

CT Statewide Drug and Alcohol Testing Consortium Newsletter

December 2020

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FTA Announces CY 2021 Rates for Random Drug and Alcohol Testing in Transit Operations

FTA has announced Calendar Year 2021 Annual Drug and Alcohol Random Testing Rates. Each year, FTA is required to publish the random testing rates in a Federal Register Notice (FRN) for public transportation employees subject to the requirements of FTA Drug and Alcohol Testing regulation (49 CFR part 655). The CY 2021 minimum random drug testing rate will remain at 50 percent, and the random alcohol testing rate will remain at 10 percent. These rates are effective on January 1, 2021.

The FRN highlights the number of employees who had a verified positive test for the use of prohibited drugs, and the number of employees who tested positive for the misuse of alcohol during the reported year.

The FRN 2021 **Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations** is now available at: <https://www.transit.dot.gov/drug-alcohol-program>

Note:

The testing rates of the Connecticut Statewide Drug and Alcohol Testing Consortium will

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meet or exceed the minimum annual percentage rate set each year by the FTA.

Holiday Draw

Reminder:

The testing period for this year's Holiday Draw is between December 21, 2020 and January 4, 2021. The focus of the Holiday Draw is to make safety-sensitive employees aware that they can be tested at any time during the Holidays.

We urge the DERs or Alternate DERs to have those tests conducted on or near the upcoming holidays including weekends.

Due to COVID19, some collection sites do not perform the BAT; therefore, the best option is to schedule the DISA mobile unit. Please make sure to contact **scheduling@disa.com** at least five days in advance if you need the mobile unit for the holiday collection. This will allow them to better accommodate your scheduling request.

2020 MIS Reporting



Federal regulations require recipients of specific FTA funds establish and implement an anti-drug and alcohol misuse testing program. Recipients are required to annually prepare and maintain a summary of these results during the previous calendar year.

This report shall be submitted to FTA's Office of Transit Safety and Oversight or its designated agent. Each recipient shall be responsible for ensuring the accuracy and timeliness of each report prepared by DISA and submitted by the Consortium Coordinator acting on the recipient's behalf.

DISA will email you a copy of your agency's draft 2020 MIS report by February 8, 2021 that include all drug and alcohol tests conducted through the Consortium during CY2020, for your

review, making necessary changes, and returning the updated reports to DISA by February 19, 2021 at the latest. DISA will be working closely with you during this process to rectify any discrepancies on the draft MIS report.

Your final MIS report will be submitted to FTA on your behalf by the Greater Hartford Transit District. A copy of the submitted report will be provided to you in March 2021.

FTA Drug and Alcohol Regulation Updates – Issue 70

<https://www.transit.dot.gov/regulations-and-programs/safety/drug-alcohol-regulation-updates-newsletters>

Check the above link for this FTA Issue 70 that includes the following updates as well as other useful information:

- MIS Frequently Asked Questions
- Cancelled Drug Tests
- Historical MIS Highlights: 2015 – 2019
- Pre-Employment Alcohol Tests

Test Result Reporting

In case you have to wait longer than usual for test result reporting, contact Vicky McLeish for **expediting result** (refer to page 5 for her contact info).

Consortium Training

Due to COVID19, the following training shall be offered via Microsoft Teams: Post-Accident, Reasonable Suspicion, and Drug & Alcohol Testing Program Management. Contact Nhan Vo-Le (Consortium Coordinator) at **nhvole@ghtd.org**, if your DER, Alternate DER, Transit Supervisors, and/or Transit Officials have an interest in any of those training sessions.

On-Site Test Cancellation

Reminder:

-Original scheduled (random on-site) test should be cancelled as soon as possible if your agency has previously had the safety-sensitive employee tested a day or days prior to the scheduled testing event.

-Likewise, original scheduled (random on-site) test should be cancelled as soon as possible if the agency knows that the safety-sensitive employee will be unavailable (i.e., vacation).

-This will avoid the \$140.00 cancelled test fee being incurred by the Consortium for each cancelled test.

Online Sexual Harassment Training

Through the Connecticut Commission on Human Rights and Opportunities (CHRO), all Connecticut employees have access to FREE Sexual Harassment Training as a result of updated laws. This resource is easily accessible online and satisfies the state requirement.

More information can be found at:

<https://www.ct.gov/chro/cwp/view.asp?a=5019&Q=609536&chroNav=%7C>

The steps to complete this training are as follows (*):

1. Fill in the requested information at
<https://attendee.gototraining.com/r/4734110443506509825>
2. Watch the instructional video on how to complete the course, the video should automatically play
3. Begin watching the training at
<https://www.youtube.com/playlist?list=PLCTe1EFDWpUHbcki8VMqpfUU9rEvqJ3A6>
 - a. Keep the CHRO Harassment Training page open, the Tests/Quizzes will be located there
 - b. Instructions will be given throughout the YouTube training videos on when to take the quizzes
4. After completing all 5 Tests/Quizzes, click on the "MATERIALS" tab located on the CHRO website
 - a. View and complete the "CHRO Sexual Harassment Prevention Training Certificate Request Form"
 - i. If you and your work-team are viewing the training in a group setting, be sure to include all parties who viewed the training
 - ii. Your certificate of completion will be emailed within 1-3 business days
 - iii. All training certificates must be delivered to leadership for documentation

(*) If for any reason, you have questions about the course, trouble receiving your certificate, or viewing the online training, please contact either: CHRO.Questions@ct.gov, spencer.hill@ct.gov, or call 1-860-541-3400.

Drug and Alcohol Testing Program Third Party Administrator DISA Global Solutions, Inc.

COMPANY CONTACTS:

Mobile Operations

Scheduling Department

Jason Allen – Main #800-211-4469 Extension 6041. Email: Jason.Allen@disa.com

Veronica Erazo – Main #800-211-4469 Extension 6042. Email: Veronica.Erazo@disa.com

Collectors

David Pizzo

Laura Taft

Christopher Fitzpatrick

Sr. Drug Testing Coordinator/Program Administrator

Vicky McLeish - Main Telephone #800-211-4469 Extension 6032, Cell #413-478-6103

Email: Vicky.Mcleish@disa.com

Fax: 413-283-6945 or 413-284-0022

Accounting

Jennifer Rindo - Main #800-211-4469 Extension 6061, Direct #603-795-0970. Email: Jennifer.Rindo@disa.com

Area Leader

Lisa Murray – Main #800-608-8890 or Mobile #413-896-2894. Email: Lisa.Murray@disa.com

24-Hour Drug & Alcohol Testing On-Site

Post-Accident

Reasonable Suspicion

1-800-967-3135 Toll-Free Emergency Line

Be prepared to provide the following information:

Your Name

Agency Name

Phone Number

Location of Incident

Reason for Call (Post-Accident or Reasonable Suspicion)

Medical Review Officer (MRO) Department

University Services

Terri Hellings, MD

2800 Black Lake Place,

Suite A Philadelphia, PA

19154

Phone: 800-624-3784

Fax: 215-637-6998

Enhance Awareness of Employee Assistance Program (EAP)

Note: This letter from The Lexington Group should be made available to safety-sensitive employees and also posted in the Break Room



TheLexingtonGroup

Your Employee Assistance Program
A Woman Owned Enterprise Since 2000

December 2020,

Dear CT Drug Consortium Employee and Family Members:

CT Drug Consortium is delighted to announce The Lexington Group Employee Assistance Program now offers an optional online/video counseling service.

In addition to traditional face-to-face counseling, individuals may now elect the option of online counseling if you so choose. Access to online counseling is now available to you or your household family members by video, phone, and messaging. CT Drug Consortium hopes this new service provides you with more options for quality and convenient care to fit your lifestyle. However, there are three areas which The Lexington Group has determined will better benefit from in-person counseling. These exceptions to online counseling will be: substance abuse, issues in the workplace, and suicidal ideation.

Traditionally, if you or your household family elects to continue face-to-face counseling beyond the available EAP sessions, you are already connected with a counselor who takes your group health insurance. If online counseling is your preferred service method, please note that group health insurance does not cover cost of online counseling. Therefore, The Lexington Group has made arrangements to provide continued online service with your counselor at a deeply reduced rate of \$45.00 a session.

Please be aware that online counseling is completely optional to use. If *at any point* you wish to opt-out of the service, please contact The Lexington Group. They will provide you with a referral for face-to-face counseling and your covered EAP sessions will reset.

If you or your household family members would like access to this service or read more about your Employee Assistance Program, please visit The Lexington Group website at:

www.The-Lexington-Group.com

Passcode: "CTDrugConsort"

Enhance Awareness of EAP (Continued)

Note: This letter from The Lexington Group should be made available to safety-sensitive employees and also posted in the Break Room

You can request online counseling by calling the 24/7 helpline at:

1-800-676 HELP (4357) UNITED STATES

1-800-567-4343 CANADA

0-800-169-6706 ENGLAND

1-855-328-1185 CAYMAN ISLANDS

1-800-812-411 IRELAND

1-800-955-8339 TTY

We hope you will share our enthusiasm for The Lexington Group, Employee Assistance Program, and the opportunity it presents to help you and your family.

Sincerely,

The Lexington Group

Contact & Resource Info

DISA Global Solutions, Inc.

Formerly Occupational Drug Testing (ODT)
www.occupationaldrugtesting.com

Toll Free # 800-211-4469

The Lexington Group

www.The-Lexington-Group.com

Toll Free # 800-571-0197

Employee Assistance Program

1-800-676-HELP (4357)

Request clinical services online directly from the web site at:

www.The-Lexington-Group.com

To log on, your customer name is “CT Drug Consortium”

And your unique employee password is “CTDrugConsort”

Are you aware of the availability of program forms and resource documents on

GHTD’s website?

Go to www.hartfordtransit.org Drug and Alcohol Testing Consortium.

Also, checkout the following materials:

What Employers Need to Know About DOT Drug and Alcohol Testing

What Employees Need to Know About DOT Drug and Alcohol Testing

Resources for The Designated Employer Representative (DER)

Lexington Newsletters

FTA Regulation Update Issues

The following FTA website provides a wealth of information such as trainings, newsletters, etc. on the Drug and Alcohol Testing Program that you might find very

helpful:

www.fta.dot.gov/12533.html

You may also find Title 49 Parts 40 and 655 (FTA regulations on the drug and alcohol testing program) by using the Search engine.