

# Criminal Background Checks & Drug Free Workplace

PACE and BIO-MED Testing Services have developed two customized programs to assist members in developing and maintaining an effective drug-free workplace and conducting pre-employment screenings through criminal history background checks.

- Contact PACE Member Services at [memberservices@sdao.com](mailto:memberservices@sdao.com) or 800-285- 5461 with your name, district name, and email address to receive more information about the program.

## Drug Free Workplace Program

Whether your district has conducted drug and alcohol testing for years or is just now thinking of implementing a program, BIO-MED's staff can assist you in policy development, labor negotiations, education, and district specific procedures for drug and alcohol testing. Testing facilities are located throughout Oregon making it easy to send your employees and volunteers in for drug and/or alcohol testing. BIO-MED also has access to mobile testing services. This program is for both non-DOT staff (not required to carry a commercial drivers license) and for DOT staff (required to carry a commercial drivers license).

PACE member fees for the program are:

- Set up fee paid by PACE: \$50.00
- Non-DOT testing fee: \$35.00 – \$42.00
- DOT compliance testing fees are based upon the number of safety-sensitive positions your district has

PACE will pay for the first five drug or alcohol tests that your district conducts in a calendar year. BIO-MED will bill PACE for these five tests and then bill your district for any additional tests conducted each year.

## Criminal History Background Check Program

This program is for national criminal history background checks and can be used for both employees and volunteers. Background checks can be accessed through BIO- MED on the internet or by fax. Inquiry results will be returned the same day. BIO-MED also has materials and information that will help your district be compliant while conducting background checks.

Background checks are conducted from a national database that collects information from:

- State Administrative Office of the Courts (AOCs)
- Departments of Correction (DOCs)
- Probation, Parole and Community Service Records
- State Court Repositories
- County Court Records
- Traffic Court Records
- State Level Sex Offender Registries

PACE member fees for the program are:

- \$32.00 per background check

PACE will pay for the first five criminal history background checks that your district conducts in a calendar year. BIO-MED will bill PACE for these five checks and then bill your district for any additional checks conducted each year.