

## Signs and Symptoms



- Abrupt changes in attendance, quality of work, and productiveness
- 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

## Common Performance Problems



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

Need Help?

**Fort Carson Employee Assistance Program**

719-526-2196

## You can contribute to a Drug-free Workplace

### Fort Carson Employee Assistance Program



[Civilian Assistance Services](#)



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

The Drug-Free Workplace Act (1988) requires those who receive Federal Grants and Contractors to follow the same Drug-free Workplace policy.

### **A Drug-Free Policy exists to:**

- Protect the health & safety of all employees, customers and the public.
- Safeguard governmental assets from theft and destruction.
- Protect National Security.
- Maintain product quality, Agency integrity & reputation.
- Comply with the Drug-Free Workplace Act of 1988 (grantees and contractors) and/or any other applicable laws and regulations.

### **Department of Defense (DoD) and Department of Army (DA) Regulations and Instructions:**

- DoD Instruction 1010-09  
Civilian Drug-free Workplace Program  
22 June 2012
- DA PAM 600-85  
Army Substance Abuse Program  
Civilian Services  
15 October 2001
- Army Regulation 40-68  
Medical Services Clinical Quality Management

### **Disciplinary Actions**

- If employee occupies a sensitive position, s/he will be immediately removed from that position.
- A full range of disciplinary actions up to and including removal from Federal service may result.

### **The Fort Carson – Employee Assistance Program (EAP)**

- Can help employees decide what to do if they have a problem with alcohol or other drugs.
- Can help an employee decide what to do if someone in his/her family or workgroup has a problem.
- Can provide guidance to supervisors and coworkers for making referrals.
- Can provide confidential services as permitted by law and regulations to encourage seeking help.