



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

PURPOSE

The purpose of this policy is to establish a standardized procedure regarding drug and alcohol testing of employees of the Russellville Fire Department who are involved in a motor vehicle accident while operating a vehicle that is owned by the City of Russellville.

POLICY

Employees of the Russellville Fire Department are strictly prohibited from operating city-owned vehicles while under the influence of alcohol, illegal drugs, or controlled substances.

Definitions:

1. Alcohol - Ethyl alcohol as is commonly found in beer, wine, and distilled spirits.
2. Controlled Substance - Includes all illegal drugs plus any substance covered by Schedules I through V of the Federal Controlled Substances Act. Controlled substances include, but are not limited to, amphetamines, barbiturates, methadone, benzodiazepines, methaqualone, marijuana, cocaine, opiates, phencyclidine, morphine, and codeine.
3. Drug/Alcohol Test – A scientific laboratory analysis of a breath, urine, or blood sample obtained from an employee to detect the presence of alcohol, drugs, or controlled substances.
4. Positive Alcohol Test – An alcohol test is presumed to be positive if the employee's blood alcohol content is at or above 0.04%.
5. Positive Drug Test – A drug test is presumed to be positive if the laboratory analysis reveals that the employee has ingested a controlled substance.

Drug Testing Procedure

Any Russellville Fire Department employee who is involved in a motor vehicle accident in a city-owned vehicle shall immediately notify the on-duty Battalion Chief of the accident and remain at the scene of the accident until the Battalion Chief or designee arrives or until the Battalion Chief provides other instructions.

The employee shall submit to a post motor vehicle accident drug and alcohol test under the following circumstances:

1. The accident involved a fatality.
2. The accident involved an injury requiring medical treatment.
3. The accident involved the completion of a police report or the likelihood of an insurance claim being filed.
4. The accident involved significant property damage (as determined by the Battalion Chief).
5. Any motor vehicle accident at the discretion of the Fire Chief, the Battalion Chief, or their designee.

Approved

Fire Chief

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A post motor vehicle accident drug and alcohol test may be waived, at the discretion of the Fire Chief, when it is abundantly clear that the Russellville Fire Department employee was not at fault and did not contribute to the accident. The drug and alcohol test will take place at a location determined by the City within two hours of the accident. The employee shall be transported by a supervisor to the testing site in a city-owned vehicle. Employees are required to release the results of the drug and alcohol test to the Russellville Fire Department.

Refusal to Submit to Test

Refusal to submit to a drug and alcohol test means that the employee:

1. Failed to report to the designated testing site as directed by a supervisor.
2. Failed to remain at the testing site until the testing process was completed.
3. Failed to provide a breath, urine, or blood sample as required by this policy.
4. Failed to cooperate with any part of the testing process.

Refusal to submit to a drug and alcohol test shall constitute a positive test result.

Russellville Fire Department employees found to be in violation of any portion of this policy shall be subject to disciplinary action as determined by the Fire Chief.

Approved

Fire Chief