



Review Date: 2020-2021

## Substance Abuse Prevention (CSAP) Biennial Review Form

### COVID-19 Pandemic 03/01/2020 to Present

With the COVID-19 Pandemic we have adapted new protocols for safety that affect all employees and students. All Schools and Colleges were mandated by the Governor to close their doors. Only essential businesses were allowed to remain open during the first outbreaks in Tulsa. During that time, all drug testing has been temporarily suspended. The drug testing laboratory National Occupations Health Services (NOHS) were also required to shut their doors.

We have developed new Work from Home protocols that allow our employees to work from home with remote access and students to continue classes online.

05/01/2020

Businesses have been allowed to reopen and we have re-opened classes on campus and required our employees to return to work. Because of the continued risk of Covid we have continued the suspension of drug testing.

09/01/2020

The number of Covid positive cases continues to rise in Tulsa. We are still holding classes on campus and employees are required to work in the office, unless they fall under the Covid guidelines to be quarantined.

We have opened up some of our drug testing requirements. New employees are required to have a drug test upon hire and we are testing student externs for medical sites. We are testing post-accident and reasonable believe only at this time.

We have suspended all random and companywide testing for the remainder of this year.

Institutional Signatures:

*Brenda Knopf*

Human Resources Director

09/03/2020

Date

*Raye Manning*

President

09/03/2020

Date