

HOW EMPLOYEES ARE CHOSEN FOR RANDOM DRUG AND ALCOHOL TESTING

RANDOM DRUG & ALCOHOL TESTING PROGRAM

WorkCare offers complete drug and alcohol testing programs and compliance services for employers nationwide. WorkCare serves as a Third Party Administrator for U.S. Department of Transportation (DOT) mandated programs and provides medical review officer (MRO) services, as well as consultation services, regarding the establishment and development of substance abuse policies and testing programs.

Some clients opt for random drug testing to be included in the drug-testing and alcohol-testing program, and others are federally mandated to perform random drug testing. WorkCare has been providing random drug testing for our clients for more than 15 years.

ABOUT OUR PROCESS

Currently, we have 17 clients using WorkCare to perform random drug testing. We are running 32 separate pools of employee names for testing. We randomly select employees' names from these pools which, in total, contain approximately 2,400 names.

WORKCARE'S SPECIALIZED SOFTWARE

WorkCare has specialized software to report and track drug testing results, and also to provide random selection of employees as requested by the clients. The number or percentage of employees in the pool and testing frequencies are provided to WorkCare by our clients for all pools except the federally regulated pools. Our tracking system also allows us to produce quarterly and annual drug testing summary reports.

Our software uses a random-number generator that extracts names from our occupational health database (OHD). The technology behind WorkCare's software provides scientifically-valid results, ensuring that the

selections are random and that the correct number of employees will be pulled. Furthermore, WorkCare's technology ensures that the same employee will not be selected twice in one pull.

HOW EMPLOYEES ARE CHOSEN FOR TESTING

- The client gives WorkCare the names of employees to be in the pool for the random drug testing.
- Using a proprietary method, WorkCare determines the number of employees or percent of employees in the pool to be chosen, and the number of alternates, if any. This method determines the monthly numbers based on a weighted average.
- Our occupational health database (OHD) creates a temporary list of all employees and each employee is assigned an arbitrary number.
- The OHD then generates random numbers, pulls the employee assigned to that number, and places that employee on the random list to be tested.
- If the random pool also required alcohol testing, the employees are assigned to alcohol testing by the order of the extraction. For example, if five names were pulled and three alcohol tests are also required, the first three employees pulled will be given alcohol testing as well.

WorkCare's process of choosing employees for random drug testing produces scientifically-valid results, assuring our clients that their needs will be met. Both our clients and their employees can be confident that this process is a truly random selection of employees and that the correct number of employees will be pulled for testing.