



American Drug Testing

Drug-Free Workplace Programs

Volume 1

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(843) 747-4111

DRUG-FREE WORKPLACE ADVISOR

AN ONGOING SERIES TO PROTECT YOUR COMPANY BY HELPING TO KEEP DRUGS OUT OF YOUR WORK-

Recognizing Alcohol/Drug Problems

How do you recognize when a co-worker might have a problem with alcohol or drugs?

Although no one wants to believe that a co-worker has a problem with alcohol or drugs, there needs to be a willingness to acknowledge any evidence of a problem. Chances are everyone here knows or has encountered someone who either currently or in the past has had a problem with alcohol or drugs. Though some of the signs may vary by drug of choice, what is observed and experienced in interacting with such individuals is often very similar. Think of someone you've known and/or worked with who you suspect may have a substance problem or actually turned out to have a problem. What is it like for you to try and work with that person? How does it affect your ability to do your work or get the job done? What does it make you think or feel?

What are some signs both on

and off the job that someone may have a substance abuse problem?

"... Being unreliable such as not being where he or she should be when others must count on him or her."

Examples include:

- 1. Physical**
 - Chills
 - Smell of Alcohol
 - Sweating
 - Weight Loss
 - Physical deterioration
- 2. Emotional**
 - Increased aggression
 - Anxiety
 - Burnout
 - Denial
 - Depression
 - Paranoia
- 3. Behavioral**
 - Excessive talking
 - Impaired Coordination
 - Irritability
 - Lack of energy
 - Limited attention span
 - Poor motivation
- 4. Other**
 - Continual missed appointments
 - Excessive and unexplained absences or days off
 - Borrowing money

Specific signs of when substance use is becoming a safety hazard include:

- Creating mishaps, being careless and repeatedly making mistakes.
- Damaging equipment or property.
- Being involved in numerous accidents, regardless of whether that individual is the one who is injured.
- Displaying careless actions in the operation and maintenance of potentially hazardous materials or dangerous equipment.
- Being unreliable such as not being where he or she should be when others must count on him or her.
- Showing a lack of detail on performing routine job duties.
- Being unwilling to follow directions and being argumentative.
- Giving elaborate, increasingly unbelievable excuses for not doing the job or being where one is supposed to be.
- Being a slacker; not carrying one's load.
- Being unresponsive to usual cajoling. (*sometimes a coworker just needs a little "peer pressure" to come around, but won't respond to this if he/she is under the influence of a substance*)
- Taking unnecessary risks.
- Disregarding safety for

self and others.

Source: US Department of Labor
For additional information, see the "client area" at www.AmericanDrugTesting.net or call 843-747-4111.

Online Supervisor Training Program

Module: Drug-Free Workplace Training - Level 1: Introduction

- How to recognize workplace problems related to employee use of alcohol and other drugs.
- How to intervene in problem situations.
- How to identify workplace problems with alcohol and other drugs.
- How to protect employee confidentiality.
- How to refer to supervisor employees who have been referred to Assistance.
- How to avoid enabling and common supervisor traps.

Supervisors will learn:

- How to identify illegal drugs and drug paraphernalia
- The linkage between drug and alcohol problems and performance problems
- How to identify and investigate crisis situations
- How to recognize workplace problems related to employee use of alcohol and drugs
- How to avoid enabling and common supervisor traps



Exceeds requirements for supervisor training as outlined by the U.S. Department of Transportation.

Only \$129 per Person
Contact us at 843-747-4111

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