

## Training Eligibility Drug Testing Policy

### PURPOSE

The purpose of this Training Eligibility Drug Testing Policy (hereafter this “**Testing Policy**”) is to provide testing requirements for WIOA Adult and Dislocated Worker Training applicants and candidates for illegal substances prior to and as a condition of becoming eligible for participation in related Training programs administered by or within the West Piedmont Workforce Development Board’s (hereafter referred to as “**WPWDB**”) service region.

### POLICY DETAIL

#### ❖ **Requirements:**

- All applicants or candidates for WIOA Adult and Dislocated Worker Training programs shall as part of eligibility screening be required to submit and to pass a drug test for controlled substances. For purposes of this Testing Policy, “controlled substances” shall mean those substances defined as and/or controlled under Section 202 of the Controlled Substances Act, 21 U.S.C. Section 812, as amended from time to time.
- Screenings shall be conducted by a laboratory or facility selected or approved by the WPWDB which utilizes one or more testing methodologies designated for use by the WPWDB.
- Any applicant or candidate with a positive test result shall have an opportunity to submit, within fourteen (14) days of receipt of notice of a positive test result, medical documentation to the approved laboratory, facility, or, as applicable, other WPWDB designated reviewer, for purposes of evidencing the lawful use or presence of an otherwise controlled substance. The approved laboratory, facility, or, if applicable, the other WPWDB designated reviewer, shall have absolute discretion in determining whether presence of the controlled substance indicated in the positive test is properly documented as a lawful medical use, which determination shall be conclusive.

#### ❖ **Sanction:**

- Any applicant or candidate for WIOA Adult and Dislocated Worker Training programs who tests positive for any controlled substance in accordance with the foregoing requirements shall be ineligible to participate in any such program.
- No applicant or candidate who tests positive for a controlled substance may re-submit or be reconsidered for WIOA Adult and Dislocated Worker Training programs for a period of six (6) Months following any positive test result for controlled substances under this Testing Policy.
- Upon re-submission of application or request for consideration for WIOA Adult and Dislocated Worker Training programs, any previous applicant or candidate shall be subject to further testing in accordance with this Testing Policy as a condition of program eligibility.

❖ **Privacy:**

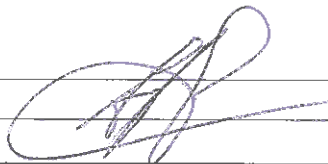
- Positive results from testing conducted in accordance with this Testing Policy may be disclosed only to the affected applicant or candidate, his or her authorized designee, the WPWDB and/or WIOA program provider, appropriate officials having oversight of WIOA, any court or administrative tribunal, or otherwise in accordance with applicable law or court order.

❖ **Record Keeping:**

- Any applicant or candidate may be required to sign an acknowledgement of the applicability of this Testing Policy with respect to any application for eligibility or candidacy in any WIOA Adult or Dislocated Worker Training program, but the absence of such acknowledgement shall not affect operation of this Testing Policy in the determination of eligibility.

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Approval Signature:



Revision Date: June, 2017

**WEST PIEDMONT WORKFORCE INVESTMENT BOARD**

**Training Eligibility Drug Testing Policy - Acknowledgment Form**

WPWDB has adopted a Training Eligibility Drug Testing Policy. All WIOA Adult and Dislocated Worker Training applicants and candidates will be required, as part of eligibility screening, to submit to and pass a drug test for controlled substances.

Any applicant or candidate with a positive test result will have an opportunity to submit, within fourteen (14) days of receipt of notice of a positive test result, medical documentation to the approved laboratory, facility, or, as applicable, other WPWDB designated reviewer, for purposes of evidencing the lawful use or presence of an otherwise controlled substance.

Any applicant or candidate for WIOA Adult and Dislocated Worker Training programs who tests positive for any controlled substance in violation of the Training Eligibility Drug Testing Policy will be ineligible to participate in any such program.

No applicant or candidate who tests positive for a controlled substance may re-submit or be reconsidered for WIOA Adult and Dislocated Worker Training programs for a period of six (6) months following any positive test result for controlled substances under the Training Eligibility Drug Testing Policy.

**Acknowledgment:**

I have received a copy of the Training Eligibility Drug Testing Policy, and I have read and understood the above information and the Training Eligibility Drug Testing Policy. By signing this acknowledgment form, I agree to comply with the Training Eligibility Drug Testing Policy and to be tested in accordance with that policy.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Last 4 #'s of Social Security

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date