

 NORTHEAST OHIO MEDICAL UNIVERSITY	Policy No: 3349-AC-266
POLICY TITLE: Toxicology Screening Policy	EFFECTIVE DATE: January 1, 2023 REVISED: February 1, 2026
RESPONSIBLE DEPARTMENT: Student Services	APPROVING AUTHORITY: Provost

APPENDIX A

1. Toxicology Screening Procedures

- a. Student information including name, birthdate, email address, and last four digits of the social security number will be securely sent to the third-party screening services by NEOMED.
- b. The screening service will email each student individually with instructions to sign-in to their “Application Station” to create an account.
- c. A follow-up email to students from the screening service provides instructions for visiting a collection site. The screening service may enlist an outside entity to conduct the collections.
- d. Students must take to the testing site identification (driver’s license, passport, or birth certificate), the letter from the screening service and the student-specific account number that has been assigned by the screening service.
- e. Students must complete the urine testing at an approved screening site by the deadline date identified by NEOMED.
- f. If a clinical site requires a drug screen, the student is required to complete the testing. Requests to change a site assignment to avoid the testing will not be considered and could impact the on-time progression of a student if drug testing is not completed in a timely manner.