

MOST COMMONLY ASKED QUESTIONS REGARDING ALCOHOL AND SUBSTANCE ABUSE TESTING

Q Who has to be tested?

A Anyone who operates a commercial vehicle that requires a CDL (Commercial Driver's License) to do their job.

Q What is the effective date of this ruling?

A January 1, 1995 for municipalities with 50 or more CDL holders, otherwise January 1, 1996 for municipalities with less than 50 drivers. The trucking industry has had to comply with the substance abuse testing for several years now, but on January 1, 1996 all companies, municipalities, school districts, etc must be in compliance. On that date, they must comply with both alcohol and substance abuse rules.

Q What are the training requirements?

A The training requirements are for supervisors of drivers only. They must have one hour of training in recognizing the signs of substance abuse and one hour of training in recognizing the signs of alcohol misuse for a total of two hours. This training only has to be done once and should be documented in their file as to the date completed. We offer training seminars that fulfill this requirement or we have videos that you can rent and view that will also meet this requirement.

Q Are there training requirements for drivers that are not supervisors?

A Beginning January 1, 1996, there will no longer be any training requirements for drivers who are not supervisors. You do however, have to provide the driver with certain information according to §382.601 of the Federal Motor Carrier Safety Regulations. This information is contained in the Employee Information Packet that we sell. The only bit of information that you will need to add is a copy of the company policy, which is unique to each company. A contact person is also required. This is someone that the driver can ask questions of regarding the company policy or materials provided to them.

Q What is a company policy?

A A company policy is a document that explains everything a company is doing regarding alcohol and drug testing. It should address everything from who is subject to testing to what you will do with a driver should he/she test positive. We provide a sample policy letter with our program for your review. You can write your own policy or use part of this sample policy to meet your needs.

Q How do you how join our consortium?

A All you need to do is fill out the Application to join. There is also a form that request you provide us with the names and social security numbers of your drivers. Just return these along with your check. One you have joined, we will send you a binder. It contains a copy of a sample company policy. If there is a problem with providing a driver's social security number, please call the NHMTA office. The binder also has a listing of collection sites located in New Hampshire. You will also receive with 7-10 days of joining, several specimen containers, chain of custody forms and overnight bags. These are yours to take to the collection site.

Q What is the fee for joining the NHMTA Alcohol/Drug Consortium?

A The fee for join our program is \$50.00 for members of New Hampshire Motor Transportation Association and for nonmembers of NHMTA the fee is \$100.00. There is an annual renewal fee of \$40.00 for members of NHMTA and nonmember fee of \$80.00.

Q How much do the tests costs?

A Each substance abuse test costs \$44.00, however, if the initial test is a positive and the second part of the split sample is tested (only the driver can request this), there is an additional charge. Each alcohol test varies in price depending on the collection site. There is also an additional charge for a confirmation test (this is only done if the first test is positive) and the driver requests a retest. We have a list of collection sites so that you can make the decision of where you want to go for collections. You should not incur any costs when your driver goes into a collection site, as long as they bring along the provided forms.

Q What happens if the collection site I choose is closed when I have a post-accident test to have done?

A We have a toll free number that you can call – **24 hours a day, which is 800-299-2900.** They will get you a collection site! For an additional charge, we even have mobile collection facilities available.

Q What happens if I ignore this mandate and pretend I don't know that the US DOT is talking about?

A There are substantial penalties involved with noncompliance: \$1,000 per day per violation. That could translate into several thousands of dollars per day if you have several drivers.

Q What happens if a random-selected employee is not sent for testing?

A A driver that is selected for a random test must be tested within the selection period. That selection period is usually a 90 day window. The rules are that the driver needs to report for testing as soon as they are notified. The mandates currently are 50% of drivers must be tested for controlled substance testing and 10% of drivers must be tested for alcohol. If that testing is not done in a timely manner, the consortium must make up that test with future selections. Therefore, it is NHMTA's policy that we remove companies for not completing all required testing.