MONTANA STATE UNIVERSITY
COLLEGE OF NURSING

POLICY # A-38

TITLE: Student Substance Screening

POLICY: The College of Nursing requires an annual urine substance screen for all undergraduate and graduate nursing students. The College may also test for substances (alcohol or drugs) for reasonable suspicion of being under the influence of either in the classroom/clinical setting and after an accident or incident in the classroom, lab or clinical setting.

RATIONALE: To promote patient safety and decrease institutional liability, the College of Nursing and clinical agencies require students to have a negative urine substance screen test at admission and before they will permit students in the clinical setting.

Annual Urine Substance Screen:

1) Urine substance screen testing will be required prior to beginning any coursework in the undergraduate and graduate curriculum and annually thereafter.

2) All costs associated with the urine substance testing are the responsibility of the student.

3) Failure to complete the substance testing process by deadlines established by CON may result in revocation of placement in the CON program of study.

4) Students must use and follow the procedures of the laboratory approved by the CON.

5) Students will be tested using the 10-Panel Non-Rapid urine substance screen.

6) A record of the test results will be sent directly from the laboratory to the student’s CASTLEBRANCH® account, which is then tracked by the CON.

Reasonable Suspicion and Post-Clinical Incident/Accident Substance screening:

1) The instructor will request the student to leave the classroom, lab or clinical environment and direct that student to testing for alcohol and drugs if there is reasonable suspicion of substance abuse. (See Procedures Sections)

Approvals:
Level I: Executive Council (April, 2016)
Level II: Dean (April, 2016)
Procedure #A-38

**Traditional BSN option Fall Applicant (August 1st)**

I. Fall applicants:
   a. Application is due by August 1st each year
   b. Start Upper Division (J1) the following Fall
   c. Start Sophomore NRSG courses Spring semester before J1

1. Initial Urine Drug Screen is completed by August 1st when the application is due and is used to begin NRSG 225 clinicals the next Spring semester.
   a. The College of Nursing utilizes CastleBranch® for all Urine Drug Screens, background checks, immunization tracking, CPR verification, and E-learning compliance training
   b. Students must create a CastleBranch® Account before turning in their applications.
   c. **Urine Drug Screens**, background checks, CPR verification, and E-learning must be completed at application deadline
   d. All Immunization status must be uploaded at application deadline
      - Hepatitis B may be in process
      - TB 2 step may be in process

2. 2nd **Urine Drug Screen** is completed by August 1st and is used to begin J1 clinicals in the Fall.

3. 3rd **Urine Drug Screen** is completed by August 1st and is used to begin S1 clinicals in the Fall.

**Traditional BSN option Spring Applicant (January 2nd)**

II. Spring applicants:
   a. Application is due by January 2nd each year
   b. Start Upper Division (J1) the following Spring
   c. Start Sophomore NRSG courses Fall semester before J1

1. Initial **Urine Drug Screen** is completed by January 2nd when the application is due and is used to begin NRSG 225 clinicals the next Fall semester.
   a. The College of Nursing utilizes CastleBranch® for all Urine Drug Screens, background checks, immunization tracking, CPR verification, and E-learning compliance training
   b. Students must create a CastleBranch® Account before turning in their applications.
   c. **Urine Drug Screens**, background checks, CPR verification, and E-learning must be completed at application deadline
   d. All Immunization status must be uploaded at application deadline
      - Hepatitis B may be in process
2. 2nd Urine Drug Screen is completed by January 2nd and is used to begin J1 clinicals in the Spring.

3. 3rd Urine Drug Screen is completed by January 2nd and is used to begin S1 clinicals in the Spring.

All students in the Traditional BSN option will complete a total of 3 Urine Drug Screens & background checks.

ACCELERATED OPTION BSN (ABSN)

III. Annual (Fall) Application:
   a. Application is due by October 15th each year
   b. Start the Sophomore Nursing courses the following May
   c. Start Upper Division in the Fall following the first block of summer course work

1. Initial Urine Drug Screen is completed by October 15th when the application is due and is used to begin clinical and lab the next May at program start
   a. The College of Nursing utilizes CastleBranch® for all Urine Drug Screens, background checks, immunization tracking, CPR verification, and E-learning compliance training
   b. Students must create a CastleBranch® Account before turning in their applications.
   c. Urine Drug Screens, background checks, CPR verification, and E-learning must be completed at application deadline
   d. All Immunization status must be uploaded at application deadline
      • Hepatitis B may be in process
      • TB 2 step may be in process

1. 2nd Urine Drug Screen is completed by October 15th and is used for continuing clinical compliance through graduation the following August.

All students in the Accelerated BSN option will complete a total of 2 Background Checks & urine drug screens.
GRADUATE STUDENTS

1. Initial *Urine Drug Screen* is due by August 1\textsuperscript{st} of the first fall semester of the program of study

   e. The College of Nursing utilizes CastleBranch\textsuperscript{®} for all *Urine Drug Screens*, background checks, immunization tracking, E-learning compliance training, and CPR and RN-licensure tracking

   f. Students must create a CastleBranch\textsuperscript{®} Account in order to begin the compliance screening process

   g. All Immunization status must be uploaded at application deadline
      - Hepatitis B may be in process
      - TB 2 step may be in process

2. Continuing graduate students will receive direction from the graduate program coordinator regarding annual compliance due dates
Section A: Test Result Outcomes

1) **Negative Substance Screen:** Students whose results show a negative substance screen are eligible to take and continue coursework.

2) **Negative Dilute, Adulterated or Other Inconclusive Substance Screen:** Students whose results show a negative dilute, adulterated or other outcome that is neither positive nor negative must take a second urine substance screen at the same site *within 24 hours of notice of the results*. Two separate negative dilute, adulterated or other inconclusive outcome will be treated in the same manner as a positive drug test. See #3 below. Students should review the attached campus drug testing procedure to avoid a dilute sample.

2) **Positive Substance Screen:** A Positive substance screen will be confirmed by the Medical Review Officer (MRO) from the CASTLEBRANCH® approved drug testing laboratory.

   a. Students with a positive substance screen, or whose results are treated as a positive substance screen, will meet with the Campus Director for undergraduate students on the campus where the students is located and the Associate Dean for Research or Graduate Education for graduate students, to review the testing results and the College of Nursing policy.

   Undergraduate and Graduate students with a positive drug screen confirmed by a MRO, or whose results are treated as a positive drug screen, will not be permitted to enroll in nursing coursework for one year.

   b. All students with a positive substance screen or whose results are treated as a positive substance screen, will be referred to the Montana NAP (Nurse Assistance Program) for assessment and evaluation and possible participation in the Montana NAP approved by the Montana State Board of Nursing.

   Graduate and Undergraduate program students who are contractually compliant while actively enrolled in the NAP, may be allowed to enroll in courses based on NAP recommendations which may include faculty supervision and associated reporting to NAP after the one year period and based on their status (undergraduate vs graduate). Traditional program undergraduate students are subject to semester by semester placement. Accelerated Option students may not be on a semester by semester basis.

   c. Any student who is unable to participate in nursing courses due to a positive substance screen OR whose results are treated as a positive substance screen, may apply for readmission to the remaining courses in the nursing program after twelve (12) months.

   d. Traditional Program Undergraduate students will continue to be subject to the semester by semester placement policy.
Section B: Readmission

1) To be considered for readmission, students must:

a) Report to NAP for assessment and evaluation.

b) Request the substance abuse program manager submit a letter to the Associate Dean for undergraduate students or Graduate Program Associate Dean for graduate students, verifying successful participation in a substance abuse treatment program, or other follow up monitoring as appropriate for the student.

c) Submit to an unannounced urine substance screen at the student’s expense from a CASTLEBRANCH® approved testing laboratory prior to re-admission. The CON will notify the student of the request, and the student will have 24 hours in which to obtain the urine substance screen via the CASTLEBRANCH® system.

d) A positive urine substance screen will result in ineligibility for readmission.

   In addition, any result that is negative dilute, adulterated or otherwise inconclusive will require an additional drug screen at the same site within 24 hours of results notification.

   If the second screen is not negative, the student’s place in the program is revoked; the student is not eligible for readmission.

e) Students with a positive substance screen, who wish to be readmitted into the undergraduate program will submit their appeal to the College of Nursing Scholastic Committee as outlined in Policy #A-8.

e) Traditional Program Undergraduate students with a positive substance screen, or whose results are treated as a positive substance screen, will be subject to Semester by Semester placement as outlined in Policy C-16.

f) Accelerated Option Undergraduate Students must reapply.

g) Graduate Students are referred to the Associate Dean of the Graduate Programs.
Section C: Reasonable Suspicion Testing

1) Students may be required to submit to reasonable suspicion testing as stipulated in the drug testing policy of the College and/or Clinical Agency while participating in class, lab, or clinical experiences. MSU student code of conduct 625.00 prohibits use, possession, or distribution of intoxicants, including alcohol on the buildings or grounds of MSU.

Reasonable suspicion may be based on but not limited to observable phenomena such as direct observation of substance abuse and/or the physical symptoms or manifestations of substance abuse such as:
   a. Speech – incoherent, confused, rapid, slow, slurred, rambling, shouting, profanity, or change in speech.
   b. Coordination – swaying, staggering, lack of coordination, grasping for support, slowed reflexes.
   c. Demeanor- change in personality, excited, combative, agitated, aggressive, violent, argumentative, indifferent, threatening, antagonistic, mood swings, irritability, restlessness.
   d. Alertness – change in alertness, sleepiness, drowsiness, confused.
   e. Physical – bloodshot eyes, teeth grinding, nasal redness, dry mouth, flushed face, tremors, pupillary changes, odor of substance and/or alcohol.
   f. Appearance- dirty clothing, disheveled.
   g. Performance – unsafe practice, unsatisfactory work, absenteeism, tardiness.
   h. Evidence of involvement in the use, possession, sale, solicitation or transfer of drugs.

2) If a faculty member or clinical agency staff member observes behaviors listed above, the student will be removed from the educational setting and the Campus Director or a designee will be notified immediately.

3) The Campus Director or designee will decide if drug/alcohol testing is warranted. If the decision is made to test the student, arrangements will be made to have the testing done immediately.

4) Students must use and follow the procedures of the drug testing laboratory recommended and approved by CASTLEBRANCH®.

5) The student will be responsible for the cost of the testing.

6) If the results of the drug/alcohol screen are positive, they will be withdrawn from all nursing courses.

7) If the student refuses or fails to submit to the substance screen, it will be treated as a positive test and they will be withdrawn from all nursing courses.
Section D. Testing After Accident or Incident in a Clinical or Lab Setting:
1. If a student is involved in a course-related accident or course-related incident involving safety or patient care, the student will be subject to substance testing.

2. The clinical instructor will request the student to leave the classroom, lab or clinical environment and direct that student to the agency administrative office if there is reasonable suspicion of substance abuse.

3. The Campus Director of the nearest MSU CON clinical site, will be immediately notified by the clinical instructor of the incident.

4. The student will submit to testing for substances within one hour of the accident or incident.

5. The student will be responsible for obtaining transportation to the designated testing facility; the student will not be allowed to drive to the facility. The faculty may call a cab for the student.

6. The student will be responsible for the cost of the testing.

7. If the results of the drug/alcohol test are positive, they will be withdrawn from all nursing courses.

8. If the student refuses or fails to submit to the substance screen, it will be treated as a positive substance screen and they will be withdrawn from all nursing courses.