

**Division of Workplace Programs
Center for Substance Abuse Prevention
Substance Abuse and Mental Health Services Administration
Health and Human Services**

Prepared: June 2005

Background

The Division of Workplace Programs (DWP) has unique, nationally important workplace regulatory, knowledge development, and technical assistance roles and responsibilities. DWP has developed opportunities to address primary substance abuse prevention, early identification and intervention in adult and youthful employees, and through them to reach their families and the communities in which they live and work. Additionally, workplace substance abuse prevention is part of a continuum of substance abuse resources that include health promotion and wellness, early identification and intervention, referral and treatment, aftercare follow-up, and reintegration into the workforce, family, and community.

The workplace is recognized as a critically important element to successfully transition our youth into the workplace, for job training, welfare to work, public housing and community redevelopment, health care, and criminal justice system reforms. DWP has links to all of these national initiatives.

In addition to the Center for Substance Abuse Prevention's (CSAP) mission of providing national leadership in the area of primary substance abuse prevention, several mission elements for the Division of Workplace Programs are derived from special authorities that are separate and distinct as described below.

Special Authorities that Apply to DWP

DWP has two principal activities mandated by Executive Order and Public Law: (1) oversight of the Federal Drug-free Workplace Program aimed at elimination of illicit drug use in the Federal workforce; and (2) the oversight of the National Laboratory Certification Program (NLCP) which certifies laboratories to conduct forensic drug testing for the Federal agencies and for some federally-regulated industries.

Executive Order 12564, first signed on September 15, 1986, requires the head of each Executive agency to establish a program to test for the use of illegal drugs by Federal employees in sensitive positions and requires the Secretary to promulgate scientific and technical guidelines for drug testing programs. The Executive Order also requires the Department of Health and Human Services (HHS) to assist the Office of Personnel Management (OPM) to develop and improve training programs for Federal supervisors and managers on illegal drug use and to mount an intensive drug awareness campaign throughout the Federal workforce.

Public Law 100-71 (July 11, 1987) requires HHS to: (1) certify that each Federal agency has

developed a plan for achieving a drug-free workplace in accordance with Executive Order 12564 and applicable provisions of law; and (2) publish Mandatory Guidelines that (a) establish comprehensive standards for all aspects of laboratory drug testing and laboratory procedures to be applied in carrying out the Executive Order, including standards which require the use of the best available technology for ensuring the full reliability and accuracy of drug tests and strict procedures governing the chain of custody of specimens collected for drug testing; (b) specify the drugs for which Federal employees may be tested; and (c) establish standards and procedures for periodic review of laboratories and criteria for certification and revocation of certification of laboratories to perform drug testing for Federal agencies.

The Mandatory Guidelines for Federal Workplace Drug Testing Programs (Mandatory Guidelines) were initially published by HHS in the Federal Register on April 11, 1988 (53 FR 11979), revised on June 9, 1994 (59 FR 29908), revised on November 13, 1998 (63 FR 63483), and most recently revised on April 13, 2004 (69 FR 19644).

DWP Activities

The National Laboratory Certification Program (NLCP), as established by the Mandatory Guidelines, is managed by DWP staff with contractor assistance. The NLCP contractor maintains the laboratory inspection program and the performance testing (PT) program as required by the Mandatory Guidelines. A laboratory must be HHS-certified under the NLCP to test specimens for Federal agencies or for federally-regulated employers (e.g., employers regulated by the Department of Transportation, licensees regulated by the Nuclear Regulatory Commission). Approximately, 7 million specimens are collected and tested annually for Federal agencies and federally-regulated employers. It is estimated that there are an additional 20 million specimens collected and tested annually for private-sector employers that voluntarily follow the Mandatory Guidelines. For all practical purposes, the Mandatory Guidelines have become the "gold standard" for essentially all drug-free workplace programs.

At the request of HHS, the Office of National Drug Control Policy (ONDCP) and Congress, DWP has facilitated an intensive, ongoing review of alternative specimens and technologies for the detection of substances of abuse. Hair, oral fluid, sweat, on-site drug testing are currently being incorporated into the Mandatory Guidelines, and are proving of interest in parallel testing efforts for clinical use in drug treatment programs, for use in co-occurring illnesses, and in school-based student testing programs.

DWP maintains a workplace Helpline for businesses. The toll-free Helpline phone number is 800-WORKPLACE (800-967-5752).

DWP maintains a health/wellness on-line free resource (www.GetFit.SAMHSA.gov) available to workplaces, communities, and schools. It provides appropriate substance abuse prevention and early intervention information, tests, and resources for employees and their families about substance abuse issues, including alcohol-specific education and use assessment. The website can be customized for individual workplaces and communities.

DWP is responsible for the Young Adults in the Workplace grant program and cross-site

evaluation which began in 2003. The program seeks to find out which substance abuse prevention and early intervention workplace programs work best with younger employees.

DWP has a number of model programs available in the SAMHSA/CSAP National Registry of Effective Programs and Practices (NREPP). These model workplace-based programs are based in scientific theory and validated as being effective in practice.

DWP has continued to provide the leadership within SAMHSA, and for HHS, in the area of Geographic Information System (GIS) applications for workplace, community substance abuse prevention and treatment, mental health resources, and violence reduction, with an added focus on the CSAP State Incentive Grants, and the Congressional Black Caucus targeted HIV/AIDS grant program.