

BDA Morneau Shepell

**Voluntary Drug Testing Program-
Update for Beverly Hill USD**

July 2016

bda
Bensinger, DuPont & Associates



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Overview

BDA – A Leader in the Drug Testing Industry

Bensinger, DuPont & Associates is a nation-wide professional services firm which works exclusively on workplace drug prevention programs while providing consulting services in drug policy and program development, employee and supervisor training, drug and alcohol testing, medical review, employee assistance (EAP) services, drug testing quality assurance services, background checks and program compliance audits. BDA also operates as a full service Consortia/Third Party Administrator when required by its clients.

BDA's business is knowing and understanding *all* of the issues relating to these programs, whether they be regulatory requirements, good practice changes, legal decisions which impact on program management, or new research findings.

Our Philosophy and Expertise

- **Expertise** BDA's business is knowing and understanding *all* of the issues relating to these programs, whether they be regulatory requirements, good practice changes, legal decisions which impact on program management, or new research findings. All services provided are based upon the best professional opinion without regard to other relationships, which may intentionally or unintentionally bias judgment.
- **Years of Experience** BDA was founded in 1982 and since that time has provided services and other support for over 250 Fortune 500 companies, utilities, municipalities and others. The firm has no direct or indirect relationship with any laboratory, specimen collection service, or medical practice.
- **Addictions History.** BDA's principals include Peter Bensinger, the former administrator of the Drug Enforcement Administration and Dr. Robert DuPont, the former White House advisor on drugs and the founding director of the National Institute on Drug Abuse. In short, Bensinger, DuPont & Associates is an independent and full-service organization with the ability to provide expertise in varied applications and work environments. For additional information, please see our website at www.bensingerdupont.com.

BDA's Drug Testing Administration & Services

BDA provides complete administration of programs including SAMHSA laboratory analysis, collection site coordination, Medical Review Officer (MRO) review, random generation management, and customized reporting of results. Members of our professional staff are available to assist and consult with your program administrators. .

Our Comprehensive Testing Program Includes:

- Pre-employment/pre-assignment drug and alcohol
- Random drug and alcohol
- Probable cause
- Follow-up

BDA ensures that drugs of abuse are identified and confirms the presence of a wide variety of drugs using the latest in analytical instrumentation and technology.

Specimens are routinely tested for the following:

- ✓ Amphetamines (includes methamphetamines)
- ✓ Cocaine
- ✓ Marijuana
- ✓ Opiates (heroin)
- ✓ PCP
- ✓ Alcohol

Program Components



Random Pool Management

BDA provides secure administration of random testing programs, including management of substance abuse testing pools, notification and administration, database development and administration, verification, reporting and cost tracking.

Random selections are made by state of the art program management software on a quarterly basis.

You will receive confidential notification forms when individuals are selected from your company. Imbedded in the management system is the ability to provide individual random selections for multiple sites or to group all the sites' employee data into one 'pool' and list the employee's work location on the random selection list.

Collection Sites or Onsite Collections

A collection site is a place (permanent or temporary) selected by the employer where employees present themselves for the purpose of providing a urine sample for a drug test.

All collection sites must meet the following security requirements by having:

- Procedures or restrictions to prevent unauthorized access to the site during the collection

- Procedures to prevent the employee or anyone else from gaining unauthorized access to the collection materials/supplies.
- The collector must ensure that the employee does not have access to items that could be used to adulterate or dilute the specimen (e.g., soap, disinfectants, cleaning agents and water);
- Procedures to ensure that all authorized persons are under the supervision of a collector or appropriate site personnel at all times when permitted into the site and procedures to provide for the secure handling and storage of specimens.

BDA has a vast network of collection facilities at its disposal and all are trained and certified in proper procedures that mimic the DOT guidelines set forth by the Federal Government. These secure sites obtain specimens, and the laboratory screens them for the presence of drug metabolites at specified levels. The collection sites will collect a urine specimen using the forms provided by BDA through the lab. The collection facility will facilitate the transportation of the specimen to the lab for testing.

BDA provides a urine collection kit, at no extra charge, that meets federal specifications. This collection kit contains easy to follow instructions, a 100 ml shatterproof container, (for federal collections: a split-specimen collection container,) temperature indicator, unique internal and external tamper proof seals, volume indicator, identification label and absorbent packet to prevent leaks in transport.

BDA ensure that professional courier service is available and all supplies necessary for transport are included.

Pre-printed test requisitions with specific company information are made available at no extra charge.

Laboratory

All laboratories utilized by BDA are Substance Abuse Mental Health Services Association (SAMHSA) Certified.

The lab will screen the specimen for the presence of drug metabolites at specified levels. Negative results are reported immediately. If a substance is detected at or above the cut-off levels for a specific drug, the specimen is sent for confirmation using gas chromatography/mass spectrometry (GC/MS).

Turnaround time is critical to our success and BDA routinely has negative results available within 24 hours and presumptive positive results are automatically confirmed using Gas Chromatography/Mass Spectrometry (GC/MS). An additional 24-48 hours is needed to complete confirmation analysis.

The integrity of the specimen is of utmost importance. If signs of tampering are evident the specimens are rejected. All specimens are also examined for contamination and interfering substances.

Medical Review Officer (MRO)

An MRO is a Medical Doctor (MD) or Doctor of Osteopathy (DO) with knowledge of substance abuse and with proper MRO certification. Our certified MRO's provide an objective and thorough review of every test result to ensure validity.

MRO service includes confidential contact with donors, verification of all medical and dental treatments that may affect results, scientific review of laboratory reports, and prompt result notification to management.

The MRO services will receive and review all drug test results before reporting the results to management.

For positive results, the MRO's duty is to contact and interview the donor to determine if a cause exists for the positive test beside illicit drug use.

Expert testimony is available should it be necessary. The professional staff and scientists at the doctorate level with experience in the fields of clinical chemistry, pharmacology, analytical chemistry and forensic toxicology are available.

Reporting of Results

Reporting of results may be customized. Options range from email, website access, and fax. Results are stored for up to two years in the database. BDA will provide all supporting documentation including annual summaries and management reports. In addition, BDA can provide monthly summaries upon request.

All samples tested are handled in an identical fashion. Regulated and non-regulated samples are processed, tested and stored in the same manner, except that the testing thresholds and number of drugs tested may differ. All results, DOT and NON-DOT, are reviewed and certified by a certifying scientist and meet the requirements of the DHHS guidelines.

Customer service is our driving force at BDA and for that reason our experienced staff is available to answer any and all questions at 1-888-577-3784.

Amended July 11, 2013

Following discussions with and the understanding of the Governing Board and concerned others, Bensinger, DuPont & Associates (BDA) offers the following:

BDA will provide direct or indirect services for the purposes of random and other types of drug testing services for students approved/permitted by the Beverly Hills School District (BHSD) for testing.

1. BDA will receive a listing of students from a designated BHSD representative who have been cleared for periodic random drug testing using body fluids-saliva or urine. An attachment is to include the student's contact information for the custodial parent or legal guardian per documentation provided by BHHS.
2. BDA will provide collection services in a private and secure location on the campus provided by BHHS.
3. Initial testing will be administered via a saliva testing device which provides a **screening** test result within minutes. **A specimen that screens presumptively positive at the point of collection will be forwarded to a certified lab for confirmation***. Additional testing, if required, may be by the collection of a urine sample.
4. Test results will be held in a secure location and initial non-negative results will be transmitted to the student's parent, guardian or person designated in writing.
5. A second non-negative by the same student will be reported to parents, Steve Kessler and **Chris Hertz**.*
6. From the list provided by BHHS a minimum of 20 students will be selected a minimum of three times per year.

Pricing

1. With BHHS providing 'runners'-locators of students selected for testing, BDA will provide collectors for the administration of up to 20 tests for \$1300. This is a show up fee for one to 20 tests for no more than two hours. Note: recently 55 tests were administered in 1.5 hours by this collection team. For 50 or more tests per testing session the cost may be adjusted. There will be a \$35 confirmation charge (additional lab to determine metabolite quantitative levels) for any test that initially screens non-negative.
Should the need arise for BDA to contact the student's responsible person, the drug that is positive for and quantitative levels will **be** communicated **to the student's responsible person**. A free of charge referral counseling service will be offered if requested. Note: the referral is free.... therapy services, if required, may not be.
2. Periodic on-site consulting sessions are \$450.

***Change effective 7/11/2013**

Program Summary & Pricing for Beverly Hill USD

- ✓ Random generation selection process and random pool management
- ✓ All Chain of Custody Control Forms and collection supplies Provide collection procedures for school nurse, lab and Medical Review Officer.
- ✓ Collection of oral fluid sample on site
- ✓ Testing of the specimen using a 5 drug panel as noted at a certified SAMHSA lab.
- ✓ MRO review to parent/guardian to determine if a legitimate medical explanation is available for positive. Illicit drug use exists/documented.
- ✓ Transportation of sample to SAMHSA Lab
- ✓ Medical Review Officer Review of all sample documentation, including dilute, adulterated or cancelled tests.
- ✓ Customized reporting of results to include mailing results to parent/guardian
- ✓ Confidential results reporting

Fee Summary

\$65.00 per test (Onsite Testing)

\$42.50 per test (Nurse Collect)

Note: If the MRO recommends that further testing is necessary to make a final determination regarding abuse versus non-abuse all fees associated with that testing will be passed through to UBA at cost.

Additional Services	
Service	Fee
Confirmation of Amphetamines through D&L Isomer	\$45.00 per test
Confirmation of Opiate metabolite	\$45.00 per test

Contact Information

For more information please contact

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