
DRUG-FREE WORKPLACE

Head Start of Washington County, Inc. prohibits the unlawful use, manufacture, distribution, dispensing, consumption, sale, transfer or possession of alcohol, illegal drugs or other non-prescription controlled substances during working hours, while representing HSWC, Inc., while performing work activities, or while on Agency premises.

Controlled substances include, but are not limited to:

- Narcotics (heroin, morphine, etc.)
- Cannabis (marijuana, hashish)
- Depressants (tranquilizers)
- Hallucinogens (PCP, LSD, “designer drugs,” etc.)

HSWC, Inc. reserves the right to require employees to participate in medical testing for drug use if it has reason to believe that the employee is in violation of the Drug-Free Workplace policy. Employees will be required to submit to testing for alcohol or illegal substances;

1. Where HSWC, Inc, determines that there is a reasonable suspicion to believe that an employee’s behavior could be related to illegal substances, alcohol, or substance abuse;
2. Where an employee is involved in a work-related accident that requires medical treatment, or an employee causes an accident that injures other employees or damages HSWC, Inc. property;
3. Following the discovery of illicit or unauthorized drugs, drug paraphernalia, alcohol or any other relevant evidence, regardless of whether any particular individual is implicated, as determined by HSWC, Inc.; or
4. Under other circumstances which, in the HSWC, Inc.’s opinion, suggest that such screening is job related and consistent with business necessity.

An employee’s refusal to sign a consent form for participation in testing for illegal substances or alcohol will result in immediate termination.