COMMON EFFECTS OF DRUG USE AND ABUSE

WARNING SIGNS
Inappropriate laughter
Obscene language/gestures
Increased irritability
Defensive behavior
Hypersensitivity
Temper outbursts
Fighting with co-workers
Withdrawn attitude
Bizarre/uncontrollable actions

WORK ATTENDANCE
Lateness to work
Leaving work after lunch
Frequent call-ins
Takes extended weekends
Takes unauthorized days
Excessive sick days
Absence from work station

HOME BEHAVIORS
Missing money or objects
House supply of prescription drugs dwindling with no explanation
Increased time spent alone
Possession of drug paraphernalia

SOCIAL PROBLEMS
Family relationship deterioration
Frequent absence from home
Changing group of friends

WORK PERFORMANCE
Drop in productivity
Inconsistent daily work
Shortened attention span
Decreased ability to think clearly
Depreciated listening skills
Uncooperative/negative attitude

APPEARANCE
Inappropriate work attire
Physically unhealthy looking
Appears unclean or unwashed
Offensive body odor or breath

note: SOME DISEASES MAY MIMIC DRUG USE. THESE SYNDROMES INCLUDE DIABETES, EPILEPSY, TRAUMA, BRAIN DISEASES OR TUMORS, PARKINSON'S DISEASE, OTHER NEUROLOGICAL DISORDERS AND ALLERGIC REACTIONS. USE CAUTION WHEN CONFRONTING A SUSPICIOUS EMPLOYEE.
COMMON EFFECTS OF ALCOHOL USE AND ABUSE

STANDARD DRINK SIZES

CAN OF BEER
12 oz. of beer at 4% alcohol equals 0.48 oz. of pure alcohol

GLASS OF WINE
4 oz. of wine at 12% alcohol equals 0.48 ounces of pure alcohol

SHOT OF WHISKEY
1.25 oz. of hard liquor at 40% alcohol equals 0.50 oz. of pure alcohol

MOST COMMON SYMPTOMS

BREATH ODOR
this symptom alone is sufficient evidence for a Reasonable Suspicion Breath Alcohol Test
Possession of Alcohol

ALCOHOL POSSESSION
this is a clear piece of evidence showing alcohol use problems

THE FOUR S’S
Sleepiness, slurring, staggering, smell

BEHAVIOR CHANGE
Usual demeanor changes.
Example: shy person now aggressive

POOR FOCUS
Unable to concentrate, and/or easily confused and disoriented

ABSENTEEISM
Disappearing from work, sporadic work patterns

WARNING SIGNS
Depression and anxiety
Magnified emotions
Impaired motor functions
Acting uninhibited
Memory impairment
Flushed/reddened face
Increased sweating
Confusion/dizziness
Dehydration
Slow reaction times

safety issues: MORE THAN 40% OF FATAL HIGHWAY CRASHES ARE ALCOHOL RELATED. ALCOHOL ALONE IS A CONTRIBUTING FACTOR IN MORE THAN 10% OF ALL WORK-RELATED INJURIES.
THE PRODUCTIVITY OF AN ALCOHOLIC EMPLOYEE IS 25-50 PERCENT LOWER THAN NORMAL PRODUCTIVITY.

SOURCE: ODAPC
TESTING PROCEDURES
FTA PROGRAM

TITLE 49: TRANSPORTATION
PART 40: PROCEDURES FOR TRANSPORTATION
WORKPLACE DRUG AND ALCOHOL TESTING PROGRAMS
DOT DRUG AND ALCOHOL POLICY & COMPLIANCE OFFICE

WHO IS COVERED? A person who performs a revenue vehicle operation, revenue vehicle and equipment maintenance, revenue vehicle control or dispatch (optional), Commercial Drivers License non-revenue vehicle operation, or armed security duties.


ALCOHOL TEST TYPES: Pre-employment (optional), Random, Reasonable Suspicion, Post-Accident, Return-to-Duty, and Follow-Up.

DEFINITION OF ACCIDENT REQUIRING TESTING: Any accident involving a fatality requires testing. Testing following a non-fatal accident is discretionary: If the employer can show the employee's performance could not have contributed to the accident, no test is needed. Non-fatal accidents that may require testing must have disabling damage to any vehicle or immediate medical attention away from the scene to meet the testing threshold.

REASONABLE-SUSPICION DETERMINATION: One trained supervisor or company official can make the decision based upon specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the employee. If an employee refuses a test, or tests positive, they are immediately removed from the safety sensitive position and referred to a substance abuse professional.

PRE-DUTY ALCOHOL USE PROHIBITIONS: Four (4) hours prior to performance of duty.

ACTIONS FOR BACS 0.02 – 0.039: If the employer chooses to return the employee to covered service within 8 hours, the BAC re-test must be below 0.02.

EMPLOYEE TRAINING: Employer must provide education with display and distribution of informational materials and a community service hot-line telephone number, if available. One-hour of training on the effects and consequence of prohibited drug use on personal health, safety, and the work environment, and on the signs and symptoms that may indicate prohibited drug use. Distribution to each employee of the employer’s policy regarding the use of drugs and alcohol with signed receipt is mandatory.

SUPERVISOR TRAINING: One-hour of training is required on the specific, contemporaneous physical, behavioral, and performance indicators of probable drug use. One-hour of training is also required on the specific, contemporaneous physical, behavioral, and performance indicators of probable alcohol use.

FTA PROHIBITED DRUGS (DOT 5-PANEL SCREEN): Cocaine, Marijuana, PCP, Amphetamines, Opioids.

SEE REGULATIONS IN FULL AT: TRANSIT-SAFETY.VOLPE.DOT.GOV
DEFINED: Employee Assistance Programs (EAPs) are worksite based programs and/or resources designed to benefit both employers and employees. EAPs help businesses and organizations address productivity issues by helping employees identify and resolve personal concerns that affect job performance.

Benefits include:
- Decreased absenteeism
- Reduced accidents and fewer workers compensation claims
- Greater employee retention
- Fewer labor disputes
- Significantly reduced medical costs from early identification and treatment of individual mental health and substance use issues.

Dept. of Labor study reveals:
- For every dollar invested in an EAP, employers generally save between 5 and 16 dollars.
- 66 percent decline in absenteeism after alcohol abusers have been identified and treated.
- 75 percent reduction in inpatient alcohol and other drug abuse treatment costs.
- 33 percent decline in use of sickness benefits.
- 65 percent decline in work-related accidents.
- 30 percent decline in workers' comp. claims.

EAP services to individuals:
- Mental health-related services and referrals
- Drug and alcohol-related services and referrals
- Services and referrals related to personal issues
- Information on work/life support
- Wellness and health promotion services
- Work-related support

EAP services to organizations:
- Education on handling mental health, stress, and addictions in the workplace
- Addressing workplace violence
- Safety and emergency preparedness
- Difficult situation communication guidance
- Absence management
- Meeting needs of specific workers

Source: Department of Labor