

## XV. Employer Notification

### A. Notice to Job Applicants

The employer will notify an applicant of the results of a pre-employment controlled substances test conducted under this policy if the applicant requests such results within 60 calendar days of being notified of the disposition of the employment application.

### B. Notice to Covered Employees

The employer will notify covered employees of the results of random, reasonable suspicion and post-accident tests for controlled substances conducted under this policy if the test results are verified positive. The employer will also notify the employee which controlled substance(s) were verified as positive.

### C. Reports From Medical Review Officers (MRO's)

The MRO will review confirmed positive drug test results including the chain of custody and will give the employee an opportunity to discuss the results before notifying the employer. When a Medical Review Officer (MRO) has been unable to contact a covered employee who submitted a specimen for controlled substances testing, the MRO will contact the employer's designated representative. The designated employer's representative will make reasonable efforts to contact the employee and request them to contact and discuss the results of the tests with the MRO. If the employee fails to contact the MRO within 72 hours, the test results will be reported to the employer as positive.