

E Illegal Drug Use Statement Provided by the Participant

REVISION 13

(07/01/10 –09/30/10)

When the completed Illegal Drug Use Statement is provided complete all of the following actions:

- Review the responses to all questions on the Illegal Drug Use Statement.
- When all questions are answered and all responses are NO, complete the following:

Document the case file with the date the Illegal Drug Use Statement was received and all responses were marked NO.

Complete the CA eligibility determination for the budgetary unit.

- When any question is answered with a YES response complete the following:

Refer the participant for a drug test. (See [Drug Test Referral Procedures](#))

Document the case file with the date the Illegal Drug Use Statement was received and the date the participant was referred to Central Office for a drug test.

- When any question is unanswered, then consider the Illegal Drug Use Statement to be [not provided by the participant](#).

WARNING

When the Illegal Drug Use Statement form or notice is returned, the responses must be reviewed and all required follow up actions completed no later than two [workdays\(g\)](#) after receipt.