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CAPE



DRUGS AND ALCOHOL

A Case Study

A Case Study

- ■ ■ ■
- **Why?**
- **Policy and Procedures**
- **Implementation**
- **Methods of Testing**
- **Practical Application**

Why?

- ■ ■ ■
- **Moral**
- **Economic**
- **Legal**

Legal

- ■ ■ ■
- **Legal Responsibilities**
 - **Safe place of work**
 - **Employee duties**
- **Criminal offence**
- **Foreseeable risk**

Who are the drug takers and alcohol misusers?

- ■ ■ ■
- All kinds of people are involved in drug misuse - they do not conform to any stereotype.
- Contrary to popular belief drug takers and alcohol misusers are in work, and not 'down and outs'.

Did you know?

- ■ ■ ■
- **90% of the workforce drink alcohol**
- **50% of males and 36% of females have consumed an illegal substance in their lifetime**
- **14% within the last month!**

UK workplace statistics

- ■ ■ ■
- **1 in 25 people in Britain are dependant on alcohol**
- **25% of accidents at work involve intoxicated workers**
- **Up to 14 million working days are lost each year due to alcohol related absences**
- **£2 billion is the cost to industry of alcohol/drugs related absenteeism and poor work performance**
- **35% of all accidents at work are directly related to drugs or alcohol**

Drug testing is a powerful deterrent


- ■ ■ ■
- 1980 - US navy found 47% of seamen under 26 admitted using cannabis within the previous month
- This reduced to 4% after implementation of urine drug testing
- Resulting in 'impressive improvements' in accident rates, work quality, discipline and morale

Other Benefits of a 'PRACTICAL' Drug and Alcohol Policy

- ■ ■ ■
- **Clear understanding of the rules**
- **Greater awareness = early recognition**
- **Necessary structures to deal with problems**

Policy

- Influence/Possession
- Zero tolerance
- Right to search
- Apply equally
- Circumstances for testing
- Refusal
- Declaration

CAPE Incorporating CAPE INDUSTRIAL SERVICES, CAPE EAST, R.B.HILTON INTEGRATED MANAGEMENT SYSTEM PROCEDURE MANUAL			
Reference 4/2	Drug and Alcohol Policy		
Drug and Alcohol Policy Statement			
In line with the Company Safety Policy and current legislation:			
<small>Health and Safety at Work etc. Act 1974 Management of Health and Safety at Work Regulation 1992 Misuse of Drugs Act 1971 Transport and Work Act 1992 Road Traffic Act 1988</small>			
The Company is committed to providing a safe and productive work environment with appropriate safeguards. For health, safety, moral and financial reasons the Company will enforce this policy.			
The Company will take in so far as it is reasonably practicable, action to prevent any substance abuse which increases the potential for accidents, ill health, absenteeism, sub-standard performance or which would otherwise adversely affect its employees or other persons.			
This policy shall equally apply to all employees – Directors, Management, Administration, Supervision, Operatives and Sub-contractors.			
In the context of this policy the following definitions apply:			
<small>Substance – Alcohol, illicit drugs, prescription drugs, over the counter medication, solvents or any other substance that when used can affect an individuals perception/actions.</small>			
<small>Abuse – the use of illegal drugs and the misuse, whether deliberate or unintentional, of prescribed drugs (and over the counter medication) and other substances such as solvents and alcohol.</small>			
The Company recognises that substance abuse can be a serious medical condition. The Company will provide employees with appropriate guidance and reasonable assistance to obtain the necessary treatment. In all cases this will be dealt with in strict confidence, subject to the requirements of the law.			
The Company will provide appropriate guidance and information to all employees relating to substance abuse.			
No employee of the Company shall abuse substances (as defined above), be above the specified alcohol limit, supply others with, or be in possession of any substance (other than prescription drugs and over the counter medication) whilst employed on Company business. Employees taking prescription or over the counter medication, which may affect performance at work, must notify their supervisor.			
The Company reserves the right to require all employees to undergo alcohol or drug screening tests and searches as laid down in specific Company procedures. Failure of or refusal to take any such test will render the employee subject to disciplinary action.			
The responsibilities for the implementation of this policy shall be defined in specific Company procedures.			
This policy will be regularly reviewed for its effectiveness in line with the Company Health and Safety Policy.			
			
Acting Managing Director			
Issue No. 5	Date of Issue 01/03/06	Approved By G Brown	Page 1 of 5
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<small>INTRANET CONTROLLED – PAPER COPIES NOT SUBJECT TO UPDATE</small>			

Circumstances for Testing

- ■ ■ ■
- **Pre-employment**
- **Random**
- **Sensitive work activity**
- **Post incident**
- **With cause**
- **Rehabilitation Check**
- **Client/site requirement**

Help and Assistance

- ■ ■ ■
- Declaration of drink/drug problem
- Confidential
- Provide advice/support
- Time off sick
- Interview & surveillance on return to work

Implementation

- ■ ■ ■
- **Developed policy/procedures**
- **Legal review**
- **Issued policy/procedures**
- **Provided education/training for workforce**
- **Obtained signed declaration**
- **Obtained test equipment**
- **Trained responsible persons to take samples**
- **3 month amnesty/advice and help**
- **Instigated testing**

Testing

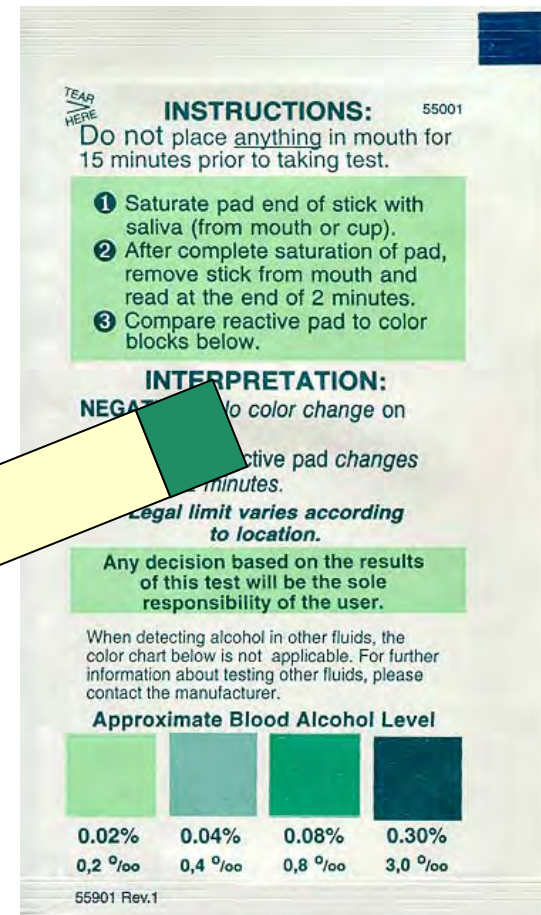
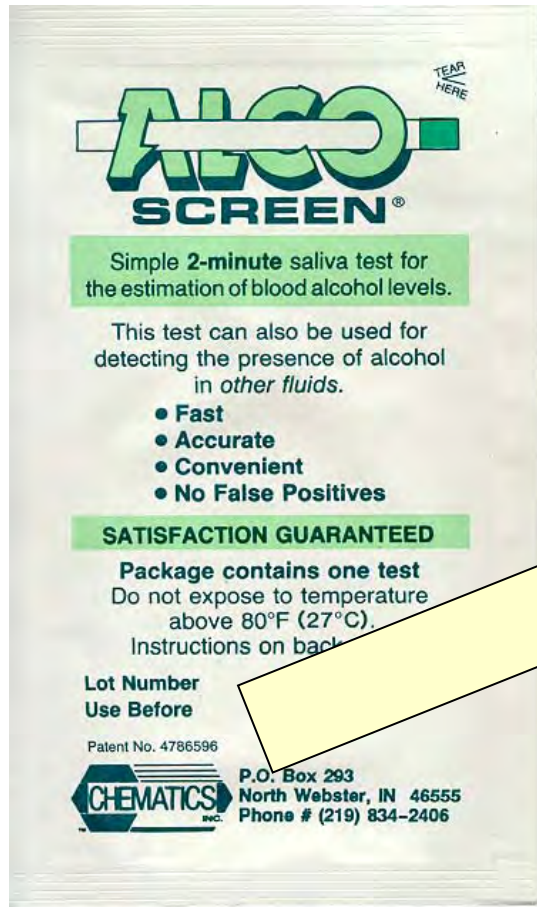


ALCOHOL

Alcometer



Alcoscreen



Testing



DRUGS

Urine Testing



Urine Testing



Urine Testing

Drug Screening Consent Form – Oral-screen

Donors Name: _____ Donors Ref No: _____

Date of Sample Collection: _____ Date of Test (if different): _____

List of any medication taken in the last 3 weeks (include reason): _____

Assessor's Name: _____ Position _____

Co-Assessor's Name: _____ Position _____

DONOR'S STATEMENT:

I hereby consent to the following screening test for the detection of drugs and/or their metabolites from a sample of my saliva. I am fully aware of the policy of Cape should a positive result be detected. I accept the interpretation of my test results by the Assessor and Co-Assessor, provided their interpretations match identically.

Signed: _____ Date: _____

TEST RESULTS:

Test start time: _____ (am/pm) Test read at: _____ (am/pm) (NB should be 15 minutes later)

Results in the test area are as follows: (please tick where lines form - regardless of intensity)

Assessor's Interpretation:

Co-Assessors Interpretation:

	Negative	Positive		Negative	Positive
Cannabis (THC)	Cannabis (THC)
Cocaine (COC)	Cocaine (COC)
Phencyclidine(PCP)	Phencyclidine(PCP)
Amphetamines (AMP)	Amphetamines (AMP)
Opiates (OPI)	Opiates (OPI)
Methamphetamines (MET)	Methamphetamines (MET)

For the test results to be valid, the control lines for any given drug must form. For the interpretation of the test results, the Assessor and Co-Assessor must agree on all results. Therefore, if both Assessors agree that all 4 lines have formed and the control line, the donor can be considered negative for the classes of drugs listed above. Where lines do not form, the patient is considered positive.

The donor was found negative YES/NO

The donor was found positive for the following drug(s) _____

(If positive, please photocopy the test device on to the reverse of this form)

Signed: _____ Signed: _____

Capeform 205B, Issue 1



Urine Testing



Urine Testing



Urine Testing



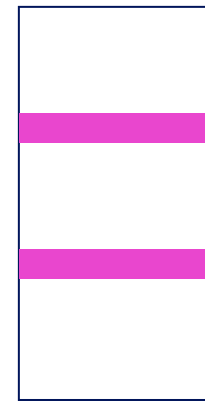
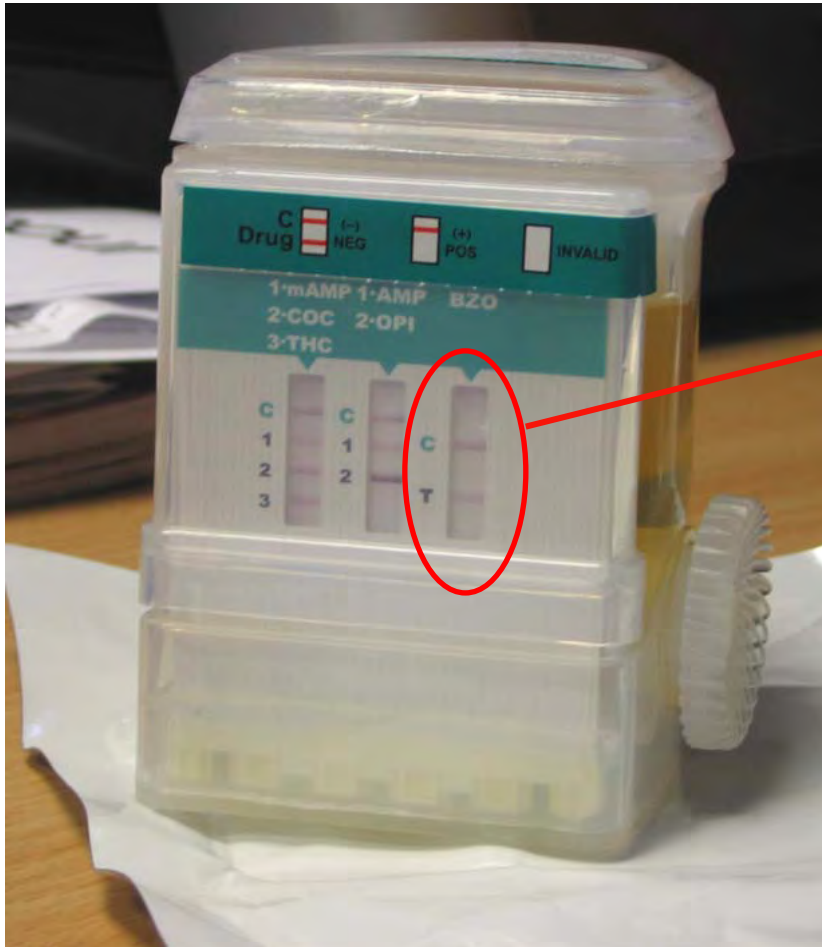
Urine Testing



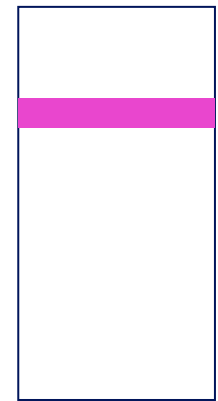
Urine Testing



Urine Testing



Negative



Positive

Laboratory Urine Analysis



Chain of
Custody Kit

Approximate detection times of some common drugs in urine

Drug detection period

- Alcohol
- Cannabis
- Amphetamines
- Cocaine
- Heroin
- Methadone
- M/amp (ecstasy)
- LSD

Approximately

- Up to 24 hours
- Up to 21 (90) days
- 1 - 6 days
- 1 - 5 days
- 1 - 5 days
- 1 - 3 days
- 1 - 6 days
- 1 - 2 days

Hair Sample

- ■ ■ ■
- Hair testing provides a 90 day window of drug abuse (each hair follicle has its own blood supply - illicit drugs enter the hair via the blood and become incorporated within the hair as it grows).
- Evasion proof testing (no substitute samples)
- Provides a larger window of drug abuse for pre-employment testing

Practical Application

- ■ ■ ■
- **Company Structure**
- **3000 to 4000 employees**
- **15 Business units**
- **Approx 170 sites**

Practical Application

- ■ ■ ■
 - **Industrial sites**
 - **Limited facilities**
 - **Shared Contractor Accommodation**
 - **Timing**
 - **Administration**
-

Practical Application

- ■ ■ ■
- Clients – cooperative/uncooperative?
- Pre-start tests – (Cape office)
 - Induction +Test



Practical Application

- ■ ■ ■
- **Positive result**
 - Re-sample
 - Chain of custody
 - Suspended pending results
 - Denial – (e.g. passive smoking)

- **'False' result**
 - Prescribed medication

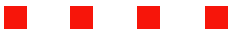
Practical Application

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- Declaration of drink/drug problems
 - Rehabilitation

- Benefits
 - Clear Message

Drugs and Alcohol



Questions please?