



CODE OF ETHICS AGREEMENT

Substance Abuse Professional (SAP)

Please initial each ethics statement to signify agreement and compliance forthwith:

_____ Will behave in a professional manner in communications with drug free workplace service agents, regulatory officials, and industry associations.

_____ Will provide the employer with required information relative to employee evaluations.

_____ Complies with DOT/ODAPC regulatory and record-keeping requirements.

_____ Will be well versed in addiction signs of controlled substances and alcohol abuse/misuse.

_____ Will provide employer with initial and follow-up face to face evaluations by way of written communication containing DOT required information.

_____ Will provide follow-up testing schedule only to the employer.

_____ Maintain the highest standards of practice and perform all professional functions with honesty and integrity.

_____ Handle confidential information received, as a result of employee assessments and keep information in a secure manner.

_____ Maintain professional practice standards and appropriate application of federal, state, or local regulations, statutes, or directives in providing employee assessments on behalf of employer.

_____ Demonstrate a commitment to the development and maintenance of professional competence and knowledge through comprehensive written standard operating procedures and staff training and evaluation.

_____ Respect program participants and their rights. Respect all stakeholders including all Service Agents, and refrain from unethical business practices.