY HEALTH ASSOCIATES
442 West High Street
Bryan, OH 43506

Phone: 419-636-4517
Fax: 419-636-6438
Hours: 8:00 a.m. – 5:00 p.m. – Mon. – Fri
8:00 a.m. – 12:00 p.m. – Sat.
Appt. or Walk in: WALK-IN/APPOINTMENT

Breath alcohol testing: YES
After hours availability:
Contact: Louann Counts

WOOD COUNTY

Site #14683
WOOD COUNTY HOSPITAL LAB/REDYWORKS
950 W. Wooster
Bowling Green, OH 43402

Phone: 419-354-8970
Fax: 419-354-8764
Hours: 8:00 a.m. – 4:30 p.m. – Mon. – Fri
Appt. or Walk in: WALK IN

Breath alcohol testing: YES
After hours availability
Contact:: Paul Nagel

WOOD COUNTY

Site #49142
EMSI – TOLEDO
7796 Ponderosa Rd., Ste. H
Perrysburg, OH 43551

Phone: 419-662-1270
Fax: 419-662-1276
Hours: 9:00 a.m. – 4:00 p.m. – Mon. – Fri
Appt. or Walk in: APPOINTMENT

Breath alcohol testing: NO
After hours availability:
Contact::Lisa

WYANDOT COUNTY

Site #50862
WYANDOT MEMORIAL HOSP. LAB
885 N. Sandusky Avenue
Upper Sandusky, OH 43351

Phone: 419-294-4991
Fax: 419-294-2966
Hours: 6:00 a.m. – 5:00 p.m. – Mon. – Fri
Appt. or Walk in: WALK IN

Breath alcohol testing: YES
After hours availability:
Contact: Valarie