



American Drug Testing

Drug-Free Workplace Programs

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DRUG-FREE WORKPLACE ADVISOR

AN ONGOING SERIES TO PROTECT YOUR COMPANY BY HELPING TO KEEP DRUGS OUT OF YOUR WORKPLACE.

Components of a Drug-Free Workplace, Part I

Part I of a multi-part series.

Drug-free workplace programs can help employers create cost-effective, safe, and healthy workplaces. Early studies have indicated that successful drug-free workplace programs generally have at least five key components:

1. A written policy
2. Employee education
3. Supervisor training
4. An employee assistance program (EAP)
5. Drug testing

The demonstration program offered by the Small Business Administration under the Drug-Free Workplace Act of 1998 specified the following six components:

1. A clear written policy

“The size of the organization, the nature of the workforce, and the resources available all contribute to how the program is tailored.”

2. A minimum of 2 hours of training for all employees
3. Additional training for working parents
4. Drug testing by a certified institution
5. Access to an EAP
6. A continuing drug and alcohol abuse prevention program

Notable are the minimum of 2 hours of training for all employees (with additional training for working parents) and the need for prevention programs. There are other types of drug-free workplace programs that include these components along with others in their design. Variations consist

of using health and wellness programs (including alcohol and prescription drugs as a major prevention and early Intervention component) and providing ongoing interactive

Web sites (e.g., GetFit in the online Drug-Free Workplace Kit) for employee, supervisor, and provider education and training. Another way employees can enhance these general components is to adapt to changes in the modern workplace. Such changes can include more em-



employees telecommuting, the increasingly multigenerational nature of the workforce, and a culturally and linguistically diverse workforce. Successful drug-free workplace programs, in addition to having the five key components listed above, often provide access to diversified EAPs. SAMHSA’s National Registry of Evidence-based Programs and Practices (NREPP) identifies many well-researched drug-free workplace pro-

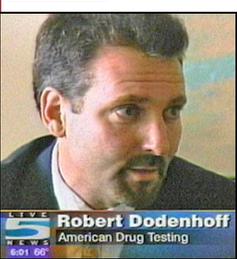
grams. NREPP programs and all components should be assessed when initiating or enhancing a drug-free workplace program. Drug-free workplace programs range from basic to

comprehensive. The size of the organization, the nature of the workforce, and the resources available all contribute to how the program is tailored. Conducting a needs assessment first will help employers determine which components are the most feasible and beneficial.

Source: SAMHSA (Substance Abuse Mental Health Services Administration) Coming in part II: Needs Assessments.

For more information about the elements in this article—or any drug testing needs—visit us at www.AmericanDrugTesting.net or call 843-747-4111.

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