

# Post-Accident and/or Unsafe Practice Test Guide

## Testing Criteria

Prior to the Supervisor or, in the absence of a Supervisor, a Responsible Official taking the below steps to request a Post-Accident or Unsafe Practice Test, he/she shall ensure one of the below testing criteria is met.

In accordance with the [NASA Procedural Requirements \(NPR\) 3792.1, Plan for a Drug-Free Workplace](#), a NASA Federal employee may be tested when his/her actions are reasonably suspected of having caused or contributed to an accident that meets one of the following criteria:

- Accident results in a death or personal injury requiring immediate hospitalization.
- Accident results in damage to Government or private property estimated to exceed \$10,000.

## How to Request a Post-Accident or Unsafe Practice Test

1. Contact the NSSC Customer Contact Center by phone at 1-877-677-2123 or by e-mail at [nssc-contactcenter@nasa.gov](mailto:nssc-contactcenter@nasa.gov).
2. Inform the Representative that you are requesting a Post-Accident or Unsafe Practice Test.
3. Provide the NSSC Drug Testing Team Member the following information on the NASA employee(s) to be tested:
  - Number of NASA employee(s) to be tested
  - Location of the Center's Physical Address
  - Gate and Physical Address the Collector should enter
  - Security Phone Number for the Gate the Collector should enter
  - Name of Escort to take the Collector from the Security Gate to the Collection site
  - Provide a phone number of the Escort if you are not the contact taking the Collector from the Security Gate to the Collection site

**Please Note:** As soon as possible, the Center Drug Program Coordinator or Supervisor should provide documentation to the NSSC Drug Testing Team containing the below information. This documentation should be sent encrypted via e-mail at [nssc@nasa.gov](mailto:nssc@nasa.gov) to the attention of the NSSC Drug Testing Team.

- Employee(s) Involved in Incident
- Date/Time and Description of Incident
- Source(s) of Information
- Identify which Testing Criteria is met in the aforementioned Testing Criteria section
- In accordance with the NPR 3792.1, Plan for a Drug-Free Workplace, provide proof of concurrence of the Center Director or Center Director Designee