

EXHIBIT B

**LOUDON COUNTY DEPARTMENT OF TRANSPORTATION
DRUG AND ALCOHOL ABUSE POLICY**

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DATE OF REVISION

JULY 2023

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**LOUDON COUNTY DEPARTMENT OF TRANSPORTATION
DRUG AND ALCOHOL ABUSE POLICY**

DATE OF POLICY REVISION:

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I. INTRODUCTION:

Loudon County (the “County”) is committed to a safe working environment, to making adequate provisions for the safety and health of its employees at their place of employment, and to the safety and health of the citizens it serves. Loudon County also is dedicated to operating in a responsible and efficient manner for the benefit of its citizens. It is further committed to compliance with all applicable laws and regulations, including but not limited to the Drug-Free Workplace Act of 1988, the State of Tennessee’s Drug-Free Workplace Program, and the DOT Federal Motor Carrier Safety Administration Controlled Substances and Alcohol Use and Testing Regulations, 49 CFR Part 382.

The catalyst for this anti-drug plan is two-fold. First, Loudon County’s operations are covered by the DOT Federal Motor Carrier Safety Administration Controlled Substances and Alcohol Use and Testing Regulations, 49 CFR Part 382 (hereinafter "FMCSA regulations" or "Part 382") which require the County to drug test its employees who are required to maintain commercial driver's licenses ("CDL's"). FMCSA regulations require Loudon County to follow DOT's Drug and Alcohol Testing Procedures, 49 CFR Part 40 (hereinafter “Part 40”). Part 40 specifies the procedures to be followed in conducting the DOT drug testing. Part 382 preempts any state or local law, rule, regulation or order to the extent that: (1) compliance with both the state or local requirements and this regulation is not possible; (2) compliance with the state or local requirements is an obstacle to the accomplishment and execution of any requirement in Part 382. It does not, however, preempt provisions of state criminal law that impose sanctions for reckless conduct leading to actual loss of life, injury, or damage to property, whether the provisions apply specifically to transportation employees or employers or to the general public.

Loudon County has long been committed to setting the highest standards for emphasizing and enforcing an alcohol and drug free workplace. The overall purpose of this policy is to prevent accidents that result from the use of drugs and alcohol, thereby reducing fatalities, injuries, service interruptions and property damage.

Loudon County also maintains a General Drug and Alcohol Abuse Policy (“General Policy”) for all of its employees. This latter policy is not required by DOT but rather is expressly and solely the policy of Loudon County. It is also authorized by and conforms to the requirements of the Tennessee Drug-Free Workplace Act. Disciplinary actions for violating any of Loudon County’s drug and alcohol policies are ultimately controlled by the General Policy implemented by Loudon County's separate authority and not by this policy or the DOT regulations.

II. POLICY:

Any employee's refusal to submit to a drug or alcohol test in accordance with this policy for any purpose required under FMCSA regulations will require that the employee be immediately removed from the covered position. **Under Loudon County's General Policy, refusal to take a drug or alcohol test is considered insubordination and disciplinary action will be taken up to and including termination.**

A. Drug Policy

The unlawful manufacture, distribution, dispensation, possession or use of a prohibited drug while on Loudon County properties, while on duty for regularly scheduled or emergency work, while operating Loudon County vehicles or equipment, while performing safety sensitive functions, or off the job so as to affect the employee's job performance or integrity on the job as a representative of Loudon County is strictly prohibited. An amount of any prohibited drug in an individual's body equal to or higher than the cut-off level as detected by a drug test, for the purpose of this policy, is considered to be use of drugs by the individual.

B. Alcohol Policy

No covered employee shall report to work under the influence of alcoholic beverages. No covered employee shall possess, or use, or be under the influence of alcoholic beverages while on Loudon County properties, while on duty for regularly scheduled or emergency work, while operating Loudon County vehicles or equipment, or while performing safety sensitive functions. No covered employee shall report for duty or remain on duty in a covered position while having an alcohol concentration of 0.02 or greater. No employee may use alcohol while performing functions in a covered position. Moreover, covered employees are prohibited from using alcohol within four (4) hours before reporting to duty.

If the covered employee is called to duty to respond to any emergency, the employee is prohibited from using alcohol after the employee has been notified to report for duty. A covered employee being paid to be on call for a period of time is prohibited from consuming alcohol during that time period. If the County has actual knowledge that a covered employee has used alcohol within four hours before performing covered functions or within the time period after the employee has been notified to report for duty, the employee shall not be permitted to perform or continue to perform covered functions.

A covered employee who has actual knowledge of an accident in which his or her performance has not been discounted as a factor contributing to the accident shall not use alcohol for eight (8) hours following the accident, unless he or she has been given a post-accident alcohol test or Loudon County has advised the employee that it has determined that his or her performance could not have contributed to the accident.

Loudon County will not knowingly allow an employee to perform covered functions where the employee has violated any of the following provisions. Violation of this policy by the employee will require the employee to be immediately removed from performing covered functions.

Covered employees are performing safety-sensitive functions when they are actually performing, ready to perform or immediately available to perform such functions. Therefore, covered employees are required to be in compliance with this policy at any time they report to work, are actually working, or have immediately completed work in a covered classification.

Before performing a drug or alcohol test under this policy, Loudon County will inform the covered employee that the test is required by this policy and the applicable FMCSA regulations. Should an employee governed by this policy fail a drug or alcohol test, the employee will be removed immediately from the covered position.

In accordance with Loudon County's General Policy, violation of this policy is strictly prohibited and will lead to disciplinary action, up to and including termination. An employee who is not terminated will be mandatorily referred to EAP and may be referred to rehabilitation as described later in this policy.

III. DEFINITIONS:

For purposes of this policy, the following definitions apply:

"Accident" means an accident as defined in FMCSA regulations, which are defined as follows:

1. For purposes of an alcohol screen, any reportable accident involving a commercial motor vehicle (a) where the driver receives a citation for a moving traffic violation which results in either (i) bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or (ii) one or more vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle; or (b) where there is a fatality even if the driver is not cited for a moving traffic violation.

2. For purposes of a drug screen, any reportable accident involving a commercial motor vehicle (a) where there is a fatality; or (b) where the driver receives a citation within 32 hours of the accident for a moving traffic violation, if the accident involved (i) bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or (ii)) one or more vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

"Adulterated Specimen" means that the urine specimen contains a substance that is not expected to be present in human urine, or contains a substance that is expected to be present but is at a concentration so high that it is not consistent with human urine. Submitting an adulterated specimen is a violation of this policy.

"Alcohol" or "Alcoholic beverage" means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohol including methyl or isopropyl alcohol.

"Alcohol concentration (or content)" means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test under this subpart.

"Alcohol Use" means the consumption of any beverage, mixture, or preparation, including medications, containing alcohol.

"Applicant" means an individual applying for a covered FMCSA classification who is subject to preemployment drug and alcohol testing.

"Breath Alcohol Technician" (BAT) means an individual who instructs and assists individuals in the alcohol testing process and who operates an evidential breath test.

"Blind Sample" means a urine specimen submitted to a laboratory for quality control testing purposes, with fictitious identifier, so that the laboratory cannot distinguish it from employee specimens; and which is spiked with known quantities of specific drugs or which is blank, containing no drugs.

"Chain of Custody" means procedures to account for the integrity of each urine specimen by tracking its handling and storage from point of specimen collection to final disposition of the specimen. These procedures shall require that an appropriate drug testing custody form from a Department of Health & Human Services (DHHS) certified laboratory be used from time of collection to receipt by the laboratory.

"Collection Site" means a designated clinic/facility where applicants or employees may present themselves for the purpose of providing a specimen of their urine or a breath sample to be analyzed for the presence of drugs or alcohol, respectively.

"Collector" means a person who instructs and assists applicants and employees through the specimen collection process.

"Commercial driver's license" or "CDL" means a driver's license required to operate Loudon County's commercial motor vehicles.

"Commercial Motor Vehicle" means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the vehicle

- (1) Has a gross combination weight rating or gross combination weight of 11,794 kilograms or more (26,001 pounds or more), whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 4,536 kilograms (10,000 pounds), whichever is greater; or
- (2) Has a gross vehicle weight rating or gross vehicle weight of 11,794 or more kilograms (26,001 or more pounds), whichever is greater; or
- (3) Is designed to transport 16 or more passengers, including the driver; or
- (4) Is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act ([49 U.S.C. 5103\(b\)](#)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulations ([49 CFR part 172, subpart F](#)).

"Confirmation Test" as to drugs means a second analytical procedure to identify the presence of a specific drug or metabolite which is independent of the initial test. In drug testing, a confirmation test employs the techniques and principles of gas chromatography/mass spectrometry ("GC/MS") which uses a different technique and chemical principle from that of the initial test to ensure reliability and accuracy.

"Confirmation Test" as to alcohol means a second test, following an initial or screening test with a result of .02 or greater that is given not less than 15 minutes and not later than 30 minutes after the initial screening test. The confirmation test is the final result upon which any action will be taken under this policy.

"Covered CDL employee" or "driver" means any Loudon County employee who is required to maintain a CDL to operate Loudon County's commercial motor vehicles. This includes all Loudon County employees who regularly, intermittently or occasionally are required to operate Loudon County's commercial vehicles.

"Covered CDL function (safety-sensitive function)" means any on-duty functions by a covered employee set forth in 29 CFR § 395.2 including: (a) waiting to drive a Loudon County commercial motor vehicle; (b) inspecting, servicing, or otherwise conditioning any Loudon County commercial motor vehicle; (c) driving a Loudon County commercial motor vehicle; (d) being in or upon a Loudon County commercial motor vehicle; (e) loading or unloading a Loudon County commercial motor vehicle or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, or remaining in readiness to operate the vehicle; (f) performing driver requirements related to accidents; or (g) repairing, obtaining assistance, or remaining in attendance of a disabled commercial motor vehicle.

"Designated Employer Representative" (DER): The DER receives test results and other communications for the employer, consistent with the requirements of Part 40. Employee Benefits, the supervising County official and the County Mayor are authorized DERs.

"Dilute specimen": A specimen with specific gravity of less than 1.003 and creatinine of less than 20 mg/dL, which are lower levels than expected for human urine. A positive dilute specimen will be regarded as a positive test. A negative dilute specimen will be regarded as a negative test.

"Fail a drug test" or "positive drug test" means the confirmation test result shows positive evidence of the presence under DOT procedures of a prohibited drug or alcohol in the employee's or applicant's system above the confirmation test cut-off limits specified in Part 382 and incorporated herein.

"Fail an alcohol test" or "positive alcohol test" means the confirmation test result shows an alcohol concentration of .04 or above.

"Initial test" as to drugs means an immunoassay screen to eliminate "negative" urine specimens from further consideration.

"Initial test" as to alcohol means a breath alcohol test using an Evidential Breath Testing Device given by a qualified Breath Alcohol Technician to determine whether a covered CDL employee may have a prohibited concentration of alcohol in his or her system.

"Prohibited drug" for the purposes of this policy means amphetamines (specifically including MDMA), cocaine, marijuana, opiates (specifically including 6-Acetylmorphine), and phencyclidine ("PCP").

"Refusal to submit to a test" means refusal by an individual, who after receiving notice of the requirement to be tested in accordance with this policy and without a valid medical explanation, refuses to provide adequate breath for an alcohol test or refuses to provide a urine sample for a drug test, or otherwise engages in conduct that clearly obstructs the testing process. A verified adulterated or substituted result constitutes a refusal to submit. A refusal to submit will be considered a positive result.

"Substance abuse professional" means a licensed physician (i.e., a medical doctor), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission), with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol-related disorders.

"Substituted specimen" means a urine specimen with creatinine and specific gravity values that are so diminished that they are not consistent with human urine. Submitting a substituted specimen will be considered a violation of this policy.

(For other definitions, see Loudon County's General Policy, the DOT regulations, and Loudon County's Drug and Alcohol Testing Procedures, which are available upon request from Employee Benefits. Department Heads and elected or appointed County officials who oversee employees in DOT-covered positions will also have copies of the Loudon County Drug and Alcohol Testing Procedures.

IV. EMPLOYEE NOTIFICATION AND TRAINING:

Loudon County has developed a drug and alcohol awareness program to inform employees about the dangers of drug and alcohol abuse, the availability of counseling and treatment for employees who voluntarily seek such assistance, and the sanctions that Loudon County will impose for violations of its drug policies. This program will be monitored on an ongoing basis and revised as new materials and information become available.

Loudon County has held multiple training sessions for its managers and supervisors on drug and alcohol awareness, identification of drug and alcohol misuse, and proper procedures to be followed with all types of drug and alcohol testing. Loudon County will ensure that managers and supervisors designated to determine whether reasonable suspicion exists to require covered employees to undergo drug and alcohol testing training on the physical, behavioral, speech and performance indicators of drug or alcohol use. In accordance with FMCSA regulations, these training sessions will entail at least 60 minutes of training on indicators of probable alcohol misuse, and at least an additional 60 minutes of training concerning the indicators of probable drug use. For more information with regard to supervisory personnel training regarding drug and alcohol education and substance abuse recognition, please refer to Loudon County's General Policy.

In addition to the supervisory training sessions, training sessions have been held with all employees to explain Loudon County's drug and alcohol testing policies and procedures, provide training and information on the dangers of drug use, identification of drugs, the administration of Loudon County's policies concerning drugs, and the methods of gaining help through counseling or rehabilitation, along with urging employees who might have a problem or know of an employee with a problem to seek help or encourage that individual to seek help. For more information with regard to employee drug and alcohol education training, please refer to Loudon County's General Policy.

Newly hired employees, employees moving to covered positions through a successful job bid, or employees promoted to a classified position will be given a copy of this policy when hired and in the next available training session. In addition, any employee handbook which is issued from this date forward will contain information regarding the drug and alcohol policies of Loudon County.

Loudon County reserves the right to combine employee training under this policy with Loudon County's General Policy. Loudon County will clearly explain that the disciplinary consequences of testing positive are derived from its independent drug and alcohol policy.

V. COUNSELING/REHABILITATION RESOURCES:

Loudon County can provide references to sources for assistance for many kinds of problems, including counseling regarding drug and alcohol use and misuse. Current contact information for those sources is found at Appendix A to this Policy. For additional information, please see Loudon County's General Policy.

VI. PRE-EMPLOYMENT TESTING:

In accordance with FMCSA regulations, a pre-employment drug test is required before an applicant is employed in a covered CDL position or if an employee transfers or is promoted from a non-covered to a covered position.

Urine specimens will be screened for the prohibited drugs as defined in this policy, i.e., Marijuana, Cocaine, Opiates (specifically including 6-Acetylmorphine), Amphetamines (specifically including MDMA), and Phencyclidine (PCP).

Procedures for taking specimens and handling of specimens will be in accordance with Loudon County's Drug and Alcohol Testing Procedures, which are hereby incorporated herein by reference.

Individuals subject to pre-employment drug testing under this policy will acknowledge having read or had this policy explained to them and should understand that they are subject to its contents as a condition of employment. The pre-employment drug test will be given at the time of the applicant's post-offer, pre-employment physical.

A negative test result is required before employment or transfer/promotion into the covered position. Applicants who test positive on the drug test or who refuse to take the test will not be hired and will not be eligible to be considered for employment at Loudon County until the applicant shows proof of successful completion of a drug rehabilitation program. Employees who test positive on the drug test, or who refuse to take a test in connection with a transfer or promotion, will be in violation of Loudon County's General Policy, and will be subject to disciplinary action, up to and including termination.

In addition to Pre-Employment Testing, employees who are required to have a CDL at the time of employment will be required to sign consent forms authorizing Loudon County to request information from the FMCSA's Drug and Alcohol Clearinghouse for the period of two years before the date of the employee's application or transfer:

- (1) Alcohol tests with a result of 0.04 or higher alcohol concentration;
- (2) Verified positive drug tests;
- (3) Refusals to be tested (including verified adulterated or substituted drug test results);
- (4) Other violations of DOT agency drug and alcohol testing regulations; and

(5) With respect to any employee who violated a DOT drug and alcohol regulation, documentation of the employee's successful completion of DOT return-to-duty requirements (including follow-up tests). If the previous employer does not have information about the return-to-duty process (*e.g.*, an employer who did not hire an employee who tested positive on a pre-employment test), you must seek to obtain this information from the employee.

If it is not feasible for Loudon County to obtain and review this information prior to the time the employee performs safety-sensitive functions, the information must be obtained and reviewed by Loudon County within thirty calendar days after the employee first performs safety-sensitive functions. Loudon County will not permit a CDL employee to perform safety-sensitive functions after thirty days without obtaining the required information.

Loudon County will ensure the confidentiality of the information provided by previous employers. Loudon County will not permit a CDL employee to perform safety-sensitive functions who has previously tested positive for alcohol, tested positive for drugs, or refused to be tested unless and until Loudon County obtains information that the employee subsequently complied with the return-to-duty requirements of Part 40. If Loudon County is unable to obtain the required information on such an employee, the employee may be terminated.

VII. REASONABLE SUSPICION TESTING:

The Tennessee Drug-Free Workplace Program and the FMCSA regulations require testing of their respective covered employees upon reasonable cause or suspicion that the employee is using prohibited drugs or misusing alcohol. Whenever Loudon County reasonably suspects that a covered employee's work performance or on-the-job behavior may have been affected in any way by a prohibited drug or that an employee has otherwise violated this policy, Loudon County may require the employee to submit to a reasonable suspicion drug or alcohol test in accordance with Loudon County's Drug and Alcohol Testing Procedures.

Reasonable suspicion sufficient to test will be based on a reasonable and articulable belief that the employee is using or has used a prohibited drug or alcohol, or is otherwise in violation of this policy based on specific, contemporaneous or continuing physical, behavioral, or performance indicators of probable drug or alcohol use, or information provided by a credible source.

Reasonable suspicion sufficient to justify drug testing may be based on, but is not limited to, direct observation by a supervisor of symptoms of drug or alcohol use such as slurred speech, odor, unsteady walk, impaired coordination, displays of violent behavior, argumentative, improperly talkative, loud or uncontrolled laughter, or based upon information provided by reliable and credible sources, or evidence that an employee has tampered with a drug or alcohol test, or evidence that an employee has used, possessed, sold, solicited or transferred drugs or alcohol while at work or on Loudon County property, or based on job performance behaviors over a period of time. In determining reasonable suspicion, the supervisors can consider job performance over a period of time where continued deterioration of job performance has resulted in a pattern of events identifiable with drug or alcohol abuse, and/or information provided from a reliable and credible source, but the decision must be grounded in the supervisor's contemporaneous observations. Further, the occurrence of a serious or potentially serious incident or accident that may have been caused by human error, or flagrant violations of established safety, security, or other operational procedures constitute grounds for a reasonable suspicion test.

At least two of the employee's supervisors, at least one of whom has been trained in the detection of possible symptoms of drug use, shall substantiate and concur in the decision to test an employee. The concurrence of the two supervisors may be by telephone, by discussions a few hours later, or by having another supervisor travel to the job site. Within 24 hours of the reasonable suspicion determination, the supervisors will document the covered employee's conduct, in writing, which led to their determination to conduct a reasonable suspicion drug test. The requirement of having two supervisors observe the conduct can be reduced to one supervisor when it is not feasible for two supervisors to witness the conduct. In that event, the supervisor witnessing the conduct must have received training in the identification of actions, appearance, or conduct of an employee indicative of a prohibited drug or alcohol. Once it is determined that an employee should be subject to a reasonable suspicion test, one of the verifying supervisors shall contact the responsible County official, Department Head, County Mayor or Employee Benefits to coordinate the testing and obtain any necessary instructions. The observations must be made during, just proceeding or just following the period of the work day that the employee is required to be in compliance with this part.

If the alcohol test is not administered within two (2) hours following the reasonable suspicion determination, Loudon County will prepare a written record stating the reasons the test was not promptly administered. If the alcohol test is not administered within eight (8) hours following the reasonable suspicion determination, Loudon County will cease attempts to administer the test and will record, in writing, the reasons for not administering the test. If a reasonable suspicion alcohol test is not administered, Loudon County will nevertheless not permit a covered employee to remain on duty in a covered position while the employee is under the influence of alcohol as shown by behavioral, speech or performance indicators and will not allow an employee to perform in a covered position until an alcohol test is administered and the employee's alcohol concentration measures less than 0.02 or the start of the employee's next shift, but in any event not less than twenty-four hours for covered CDL employees, following the reasonable suspicion determination.

Refusal to take a test is insubordination, which will subject the employee to termination under Loudon County's General Policy.

An employee who agrees to be tested will be transported to and from the collection site. Where a reasonable suspicion drug test is administered in addition to a reasonable suspicion alcohol test, the employee will be removed from covered activities pending receipt of the drug test results even if the employee passes the alcohol test. Part 382 states that no employer shall take any action under subpart B based solely on the employee's behavior and appearance. **However, this does not prohibit Loudon County from taking disciplinary action otherwise consistent with local and/or state law or Loudon County's General Policy.** After returning from the collection site, the employee shall not perform covered activities and will be suspended with pay pending receipt of the drug test results if a drug test is administered. The employee should make arrangements to be transported home. If an employee is subject to a reasonable suspicion drug test or fails a reasonable suspicion alcohol test, the employee should be instructed not to drive any motor vehicle due to the reasonable cause belief that he or she may be under the influence of a drug or due to the positive alcohol test. If the employee insists on driving, the proper local enforcement authority should be notified that an employee who Loudon County believes may be under the influence of a drug or alcohol is leaving Loudon County premises driving a motor vehicle.

An employee who tests positive on a reasonable suspicion test will be in violation of this policy and Loudon County's General Policy. Violation of Loudon County's General Policy constitutes grounds for immediate termination under that policy. If the employee is not terminated, Loudon County will mandatorily refer the employee to counseling under the mandatory referral provisions of, Section VII of the General Policy, Counseling/Rehabilitation Resources.

VIII. POST-ACCIDENT TESTING:

Loudon County will conduct post-accident drug and alcohol testing under this policy for FMCSA accidents. First, Loudon County will conduct substance abuse testing of a covered CDL employee only when that CDL employee, while driving a Loudon County commercial motor vehicle, is involved in an FMCSA accident (as defined in Section III). Post-accident drug and alcohol tests will be conducted in accordance with Loudon County's Drug and Alcohol Testing Procedures.

Accidents which do not meet the definition of this policy, but which involve Loudon County employees, may require post-accident drug and alcohol testing under Loudon County's General Policy. Covered employees will be advised whether they are being tested under this policy or under Loudon County's General Policy.

A covered employee may not consume any alcohol for eight (8) hours following an FMCSA accident or until an alcohol test has been conducted. A covered employee subject to post-accident testing under this policy who fails to remain readily available for testing may be deemed by Loudon County to have refused to submit to the required testing. Nothing herein is intended, however, to require the delay of necessary medical attention for injured people or prohibit a covered employee from leaving the scene of the accident for the period necessary to obtain assistance or necessary emergency medical care. In the event a covered employee is injured, unconscious or otherwise unable to evidence consent to a drug test, Loudon County will take all reasonable steps to obtain a urine sample, but any injury should be treated first.

If the alcohol test is not administered within two (2) hours following the accident, Loudon County will prepare a written record stating the reasons why the test was not promptly administered. If the alcohol test is not administered within eight (8) hours following the accident Loudon County will cease attempts to administer an alcohol test and will prepare written record for the reasons for not administering the test. If a drug test is not administered within thirty-two (32) hours following the accident, Loudon County will cease attempts to administer the drug test and will prepare a written record setting forth the reasons for not administering the drug test.

If a covered employee refuses to submit to post accident testing, the employee will be immediately removed from the covered position. **Under Loudon County's General Policy, the employee will be charged with insubordination and subject to immediate termination.** If an employee agrees to be tested, he or she will be transported to and from the collection test site. Any employee selected for post-accident testing under this policy will not be allowed to proceed alone to or from the collection test site. **Because a post-accident drug test may be administered in addition to an alcohol test, the employee will not be allowed to perform covered functions pending the results of the drug test even if the result of the alcohol test is negative, but can perform peripheral duties.**

If an employee fails the alcohol test, the employee should make arrangements to be transported home. The employee should be instructed not to drive any motor vehicle due to the positive alcohol test. If the employee who failed the alcohol test insists on driving, the proper local enforcement authority should be notified that an employee who Loudon County believes to be under the influence of alcohol is leaving Loudon County premises driving a motor vehicle.

An employee who tests positive on a post-accident alcohol or drug test will be removed immediately from his or her covered position. **The employee will be in violation of Loudon County's General Policy, which provides that failing an alcohol or drug test subjects the employee to disciplinary action, up to and including termination.** If the employee is not terminated, the employee is subject to the provisions of the General Policy's Employee Assistance Program mandatory referral provisions, and to the Return-to-Duty and Follow-Up Testing requirements.

IX. RANDOM TESTING:

In accordance with the current FMCSA regulations, all covered CDL employees will be subject to random drug testing at a rate equal to 50% of those covered employees employed as of the first day of the calendar year. In addition, covered CDL employees will be randomly tested for alcohol misuse as specified in this policy at a rate equal to 10% of the covered employees employed as of the first day of the calendar year pursuant to FMCSA regulations. These testing rates are subject to change at the beginning of each calendar year pursuant to FMCSA regulations. Loudon County will advise covered employees of any change in the random rate before such change is implemented.

The frequency of testing dates will vary, and testing will be reasonably spread throughout the year. The process will be unannounced as well as random, and employees will be notified that they have been selected for testing only after they have reported for duty on the day of testing.

The testing will be done using a random selection of dates coupled with a random number table or a computer-based random number generator that is matched with an employee's social security number, or other appropriate identification number. Loudon County reserves the right to create multiple pools of covered employees provided that it will ensure that all covered CDL employees are subject to the appropriate drug-testing rate of 50%, and that covered CDL employees are subject to the alcohol-testing rate of 10%. All testing will be conducted in accordance with Loudon County's Drug and Alcohol Testing Procedures.

Since covered CDL employees are subject to both random drug and alcohol testing, Loudon County reserves the right to conduct random drug and alcohol testing simultaneously, provided that the CDL employees who are tested simultaneously for drug and alcohol misuse are selected at the appropriate annual rate for drugs and alcohol respectively. For example, where the annual drug testing rate is 50% and the annual alcohol testing rate is 10%, Loudon County reserves the right to create a pool of covered CDL employees and will randomly select one-fifth of the employees identified for both drug and alcohol testing, while the remaining four-fifths will be drug tested only. In the case where the employee is tested for both alcohol and drugs, the alcohol test shall be performed first.

Any covered employee refusing to take a random alcohol or drug test will be in violation of this policy and will be immediately removed from his or her covered position. **Refusal to take the test is a violation of Loudon County's General Policy and will subject the employee to immediate termination under that policy. Any employee who fails an alcohol or drug test will be immediately removed from a covered position and will be in violation of Loudon County's General Policy, which provides that failing an alcohol and/or drug test constitutes grounds for discipline to include termination. If the employee is not terminated, the employee is subject to the General Policy's mandatory referral provisions of the Counseling and Rehabilitation Resources policy, and to Return-to-Duty and Follow-Up Testing requirements.**

All other employees in defined safety sensitive positions which are not DOT-regulated are subject to random drug and alcohol testing under Loudon County's General Policy.

X. RETURN TO DUTY AND FOLLOW-UP TESTING:

In the rare instance that a covered employee has either refused to take or has failed to pass a drug and alcohol test, or has otherwise violated this Policy, **but has not been terminated**, he or she must pass a return to duty drug and/or alcohol test administered under this policy before the employee will be allowed to work in a covered position. The drug and/or alcohol test will be conducted in accordance with Loudon County's Drug and Alcohol Testing Procedures. Urine specimens will be screened for the prohibited drugs as defined in this policy. In addition to passing a drug test, an employee must be recommended by the SAP to return to duty before working in a covered position.

Covered employees who have engaged in conduct prohibited by this policy concerning alcohol shall undergo a return-to duty alcohol test immediately before returning to work, and must have a test result indicating an alcohol concentration of less than 0.02 before returning to duty. Covered employees who have engaged in conduct prohibited by this policy concerning prohibited drugs shall undergo a return-to-duty drug test with the result indicating a verified negative test result before returning to duty.

In addition, if a SAP makes a determination that some form of further evaluation and/or treatment is required, then the covered employee must comply with the recommendations to be considered eligible to return-to-duty. Following a determination by a SAP approved by Loudon County that a covered employee who has failed a drug or alcohol test or has otherwise violated the policy is in need of assistance in resolving problems associated with alcohol or drug abuse, the employee returning to duty will be subject to unannounced follow-up alcohol and/or drug testing as determined by the SAP and with input from Loudon County's Mayor, the responsible appointed or elected County official or his or her designee. The SAP cannot refer an employee to the SAP's private practice, to a person or organization from which the SAP receives remuneration, or in which the SAP has financial interests.

The follow-up testing may include testing for both drugs and alcohol, as determined by the SAP, with input from Loudon County's Mayor or her designee. Follow-up testing may be continued for up to 60 months, but it will consist of at least six tests in the first twelve months following the employee's return-to-duty. Follow-up testing shall be conducted when the covered employee is performing covered functions; just before the employee is to perform covered functions; or just after the employee has ceased performing such functions. The duration and extent of the follow-up testing will be determined by the SAP in consultation with Loudon County's Mayor, the responsible appointed or elected County official, or his or her designee, and will be based on the extent of the employee's substance abuse problem and nature of the employee's position. All follow-up drug and alcohol testing will be conducted in accordance with Loudon County's Drug and Alcohol Testing Procedures.

A covered employee will be required to sign a Return to Work Agreement before returning to work, which will include, among other things, any follow-up testing and other conditions pertinent to that employee's continued employment with Loudon County. If a covered employee refuses to submit to return to duty or follow-up testing, the employee will not thereafter be used in a position covered by this policy and is subject to immediate discharge for insubordination as set forth in Loudon County's General Policy. Likewise, any covered employee who has a confirmed positive test result for a return-to-duty or follow-up test will not thereafter be used in a position covered by this policy and is subject to immediate termination under Loudon County's General Policy. An employee who is subject to a Return to Work Agreement must comply with the conditions of that Agreement (including, where recommended by the SAP, abstention from drug or alcohol use) and will be considered in violation of the Agreement and the County's General Policy if the results of a drug or alcohol test are positive as defined in the Agreement.

Return-to-duty and follow-up testing are not an option under this policy if Loudon County terminates an employee who has tested positive, has refused to submit to a test, or has otherwise violated this policy. Nothing herein entitles an employee to be returned to duty if an employee is terminated under Loudon County's General Policy.

XI. SUMMARY OF TESTING PROCEDURES:

Loudon County will conduct drug and alcohol testing under this policy in accordance with the procedures set forth in Part 40. Loudon County has implemented the Part 40 procedures in a separate document entitled, "Loudon County's Drug and Alcohol Testing Procedures, (hereinafter sometimes called the "Procedures", which is hereby referenced and made a part of this policy the same as if it had been fully rewritten herein. A copy of the Procedures is available to any employee (or applicant) upon request directed to Employee Benefits. Department Heads who oversee employees in covered positions also have copies of the Procedures. A summary of the Procedures is as follows:

A. Drug Testing Procedures: Drug testing under this policy will be conducted in accordance with Part 40 and involves the screening of urine samples for the prohibited drugs. The initial test performed on the urine sample will be an enzyme-multiplied-immunoassay technique ("EMIT screen"), which will be used to eliminate negative urine specimens from further consideration. All specimens identified as positive through the EMIT screen will be confirmed by using gas chromatography/mass spectrometry ("GC/MS") techniques at the cutoff levels set forth in the Procedures.

The cutoff values for drugs prohibited under this policy are listed below. These cut-off levels are subject to change pursuant to 49 C.F.R. Part 40, as amended.

	EMIT	GC/MS
Marijuana	50 ng/ml	15 ng/ml
Cocaine	150 ng/ml	100 ng/ml
Opiates	2000 ng/ml	2000 ng/ml
(including 6-Acetylmorphine)	10 ng/ml	10 ng/ml
Phencyclidine	25 ng/ml	25 ng/ml
Amphetamines (including MDMA)	500 ng/ml	250 ng/ml

The collection of urine samples for drug testing under this policy will occur at the designated primary drug testing site listed in Appendix A to this Policy, or at other collection sites designated by the County Mayor at her discretion. A designated collection site will be any suitable location where a urine specimen can be collected under conditions set forth in the Procedures, including properly equipped mobile facilities.

Personnel certified in the process of collecting the urine samples and ensuring proper chain of custody procedures will be available at the collection site. Loudon County, or any subsequent contractor performing Loudon County's urine specimen collection, shall have all necessary personnel, materials, equipment, facilities, and supervision to provide for the collection, security, temporary storage, and shipping of urine specimens to a certified drug testing laboratory designated by Loudon County. These personnel shall follow the Procedures to ensure that the drug test results of the urine samples are attributable to the correct employee and to preserve the integrity of the testing process and validity of the test results.

The DOT requires the "split sample" method of collection for those employees and/or applicants subject to testing under DOT regulations. The results of the drug test performed by the laboratory will be forwarded to Loudon County's designated medical review officer ("MRO") who, among other things, is responsible for reviewing the results of the drug test before they are reported to Loudon County. Verified results of the drug test will be communicated by the MRO or his representative to the Designated Employer Representative (DER). A verified positive test result communicated to Loudon County will result in the employee being immediately removed from performing any covered functions. Disciplinary action will be imposed pursuant to and in accordance with Loudon County's General Policy, and will involve discipline up to and including termination. Further details concerning the MRO's responsibilities, the communication of the results of drug tests to Loudon County, and the ability of an employee to request that a retest of the original or split specimen by a different laboratory be conducted, are set forth in this policy and Loudon County's Procedures.

B. Alcohol Testing Procedures: Alcohol testing will be conducted in accordance with Part 40 using evidential breath testing ("EBT") devices, which have been approved by the National Highway Traffic Safety Administration ("NHTSA"), and placed on NHTSA's "Conforming Products List of Evidential Breath Measurement Devices." Alcohol testing may be

conducted by either Loudon County or its authorized agents, who will use an EBT device capable of printing out the results, date and time, sequential test number, and the name and serial number of the EBT to ensure reliability of the results.

A qualified BAT utilizing an EBT will perform an initial or screening test. Any screening test result with an alcohol concentration less than 0.02 is considered a negative test result, and no further action will be taken. However, if the alcohol concentration in the screening test is 0.02 or greater, a second or confirmation test will be conducted after a 15-minute waiting period.

Where an employee in an initial DOT alcohol test registers 0.02 or above, Loudon County will take a separate initial breath sample under the General Policy and will conduct confirmation tests under both policies. Any disciplinary action and any second-day re-tests will be taken solely under the General Policy.

The confirmation test may be conducted on the same EBT or different EBT by the BAT, but it must be performed no sooner than 15 minutes and no later than 30 minutes after the screening test. The confirmation test result is deemed to be the final result upon which any action will be taken under this policy. The employee and BAT will complete and sign the alcohol testing form in accordance with Loudon County's Procedures, and the BAT will report the test results to the Mayor and/or her designee in a confidential manner.

A confirmation test result with an alcohol concentration of 0.04 is considered a positive test, and the employee will be immediately removed from performing any covered functions. Where a covered employee is found to have alcohol concentration of 0.02 or greater, but less than 0.04, the employee will be removed from his or her position with pay and will not be allowed to perform or continue to perform covered functions until an alcohol test is administered at the start of the employee's next regularly scheduled shift, but in any event not less than 24 hours following the administration of the confirmation test, and the employee's alcohol concentration measures less than 0.02. Part 382 provides that no employer shall take any action based solely on test results showing a concentration less than 0.04. However, this does not prohibit Loudon County from taking disciplinary action otherwise consistent with local and/or state law or Loudon County's General Policy. Any disciplinary action taken for a violation of this policy will be imposed pursuant to and in accordance with Loudon County's General Policy and not DOT regulations or this policy. Disciplinary action in accordance with Loudon County's General Policy may involve discipline up to and including termination.

XII. COLLECTION:

All alcohol and drug testing will be performed in accordance with and are subject to change pursuant to Loudon County's Procedures and 49 C.F.R. Part 40. Appendix A to this Policy contains current information about the County's primary collection site. Personnel trained in the process of collecting the specimen and seeing that correct chain of custody procedures are followed will be available at collection sites.

Fort Sanders Medical Center – Loudon will conduct the required tests when Loudon County’s collection sites are unavailable. If necessary, testing may be conducted at an alternate location. These facilities are aware of the DOT requirements and the chain of custody procedures that must be followed, along with the requirement of transfer of the specimen to Loudon County's selected SAMHSA certified laboratory. The manager or supervisor transporting the employee should inform the collector and/or BAT that the test is required by DOT and that DOT procedures should be followed.

XIII. LABORATORY:

The County has selected a DHHS-certified laboratory under NCLP to perform the testing on urine specimens submitted. The laboratory shall provide services in accordance with Parts 40 and 382. Unannounced inspections, including examination of records, may be done by Loudon County occasionally.

In the event that a need arises for a confirmation of a positive result by another laboratory, or for the purpose of analyzing split sample specimens, another DHHS-certified laboratory will be selected from the published list of DHHS-approved laboratories in the Federal Register or latest DOT publication.

XIV. MEDICAL REVIEW OFFICER (MRO):

The MRO will be responsible for reviewing the results of drug tests before they are reported to Loudon County; reviewing and interpreting each confirmed positive, adulterated, substituted and invalid test to determine if there is an alternative medical explanation for the results; conducting an interview with the employee testing positive; reviewing the employee’s medical history and any medical records made available by the employee to determine if the positive resulted from legally prescribed medication; requiring a retest of the original specimen if the MRO deems it necessary; and verifying that the laboratory report and assessment are correct. The MRO also ensures that an employee has passed an appropriate drug test conducted in accordance with this policy and Loudon County's Drug and Alcohol Testing Procedures before returning to work. The MRO is expected to follow the Medical Review Officer Manual published by the U.S. Department of Health and Human Services. Current MRO information is included in Appendix A to this Policy.

It is the employee’s responsibility to inform the MRO that prescription drug use may have affected the test result. If the MRO determines that there is a legitimate medical explanation for the positive test other than the use of a prohibited drug, the MRO will report the test result to Loudon County as negative. If the MRO concludes, based on available data, that a particular drug test is scientifically insufficient, the MRO will report the test as negative for that individual. If the MRO determines that there is no legitimate explanation for the positive test other than the use of a prohibited drug, the MRO will communicate the results of verified

positive test to the employee both orally and in writing. At the same time, the MRO will notify the DER of a potentially preliminary result. It is the employee's responsibility to inform the MRO that prescription drug use may have affected the drug test.

Since Loudon County utilizes the split sample method of collection, the employee can request that the MRO direct a retest of the split specimen by a different DHHS-certified laboratory and the MRO will abide by such a request provided it is made within 72 hours of the employee having been notified of the verified positive result. The MRO is responsible for informing the employee of his/her right to request the retest. If the retest does not confirm the original test, the MRO will cancel the test and report the reasons for the cancellation to Loudon County's DER, DOT and the employee. The cost of the retest will be paid by the employee.

An employee or job applicant who receives a positive confirmed test result, upon notification by the MRO, may contest or explain the result to the MRO within five (5) working days after receiving written notification of the test result. If an employee's or job applicant's explanation or challenge is unsatisfactory to the MRO, the MRO shall report a positive test result back to Loudon County's DER.

Before the MRO verifies a confirmed positive result for opiates, he or she shall determine that there is clinical evidence -- in addition to the urine test -- of unauthorized use of any opium, opiate, or opium derivative (e.g., morphine/codeine). This does not apply if the GC/MS testing for opiates confirms the presence of methadone.

The MRO or his representative will report the results of negative tests to the DER, who will then notify the employee.

XV. COVERED POSITIONS:

Pursuant to the FMCSA regulations, this policy covers any applicant or employee required to maintain a CDL. Attached as Appendix B are the specific classifications/job titles of all classifications that are covered by the FMCSA regulations, i.e., the classifications requiring a CDL.

Jobs may be added or deleted from Appendix B at the discretion of Loudon County or as mandated by law or regulations, with or without republishing of this policy. If new jobs are added to Appendix B, Loudon County will inform incumbents in the classification of their coverage under this policy and provide the same training it would provide for new employees.

XVI. CONTRACTOR EMPLOYEES:

Loudon County is prohibited by state law from awarding contracts to any construction subcontractor, with at least 5 employees, unless the subcontractor provides a written affidavit stating that they are in compliance with the Tennessee Drug Free Workplace Act. Loudon County is responsible for ensuring that the requirements of Parts 382 and 40 are met.

In addition, Loudon County will require written reports from its contractors on a quarterly basis, and will do on-site audits of contractor's records to assure compliance with DOT regulations, along with periodic work-site audits with contractor employees. Any contractor found not in compliance with DOT regulations contained in CFR Parts 40 and 382 will be stopped from performing any covered work until the contractor shows Loudon County credible evidence that they are in compliance with these regulations. The contractor will allow access to property and other records by Loudon County, the Administrator, and any DOT agency or other federal or state agency acting within their jurisdiction.

XVII. RETENTION OF SAMPLES:

Samples that yield positive results in confirmation will be retained by the laboratory in properly secured, long-term, frozen storage for at least 365 days.

Within this 365-day period, the employee, FMCSA or state agencies within their jurisdiction or Loudon County may request in writing that the sample be retained for an additional period. The laboratory may discard the sample if no such request is received within the 365-day period.

XVIII. USE OF PRESCRIPTION DRUGS:

Loudon County recognizes that use of prescription drugs under the supervision of appropriate health care professionals is protected under the Americans With Disabilities Act ("ADA"). However, legal use of certain prescription drugs by employees in covered positions may cause impairment and create dangerous situations in the work place. Employees required to take prescription drugs that may cause impairment must do so strictly in conformance with the limits prescribed by a licensed medical practitioner familiar with the employee's medical history and assigned duties. Failure to do so, e.g., by taking impairing drugs without a prescription, or in amounts greater or more frequently than that prescribed or otherwise in violation of the foregoing requirements, is conduct prohibited by Loudon County's General Policy and subjects the employee to disciplinary action, up to and including termination.

It is the responsibility of any employee who tests positive in a drug test to inform the MRO of any prescription or non-prescription drug use that may have affected the results of the drug test. The purpose of this disclosure will assist the MRO to determine whether such prescription or non-prescription drug use is the source of any positive test result.

XIX. REFERRAL, EVALUATION AND TREATMENT:

A covered employee who has engaged in conduct prohibited by this policy will be advised of the resources available to him or her for evaluating and resolving problems associated with substance abuse including the names, addresses and telephone numbers of SAP, and counseling and treatment programs approved by Loudon County.

Where the employee is not terminated for violating Loudon County's General Policy, Loudon County will mandatorily refer the employee to an approved provider for evaluation by a SAP who will determine what assistance, if any, the employee needs in resolving problems associated with substance abuse. (See the Mandatory/Supervisory Referral provision of the General Policy's Counseling/Rehabilitation Resources). Before an employee will be returned to a covered position, the SAP must certify that the employee has properly followed any rehabilitation program prescribed by the professional.

Employees mandatorily referred to counseling or Loudon County-approved SAPs, who are diagnosed as needing assistance in resolving substance abuse problems will be required to sign a Return to Work Agreement, which will specify the circumstances and conditions on their return to duty, which will include, among other things, the follow-up alcohol and drug testing required by this policy and the requirement that the employee follow any recommended rehabilitation and after-care program.

Nothing contained herein should be construed as restricting Loudon County's right to terminate a covered employee for violating Loudon County's General Policy. Employees who are terminated are not entitled to Loudon County sponsored rehabilitation other than through their election to continue their health insurance coverage under COBRA.

XX. RECORD RETENTION - CONFIDENTIALITY:

Records of drug test results are recognized to be private and sensitive records. Such records will be maintained separate and apart from personnel records, and shall be maintained in accordance with the following schedule:

- (1) **Five Years** -- The following records shall be maintained for a minimum of five (5) years: (i) alcohol test results indicating an alcohol concentration of 0.02 or greater, or records of verified positive drug test results; (ii) documentation of refusal to take the required alcohol or drug test (including substituted or adulterated drug test results); (iii) driver evaluation and referrals, (iv) calibration documentation; (v) records related to the administration of the alcohol and controlled substances testing program, including records of all driver violations; and (vi) a copy of each annual calendar year summary required by §382.403.
- (2) **Two Years** -- Records related to drug and alcohol testing collection process and training, including the inspection, maintenance, and calibration of EBTs, shall be maintained for a minimum of two (2) years.
- (4) **One Year** -- Records of negative and canceled controlled substances test results and MRO reversal of canceled controlled substances test results (as defined in part 40 of this title) and

alcohol test results with a concentration of less than 0.02 shall be maintained for a minimum of one year.

- (5) **Indefinite period** -- Records related to the education and training of breath alcohol technicians, screening test technicians, supervisors, and drivers shall be maintained by the employer while the individual performs the functions which require the training and for two years after ceasing to perform those functions.

Any of the records listed above may be maintained for an indefinite period of time beyond the above-specified minimums at Loudon County's discretion.

Loudon County or its agent will maintain (in accordance with the foregoing schedule) the following specific types of records:

- (1) Records Related to the Collection Process:
 - a. Calibration documentation for EBT devices.
 - b. Documentation of BAT training.
 - c. Documents generated in connection with decisions to administer reasonable suspicion drug or alcohol tests.
 - d. Documents generated in connection with decisions to administer post-accident drug or alcohol tests.
 - e. Documents verifying existence of a medical explanation of the inability of a covered employee to provide adequate breath for alcohol testing or urine for drug testing.
- (2) Records Related to Test Results:
 - a. Loudon County's copy of the drug or alcohol test form, including the results of the test.
 - b. Documents related to the refusal of any covered employee to submit to a required drug or alcohol test.
 - c. Documents presented by a covered employee to dispute the results of a drug or alcohol test administered under this policy.
- (3) Records related to other violations outlined in Part 382 or this policy.
- (4) Records related to referrals and evaluations:
 - a. Records pertaining to a determination by a substance abuse professional concerning a covered employee's need for assistance.
 - b. Records concerning a covered employee's compliance with the recommendations of the substance abuse professional.
- (5) Records related to Loudon County's annual alcohol misuse testing data and "missed test" information. Loudon County will submit the required alcohol misuse MIS testing data and "missed test" information as prescribed by the regulations.

- (6) Records related to education and training of employees and supervisors:
 - a. Materials on drug and alcohol misuse awareness including a copy of Loudon County's DOT Drug and Alcohol Abuse Policy and Loudon County's Drug and Alcohol Testing Procedures.
 - b. Documentation of compliance with the requirements of Section 199.231.
 - c. Documentation of training provided to supervisors for the purposes of qualifying the supervisors to make a determination concerning the need for drug and alcohol testing based on reasonable suspicion.
 - d. Certification that any required training complies with the requirements of 40 CFR Part 382 and 40.

Information regarding an individual's drug or alcohol use, including testing results and rehabilitation or treatment, will not be released by Loudon County except upon the written authorization by the covered employee or as hereinafter provided. Loudon County will make the records available to a subsequent employer upon receipt of written request from the covered employee. A covered employee is entitled, upon written request, to obtain copies of any records pertaining to the employee's use of drugs or alcohol, including his or her tests. Loudon County will promptly provide the records requested, and Loudon County will not make access contingent upon payment for records other than those specifically requested. Loudon County may also disclose, regardless of consent, such information to proper representatives of FMCSA and/or other federal or state agencies within their jurisdiction and to the DOT as part of an accident investigation. The information shall include name-specific alcohol test results, records and reports. Information regarding an individual's alcohol or drug use and testing information may be also disclosed, regardless of consent, to the decision maker of a judicial or administrative tribunal in the event of a lawsuit, grievance, civil service, unemployment compensation, worker's compensation or other proceeding brought by or on behalf of the individual arising from the results of a drug or alcohol test or violation of this policy. Statistical data related to drug testing and rehabilitation - without identifying the names of the individuals and with all personal identifiers removed -- will be made available to proper representatives of the FMCSA upon request.

* * * * *

Appendix A To Exhibit B
Loudon County Department Of Transportation
Drug And Alcohol Abuse Policy

ADDITIONAL RESOURCES

The Center for Substance Abuse Prevention's Drug Information, Treatment and Referral Hotline
1-800-662-HELP

National Council on Alcoholism
1-800 -NCA-CALL

www.drug-rehabs.org
www.usnodrugs.com/tennessee
www.drug-abuse-treatment.org/tennessee.htm
www.findtreatment.samhsa.gov

Cocaine Helpline
1-800-COCAINE

Center for Substance Abuse Workplace Helpline
1-800-WORKPLACE

National Clearinghouse for Alcohol and Drug Information
1-800-729-6686

Tennessee Department of Health Alcohol and Drug Abuse Service
1-615-741-1921

Tennessee Alcohol and Drug Association Clearinghouse
1-800-889-9789

Tennessee Drug-Free Workplace Program
1-800-332 2667

Local Resources include

Alcoholics Anonymous
Call 974-9888 for information on local meetings at four immediate area churches, or the 24-hour
hotline at 522-9667

Greater Smoky Mountain Area Narcotics Anonymous
Call 1 (866) 617-1710 or visit www.natennessee.org for area meeting times and places

MEDICAL REVIEW OFFICER

Dr. John D. Sanabria
Lakeway Urgent Care
460 Medical Park Drive, Suite 103
Lenoir City, TN 37772
Phone: (865) 271-0038
Fax: (865) 271-0040

COLLECTION SITES

Primary: The offices of John D. Sanabria, M.D. (see above address)

First Alternate: Fort Loudon Medical Center
550 Fort Loudon Medical Center Drive
Lenoir City, TN 37772

For Breath Alcohol Screens: Dr. John D. Sanabria
Lakeway Urgent Care
460 Medical Park Drive, Suite 103
Lenoir City, TN 37772

LABORATORY

Quest Diagnostics Incorporated- Norristown
400 Egypt Road
Norristown, PA 19403
(800) 877-7484

**APPENDIX B TO EXHIBIT B
LOUDON COUNTY DEPARTMENT OF TRANSPORTATION
DRUG AND ALCOHOL ABUSE POLICY**

Covered Positions

**Positions Subject To Drug Testing
Pursuant To FMCSA Regulations**

Superintendent of Roads/Highway Commissioner (elected official)

Highway Foreman

Truck Drivers

Equipment Operators

Mechanic

Mowers, including side and boom mower

Laborer