



CITY OF REDDING

777 CYPRESS AVENUE, REDDING, CA 96001

P.O. Box 496071, REDDING, CA 96049-6071

May 29, 2019
P-100-050-120

Brian Moore, RPOA President
Redding Peace Officers Association
1800 Park Marina Drive
Redding, CA 96001

Subject: Side Letter of Agreement Between City of Redding and Redding Peace Officers Association (RPOA) Regarding Revisions to the Substance Abuse Policy

Dear Brian,

The purpose of this letter is to confirm the understanding reached between the City of Redding and Redding Peace Officers Association (RPOA) regarding the attached Memorandum of Understanding language revisions in Exhibit "E" Substance Abuse Policy.

If the Association concurs with the foregoing, please sign and date the enclosed original letters, return one to me and keep the other copy for your records.

Sincerely,

Sheri DeMaagd
Assistant City Manager/Personnel Director

The Association concurs with the above:


Brian Moore, President – RPOA 6/17/19 Date


RPOA 6-17-19 Date

cc: Barry Tippin, City Manager
Roger Moore, Chief of Police
City Council
Dan Thompson, Attorney - RPOA



EXHIBIT "E"

REDDING POLICE DEPARTMENT

SUBSTANCE ABUSE POLICY

SUBSTANCE ABUSE POLICY

TABLE OF CONTENTS

Section		Page No.
Section I.	POLICY	3
Section II.	MANAGEMENT AND SUPERVISORY RESPONSIBILITIES	5
Section III.	TRAINING	5
Section IV.	SUBSTANCES FOR WHICH TESTING WILL OCCUR.....	6
Section V.	SUBSTANCE TESTING PROCEDURES.....	6
Section VI.	REHABILITATION	10
Section VII.	DISCIPLINARY ACTION	12
Section VIII.	MEDICAL REVIEW OFFICER	12
Section IX.	CONFIDENTIALITY	12
Section X.	SEVERABILITY	13
Attachment "A"	CUT-OFF LEVELS FOR SUBSTANCE ABUSE TESTING	13
Attachment "B"	RESPONSIBILITIES OF THE MEDICAL REVIEW OFFICER	14-15
Attachment "C"	CONSENT FORM TO DRUG TESTING	16

I. POLICY

It is the policy of the City of Redding (City) to foster and provide a drug and alcohol-free workplace for all employees. A drug and alcohol-free workplace protects the safety of the public as well as the City's valuable employee resources.

A. POLICY PHILOSOPHY

Police Department employees represent the City to the general public in highly visible and often stressful situations. As a result, police officers must make critical decisions that affect both public safety and the safety of fellow employees.

Because the role of law enforcement is so crucial to the general welfare of the community, it is held to a higher standard of scrutiny and conduct than the general public. This is particularly important in the use of alcohol or drugs. Consequently, substance abuse cannot be tolerated by members of this Department.

B. POLICY PURPOSES

The purposes of the City's Substance Abuse Policy are:

1. To implement a fair and balanced approach to eliminating substance abuse and its negative effects on job performance and public safety.
2. To encourage voluntary rehabilitation.

C. APPLICATION OF POLICY

This policy shall apply to all employees in the RPOA bargaining unit of the Police Department.

D. GUIDING PRINCIPLES

There are three guiding principles underlying the City's policy on a drug and alcohol-free workplace. They are:

1. Education

The City believes that education and training of all employees in the effects and treatment of substance abuse will contribute to a safer and more efficient workplace for everyone.

2. Deterrence/Enforcement

The City is committed to eliminating the effects of substance abuse in the workplace. The substance abuse policy will be strictly enforced. Violation of its requirements may be cause for discipline, up to and including termination of employment.

3. Treatment

The City is committed to helping employees with admitted substance abuse problems overcome those problems, not detrimental to public safety and encourages voluntary rehabilitation.

E. RULES

In furtherance of the substance abuse policy, the City has formulated clear rules and penalties to ensure compliance. Violation of these rules may result in disciplinary action up to and including discharge. The primary rules are:

1. The use of illegal drugs and the illegal use of prescription drugs or controlled substances are prohibited. Cannabis is an illegal drug by Federal law and is not considered prescription medication for purposes of this section.
2. The manufacture, sale, distribution, or possession of illegal or controlled drugs, and any attempt to offer to sell or distribute illegal or controlled drugs by any employee at any time except in the performance of the employees responsibilities is prohibited.
3. Employees shall not report for work or be in stand-by or on-call status while they have in their system alcohol, illegal drugs, or prescription drugs that will adversely affect their alertness, coordination, reaction, response or safety, unless so authorized or directed by a supervisor.
4. The use or possession of alcohol while on duty, including lunch and breaks, or in the workplace except in the performance of the employees responsibilities is prohibited. The possession of an unopened, sealed container of alcohol, because of an unsolicited delivery, is not a violation of this rule, provided that the employee/recipient immediately notifies his/her supervisor of such delivery.
5. The use or possession of cannabis, hashish, and/or concentrated cannabis in any form, except in the performance of the employee's work-related responsibilities, is prohibited and considered serious misconduct. This includes whether or not these substances have been recommended to the employee as having medicinal value by a medical professional.
6. Employees who appear to be affected on the job by drug or alcohol use may be required to submit to drug/alcohol testing pursuant to section V.

7. Any employee taking prescription medications which may affect job performance must report this treatment to his or her immediate supervisor prior to reporting for duty and provide a prescription within twenty four (24) hours if requested.
8. Employees shall report on duty conduct prohibited by this policy immediately to their supervisor when employees have a reasonable basis to believe that another employee is engaging in such activities.
9. A copy of this policy will be delivered to each current and each new employee. Such delivery shall be acknowledged in writing. Each employee shall read and abide by the provisions of this policy.

II. MANAGEMENT RESPONSIBILITIES

Management will:

- A. Be fully conversant with the policies and procedures set forth herein;
- B. Train employees in the policies and procedures concerning substance abuse, and in the dangers of such abuse;
- C. Be knowledgeable about the City's program for substance abuse rehabilitation;
- D. Be aware of substance abuse indicators (see illustrative list Section V, Paragraph 2);
- E. Document all instances of violations of this policy;
- F. Conduct investigations promptly and properly when suspicion exists that an employee may be impaired or affected by drug or alcohol use;
- G. Conduct investigations promptly and properly when the presence or use of drugs or alcohol in the workplace or during work time, including lunch or breaks, is suspected;
- H. When the results of investigations indicate that discipline is warranted, impose fair and reasonable discipline in an appropriate manner consistent with the elements of the individual case;
- I. Monitor the participation and progress of employees in rehabilitation or aftercare programs;

III. TRAINING

The City will develop and conduct drug/alcohol awareness training sessions for all employees concerning this Policy, and the personal, safety and work effects of drug and alcohol use. Management will require attendance at such training sessions.

Management will use its best efforts to ensure that all supervisors are trained in substance abuse observation techniques at the earliest possible time following appointment to a supervisory rank.

IV. SUBSTANCES FOR WHICH TESTING WILL OCCUR

The City will test for substances included by the United States Department of Health and Human Services (DHHS) and will test in accordance with the Substance Abuse and Mental Health Services Administration (SAMHSA) standards as such lists exist at the time of testing. Currently substances included under SAMHSA standards are as follows:

- A. Cannabis(cannabinoids)
- B. Cocaine
- C. Opioid (narcotics such as heroin, morphine, codeine and other medicinal narcotics)
- D. Phencyclidine (PCP)
- E. Amphetamines (racemic amphetamine, dextroamphetamine, and methamphetamine)
- F. Alcohol
- G. Barbiturates
- H. Benzodiazepines
- I. Methaqualone

In addition to the substances listed above, the City may request that specimens be tested for the presence of anabolic steroids.

V. SUBSTANCE TESTING PROCEDURES

A. CATEGORIES OF TESTING

The City will conduct the following types of drug/alcohol tests:

1. Voluntary

When an allegation against an employee not rising to the level required for reasonable suspicion testing occurs, an employee may volunteer to submit to drug/alcohol testing at the employer's expense with prior approval of the City.

2. Reasonable Suspicion

Employees must submit to tests for alcohol and/or for illegal and controlled substances when the employee is reasonably suspected of being impaired or affected by drug or alcohol use.

Reasonable suspicion for testing means suspicion based on specific personal observation of two (2) supervisors, unless only one supervisor is practically available. (For this purpose, supervisor shall be defined as an employee of the rank of Corporal or above). The observing supervisor(s) must have been trained in the detection of drug and alcohol use, and shall describe and document:

- a. Specific personal and articulate observations concerning the appearance, behavior, speech, or performance of the employee; or
- b. Violation of a safety rule, or other unsafe work incident which, after further investigation of the employee's behavior, leads the supervisor(s) to believe that drug or alcohol use may be a contributing factor; or
- c. Other physical, circumstantial, or contemporaneous indicators of drug or alcohol use.

While observations and reports of third parties do not of themselves constitute reasonable suspicion, they may trigger an internal or administrative investigation. A drug/alcohol test may be required as a part of such investigation.

When such tests are ordered, the supervisor will document the circumstances leading to the issuance of the order, including the names of all witnesses.

3. Internal or Administrative Investigations

When conducting internal or administrative investigation, and if there is reasonable suspicion to believe the employee is under the influence of drugs or alcohol, supervisors shall send the involved employee for drug/alcohol testing. Examples of when such testing may be required are:

- a. Involvement in an accident while on duty that results in injury to the employee or another person, or in significant property damage.
- b. Involvement in a critical incident while performing law enforcement duties. For this purpose a critical incident shall be defined as:
 - (1) Use of deadly force
 - (2) Accidental/intentional discharge of a firearm (not including range practice)
 - (3) An application of force resulting in serious injury or death
 - (4) A complaint of the use of excessive force which caused serious injury
 - (5) Other life threatening incidents

To the extent feasible under the circumstances, an employee subjected to a substance test as part of a criminal investigation will also be tested under these procedures.

When such tests are ordered, the supervisor will document the reasons for the test in a written order, including the circumstances and names of all witnesses. The decision to test shall not be arbitrary or capricious and good cause shall be evident.

4. Random

Random drug/alcohol testing will be required for all Department peace officers.

The universal process for selection purposes will consist of all sworn peace officers in the Police Department.

The City will determine when such testing shall occur. Selection for random testing will be made by an outside vendor. Numeric designations rather than employee names will be provided to the vendor for the selection process. When random tests are ordered, the collection of the test specimen will occur during, or at the end of the employee's normal work shift, or time outside of normal shift that is agreed upon by employee and City. To the extent operationally feasible as determined by the City, a lot of one or more names provided by the vendor for testing purposes will be tested before a subsequent lot of one or more names is tested.

B. TESTING PROCESS

The testing or processing phase, including the cut-off levels for tested substances (Attachment "A"), will be consistent with SAMSHA standards as they exist at the time of testing and will be performed at a SAMSHA certified facility.

1. The order to submit to a substance test may initially be given verbally. Subsequently, the employee will be given the order in writing setting forth the reasons therefore and signed by the Chief of Police or designee. Such written order will be issued as soon as is practicable after the initial order is given for the test, but may not be issued until after the test is administered.
2. The employee will be advised of his/her right to have a representative present prior to testing. A reasonable amount of time will be allowed for a representative to appear. If no representative is available within a reasonable time, the testing procedure will begin.
3. The employee must submit to a drug/alcohol test and sign a Release and Consent Form. Failure to submit to a drug/alcohol test or to sign the Release and Consent Form will be considered to be insubordination for failure to follow a direct order. An employee taking such action will be placed on leave-without-pay and may be subject to discipline up to and including discharge from City employment.
4. Except for random testing, an employee sent for non-voluntary testing will be placed on leave-with-pay status until the test results are rendered to the Department.

5. When notifying the appropriate collection facility that an employee is being transported for testing, the employee will not be identified by name. However, at the point of collection the employee will be identified to the Medical Review Officer or his designee, in accordance with SAMHSA standards. The representative may join them should he/she desire to do so.
6. A supervisor will transport and/or accompany the employee to the collection facility, except when random testing.
7. The drug test will consist of a urine sample for Voluntary and/or Random testing. A urine and/or blood sample will be collected for Reasonable Suspicion and/or Internal or Administrative Investigations. The sample choice will be at the discretion of the Chief of Police, or designee. The procedures for collection of the urine sample will be in compliance with SAMHSA standards. An initial positive report will not be considered positive; rather it will be classified as confirmation pending.
8. When a urine and/or blood sample is requested for Reasonable Suspicion and/or an Internal or Administrative Investigation, two samples will be taken. One will be used for the initial test and the second will be stored in a secured refrigerated evidence area within the Redding Police Department for one year with only an IA number as an identifier.
9. The confirmation test will be a GC/MS procedure in compliance with SAMHSA standards. The confirmation test will use the same sample as taken in the initial step. Notification of positive test results to the Chief of Police or designee will be held until the confirmation test results are obtained. In those cases where the second test confirms the presence of drugs in the sample, the sample will be retained for a minimum of six (6) months to allow further testing if requested.
10. Employees who have been subjected to a drug/alcohol test where no alcohol or illegal drugs were found, will receive a report so stating and then shall return to work. A copy of the report will be stored in a separate employee medical file. Refer to section IX.
11. If the test result is positive, the Medical Review Officer will provide an opportunity for the employee to discuss whether there is a legitimate medical explanation for the test results.
12. Verified drug/alcohol test results will be sent directly to the Chief of Police from the Medical Review Officer.
13. The Chief of Police, or designee, will provide an opportunity for the employee to meet with him/her and discuss the drug/alcohol test result.
14. If the result is positive, rehabilitation and/or disciplinary action will be determined and administered by the Chief of Police or designee.

15. An employee who does not pass a drug/alcohol test may request that the original urine and/or blood sample be analyzed again at the employee's expense at the rate charged to the City. Such analysis shall conform to SAMHSA standards and shall be performed by the SAMHSA certified laboratory. The SAMHSA laboratory may be designated by the employee but must be located in California.
16. Each step in the collecting and processing of the urine and/or blood sample will be documented to establish procedural integrity and the chain of evidence.
17. Time required to participate in a non-voluntary testing procedure outside of an employee's normal work shift will be considered time worked for overtime purposes.

VI. REHABILITATION

A. METHODS OF REFERRAL

Employees may be referred to rehabilitation programs in the following manners:

1. Voluntary Self-Referral

An employee who has a legal drug and/or alcohol abuse problem can voluntarily refer him/herself to a Licensed Substance Abuse Counselor for treatment. The Counselor will evaluate the employee and make a specific determination of appropriate treatment.

Voluntary self-referral does not relieve the employee of the obligation to submit to drug/alcohol testing as may be required by management pursuant to this policy.

2. Referral by Department Management

Employees with positive legal drug/alcohol test results may be directed by the Chief, or designee, to submit to evaluation by a Counselor and if recommended by the Counselor, to participate in a substance abuse rehabilitation program.

For the purpose of this section "legal drug" shall be defined as over-the-counter and/or prescription drugs prescribed to the employee.

B. REHABILITATION AND AFTERCARE PROGRAMS

1. The terms and conditions of the rehabilitation program and the aftercare program will be determined on a case-by-case basis by the Counselor and the Chief of Police, or designee, in a meeting with the employee. While such terms and conditions will be discussed with the employee, they are ultimately subject to the decision of the Chief, or designee. The employee will be required to abide by such terms and conditions. Refusal or failure to do so may be grounds for disciplinary action up to and including termination.

2. The employee may be placed in a medically supervised rehabilitation program, which may include full in-patient hospital care or outpatient rehabilitation care, provided by a City approved drug/alcohol rehabilitation facility.
3. If recommended by the Counselor and treatment facility, the employee may apply for a leave of absence to the limits as outlined in the M.O.U. (Memorandum of Understanding) between the City and the RPOA.
4. The Counselor and the treatment facility, if used, must certify in writing to the Chief of Police of the employee's successful treatment completion and release to work.
5. After the employee has successfully completed the rehabilitation program, the employee will be placed in an aftercare program.
6. The employee may, at the recommendation of the Counselor and at the discretion of the Chief of Police, be permitted to return to work in his/her job classification during outpatient rehabilitation or during aftercare. To qualify for such return to work the employee must reasonably be expected to perform his/her job responsibilities.
7. Prior to returning to work the employee may be scheduled for an examination, including a drug/alcohol test at the discretion of the Chief of Police.
8. Employees participating in rehabilitation and aftercare programs, as a condition of such participation, will be subject to drug/alcohol testing as may be deemed appropriate by the Chief, or designee.
9. Any changes or modifications in the rehabilitation or aftercare programs must be approved by the Chief of Police.
10. The employee may use appropriate accrued leave as provided in personnel rules and/or in the MOU during absences for rehabilitation and aftercare programs. If no such accrued leave is available, the employee will be in a non-pay status.
11. Costs associated with all rehabilitation and aftercare programs are the responsibility of the employee. However, the employee may use City provided group health insurance benefits, if they apply, to such programs. The City will utilize rehabilitation and aftercare programs authorized under the City's group health insurance plan where available.
12. The number of times an employee can participate in a rehabilitation and aftercare program will be determined by the Chief of Police.
13. Records regarding an employee's rehabilitation program, aftercare program, and the Return to Work Agreement will be in the possession of the Counselor, department management, and the Personnel Manager until such time as the employee is released from the rehabilitation and aftercare programs. At that time

City retained records will be transferred to the Personnel Office and there maintained in accordance with Section X of this Policy.

VII. DISCIPLINARY ACTION

The City may take disciplinary action up to and including discharge against any employee who:

- A. Tests positive for alcohol or for substances, as identified in Section IV in an amount which meets or exceeds the cut-off levels established by SAMHSA, as they exist at the time of testing (Attachment "A"),
- B. Refuses required testing pursuant to this Policy,
- C. Adulterates or otherwise interferes with accurate testing required pursuant to this Policy,
- D. Fails to comply with the provisions of the return to work and aftercare programs,
- E. Has used illegal drugs while employed as a peace officer by the City of Redding,
- F. Has abused prescription drugs while employed as a peace officer by the City of Redding,
- G. Violates a rule in Section E of this Policy.

Disciplinary action will be consistent with the City's established Policies.

VIII. MEDICAL REVIEW OFFICER

- A. Only a qualified Medical Review Officer (MRO) in accordance with SAMHSA standards will receive laboratory results generated by drug/alcohol testing.
- B. The responsibilities of the MRO are outlined in Attachment "B". These responsibilities are consistent with SAMHSA standards. If such standards relating to the role of the MRO change so shall Attachment "B".

IX. CONFIDENTIALITY

The results of any drug and/or alcohol test will not be revealed to any person other than the City Manager, Assistant City Manager, Chief of Police (or designee), Personnel Manager (or designee), and the rehabilitation/aftercare counselor, unless ordered by means of proper legal procedure and appropriate legal authority, such as a court ordered subpoena, or in connection with City discipline or a grievance or arbitration proceeding initiated by or on behalf of the individual without the express written authorization of the employee.

- A. To maintain confidentiality, records pertaining to Substance Abuse Policy administration, the rehabilitation and aftercare programs, the specimen collection process and individual drug/alcohol test records will not be a part of the individual personnel files.
- B. All documents identified in this section will be secured and maintained in the Personnel Office under the custodianship of the Personnel Manager.
- C. All documents relating to drug/alcohol testing, the circumstances concerning such testing, or the administration of other aspects of this Policy will be retained a minimum of five years. Such records will include; but not be limited to:
- Supporting documents for reasonable suspicion,
 - Documents supporting testing decisions in internal or administrative investigations,
 - Records of the specimen collection process to indicate specimen identification, accountability, and chain of custody,
 - Records of test results and any information provided by the affected individual concerning legitimate medical reasons for positive results and re-tests,
 - A master list of individual names and matching identification numbers for all cases,
 - Records regarding an employee's rehabilitation program, aftercare program, and the Return to Work Agreement.
- D. Invoices for services provided by collection sites, laboratories, and Medical Review Officers shall be directed to the Chief of Police, or designee, and reference only the case number of the individual involved.
- E. When a drug/alcohol test is ordered, the collection facility shall be notified only that an employee is being transported for testing. The employee is not to be identified by name. However, at the point of collection the employee will be identified to the Medical Review Officer, in accordance with SAMHSA standards.
- F. To provide for the maintenance of confidentiality as required above, supervisors will be informed on a need-to-know basis of the reason for the authorized leave status of the employee.

X. SEVERABILITY

If any court should hold any part of this Policy invalid, such decision shall not invalidate any other part of this Policy.

CURRENT CUT-OFF LEVELS FOR SUBSTANCE ABUSE TESTING			ATTACHMENT "A"	
URUINE TEST RESULTS	Initial Test		Confirmation Test	
<u>Drug or Drug Class</u>	<u>Method</u>	<u>Cut Off</u>	<u>Method</u>	<u>Cut Off</u>
Amphetamines	EMIT	500 ng/ml	GC/MS	250 ng/ml
Barbiturates	EMIT	300 ng/ml	GC/MS	200 ng/ml
Benzodiazepines	EMIT	200 ng/ml	GC/MS	100 ng/ml
Cannabinoid 100	EMIT	50 ng/ml	GC/MS	15 ng/ml
Cocaine Metabolite	EMIT	150 ng/ml	GC/MS	100 ng/ml
Methaqualone	EMIT	300 ng/ml	GC/MS	100 ng/ml
Opioid				
Hydrocodone/Hydromorphone	EMIT	300 ng/ml	GC/MS	100 ng/ml
Oxycodone/Oxymorphone	EMIT	100 ng/ml	GC/MS	100 ng/ml
Phencyclidine	EMIT	25 ng/ml	GC/MS	25 ng/ml
Alcohol	EA	50 mg/dl	GC	50 mg/dl
BLOOD TEST RESULTS	Confirmation Test			
<u>Drug or Drug Class</u>	<u>Method</u>	<u>Cut Off</u>		
Amphetamines	GC/MS	50 ng/ml		
Barbiturates	GC/MS	100 ng/ml		
Benzodiazepines	GC/MS	50 ng/ml		
Cannabinoid 100	GC/MS	10 ng/ml		
Cocaine Metabolite	GC/MS	20 ng/ml		
Methaqualone	GC/MS	50 ng/ml		
Opioid	GC/MS	50 ng/ml		
Phencyclidine	GC/MS	2500 pg/ml		
Alcohol	GC	(B) .01%		

ATTACHMENT "B"

A. Medical Review Officer shall review results.

An essential part of the drug/alcohol testing program is the final review of results. A positive test result does not automatically identify an employee as having used drugs/alcohol in violation of this substance abuse policy. An individual with a detailed knowledge of possible alternate medical explanations is essential to the review of results. This review shall be performed by the Medical Review Officer prior to the transmission of results to employer administrative officials.

B. Medical Review Officer - qualifications and responsibilities.

The Medical Review Officer shall be a licensed physician with knowledge of substance abuse disorders. The role of the Medical Review Officer is to review and interpret positive test results obtained through the employer's testing program. In carrying out this responsibility, the Medical Review Officer shall examine alternate medical explanations for any positive test result. This action could include conducting a medical interview with the individual, review of the individual's medical history, or review of any other relevant biomedical factors.

The Medical Review Officer shall review all medical records made available by the tested individual when a confirmed positive test could have resulted from legally prescribed medication. The Medical Review Officer shall not, however, consider the results of urine and/or blood samples that are not obtained or processed in accordance with SAMHSA standards.

C. Positive test result.

Prior to making a final decision to verify a positive test result, the Medical Review Officer shall provide the tested individual an opportunity to discuss the test result with him/her. It is primarily the responsibility of the tested individual to initiate this discussion. However, to facilitate such a discussion, the Medical Review Officer will send a certified letter to the tested individual regarding the need to discuss the test result with him/her. During the five (5) working days following such certified mailing, the Medical Review Officer will make reasonable efforts to contact the individual. If after the five working day period there has been no contact, the Medical Review Officer will forward the test results to the Chief of Police or designee.

D. Verification for opioid; review for prescription medication.

Before the Medical Review Officer verifies a confirmed positive result for opioid, he/she shall determine that there is clinical evidence--in addition to the urine and/or blood test--of unauthorized use of any opium, opioid, or opium derivative (e.g., morphine/codeine). (This requirement does not apply if the employer's GC/MS confirmation testing for opioid confirms the presence of 6-monoacetylmorphine.)

E. Reanalysis authorized.

Should any question arise as to the accuracy or validity of a positive test result, only the Medical Review Officer is authorized to order a reanalysis of the original sample and such retests are authorized only at laboratories certified by D.H.H.S. The Medical Review Officer shall authorize a reanalysis of the original sample on timely request of the employee, as applicable in this Substance Abuse Policy.

F. Result consistent with legal drug use.

If the Medical Review Officer determines there is a legitimate medical explanation for the positive test result, the Medical Review Officer shall report the test result to the employer as negative.

G. Result scientifically insufficient.

Additionally, the Medical Review Officer, based on review of inspection reports, quality control data, multiple samples, and other pertinent results, may determine that the result is scientifically insufficient for further action and declare the test specimen negative. In this situation the Medical Review Officer may request reanalysis of the original sample before making this decision. The laboratory shall assist in this review process as requested by the Medical Review Officer by making available the individual responsible for day-to-day management of the urine drug testing laboratory or other employee who is a forensic toxicologist or who has equivalent forensic experience in urine and/or blood drug testing, to provide specific consultation as required by the City.

ATTACHMENT "C"
SAMPLE

RELEASE OF INFORMATION
CONSENT TO DRUG TESTING

I, _____, do hereby give my consent to CITY's CONTRACT VENDOR, hereinafter referred to as VENDOR, to perform urinalysis/blood test on me for the presence of certain drugs and/or alcohol. I further authorize VENDOR to release test results obtained from this examination in accordance with the procedures contained in the City of Redding Substance Abuse Policy applicable to my job classification to the City of Redding.

* * * * *

I am now taking, or have taken, the following medications within the past thirty (30) days:

NAME OF DRUG	CONDITION FOR WHICH TAKEN	PRESCRIBING DOCTOR OR OVER THE COUNTER (OTC)

DATED: _____

SIGNATURE

IDENTIFICATION

DATED: _____

WITNESS