## INTERIOR BUSINESS CENTER



## **Human Resources**

# DRUG AND ALCOHOL TESTING SERVICES AND SUPPORT

A mix of administrative support and collection related services.

### WHAT WE OFFER

IBC provides a multi-functional drug and alcohol testing service in compliance with Executive Order 12564, regulated by the Department of Health and Human Services, and with the Omnibus Transportation Employee Testing Act of 1991, regulated by the Department of Transportation.

- All testing capability allowed under HHS and DOT regulations or guidelines.
- Access to drug and alcohol collection, laboratory, and Medical Review Officer vendor contracts.
- Solicitation, award, and daily maintenance of vendor contracts to provide specimen collection, laboratory analysis, and Medical Review Officer support.
- Specimen collection (pre-employment, random, reasonable suspicion/cause, post-accident, return to duty, follow-up collections) nationwide and internationally.
- Medical Review Officer drug test results.
- Centralized web-based database system to schedule and track tests with an Authority to Operate.
- Online resources including, but not limited to, training modules, newsletters, and FAQs.



#### **DRUG-FREE WORKPLACE** Program Management Services

IBC staff can manage or assist with every facet of the Drug-Free Workplace Program at your agency, from program management to the urine collections.

- Provide an array of drug testing program management services to meet individual federal agency's needs.
- Conduct specialized training.
- Execute random testing lists.
- Provide data or statistical analysis.
- Schedule pre-employment or other test types.

IBC is an OPM-certified payroll provider and federal shared service center for human resources. Our comprehensive and integrated HR support services meet or exceed all government requirements and federal payroll guidelines.

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