

## **6Hx19-2.10            MEDICAL, PSYCHOLOGICAL EXAMINATIONS AND ALCOHOL /DRUG TESTING OF EMPLOYEES**

The purpose of this Board Rule is to establish Board policy as it relates to medical or psychological examinations and/or alcohol/drug testing of employees.

The Board through the President, may require any employee to submit to a medical and/or psychological examination by a qualified physician or licensed clinical psychologist to be selected by the employee from a list consisting of not less than three names provided by the Executive Director of Human Resources (Executive Director). An employee may be required to submit to an examination or testing if there is reasonable belief that an employee may be unable to effectively or safely perform designated job duties due to impairment.

Reasonable belief and / or suspicion shall exist when a Campus Provost or a Vice-President has received one or more credible reports, either verbal or in writing, which would lead a reasonable person to believe that alcohol or drug use has occurred or is occurring or that an employee is experiencing and/or exhibiting conduct and/or behavior indicating a physical or psychological impairment which is adversely impacting the employee's ability to effectively or safely perform his or her designated job duties. The Campus Provost or Vice President shall have primary responsibility for following-up on the report. Positive findings may subject the employee to disciplinary action, referral to the employee assistance program or other appropriate action.

In instances where there is a reasonable suspicion of alcohol or drug abuse during duty hours, or if the employee behavior or conduct is a danger to him/herself or others at the workplace, the President or designee may take immediate action to require a drug/alcohol test or medical and/or psychological examination at College expense.

Employees shall authorize the release of medical, psychological and drug/alcohol examination/test results to the Executive Director or, in the absence of the Executive Director, the Associate Director of Human Resources/Risk Management. Such results shall be treated as a medical examination under the provisions of Florida Statute 455.241. All test results or reports shall be maintained in a manner consistent with Federal and State laws relating to confidentiality of medical and related records. In the event a test result or report indicates a permanent or temporary physical or psychological disability, then the College shall proceed in accordance with the requirements of District Board of Trustees Rule 6Hx19-2.06, *Equal Access and Equal Opportunity Employment*.

Employees who are injured on the job may be required to undergo drug and/or alcohol testing, at college expense.

Failure or refusal to submit to examinations or tests under this rule may result in disciplinary action against the employee.

6Hx19-2.10  
Medical, Psychological Examinations  
And Alcohol /Drug Testing of Employees

Rule Adopted: 5/11/72; 8/25/75; 11/19/79; 5/19/86; 11/16/87; 10/17/95; 10/21/97;  
11/16/10

Effective Date: 5/11/72; 10/7/75; 11/19/79; 5/19/86; 11/16/87; 10/17/95; 10/21/97;  
11/16/10

Reviewed:  
President's Administrative Leadership Team – Non-Substantive/Editorial: 6/11/18

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65

Other References:

Law Implemented: Florida Statutes: 1001.64(1)(2)(4)(18)(43)(44);  
1001.65(1)(3)(16)(24); Chapter 445

Proposer: Timothy L. Beard, President