

Region IV Workforce Board Drug Testing Policy

PURPOSE: To provide Region IV Drug Testing Policy

Region IV Board Adopts the DWD Drug Testing WIOA T1 (181) – P1

Use the following link to access DWD policy

http://www.in.gov/dwd/files/WIOA_Drug_Screen_Policy_-_6-8-15_2-45.pdf

Data Entry:

Drug screens should be scanned into Indiana Career Connect (ICC) and a case note must be entered with the results of the drug screen.

Activity entered into ICC: Drug Screen 108

Exceptions:

Special grants (Ready to Work and America's Promise Grant) do not need to enter the 108 drug screen activity into ICC but a case note regarding the drug screen results must be entered in ICC and a copy of drug screen results should be maintained in ICC. Customers participating in the employer on-boarding internship/training may have drug screen results maintained in hard copy file or scanned into ICC.

Effective date: September 2017