

A Drug-Free Workplace at Iowa State University

Creating a safe and healthy environment for
students and employees

Why is a Drug Free Workplace Important?

- Recent statistics from the Office of National Drug Control Policy reflect:
 - 74.6% of all illicit (illegal drugs, or prescription drug used non-medically) drug users are employed. That's 12.4 million people.
 - 80% of adult binge drinkers are employed. That's 40.8 million people.
 - 79% of adult heavy drinkers are employed. That's 12 million people.

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What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- Higher health care costs

Drug-abusing employees acquire 300% higher medical costs and benefits
(www.DrugFreeWorkplace.com)

What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- More accidents and injuries

Drug users have 3.6 as many accidents.
Up to 40% of industrial fatalities and 47% of industrial injuries are linked to alcohol.
(www.DrugFreeWorkplace.com)

What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- More Workers' Compensation claims and higher costs

Illicit drug users are five times more likely to file a Workers' Compensation claim. (www.DrugFreeWorkplace.com)

What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- Reduced productivity, more errors

Generally, a substance abuser will function at 67% capacity. (www.DrugFreeWorkplace.com)

What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- More absenteeism and tardiness

Employees using drugs are three times more likely to be late, and 2.5 times more likely to have absences of eight or more days. Collectively, substance abusers have an absentee rate of 30-35 days per year. (www.DrugFreeWorkplace.com)

What are the Risks and Costs of Employees who Abuse Alcohol or Drugs?

- Conflicts among co-workers
- Reduced Morale

Drug-Free Workplace Act of 1988

- All recipients of federal grants, and those with contracts of \$100,000, must provide a drug-free workplace.
 - Publishing a written policy
 - Establishing a drug-free awareness program
 - Making a good faith effort to maintain a drug-free environment

Drug-Free Workplace Act of 1988

- The Act requires that ISU notify the granting agency of any criminal drug convictions of employees in the workplace (or on university business)
- The Act requires that ISU take appropriate personnel action against employees convicted of a criminal drug offense in the workplace
- Risk of Non-compliance? Forfeiture of federal funds

ISU Employee Responsibility Under the Drug-Free Workplace Act

- Abide by ISU's and the Board of Regents drug-free workplace policies.
- Report any criminal drug conviction or a violation occurring in the workplace (or while on University business).

ISU Drug Free Workplace Policy

Drug Free Workplace Policy (excerpts)

“In keeping with the appropriate laws, regulations, and orders, unlawful manufacture, distribution, dispensing, possession, or use of illegal drugs or alcohol is prohibited in the workplace. Violation of this policy will result in appropriate disciplinary action, up to and including dismissal”

ISU Drug Free Workplace Policy

“It will be the responsibility of each employee to abide by the terms of this policy and notify the university of any criminal drug statute conviction not later than 5 days after such conviction.”

Board of Regents Policy Section 4.31

“All employees are expected and required to report to work in an appropriate mental and physical condition to carry out their responsibilities safely and effectively, absent any impairment because of use of controlled substances and alcohol.” (excerpt)

Ways That People Use Alcohol and Drugs

- Use (experimental, social/recreational, stress reliever)
- Abuse (modifying or controlling mood/state of mind – leads to accidents, blackouts, legal problems, performance problems, family problems)
- Addiction (for 1/10 people, abuse leads to addiction– irresistible compulsion to use despite consequences)

Signs and Symptoms of Abuse

- Emotional (aggression, anxiety, depression, paranoia, denial)
- Behavioral (impaired coordination or speech, poor motivation, lack of energy)
- Physical (weight loss, sweating, chills, smell of alcohol)

Remember Your Role!

- As a supervisor or a co-worker, your role is not to diagnose drug or alcohol problems, to provide counseling, or to have all the answers.
- You should, however, help maintain a safe and productive work environment.

Supervisor's Responsibilities

- Evaluate and discuss performance with employees
- Treat all employees fairly
- Do not ignore a problem – know how to address it in a sensitive and effective way.

Employee Assistance Program

- Available to employees who receive ISU benefits.
- EAP provides up to three (3) sessions per year with a professional counselor.
- Your counselor will help you identify and assess the extent of your problem, develop steps you can take to resolve it, and recommend professionals who can provide appropriate longer-term treatment if needed.
- <http://www.hrs.iastate.edu/eap/homepage.shtml>

Additional Resources

Employee Assistance Program	232-5811
EAP Toll Free	800-830-7009
Department of Public Safety	294-4428
University Human Resources	294-4800
Dean of Students Office	294-1020
Student Counseling Center	294-5056

IOWA STATE UNIVERSITY

University Human Resources

Questions?