



24/7 Drug & Alcohol Testing offers two programs to assist transportation companies with random selection to comply with 49 CFR 382.305. Since interpretation varies from state to state, we suggest each company check with their DOT contact to determine which program is better for them based on their particular company's count of safety-sensitive employees.

1. **24/7 Drug & Alcohol Testing Center:** A full consortium for owner-operators or smaller companies.
2. **Random Assistance:** A selection process for companies self-managing in-house random programs but not wanting to make the actual driver selections.

The Random Assistance Program's Steps:

1. Company must determine the average number of drivers for a given year. We suggest they take the count of drivers at the first of each month or quarter and average them to come up with the average for the calendar year.
2. On a monthly or quarterly basis, the company should email a spreadsheet including all active safety-sensitive employees. The spreadsheet should include the following:
  - a. Last Name
  - b. First Name
  - c. Social Security Number
  - d. Location (if required to identify a specific terminal or division for the driver.)
3. Each month, the database is backed up and regenerated for the current month's selections so that no data from prior selection periods are in the current month's table.
4. 24/7 Dot Service Center imports the information for the drivers from the spreadsheet into a Microsoft Access database.
5. A sequence or auto-programmed random selection orders the database table in low to high order of the random generated numbers for the specific company. The sequencing program is based on the "record ID" using the formula:  $50000 * \text{Rnd}([\text{ID}])$ . (50000 times the random number generated by the Access software times the record ID). This spreads the numbers between 1 and 50000.
6. To meet the request of the company, the selected individuals are made beginning with the lowest random generated number. If the client request alternate drivers to be selected, the additional drivers are selected by a continuation of the same process by indicating the extra drivers as Alternates.
7. The Software generates an Adobe (pdf) report that is archived by CMS on a system that is backed up locally and remotely to insure a history of selection for future questions or reproduction.
8. The Adobe (pdf) report is emailed directly to the DER.



## PLANS AND APPLICATION

### PLAN 1: Owner – Operator

1. Annual membership includes any twelve (12) month period.
2. Services include<sup>1</sup>
  - a. Pre-Employment Drug Screen <sup>22</sup> (1<sup>st</sup> year only)
  - b. Random Drug Screen Kits
  - c. Post-Accident Drug Screen Kit
3. Membership Fees
  - a. New Member           \$200.00
  - b. Renewal<sup>3</sup>             \$150.00

### PLAN 2

1. Annual membership includes any twelve (12) month period.
2. Services include random consortium services
3. Membership Fees
  - a. New Member           \$200.00 + \$30.00/Driver<sup>4</sup>
  - b. Renewal<sup>3</sup>             \$150.00 + \$30.00/Driver
4. Available (but not required or included)
  - a. Pre-Paid Pre-Employment Drug Screen Kit   \$40.00 each
  - b. Pre-Paid Post-Accident Drug Screen Kit     \$20.00 each

### Both Plans Include:

- √ Sample Company Policy
- √ Reasonable Suspicion Training material for a self-study & Certification
- √ Best Practices for DOT Drug & Alcohol Testing (FMCSA Publication)
- √ What Employers Need To Know About DOT Drug & Alcohol Testing (FMCSA Publication)