Substance Abuse Management and Program Compliance (FT00465 -A)

The Florida Department of Transportation and the Florida Substance Abuse Management Oversight and Technical Assistance Program administered by the USF Center for Urban Transportation Research will present the **Substance Abuse Management and Program Compliance (FT00465 -A)** in Tampa, Florida.

Date & Time

January 26-28, 2027 | 8:30am – 4:30pm, daily

Host Agency/Training Location

USF Center for Urban Transportation Research
3808 USF Alumni Drive | Room 102
Tampa, FL 33620

Course Description

This course is designed to provide the participant with the knowledge to evaluate and self-assess their agency's drug and alcohol testing program compliance with FTA regulations and industry best-practices. The course involves lecture, videos, Q&A sessions with expert instructors, and peer information sharing. This course promotes a better understanding of FTA substance abuse compliance regulations and their application to transit agency policies and procedures.

Course Elements

- Legislative-regulatory requirements for 49 CFR Part 655 and 49 CFR Part 40
- Categories of safety-sensitive testing types: pre-employment, reasonable suspicion, post-accident, random, return to duty, follow-up, checklist review, and action plan
- Testing procedures
- Urine specimen collection procedures
- Drug testing laboratory regulations and procedures
- Medical Review Officer (MRO) procedures
- Procedures for Substance Abuse Profession (SAP) referrals
- Contractor and service agent oversight, checklist review, and action plan
- Alcohol testing procedures, breath test, saliva test
- Recordkeeping requirements, reporting procedures, and confidentiality/information disclosure procedures
- The FTA audit process and common deficiencies found by auditors
- Training requirements, safety-sensitive employees, supervisors' reasonable suspicion
- FTA voluntary Prescription (Rx) and Over-the-Counter (OTC) program updates
- General review of transit agency minimum policy content requirements
- Instructor-led Q&A and group discussions, pretest, final exam

Who Should Attend

Human Resource Managers, Safety Managers, State DOT Representatives (SSO), Third-Party Administrators, Substance Abuse Professionals, Drug & Alcohol Program Managers, Designated Employer Representatives, individuals responsible for the oversight of contractor testing program compliance, safety officers and trainers, contractor's drug and alcohol program managers, agency's drug and alcohol testing program services agents (such as collectors, alcohol test technicians, TPA, MRO, SAP).

Fees

There are no fees to attend this course for current employees of a Florida public transit agency and who meet criteria identified in the Transit Training Policies and Procedures.

Registration Deadline is January 15, 2027

The Florida Transit Safety and Operations Network and Florida Rural Transit Assistance Program websites provide information about transit training opportunities, conferences, and special events. For questions regarding this training course, please email Molly Buffington. For LMS questions or technical assistance, please Stephanie Lewis.

How to Register

All registrations must be made through the Florida Department of Transportation's Office of Freight, Logistics, and Passengers Operations Transportation Learning Management System. This online registration and learning management system (LMS) provides Florida's public transportation professionals a portal to manage their professional development.

Transportation Learning manages training for you by keeping an educational transcript of all new courses that you complete, and a retrievable record is maintained so you may access (with a user id and password) Certificates of Completion, Certificates of Participation, retrieve course materials, etc. Florida's public transportation professionals may set up a unique user id and password to register online for upcoming transit training courses, including e-learning courses. Follow the instructions below to login or to register for the training course.

Go to Transportation Learning

Unsure if you have an account? Use the "Forgot Password" link to look up your account information using either your work/personal email address or username. If you cannot locate your account information, please contact Stephanie Lewis at (813) 974-1123 before setting up a new account.

Returning Users: *(**DO NOT** use the enrollment key ID.)*

- If you are a ***returning user***, type your username and password.
- Select "Forgot Password" to look up your account by either an email address or username.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
    - Find the course select **"Enroll"**
    - Select **"View"**
    - Review the Terms & Conditions and select **"I Agree"**
    - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
- Once enrolled the course will appear under new **"My Courses."**

IMPORTANT: You may use your personal or business email address. If you create multiple accounts you will not be able to view a complete record of your training history. In some instances, this may require you to retake or restart a training course.

New Users Only:

- If you are a ***new user***, select the **"Sign Up"** button.
- In the **"Key Name"** field enter: **fltat**
- Select the **"Sign Up"** button
- Begin by entering the requested information, as well as creating a unique username and password.
- Confirm your new username and password. A copy will also be sent to your registered email.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
    - Find the course select **"Enroll"**
    - Select **"View"**
    - Review the Terms & Conditions and select **"I Agree"**
    - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
    - Once enrolled the course will appear under new **"My Courses."**

USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at a minimum of ten (10) working days in advance to the training session.

Confirmation

All participants must have permission from their transit system's operations manager to attend this course. A logistical email confirmation from the LMS will be forwarded to each registrant with class information, travel and hotel information after your registration has been approved by your supervisor.

NOTE: There are no travel reimbursement opportunities available for this course. All travel and lodging expenses are that of the traveler or their agency.