# Form 3: Emory University Employee and Agent Screening Statement **(based on 21 CFR 1301.90)**

Emory University requires that all employees who have access to controlled substances used in research as a part of their work duties complete the following questionnaire to ensure compliance with the federal regulations governing controlled substances found at 21 CFR Section 1301.90. The U.S. Drug Enforcement Agency (D.E.A.) requires the collection of this information to “fairly assess the likelihood of an employee committing a drug security breach.” The information collected on this form will only be used by Emory to assess an employee’s security risk with respect to working with controlled substances.

1. Question. Within the past five years, have you been convicted of a felony, or within the past two years, of any misdemeanor or are you presently formally charged with committing a criminal offense? (Do not include any traffic violations, juvenile offenses, or military convictions, except by general court-martial.)

\_\_\_\_Yes \_\_\_\_No

If the answer is yes, furnish details of conviction, offense, location, date and sentence.

1. Question. In the past three years, have you ever knowingly used any narcotics, amphetamines or barbiturates, other than those prescribed to you by a physician?

\_\_\_\_Yes \_\_\_\_No

If the answer is yes, provide details.

Statement of Employee:

If I have knowledge of drug diversion from Emory University (e.g., by a colleague, student, fellow employee, etc.), I agree that it is my obligation to report such information to a responsible security official of Emory University. This information will be treated as confidential, and Emory University shall take all reasonable steps to protect the confidentiality of the information and my identity, as the employee furnishing information. I understand that failure to report information of drug diversion will be considered in determining the feasibility of continuing to allow an employee to work in a drug security area.

Signature Date

Print Name

Statement of Registrant:

According to 21 CFR § 1301.76, The Registrant shall not employ, as an agent or employee who has access to controlled substances, any person who has been convicted of a felony offense relating to controlled substances or who, at any time, had an application for registration with the D.E.A. denied, had a D.E.A. registration revoked or has surrendered a D.E.A. registration for cause.

I, the Registrant, have verified with Human Resources that the employee listed here has had a criminal background check.

Date of Criminal Background Check

Signature of DEA Registrant Date

Print Name