

Substance Use Affecting the Workplace

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SUBSTANCE USE CAN IMPAIR A WORKPLACE



HOW TO TELL WHEN AN EMPLOYEE IS IMPAIRED:



Look for **changes in employee behavior**.
Positive and negative changes can both identify substance use at work.



APPROACHING AN EMPLOYEE:



Get employee out of an unsafe scenario

Take to a private, quiet place

Always have a third party

Have a casual conversation



LEAVE THE DIAGNOSES TO THE EXPERTS.



SUBSTANCE DEPENDENCE IS A DISABILITY AND SHOULD BE TREATED AS SUCH IN THE WORKPLACE.

WAYS TO IMPLEMENT A POLICY ON SUBSTANCE USE:

- ✓ **Address all substances.** Not just the 'obvious' ones.
- ✓ **Prevention measures** such as education and training is essential.
- ✓ **Using appropriate language,** substance USE rather than substance ABUSE as it is a neutral word and inclusive.
- ✓ **Identifying employees** as they return to work from a substance use problem, that they are fit-for-duty.
- ✓ **Consult an expert health professional,** those who have specialized in addiction and substance use.
- ✓ **Have a plan for relapse,** it is a normal part in substance use disorder.

POLICY RECOMMENDATIONS:

- 1** **Everyone is at risk** without a comprehensive policy
- 2** **Address impairment of all types**
- 3** **Education and prevention**
- 4** **Balance needs** of employer and employee
- 5** **Involve everyone** in policy development
- 6** **Monitor** organizational culture
- 7** **Evaluate** policy effectiveness



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