



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER™

School of Health Professions

Operating Policy and Procedure

SHP OP: ST.21

Student Drug Testing Policy

Purpose: The purpose of this Operating Policy/Procedure is to provide guidance and authority for the School of Health Professions (SHP) policy regarding drug testing.

Review: This SHP OP will be reviewed in November of each odd-numbered year by The Academic Affairs Committee, with recommendations for revisions forwarded to The Executive Committee.

Procedure

1. General

Actions taken under this policy shall be in accordance with the oversight and disciplinary policies established by TTUHSC, the SHP, and relevant state laws and regulations related to specific degree programs. This policy applies to all students completing clinical work as part of their degree program.

In order to provide clinical experience opportunities for its students enrolled in TTUHSC programs including a clinical component, TTUHSC enters into affiliation agreements with various health care clinical entities, such as hospitals and other facilities. Students may also receive their clinical experiences from TTUHSC clinics.

Affiliated Entities and TTUHSC Clinics (“clinical sites”) may establish more stringent standards for students who wish to do a clinical rotation at a clinical site than those required by TTUHSC as part of its admission process. Clinical sites may require students, to undergo and successfully pass additional background checks, health screenings, and drug screen/tests as prerequisites to participating in a clinical rotation at the clinical site.

Clinical rotations are an essential element in certain degree programs’ curricula. Students who cannot participate in clinical rotations due to an unacceptable drug screen/test result may be unable to fulfill the requirements of a degree program.

2. Clinical Placement

Placements at clinical sites will be based on the learning objectives as defined by each program consistent with the learning objectives of each student. The criteria for determining unacceptable drug screen/test results will be made by the clinical site. Should a-clinical site require additional background checks and/or drug screen/test(s), and a student cannot meet those requirements, the student must discuss all available options with the SHP’s Office of Student Affairs or its designee pursuant to this policy.



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Clinical sites may conduct their own drug screen/test. If the student has an unacceptable drug screen/test result, the student shall be subject to disciplinary action in accordance with TTUHSC policies.

3. Responsibility of the Program

Each program shall be consistent with the requirements of their individual handbooks and processes:

- a. Notify the student of the clinical site's requirements for a drug screen/test, including the type(s) of drug screen/test required, deadlines to meet the clinical site's requirements, and a list of approved drug screen/testing vendors.
- b. Maintain any records received in a confidential file separate from the student's primary education records.
- c. Determine the effect, if any, of an unacceptable drug screen/test result on the student's ability to fulfill their degree requirements, including adherence to the:
 - i. Program's handbook;
 - ii. TTUHSC Student Handbook and Code of Professional Conduct;
 - iii. State licensing and certification standards.

4. Responsibility of the Student

- a. The **student shall pay** for the cost of any and all drug screen/tests required by a clinical site that is designated for student matriculation by TTUHSC. The student shall also be responsible for the cost of any necessary re-test or subsequent tests at TTUHSC designated clinical site(s).
- b. The **student shall schedule and complete** the drug screen/test prior to the deadlines provided by the Program or clinical site and meet all required guidelines. Failure to complete the drug screen/test prior to the deadlines may result in an additional expense to the student, and/or delay in, or denial of, rotation in the clinical site and may delay graduation.
- c. The student shall use a drug screen/test vendor from the designated vendors provided to the student by the student's Program. Results from a vendor NOT designated by the Program will not be accepted and the student shall be required to have the drug screen/test(s) conducted by an approved vendor.
- d. The student shall be required to sign a valid consent form authorizing the drug screen/test vendor to release the student's test results to the TTUHSC.



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- e. Students may be required to undergo drug screen/testing more than once, depending on the requirements of each and every clinical site in which the student is placed.

5. Student Refusal to Cooperate or Consent to Drug Screen/Test

- a. Any student who fails or refuses to consent to a drug screen/test required by a clinical site to which the student has been assigned by SHP shall be subject to disciplinary action in accordance with the TTUHSC Student Handbook/Code of Professional Conduct, the SHP's or program's written policies, and this policy.
- b. Failure of a student to cooperate with an investigation or report for or follow-through with specified rehabilitation steps shall be deemed to be misconduct under TTUHSC policies and may result in disciplinary action.

6. Drug Screen/Test Results

- a. **Unsuitable Specimen.** Should the vendor report that the screen/test specimen was unsuitable or insufficient, thereby precluding an accurate drug screen/test, the student will be required to complete and successfully pass a new drug screen/test at the student's expense.
- b. **Acceptable Drug Screen/Test Results.** SHP may release acceptable drug screen/test results to the student, and relevant clinical site, provided the student has signed the appropriate release form (**Attachment A**).
- c. **Unacceptable Drug Screen/Test Results.**
 - 1) An unacceptable drug screen/test is any instance in which a drug screen/test report shows a positive test for one or more of the drugs included in the drug panel required by the clinical site.
 - 2) Any student with an unacceptable drug screen/test report will not be placed in any clinical site pending review and outcome of appeal with the vendor, facility, or site.
 - 3) The student has the right to request an independent review of any unacceptable drug screen/test by an independent Medical Review Officer provided by the vendor. The student will be responsible for all costs related to any such review process.
 - 4) Any appeal arising from an unacceptable drug screen/test is to be conducted only between the student, the Medical Review Officer, and the vendor. The SHP will not be involved in the appeal of a positive drug screen/test.
 - 5) If, the Medical Review Officer finds no valid medical basis which would cause or contribute to the unacceptable drug screen/test, the test results will be finalized, and the student will be referred to the SHP's Office of Student Affairs for further review.
 - 6) Any student referred to the SHP's Office of Student Affairs for an unacceptable drug screen/test will undergo a conduct review in accordance with this policy



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and the TTUHSC Student Handbook/Code of Professional Conduct. The student's matriculation may be impacted.

7. Confidentiality of Records

Drug screen/test reports and all records pertaining thereto are considered confidential information with restricted access to the extent allowed by law. Such records shall be kept separate from education records.

8. Diversion Program

- a. TTUHSC is committed to maintaining a safe and healthy campus free from the detriments of substance usage and believes that intervention is a key element to maintaining a safe and healthy educational environment. Intervention can be either voluntary or mandatory. TTUHSC respects the right to confidentiality of recovering individuals; however, TTUHSC also respects the rights of patients, visitors, students, faculty, and employees, and seeks to protect them from the harm that impaired individuals may cause.
- b. TTUHSC considers an unacceptable drug screen/test result to be evidence of non-compliance with existing TTUHSC policies. Penalties for violation of these policies range from mandatory participation in TTUHSC-approved drug and alcohol abuse counseling and rehabilitation programs to dismissal from TTUHSC.
 - 1) After consultation with appropriate personnel, supervisors may recommend TTUHSC-approved drug counseling and rehabilitation in lieu of, or in addition to, the specified sanctions in applicable TTUHSC policies. Such recommendations will be determined on a case-by-case basis.
 - 2) In addition to any penalty resulting from violation of this policy, TTUHSC may also refer any evidence of illegal activities to the proper authorities for review and potential prosecution. Such referrals will be made through the Office of the President, Office of General Counsel, Human Resources Office, Police Department, and the Office of the Dean within the appropriate School.
- c. Voluntary intervention is an agreement by the individual student to seek or enter a rehabilitation program for substance abuse treatment. Mandatory intervention occurs when there is reasonable evidence to indicate impairment.

The SHP Office of Student Affairs' review can recommend or require the student to participate in an intervention program.

If the student refuses to participate in the intervention program, the student shall be subject to disciplinary action including dismissal from TTUHSC.

Any student who elects to participate in a rehabilitation program required by the conduct review must comply with the treatment and rehabilitation requirements.

Student will be required to sign a Release allowing the SHP Office of Student Affairs to



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receive confirmation from the rehabilitation program that the student participated and completed the rehabilitation program's treatment plan.

The student shall be financially responsible for all rehabilitation treatment. TTUHSC encourages all individuals to seek help voluntarily and favors the earliest possible intervention. TTUHSC favors a treatment program that is separate from the disciplinary process and will make referral for treatment services available.

d. ASSISTANCE PROGRAMS

Student Assistance

- 1) TTUHSC supports the availability of various programs to assist students in order to maintain a drug-free campus.
- 2) The TTUHSC Program of Assistance for Students (PAS) provides services designed to educate TTUHSC students regarding the hazards of substance abuse. Students may access the program by contacting the Student Assistance Program at (806) 743-1327 (Lubbock) or 1-800-327-0328 (outside of Lubbock). Information on additional assistance programs may be obtained from the SHP Office of Admissions and Students Affairs, 2B 181 or shp.studentaffairs@ttuhsc.edu.

Right to Change Policy

The TTUHSC School of Health Professions reserves the right to change, modify, amend or rescind this policy in whole, or in part, at any time without notice to the students.