

Drug Testing/Pre-Employment, Post-Offer Medical Examination Applicant Information

Congratulations! If you are receiving this information, that means you have been given a conditional offer of employment to work for the Missouri Department of Transportation (MoDOT).

As part of our pre-employment screening process, the department requires that **all applicants** complete a drug test, and all applicants for physically demanding, safety sensitive positions complete a pre-employment/post-offer medical examination.

Drug Testing: It is the intent of MoDOT to provide a drug-free workplace to protect the health and safety of employees and the general public. All applicants offered employment with the department must successfully pass a urine specimen drug test, given at the department's expense. Applicants who fail the drug test, or applicants who refuse to be tested or fail to report for a drug test, will not be considered again for employment with the department.

Pre-Employment, Post-Offer Medical Examination: Applicants offered employment in a physically demanding, safety sensitive position with MoDOT are required to submit to a medical examination at the department's expense, to determine if they are able to perform all essential job duties, with or without reasonable accommodation. The type of physical you are given will depend upon the job for which you are being hired.

If you are being hired to perform work that is physically demanding, you will be given a medical physical exam and a work simulation exam or a baseline range of motion. The work simulation exam is performed by a physical therapist, occupational therapist, or physical therapy assistant and requires an individual to perform tasks that measure strength, conditioning, and the ability to perform the physical demands of the essential work tasks of the job.

The tests will be similar to activities you would be asked to perform on the job. For example, you will be asked to lift items or perform certain movements that would be required for your job.

What do I need to know to be prepared to take the drug test and pre-employment, post offer physical?

- **Dress comfortably for the examination.** It is best that you wear clothing that is loose and comfortable when taking the examination. Wear tennis shoes or work boots.
- **Allow plenty of time for the examination.** Overall, it takes approximately 15 minutes for the drug test, 45 minutes for the medical physical and about 1 hour for the work simulation.
- **Be sure to bring picture identification.** For purposes of taking the drug test, you will be required to show picture identification so the examiner can verify your identity.
- **Get plenty of rest.** Get plenty of rest the night before and if asked to perform work simulation tasks, do your best during the examination. This assessment provides the department with an analysis of your ability to safely perform the work required for the job for which you have applied.
- **The results of the exam are confidential.** The results of the drug test and pre-employment, post-offer medical examination are kept confidential. Only a few key individuals have access to the information in order to make informed employment decisions.
- **Be honest on your medical history form.** It is critical that you are open and honest on information shared with our medical provider. Our goal is to make sure we are hiring individuals that can safely perform the work required. We are looking out for your best interest as well as that of the driving public. Dishonesty may be grounds for withdrawing our conditional offer of employment or releasing you from employment if discovered at a later time.