

SPOKANE COUNTY FIRE DISTRICT 8

Standard Operating Procedures

10.04.07 USE OF DRUGS AND ALCOHOL



Adopted: 02/10/17
Reviewed: 12/10/20
Revised: 12/10/20

Approved:

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Purpose: Because the most important asset of the District is its members, it is the goal and intent of this procedure to maintain a safe and healthy working environment for all members. This is achieved by the elimination of illegal drug usage through education and rehabilitation of affected personnel, and compliance with all applicable District policies and regulations governing drug and alcohol abuse.

Reference: Use of Drugs and Alcohol Policy P10.04.07

Procedure: The procedure outlined in this document applies to all members of District and prospective new members of District with regards to alcohol and drug testing for fitness for duty. Failure to read or understand any part of the "Use of Drugs and Alcohol Policy P10.04.07" and this procedure will not relieve the member of the responsibility to abide by them.

1. Self-Reporting.

- a) See Use of Drug and Alcohol Policy (P10.04.07)

2. Reasonable Suspicion.

- a) Reasonable cause for testing exists when a supervisor officially reports on-the-job behavior or appearance that indicates the presence of alcohol or drug use. The following procedure shall be followed:
 - i. The member shall be informed of the reasonable suspicion, removed from active duty and placed on paid administrative leave status.
 - ii. If applicable, the supervisor shall immediately take the company out of service with Dispatch until further notice.
 - iii. The supervisor shall contact the 820 Officer and share his/her concerns with the 820 Officer. If applicable, the 820 Officer will contact the member's union representative and ask him/her to act as a witness during interviewing and testing of the suspected member. The 820 Officer shall notify the Fire Chief or his/her designee regarding the situation.
 - iv. The interview will determine if reasonable suspicion exists and testing is required.
 - v. If applicable, the supervisor or 820 Officer shall contact the scheduling Captain and ask for an immediate replacement member so the company may go back into service as soon as possible.
 - vi. Under no circumstance is the supervisor to leave the member unattended during this process.

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- b) A supervisor shall transport the member to a testing facility and the appropriate testing procedures will be implemented.
 - i. The member shall sign the required consent form for testing or be considered insubordinate if they refuse to sign and subject to disciplinary action up and to including termination.
 - ii. Following the test the supervisor shall transport the District member to his/her residence.
 - iii. Under no circumstances will a member who is suspected of being impaired be allowed to drive their personal vehicle.
- c) If test results are positive, the time off will be charged to the member's leave bank, if applicable.
- d) If test results are negative, the time off will be charged as paid administrative leave, if applicable.

3. Testing Process:

- a) The laboratory shall test for the following substances and within the limits for the initial and confirmation test as provided within National Institute on Drug Abuse (NIDA) standards. The initial test shall use an immunoassay which meets the requirements of the U.S. Food and Drug Administration (FDA) for commercial distribution. The following initial cutoff levels shall be used when screening specimens to determine whether they are negative for these five (5) drugs or classes of drugs:
 - i. Marijuana Delta-9 shall be 5ng/ml.
 - 1. See Section 4.d.
 - ii. Cocaine Metabolic 300 ng/ml
 - iii. Opiate metabolites 300 ng/ML
 - 1. If immunoassay is specific for free morphine, the initial test level is 25ng/ml
 - iv. Phencyclidine 25ng/ml
 - v. Amphetamines 1,000ng/ml
- b) The District is required to keep results confidential and they shall not be released to the general public.
- c) All testing will be conducted according to Substance Abuse and Mental Health Services Administration (SAMHSA/DOT) guidelines.
- d) The member may be asked to provide all or one of the following: blood, urine sample and/or breath sample.
- e) Testing may include screening tests, confirmation testing, and the opportunity to split a sample.

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4. Test Results.

- a) If initial testing results are negative, testing shall be discontinued, all samples destroyed and records of the testing expunged from the member's file.
- b) Any member testing positive for alcohol and/or illegal drugs shall be medically evaluated, counseled and treated for rehabilitation as recommended by an Employee Assistance Program counselor.
- c) The District acknowledges that members may be subject to exposure to the byproducts of marijuana (which is legal for use in the State of Washington) during an incident or emergency, so marijuana testing must include tests for both Delta-9-tetrahydrocannabinol (THC) and 11-nor-9-carboxy-delta-9-tetrahydrocannabinol (THC). Delta-9-THC is one of the main psychoactive compounds in marijuana. It interacts with cannabinoid receptors in the brain and produces the "high" associated with marijuana use. After being consumed, delta-9-THC rapidly breaks down into the inactive metabolite carboxy-THC. Both are lipid-soluble and stored in the body's fat cells. A blood test can distinguish between delta-9-THC and carboxy-THC, while a urinalysis identifies the latter. Therefore, a cutoff test result for marijuana Delta-9 shall be 5ng/ml.

5. Post-Accident Testing.

- a) If a District member is involved in an accident while on duty and driving a District vehicle, the member shall be subject to post-accident alcohol and drug testing.
- b) The member shall be tested for alcohol and drug use as soon as possible.
- c) District members involved in an accident shall not leave the scene of an accident prior to being tested, or they will be considered to have refused the test and shall be subject to disciplinary action, up to and including termination.
- d) If, after an accident, the driver was not tested for alcohol and drugs, the supervisor shall document why and submit documentation to the Fire Chief or his/her designee.
- e) If an illegal substance is found the Fire Chief or his/her designee shall be immediately notified.