



- The Participant will define impairment
- The Participant will identify what elements should be included in a policy
- The Participant will identify the signs of impairment in the workplace
- The Participant will identify workplace tasks affected by impairment
- The Participant will relate workplace tasks to performed during practical exercises.

The image shows a slide with a dark, abstract, textured graphic on the left side. To the right of the graphic is a bulleted list of five items, each starting with a black dot. The text is in a standard sans-serif font.

## Handouts

- Copy of Power Point presentation
- For Cause Drug/Alcohol Testing Check List
- Reasonable Suspicion Determination Report
- OMAG Loss Bulletin
- Sample Testing Policy



## What is Impairment?

Impairment occurs when an employee is unable to safely perform their professional responsibilities and duties. Indicators of Impairment

	<ul style="list-style-type: none"> <li>• Statement of the purpose and objectives of the policy and program</li> <li>• Definition of impairment</li> <li>• Statement of who is covered by the policy and program</li> <li>• Statement of the employee's rights to confidentiality</li> <li>• A mechanism for employees to confidentially report when they have been prescribed a medication that may cause impairment or when they feel they might be otherwise impaired</li> <li>• Statement regarding if either medical/therapeutic or non-medical substances are allowed on the premises, or under what situation they would be allowed</li> </ul>	<ul style="list-style-type: none"> <li>• That arrangements have been made for employee education (e.g., general awareness)</li> <li>• That arrangements have been made for educating and training employees, supervisors and others in identifying impaired behavior and what steps will be taken if impairment is suspected</li> <li>• Provisions for assisting those with disability due to substance dependence</li> <li>• Processes for accommodation, and return to work/remain at work</li> <li>• If applicable, statement of under what circumstances substance testing will be conducted, as well as the criteria for testing and interpretation of test results</li> <li>• Provision for a hierarchy of disciplinary action</li> </ul>
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<p><b>Indicators of Impairment (Physical)</b></p>	<ul style="list-style-type: none"> <li>• Deterioration in appearance and/or personal hygiene</li> <li>• Unexplained bruises</li> <li>• Sweating</li> <li>• Complaints of headaches</li> <li>• Tremors</li> <li>• Diarrhea and vomiting</li> </ul>	<ul style="list-style-type: none"> <li>• Abdominal/muscle cramps</li> <li>• Restlessness</li> <li>• Frequent use of breath mints/gum/mouthwash</li> <li>• Odor of alcohol on breath</li> <li>• Slurred speech</li> <li>• Unsteady gait</li> </ul>
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### Indicators of Impairment (Psychosocial impacts)

- Family disharmony (how they speak of family members)
- Mood fluctuations (swinging from being extremely fatigued to 'perkiness' in a short period of time)
- Inappropriate verbal or emotional response
- Irritability
- Confusing or memory lapses
- Isolation from colleagues
- Lack of focus/concentration and forgetfulness
- Lying and/or providing implausible excuses for behavior

### Indicators of Impairment (Workplace performance and professional image)

- Calling in sick frequently
- Moving to a position where there is less visibility or supervision
- Arriving late for work, leaving early
- Extended breaks; sometimes without telling colleagues they are leaving
- Forgetfulness
- Errors in judgement
- Deterioration in performance
- Excessive number of incidents/mistakes
- Non-compliance with policies
- Sloppy, illegible or incorrect work (pattern)
- Changes in work quality