



It's Random Drug Testing time. Let's get the hat ready to pick names!

Many companies drug test these days, whether by choice or strict regulation based on their industry or the duties of the employees. Many companies also do these tests completely wrong! **Does your**

company conduct "random" drug tests?" Are you sure your selection process is truly *random*? **(Hint: picking names out of a hat or your head doesn't cut it).** If your selection process is not verifiably unbiased, it can lead to problems if the employee objects or feels targeted. It also doesn't help to insure all employees are eventually tested. There is a correct and scientific way to conduct such tests - are you doing them correctly? If not, you could be setting yourself up for costly penalties or even litigation.

What can your Company do to insure you're testing the RIGHT way?

* **Be sure your selection process is truly unbiased.** Using a software program designed for random drug testing is one way to do so. This way you can prove the choice of employees is not influenced at all, and you can document your selection process.

* **Be aware of federal, state, local and industry regulations governing your location and type of business.** You don't want to leave out a test or require something you are not really permitted to do.

* **Be cognizant you're testing ALL of your employees, not just a specific group.** You don't ever want anyone to file a discrimination charge because of a careless oversight in your screening process. Screen everyone or no one.

* **Be vigilant about keeping accurate and complete records.** Store them appropriately in the event you are required to substantiate a claim.

Drug testing is an important part of running an effective business, although it's one that if done haphazardly or incorrectly, can land you in hot water. Take the time to be sure your process meets regulations, and that you're not running the program like an office gift exchange. The real one who will be receiving the gift of peace of mind and compliance is you!

For additional information and guidelines on conducting a drug screening program the right way, contact the staff at McCloskey Partners, LLC PO Box 529, Chalfont, PA 18914, 215-716-3035 www.mccloskeypartners.com; email info@mccloskeypartners.com.

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