



Texas Department of Criminal Justice

Brad Livingston
Executive Director

LETTER OF SEPARATION DUE TO FAILURE TO HAVE A NEGATIVE DRUG TEST RESULT

Date: _____

To: _____ Month/Day of Birth: _____
(mm/dd)

RE: Separation of Employment Due to Failure to Have a Negative Drug Test Result

This correspondence is formal notice that you have not been cleared for continued employment with TDCJ and you are being separated from employment effective this date because of failure to have a negative drug test result. This failure is due to:

- A refusal to test.
- Not providing an adequate specimen.
- Specimen tampering.
- The results of your pre-assignment drug test were positive, and the medical review officer informed the TDCJ that:
 - You did not request a retest of your original specimen.
 - Your retest was positive.
 - There is no valid reason for the positive test results.

You are not eligible for any future employment with TDCJ.

TDCJ policy requires that we refer you to the Employee Assistance Program (EAP). Please be advised that contacting the EAP is optional. The EAP's phone number is 1-866-862-5927.

Sincerely,

(Title)

Our mission is to provide public safety, promote positive change in offender behavior, reintegrate offenders into society, and assist victims of crime.

P.O. Box 99
Huntsville, Texas 77342-0099
www.tdcj.state.tx.us