

## VA DRUG-FREE WORKPLACE PROGRAM

- 1. REASON FOR ISSUE:** This handbook provides departmental procedures for our Drug-Free Workplace Program, and collection of urine specimens for drug testing, transportation of specimens to the testing laboratory, and submission of blind samples for the purpose of quality control.
- 2. SUMMARY OF CONTENTS/MAJOR CHANGES:** This handbook contains policy on the VA Drug Free Workplace Program. These changes to Appendix A of Part I of this handbook clarify the relationship being carrying a firearm and Testing Designated Positions. The changes will be incorporated into the electronic version of VA Handbook 5383 that is maintained on the [Office of Human Resources Management and Labor Relations Web site](#).
- 3. RESPONSIBLE OFFICE:** The Employee Relations and Performance Management Service (051), Office of the Deputy Secretary for Human Resources Management and Labor Relations.
- 4. RELATED DIRECTIVE:** VA Directive 5383, VA Drug-Free Workplace Program.
- 5. RESCISSIONS:** None.

**CERTIFIED BY:**

**BY DIRECTION OF THE SECRETARY  
OF VETERANS AFFAIRS**

/s/Robert T. Howard  
Senior Advisor to the Deputy Secretary  
Supervisor, Office of Information and  
Technology

/s/R. Allen Pittman  
Assistant Secretary for  
Human Resources and Administration

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**APPENDIX A. TESTING DESIGNATED POSITIONS**

1. In accordance with criteria contained in Executive Order 12564, positions listed in this appendix have been determined as "sensitive" for drug testing purposes. VA employees in these positions will be designated as subject to drug testing.

2. Section 1 lists positions which the Secretary has determined involve law enforcement, national security, the protection of life and property public health or safety, or other functions requiring a high degree of trust and confidence. All positions in the occupations listed are covered by the random drug testing program.

3. Section 2 lists Presidential Appointees in VA, whose positions, according to Executive Order 12564, will be designated as sensitive.

4. Section 3 lists additional positions which have been identified as being subject to random testing because they have been designated as Special/Critical Sensitive under 5 C.F.R. 732.201. Only those positions which have the sensitivity level shown are included for random testing.

*Note: the position statements which outline the reasons that the positions are designated for testing are available for review in local VA Human Resources Management offices.*

**Section 1.** The following lists positions which are subject to drug testing because they involve law enforcement, national security, or the protection of life and property, public health or safety. For ease of reference, the listing has been divided into parts as follows:

- a. VHA positions authorized under Title 38, U.S.C., Chapters 73 and 74;
- b. General Schedule occupations (also includes positions in Title 38, U.S.C., Sec. 7401(3));
- c. Federal Wage System occupations; and
- d. Key management positions
- [e. Employees that carry firearms on a daily or regular basis.]

**Section 1a. VHA Positions Authorized Under Title 38 U.S.C., Chapters 73 and 74**

<u>Series</u>	<u>Title(s)</u>
601	Expanded-Function Dental Auxiliary (EFDA) (Dental Assistant or Dental Hygienist)
602	Physician (includes residents, osteopaths, clinical investigators, medical investigators, and research associates)
603	Physician Assistant
604	Chiropractor
605	Nurse Anesthetist
610	Registered Nurse
668	Podiatrist
680	Dentist (includes residents and medical investigators)

**PART I**  
**APPENDIX A**

**Section 1b. General Schedule Occupations** (This section includes positions listed in Title 38 U.S.C., Sec. 7401(3))

<u>Series</u>	<u>Title(s)</u>
GS-081	Firefighter/Fire Protector
GS-083	Police Officer/Detective
GS-085	Guard
GS-101	Coordinator, Alcohol/Drug Treatment Program
GS-101/102	Readjustment Counseling Manager/Specialist/Technician/Assistant/Addiction Specialist
GS-180	Psychologist
GS-401	Hematologist, Histologist, Biologist, Research Biologist
GS-403	Microbiologist/Research Microbiologist
GS-405	Pharmacologist/Toxicologist
GS-601	Histotechnologist, Cytotechnologist
GS-601	Nuclear Medicine Technologist
GS-601	Registered Respiratory Therapist
GS-610	Occupational Health Nurse
GS-620	Licensed Practical Nurse
GS-621	Nursing Assistant
GS-622	Medical Supply Technician/Aid
GS-633	Physical Therapist
GS-640	Certified Respiratory Therapy Technician
GS-640	Health Technician
GS-642	Nuclear Medicine Technician
GS-644	Medical Technologist
GS-645	Medical Technician
GS-646	Histopathology/Cytology/Pathology Technician
GS-647	Diagnostic Radiologic Technologist/Technician
GS-648	Therapeutic Radiologic Technologist/Technician
GS-649	Cardiac Catheterization Technician
GS-649	Electrocardiograph Technician
GS-649	Electroencephalograph Technician
GS-649	Heart-Lung Machine Technician
GS-649	Hemodialysis Technician
GS-649	Hyperbaric Chamber Technician
GS-649	Medical Machine Aid
GS-649	Medical Machine Technician
GS-649	Pulmonary Function Technician
GS-651	Respiratory Therapist
GS-660	Pharmacist
GS-661	Pharmacy Technician
GS-681	Dental Assistant
GS-682	Dental Hygienist
[GS-1811	Criminal Investigators]
GS-802	Biomedical Engineering Technician

GS-858 Clinical/Biomedical Engineer  
GS-1306 Health Physicist  
GS-1320 Chemist

**Section 1c. Federal Wage System Occupations**

<u>Series</u>	<u>Title(s)</u>
WG-4805	Medical Equipment Repairer
WG-5703	Motor Vehicle Operator
WG-5823	Automotive Mechanic

**Section 1d. Key Management Positions**

a. All Senior Executive Service (SES) Employees

b. The following positions are subject to drug testing only if the incumbent is required to have a top secret or secret security clearance and/or has direct patient care responsibilities (e.g., Chiefs, Nursing Service are included because Registered Nurses are subject to drug testing (see Section 1.a. of this Appendix)):

Non-SES Directors  
Associate Directors and Assistant Directors of all VA field facilities  
VHA Service Chiefs  
VBA Division Chiefs  
Regional Counsels  
GS-15 positions in VA Central Office

**[Section 1e. Employees That Carry Firearms**

Employees who carry firearms on a daily or regular basis are subject to drug testing. An employee is not subject to drug testing if he or she is authorized to carry a firearm, but does not carry one on a daily or regular basis.]

**Section 2. Presidential Appointees**

Presidential Appointees in VA are as follows (Note: in accordance with Executive Order 12564, these are drug testing designated positions):

Secretary  
Deputy Secretary  
Inspector General  
General Counsel  
Under Secretary for Health  
Under Secretary for Benefits  
Under Secretary for Memorial Affairs  
Chairman, Board of Veterans' Appeals

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**SEPTEMBER 13, 2006**

Assistant Secretary for Management  
Assistant Secretary for Policy and Planning  
Assistant Secretary for Human Resources and Administration  
Assistant Secretary for Public and Intergovernmental Affairs  
Assistant Secretary for Congressional Affairs