



Honolulu Waldorf High School Illegal Substance Testing Procedures

When students are required by the Honolulu Waldorf High School (HWHS) to undergo random drug testing, the procedures below must be followed:

1. Testing should be done at random, without the student's prior knowledge. Parents will be relied upon to ensure validity of the testing. Under some circumstances, HWS will determine at which time a test should be done. If a test is required by HWHS to be done at a specific time, a timeframe of 24 hours will be provided within which testing must be completed and results submitted to the school as soon as possible.
2. Results of drug tests must be documented and submitted to HWHS in written form. The written report document received from the lab after testing will suffice. The written report must contain the following information: Name of testing facility, facility contact information, name of medical review officer interpreting results, date of testing, list of substances screened for, results of screening (positive or negative), chain of custody information, verification that sample was not adulterated or substituted (provided by testing facility).
3. Drug testing is to be done only at HWHS approved facilities. Currently, the only approved facilities are those of either Diagnostic Laboratory Services, Inc., or Clinical Laboratories of Hawaii, LLP. Both companies have multiple locations on the island of O'ahu.

In case of suspected alcohol abuse, testing may be performed in house and on site.

4. Drug testing should be in the form of a multi-panel urinalysis.

All tests should: observe chain of custody precautions; test for the presence of adulterants; and verify legitimacy of sample provided. Tests done at home or by a family doctor (often referred to as 'clinical' tests) usually do not include these components and are therefore not sufficient. Acceptable tests are usually called "forensic," "workplace," or "private party" tests. Such costs are typically not covered by insurance plans and the cost must be borne by student and/or family. This is an additional consideration when deciding whether to agree to an enrollment or admission contract with the Honolulu Waldorf High School.