



Drug & Alcohol Awareness

Fort Carson Employee Assistance Program

Employee Training

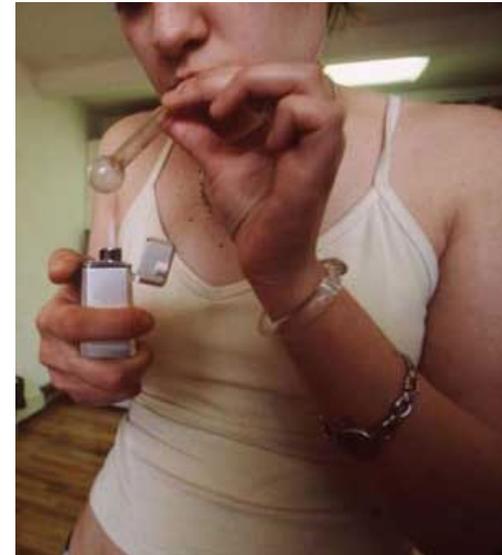




Outline

*Fort Carson Employee
Assistance Program*

1. Objectives & Overview
2. Impact of substance abuse
3. Understanding Substance Abuse & Addiction
4. Signs and symptoms of substance abuse





Outline

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5. Family and coworker impact
6. Assistance
7. Confidentiality
8. Specific drugs of abuse



Drug & Alcohol Awareness

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Objectives & Overview





Objectives

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Employees should understand:

- The requirements of the DFW policy
- The facts about alcohol & drug abuse
- The impact alcohol & drugs have on the workplace
- How to recognize the link between poor performance and alcohol/drug abuse
- The progression of addiction
- What types of assistance may be available



Drug-Free Workplace Policy

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On 15 September 1986, President Reagan signed Executive Order 12564 establishing the goal of a safe and drug-free federal workplace.

Requires that the workplace be free from:

- Illegal use of drugs and alcohol

- Possession of drugs and alcohol

- Distribution of controlled substances

Drug abuse testing for DA Civilian in safety/security positions



Drug-Free Workplace Policy

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Accomplishes two major things:

1. Sends a clear message that use of alcohol and drugs in the workplace is prohibited

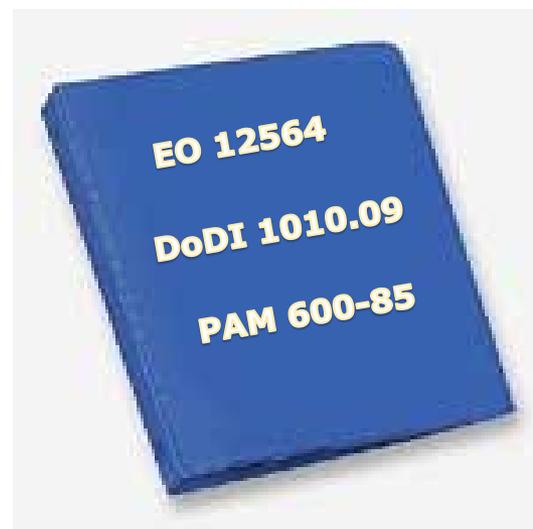


2. Encourages employees who have problems with alcohol and other drugs to voluntarily seek help

Drug Program

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- Comprehensive drug free workforce approach should include these components:
 - Policy
 - Supervisor training
 - Employee education
 - Employee assistance
 - Drug testing





Drug-Free Workplace Policy

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- Policy exists to:
 - Protect the health & safety of all employees, customers and the public
 - Safeguard governmental assets from theft and destruction
 - Protect security
 - Maintain product quality, Agency integrity & reputation
 - Comply with the Drug-Free Workplace Act (1988) and/or any other applicable laws



Drug-Free Workplace Policy

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- What are the consequences for violating the policy?
- Are there Return-to-Work Agreements?
- What type of assistance is available to employees?
- How is employee confidentiality protected?
- Who is responsible for enforcing the policy?
- How is the policy communicated to employees?



Drug-Free Workplace Policy

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Army Regulation:

- Army Regulation 600-85
The Army Substance Abuse Program
28 November 2016
- DoDI 1010.09
DoD Civilian Employee Drug-Free Workplace Program
22 June 2012
- Department of the Army
Pamphlet 600-85
Army Substance Abuse Program Civilian Services
15 October 2001
- Army Regulation 40-68
Medical Services Clinical Quality Management
22 May 2009



Drug-Free Workplace Policy

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Any civilian corps member found to be using illegal drugs while on duty may be subject to disciplinary action.

An employee who refuses to be tested, when so required, will be subject to the full range of disciplinary actions, including removal from federal service.

Attempts to alter or substitute the specimen or any other effort to subvert or tamper with the testing process will subject the employee to the full range of disciplinary actions, including removal from federal service.



Drug-Free Workplace Policy

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- Federal employees found to use illegal drugs will be referred to EAP
- If employee occupies a sensitive position, he/she will be immediately removed from that position
- Disciplinary action

Full range of disciplinary actions including removal from Federal service.



Drug-Free Workplace Policy

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Table of penalties for federal employees:

Unauthorized use of alcohol, drugs or controlled substances:

- First offense, written reprimand to 30 day suspension (removal if safety of persons or property is endangered)
- Second offense, 14 day suspension to removal.
- Third offense, removal.

Unauthorized use or possession of a controlled substance:

- First offense, 3 day suspension to removal.
- Second offense, removal



Drug-Free Workplace Policy

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Removal **can** be initiated for a Federal employee that:

- ✓ Refuses to obtain counseling or rehabilitation through an EAP.
- ✓ Does not thereafter refrain from using illegal drugs.



Drug-Free Workplace Policy

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“The use of illegal drugs, on or off duty, by Federal employees is inconsistent not only with the law-abiding behavior expected of all citizens, but also with the special trust placed in such employees as servants of the public;”

“Federal employees who use illegal drugs, on or off duty, tend to be less productive, less reliable, and prone to greater absenteeism than their fellow employees who do not use illegal drugs;”



Drug-Free Workplace Policy

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“The use of illegal drugs, on or off duty, by Federal employees impairs the efficiency of Federal departments and agencies, undermines public confidence in them, and makes it more difficult for other employees who do not use illegal drugs to perform their jobs effectively. The use of illegal drugs, on or off duty, by Federal employees also can pose a serious health and safety threat to members of the public and to other Federal employees;”

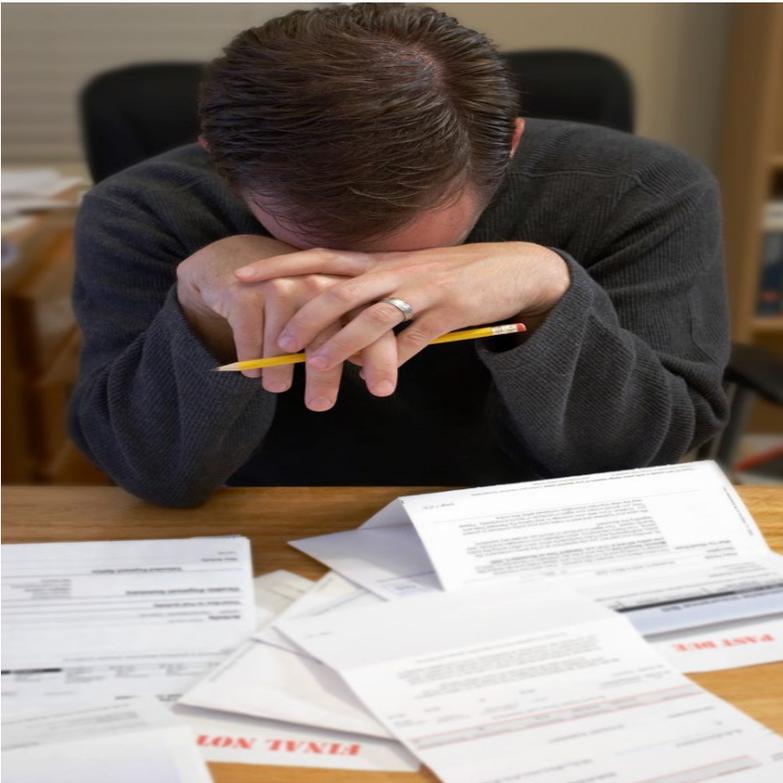
“The use of illegal drugs, on or off duty, by Federal employees in certain positions evidences less than the complete reliability, stability, and good judgment that is consistent with access to sensitive information and creates the possibility of coercion, influence, and irresponsible action under pressure that may pose a serious risk to national security, the public safety, and the effective enforcement of the law; ...”



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Impacts of Substance Abuse





Impacts of Substance Abuse

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Community Relations

Organizational Image

Safety

Morale

Decision Making

Security

Employee Health

Productivity





Why Use?

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Initially the first use may occur in a social setting where it is acceptable to utilize alcohol or drugs. Or it can be a prescribed medication by a doctor. But it is the initial use or exposure.

- Experimentation
- Social or Recreational
- Stress Reliever





Understanding Substance Abuse & Addiction





Abuse

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The use of a substance to modify or control mood or state of mind in a manner that is illegal or harmful to oneself or others.

Potential consequences of abuse include:

- Accidents or injuries
- Blackouts
- Legal problems
- Poor job performance
- Family problems
- Sexual behavior that increases the risk of HIV infection



Addiction

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The irresistible compulsion to use alcohol & other drugs despite consequences.

It is characterized by repeated failures to control use, increased tolerance and increased disruption in the family.



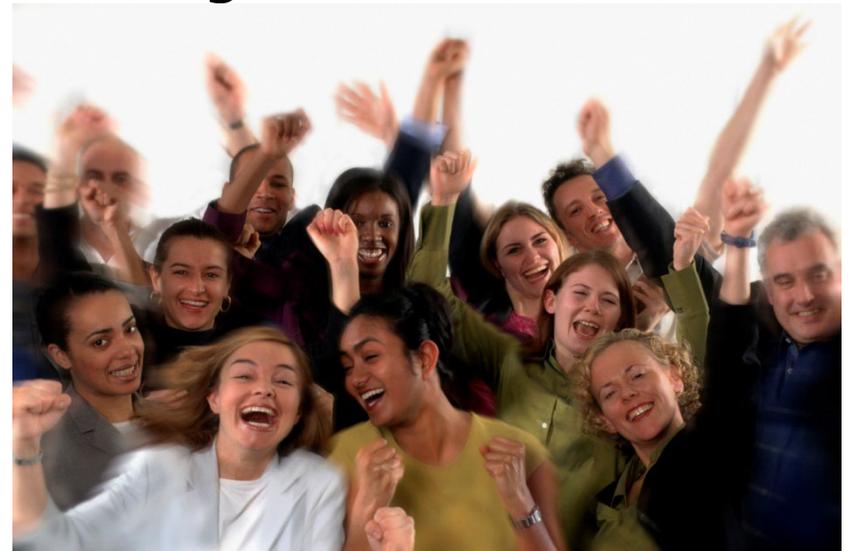
Understanding Addiction

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For *1 in 10 people*, abuse leads to addiction.

Addiction to alcohol and other drugs is:

Chronic
Progressive
Primary
Terminal



Characterized by denial

1 in 10 – Who?

Data from DOL: Working Partners for an Alcohol & Drug Free Workplace



Risk of Addiction:

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- Addiction is a family disease
 - Susceptible to developing problems w/addiction
 - Both a heredity and a learned behavior
- Prior abuse of alcohol and other drugs
 - Pattern of abuse can lead to addiction & psychological dependence
 - Slow or for some a rapid decline

Risk of Addiction:

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- Other contributing factors
 - Part of a self destructive lifestyle
 - Relief from depression or crisis in their lives
 - Some develop a serious problem before they realize it



Signs & Symptoms





General Signs

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- Abrupt changes in attendance, quality of work, and production
- Unusual outbreaks of temper
- Changes in their mood
- Acting paranoid or confused
- Not taking responsibility for their actions
- Change in attitude
- Withdrawing from family & friends



Signs of Addiction

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Common performance problems may include:

- Poor attendance
 - Tardiness
 - Unexplained absences
 - Long lunches
- Co-workers or customer complaints
- Mistakes
- Missed deadlines





Substance Abuse

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When someone has an addiction or abuses alcohol and other drugs it affects themselves as well as other people around them:

- Emotionally
- Behaviorally
- Physically



Emotional Effects

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- Aggression
- Burnout
- Anxiety
- Depression
- Paranoia
- Denial



Behavioral Effects

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- Slow reaction time
- Impaired coordination
- Slowed or slurred speech
- Irritability





Behavioral Effects

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- Excessive talking
- Inability to sit still
- Limited attention span
- Poor motivation or lack of energy



Physical Effects

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- Weight loss
- Sweating
- Chills
- Smell of alcohol





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Family & Co-worker





Enabling

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Actions you take, that may protect the employee from the consequences of their behavior. Thus it helps the employee to NOT deal with the problem.

Examples of enabling:

- Covering Up
- Rationalizing
- Withdrawing/Avoiding
- Blaming
- Controlling
- Threatening



Family & Coworker Traps

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We can all fall into these traps without realizing what they are. Here are a few:

- Sympathy
- Excuses
- Apology
- Diversions
- Innocence
- Anger
- Pity
- Tears





Drug & Alcohol Awareness

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Assistance





Assistance

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Things to consider:

- Difficulty performing on the job can sometimes be caused by unrecognized personal problems; including addiction to alcohol and other drugs
- Help is available
- Although a supervisor may suspect that an employee's performance is poor because of personal problems, it is up to the employee to decide whether or not that is the case



Assistance

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- It is an employee's responsibility to decide whether or not to seek help
- Addiction is treatable and reversible
- An employee's decision to seek help is a private one and will not be made public

CONFIDENTIAL



EAP services

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- An Employee Assistance Program (EAP) can help employees decide what to do if they have a problem with alcohol or other drugs
- An EAP also can help an employee decide what to do if someone in his/her family or workgroup has a problem
- Conversations with an EAP are confidential



There is Help

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EAP services



- Talk to a supervisor
- Employee Assistance Programs
- Health care programs
- Outside agencies:
 - Community hotlines
 - Community mental health centers
 - Al-anon
 - Alateen
 - AA



Confidentiality



The confidentiality and disclosure of records is controlled by 42 USC 290dd-2; and 42 CFR Part 2. This is limited to the following:

**Identity
Diagnosis
Treatment
Prognosis**



Confidentiality

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- Problems will not be made public
- Conversations with an EAP professional - or other referral agent - are private and will be protected
- All information related to performance issues will be maintained in his/her personnel file
- Information about referral to treatment, however, will be kept separately

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Confidentiality

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- Information about treatment for addiction or mental illness is not a matter of public record and cannot be shared without a signed release from the employee
- If an employee chooses to tell coworkers about their private concerns, that is their decisions
- When an employee tells his/her supervisor something in confidence, supervisors are obligated to protect that disclosure



Confidentiality

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- EAP records are separate from personnel records and can be accessed only with a signed release from the employee
- EAP professionals are bound by a code of ethics to protect the confidentiality of the employees and family members that they serve
- There are clear limits on when and what information an EAP professional can share and with whom



Confidentiality

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- Disclosure of child abuse, elder abuse and serious threats of homicide or suicide as dictated by state law
- Reporting participation in an EAP to the referring supervisor
- Reporting the results of assessment and evaluation following a positive drug test



Confidentiality

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- Verifying medical information to authorize release time or satisfy fitness-for-duty concerns as specified in company policy
- Revealing medical information to the insurance company in order to qualify for coverage under a benefits plan





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Specific Drugs of Abuse





Drugs of Abuse

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- Alcohol
- Marijuana
- Inhalants
- Stimulants
- Depressants
- Narcotics
- Hallucinogens
- Designer Drugs
- Over the counter (OTC)

Alcohol

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- Dysfunctional Behavior
- Absenteeism (especially Mondays)
- Blackouts
- Loss of memory
- Fixated on drinking (both social & professional)
- Trouble with relationships
- Difficulty walking



Cannabis (Marijuana)

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- Other names Cannabis is referred to as: hashish and hashish oils
- The active ingredient is Tetrahydrocannabinol (THC)
- Marijuana and THC are psychologically addictive



Cannabis (Marijuana)

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Marijuana is the most commonly detected illicit substance in fatal car accidents.

- 25% of seriously injured drivers test positive for marijuana
- Marijuana doubles the risk of car accidents
- THC affects motor skills, coordination, concentration, attention, and judgment
- 77 Fatalities in Colorado in 2016 (THC only substance detected)
177 Fatalities in same year detecting THC and other substances



Inhalants

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Effects:

- Loss of muscle control
- Slurred speech
- Respiratory failure
- Cardiac arrest
- Number of other physical symptoms
- Brain & lung damage
- Can be fatal (even in small amounts)





Stimulants

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Signs & Symptoms:

- Increased heart rate
- Respiratory functioning
- Alertness
- Restlessness
- Agitation
- Decreased appetite
- Psychological dependency
- Physical dependency

Depressants

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- Frequent doctor trips for nervousness, anxiety, stress, etc...
- Acting drunk (without odor)
- Limited or no facial expression or animation
- Personality is flat
- Lacking energy
- Slurred speech





Narcotics

Signs & Symptoms:

- Acting lethargic or drowsy
- Track marks
- Slurred speech
- Constricted pupils/not reactive
- Redness & raw nostrils from inhalation





Narcotics

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More Signs & Symptoms:

- Frequent trips to doctors for pain medication
- Increase in frequency & amount of prescribed pain medication w/o doctor consent
- Sweating, vomiting, coughing & sniffing, twitching, loss of appetite



Hallucinogens

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LSD, Peyote, Psilocybin, Mushrooms, & PCP

Signs & Symptoms:

- ✓ Dilated pupils
- ✓ Heavy sweating
- ✓ Strong body odor
- ✓ Distorted senses
- ✓ Hallucinations
- ✓ Isolation/detached
- ✓ Changes in mood & behaviors
- ✓ Slurred speech
- ✓ Confusion
- ✓ Distorted view of themselves & time
- ✓ Self absorbed

Designer Drugs

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Common Drugs

- Ecstasy
- Adam
- Lovers Speed
- Special K
- Fantasy
- Nature's Quaalude



Effects:

- Physical
 - Hypertension, blurred vision, tremors, drooling, anorexia, impaired speech, paralysis, seizures, brain damage, death
- Psychological
 - Confusion, irritability, anxiety, emotional, irrational, depression, amnesia, violent behavior, insomnia

Bath Salts

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Signs & Symptoms:

- Agitation
- Extreme nervousness
- Fast heartbeat
- Increased blood pressure
- Tremors/shaking
- Vomiting
- Hallucinations
- Seizures



OTC Drugs

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- Both prescription and Over the Counter drugs (OTC) can affect workers in numerous ways, especially if a reaction or drug interaction occurs
- Hard to predict but could have the same symptoms as alcohol or drug use, however are caused by legal drugs
- Consider a policy on OTC drugs in the workplace based on the job description



Common OTC & Prescription

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- Opioids
- Topiramate
- Antihistamines
- Antidepressants
- Sedative hypnotics
- Anti-anxiety medications
- Skeletal muscle relaxants
- Anti-diabetic medications
- Cold medicines
- Allergy medications





A Safer, Drug-Free Workplace

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- Recognize the impact of alcohol and drug abuse on the workplace
- Understand and follow the Drug-Free Workplace Policy
- Remember the types of assistance available
- Utilize your Employee Assistance Program



Contact Information

Fort Carson Employee Assistance Program

Fort Carson Employee Assistance Program
1625 Ellis Street, Bldg. 1218, RM 212
Fort Carson, Colorado 80913



Army Substance Abuse Program

Accessing Services

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Monday – Thursday

By Appointment

719-526-2196

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