

alcohol misuse @ work



One out of every 10 Canadian adults misuses alcohol or other drugs.

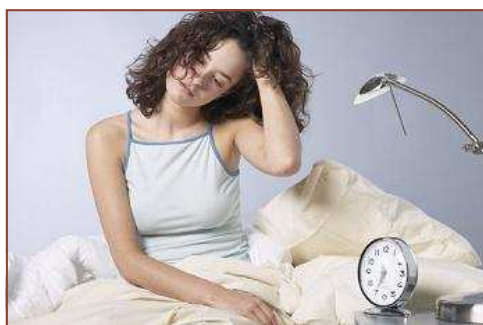


Alcohol and substance misuse causes lost productivity, less safe workplaces and increased conflict among staff. Absenteeism and injury rates are two to three times higher for a person that misuses alcohol and drugs than other employees.



So what signs might mean an employee has an alcohol or substance use problem?

- Inconsistent work quality
- Lowered productivity
- Increased absenteeism
- Disregard for safety
- Unexplained disappearances from job site
- Extended lunches, early departures
- More absences on Mondays and Fridays
- Frequent financial problems
- Complaints of family or relationship struggles
- Deterioration in personal appearance



What can your organization do to be proactive in dealing with issues of alcohol and substance misuse?

Offering support through an EAP program and treatment options can help save valuable employees and get them back on track.



Talk about it! Make sure that you **bring up the issues of alcohol and substance** in the workplace and **encourage employees to come forward** with concerns. Workers sometimes don't know how to deal with a co-worker that is obviously affected.

Host management training that uses a performance management approach. Documentation, regular meetings and setting goals can help monitor employees that you suspect have a problem, and support those that are recovering.

If you don't already have a policy on alcohol and substance use, develop one.

A policy will help you determine your organization's philosophy, approach and strategy to dealing with alcohol and substance in your workplace.

A recovering employee can be an asset!

They frequently are examples to others, often value the commitment of their company and can be a source of support to other employees with alcohol and substance use problems.

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