



## Christiana Care Monitoring Program Program Guidelines

**Title:** Toxicology Testing Exemptions

**Pages:** 2

**Initial Date:** 6/12/2019

**Revision Date:**

### **Guideline:**

1. A Participant may request a travel exemption from toxicology testing if all the following conditions have been met:
  - a. The request must be made at least two weeks prior to time requested. Testing requests not made prior to the two week timeframe may not be considered.
  - b. The participant must give CCMP the dates requested, and the city, state, and zip code of where the participant will be staying. CCMP may request a copy of the participant's itinerary or proof of travel.
  - c. The request must be for travel in an area where it is not possible to either call the interactive voice response system, access the website (<https://christianacaremonitoring.com>) or use the app and/or a collection site is not available within a 20 mile radius.
  - d. The participant must have a minimum of 9 months of compliance in a monitoring program. If the participant was in a **residential** treatment program 2 weeks prior to participant's entrance into the monitoring program, the time spent in the treatment program will be included in the 9-month calculation. **Other treatment modalities may be considered as part of the 9 month calculation if the treatment included random, observed toxicology testing.**
  - e. The participant must have a record of compliance with his/her Acknowledgement of Monitoring Requirements. A participant must have a minimum of nine months in the CCMP from the time of the closure of a **non-excused** report of non-compliance to be eligible to request a testing exemption.
  - f. All treatment providers must approve the participant's request, in addition to the participant's agreement monitor. If the agreement monitor has questions if the request meets the requirements of the Guidelines, the agreement monitor may review the case at the Agreement Monitors meeting or consult with a manager.
  - g. The participant will be required to have a toxicology test upon return from testing exemption.
2. A participant is able to use up to five testing exemption days per year, except in the first year of the program. For the first year, the participant may not request exemption days until the participant has been in the program and compliant for nine months. For the remaining three months of the



participant's first year in the program, the participant will be entitled to three exemption days. At the participant's annual review date, which is the anniversary of the date of full enrollment, the participant will be entitled five exemption days for the coming year. For participants who have previously planned longer vacations during the last three months of their first year, the requests may be reviewed by CCMP and approved Christiana Care Employee Health on a case by case basis.

3. If a testing exemption is not approved, then the standard vacation policy applies as follows:
  - a. The participant may travel to a location where the participant is able to call the Interactive Voice Response (IVR) or log on to the website or app on a daily basis.
  - b. The participant must make a request for collection sites at least two weeks in advance of the proposed travel.
  - c. The participant needs to give the monitoring program the dates of travel, and the city, state and zip code of where the participant will be staying.
  - d. Participant will need to take a paper Chain of Custody form to the collection site.
4. Requests in excess of five exemption days will require preauthorized approval by Christiana Care Employee Health.
5. Participants are subject to hair, nail, and/or blood testing on return from extended periods of testing exemption.
6. Collection sites are not available outside the United States.
7. The IVR, website and app are accessible from 5:00am Eastern Time -7:00pm Eastern Time. If any of these systems are contacted prior to 5:00am or after 7:00pm, the participant will NOT receive their individualized testing message; rather a message will inform each participant that they've contacted the system outside the hours of operation.