

# TOOLBOX TALKS

## Recognizing and Addressing Substance Abuse

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### TOPIC: Recognizing and Addressing Substance Abuse

#### The Dangers

- Substance abuse on the job is an immediate hazard to the user and to co-workers
- Certain drugs can cause drowsiness, affect thinking ability, and impair motor skills and reaction time
- Substance abuse can lead to loss of job, family, friends, or even life

#### Red Flags

- Changes in behavior and/or work performance
- Increased absences, depression or anxiety
- Changes in personal appearance
- Any evidence of current substance abuse such as slurred speech and frequent stumbling

#### Knowledge is Power

- Ensure employees are aware of the company's policies and procedures regarding substance abuse
- Educate employees about substance abuse and its effects
- Offer training that will help employees recognize the symptoms of substance abuse
- Offer advanced training to supervisors

#### Assistance and Awareness

- Establish an employee assistance program
- Promote a zero tolerance policy
- Screen all new employees
- Implement random testing of all employees
- Enforce mandatory testing for all employees involved in accidents

Discussion Date: \_\_\_\_\_

Employee Participants:

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