
Random Drug Testing of Probation Officers

910.1 PURPOSE AND SCOPE

This policy provides guidelines for the random drug testing of Probation Officers to prevent accidents and injuries resulting from drug abuse and alcohol misuse, and to ensure a safe and healthy work environment.

910.2 DEFINITIONS AND APPLICABILITY

Probation Officer: All officers in the San Diego County Probation Department are peace officers as defined in Section 830.5 of the California Penal Code. It includes all peace officer classifications used in the department.

The following employees are subject to this policy:

- Chief Probation Officer
- Assistant Chief Probation Officer
- Deputy Chief Probation Officer
- Division Chief
- Supervising Probation Officer
- Senior Probation Officer
- Deputy Probation Officer
- Correctional Deputy Probation Officer II
- Correctional Deputy Probation Officer I

Drugs: As defined in the County of San Diego Drug and Alcohol Free Workplace Policy.

Alcohol: As defined in the County of San Diego Drug and Alcohol Free Workplace Policy.

910.3 ADMINISTRATION:

Probation Department Human Resources is responsible for coordinating this program. Department of Human Resources (DHR), Employee Assistance, Medical Standards will provide oversight; to include, random selection of persons to be tested, coordination of all testing with Medical Contractor, and maintenance of records.

All probation officers names are placed in a pool from which names are drawn at random. Once a person's name is pulled, and they are tested, their name is returned to the pool. Therefore, the same person can be tested repeatedly while still participating in a random testing process.

60% of the total number of probation officer's in the pool will be tested for drugs per year and 20% of the total number of Probation Officers in the pool will be tested for alcohol per year.

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Random drug testing is mandatory. Refusal to participate in a random drug test is subject to disciplinary action, up to and including termination.

910.4 DESCRIPTION OF POSITIVE TEST RESULTS:

The cutoff level is the threshold level above which a test result is considered positive. The levels used are those used by the Department of Transportation, Federal Highway Administration, and are established by the Department of Human Services in implementing the Omnibus Transportation Employee Testing Act of 1991. Cutoff levels subject to change as warranted by advances in technology or other considerations.

When the result of an initial test is positive, a confirmatory test must be conducted.

910.5 CONSEQUENCES OF POSITIVE TEST RESULTS:

The County, DHR, Medical Standards, and Probation Department will be notified by the Medical Contractor of the test results, as to whether the probation officer is either cleared or not cleared for duty. Drug test reports are reviewed by the Medical Contractor.

Probation officers who are not cleared for duty must be immediately removed from their duties.

Referral for evaluation may be made to a Substance Abuse Professional, usually through the Employee Assistance Program, or provider approved by the Department of Human Resources. Other consequences, including discipline, will be administered, as appropriate.

910.6 ADDITIONAL DRUG AND ALCOHOL TESTING:

All Probation Department employees are subject to drug and/or alcohol testing in specific situations as defined in the County of San Diego policies, including pre-employment testing, testing related to involvement in an accident, testing due to reasonable suspicion and testing prior to return-to-duty after a positive test.

910.7 MINIMUM STANDARDS:

Probation Department employees shall not:

- Possess illegal drugs or alcohol while on duty
- Consume illegal drugs at any time
- Consume illegal drugs or alcohol during working hours, including breaks and mealtimes
- Consume alcohol less than four hours prior to reporting for duty
- Consume alcohol within 8 hours of an accident

910.8 REFERENCES:

- County Civil Service Rules, Rule VII
- County Compensation Ordinance Section 4.3.8, Compulsory Leave

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- Letter of Agreement signed June 30, 1998 by S.E.I.U. Local 2028 and the County of San Diego.