

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**ADMINISTRATIVE REGULATION No. 355
CERTIFIED STAFF**

APPENDIX A

As per District Administrative Regulation, any driver testing positive for alcohol at a concentration of .02 or greater, having a positive drug test, or refusing to test, will be subject to termination. However, the District is required by the DOT Regulations to provide information to all drivers on the requirements necessary to become medically re-qualified after engaging in prohibited conduct. A description of these requirements follows below:

1. Return to Duty

- a. Each driver who has engaged in prohibited conduct shall be advised by the District of the resources available to the driver in evaluating and resolving problems associated with the misuse of alcohol and drugs, including the names, addresses, and telephone numbers of substance abuse professionals and treatment programs.
- b. Each driver who engages in prohibited conduct shall be evaluated by a substance abuse professional who shall determine what assistance, if any, the driver needs in resolving problems associated with alcohol misuse and drug abuse. Before a driver returns to duty requiring the performance of a safety-sensitive function after engaging in prohibited conduct, the driver shall undergo a return-to-duty alcohol test with an alcohol concentration of less than .02 if the conduct involved alcohol, or a drug test with a verified negative result if the conduct involved a drug. The driver who returns to duty will also be subject to follow-up testing.

2. Follow-Up Testing

- a. Each driver identified as needing assistance in resolving problems associated with alcohol misuse or drug use shall be evaluated by a substance abuse professional (SAP) to determine that the driver has properly followed any rehabilitation program. The driver shall be subject to unannounced follow-up alcohol and drug tests administered by the District following the driver's return to duty. The number and frequency of such follow-up testing shall be as directed by the substance abuse professional, and consists of at least six (6) tests in the first twelve (12) months following the driver's return to duty. The District may direct the driver to undergo return-to-duty and following-up testing for both alcohol and drugs, if the substance abuse professional determines that return-to-duty and follow-up testing for both alcohol and drugs is necessary for that particular driver. Any such testing shall be performed in accordance with the requirements of 49 CFR Part 40.

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- b. Follow-up testing shall not exceed 60 months from the date of the driver's return to duty. The substance abuse professional may terminate the requirement for follow-up testing at any time after the first six (6) tests have been administered, if the substance abuse professional determines that such testing is no longer necessary.

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