



Division of Health Education  
Student Drug Screen Policy and Procedure

### Policy

All healthcare agencies where students are sent for clinical training require that the students are drug screened. Annual drug screens will be conducted on all new, returning, and current health education division students. Any student out of the program for greater than two (2) semesters, or any transfer or readmitted student, will be drug screened. The drug screen test will be given prior to clinical rotation semester and prior to entering the clinical program of study. The results of the drug screen will determine if a student is eligible to enter clinical site. A student must be able to enter and/or remain in all clinical sites to progress within the program. A positive drug screen (without proof of a medical prescription) is an indication that student is unable to progress within a program and will be administratively withdrawn from the program. The results of the student drug screen will remain confidential in Health Education Division Dean's office and will not be shared with any Tri-County Technical College employee.

A 10-panel rapid drug screen (urinalysis) will be utilized. This test screens for: Cocaine/Benzoylcegonine, Methamphetamine, Opiates/Morphine, Phencyclidine, and Marijuana. Random drug screening may be required of a student at any time throughout the course of clinical study if a student's actions indicate reasonable suspicion.

### Procedure

- Drug screening dates **WILL NOT BE ANNOUNCED** at the beginning of the semester. Work schedule conflicts **WILL NOT BE AN ACCEPTABLE EXCUSE** for this one-time event.
- The cost for drug screen is \$25. This charge is attached to the student's tuition; no receipt is required.
- At the beginning of semester, an e-mail will be sent out to ALL Health Education major students explaining the policy and procedure of drug screening requirement.
- Any student who is required to participate in the drug screening will be notified by another e-mail of the date and time of their scheduled drug screen. Students should check eTC e-mail daily for such notification.
- Student should be prepared to present a valid photo identification at the time of the screening.
- If a student does not take a drug screen test for any reason, they will be contacted by the Health Education Division office and will be required to meet with the Dean of Health Education Division.
- Any extenuating circumstances that might interfere with the drug screening must be presented to the Health Education Division Dean in writing via e-mail prior to screening date.
- Health Education Division Dean has the discretion to determine if student will be allowed a second opportunity to drug screen within 24 hours of the original screening. If a student is allowed to test, there will be a fine of \$10 late fee payable to the Cashier's window in the Ruby Hicks building for this screening. After providing a

receipt of late fee payment to the Health Education Division office, the Dean's assistant will schedule the drug screening.

- Any student with a positive drug screen will be required to meet with the Health Education Division Dean.
- Students who produce a positive screening, will have the specimen sent on to Labcorp for a more extensive screening. There will be an additional fee incurred of \$30 that the student will be responsible for paying. This fee will be paid at the cashier's office in the Ruby Hicks building and a receipt provided to the Dean's office.
- Students are not expected to discuss or show medical documentation to their instructors, program directors, or department heads, in the event of positive drug screen results.
- Student should only share any medical documentation with the Health Education Dean's office. Students are encouraged to show proof of prescription medication that may have resulted in a positive drug test.
- Any student who may have concerns or received positive drug screen results could contact the Health Education Division Dean at 864-646-1400.
- Initial test is covered in student's course fees. If a student was not able to properly utilize sample acquisition kit, here on campus, they may be asked to go to the testing site outside of the campus and provide another sample. Student will be charged additional \$35 for the test to be paid at TCTC Cashier's window in the Ruby Hicks building.
- Failure to complete the drug screen will be seen as a positive result with subsequent removal from the program.
- Any student that leaves during the drug screening without giving an adequate specimen will be considered as avoiding the test.
- Any student without drug screening will not be allowed to attend clinical and may be administratively withdrawn from all clinical courses.
- If the student does not comply with the second drug screening attempt, this lack of action will constitute avoidance. Avoidance will result in administrative withdrawal from the program.
- The Health Education Division does not assume responsibility for the delivery of TCTC e-mails that are forwarded to personal e-mail accounts.