

Walker, David

From: Sean Oswald <soswald@rlsandassoc.com>
Sent: Thursday, March 05, 2015 1:30 PM
To: Tonya Reed
Cc: Walker, David; Steele, Justin; Seech, Dave; Claire Helmers
Subject: Ohio DOT Drug & Alcohol Technical Assistance Review - Logan County/RTC Industries, Inc.
Attachments: Logan County RTC Industries_Deficiency_Report_3.2.2015.pdf; Zero Tolerance Policy--RTC Adopted 06-02-14_RLS REVISIONS 3.5.2015.doc; COMBINED SAMPLE FORMS.pdf; Zero Tolerance Policy--RTC Adopted 06-02-14_RLS REVISIONS 3.5.2015.pdf

Hi Tanya,

1) Attached is the formal follow-up report (Logan County_RTC Industries_Deficiency_Report_3.2.2015) summarizing my findings and required action items from the Drug and Alcohol Technical Assistance Review (TAR) of RTC Industries and your collection site, Corporate Health Services, conducted on March 2, 2015. Please read this letter for an explanation of the required follow-up actions. Attached is also a copy of RTC Industries' Drug & Alcohol Policy; I have made revisions to the policy and my revisions have been tracked for your review and implementation. Also attached are soft copies of all the technical assistance forms and resources I mentioned and/or utilized as part of the TAR.

2) With follow-up technical assistance provided, you will have an initial 60-day response period to address the findings and send the required corrective actions to RLS. **Therefore, the initial completion date to respond to all items is May 5, 2015.** Please send all corrective action items to Sean K. Oswald at RLS. When at all possible, provide these items to Mr. Oswald via email at soswald@rlsandassoc.com. If you are unable to send items via email, hard copies can be sent to 3131 S. Dixie Hwy, Suite 545, Dayton, Ohio 45439.

3) The burden of compliance for both you and your applicable service agents ultimately lands on RTC Industries as the employer. You must be attentive and persistent in the proper management of the substance abuse program and all service agents. The US Department of Transportation's number one priority is the safety of our transportation network. A cornerstone of that priority is ensuring covered providers employ operators who are 100 percent drug and alcohol free. A fully compliant FTA drug and alcohol program is key in accomplishing that goal.

I understand that our review has placed upon all involved an additional management effort that will entail a great deal of time and planning. I appreciate your cooperation, patience, and hospitality thus far and look forward to providing any needed technical follow-up assistance.

Respectfully,

Sean K. Oswald
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