



Regenstrief Institute

Drug-Free Workplace Mandatory Training

December 2024 – December 2025

Training Objectives

- Comprehend the harmful impact of workplace substance use disorder
- Understand the requirements of the law and company policy
- Identify ways in which substance use can impair job performance
- Take action to deal with substance use disorder concerns

The Scope of the Problem

- Substance use disorders (SUDs) represent an important public and occupational health issue.
- According to data on the CDC website (*based on a report from 2022*):
 - ▶ 70% of all adults with an SUD are employed, which represents 13.6 million workers
 - ▶ This represents nearly 9% of all employed adults
- According to the website drugabuse.com (updated August 2024), 22.5% of individuals surveyed reported using drugs or alcohol while on the job.
- Anyone can be engaged in unhealthy/hazardous substance use.

The Cost of Substance Abuse

- The National Council on Alcoholism and Drug Dependence estimates that SUDs cost employers \$81 billion annually
- SUDs can impact:
 - ▶ Productivity
 - ▶ Absenteeism
 - ▶ Turnover
 - ▶ Workplace Accidents
 - ▶ Healthcare expenses
 - ▶ Disability and Workers' Compensation

The Cost of Substance Abuse (cont.)

- According to the US Department of Labor, 65% of occupational accidents are caused by drug or alcohol use.
- 47% of all occupational accidents can be attributed to substance misuse.
- 10% of workplace deaths involve alcohol usage.

Drug-Free Workplace Act

- The law says companies that do business with the U.S. government must have a written policy explaining the rules against drugs in the workplace. The policy must be distributed to all employees, and must state that employees can't use, distribute, sell, or make drugs at work.
- The law also requires companies to have drug awareness programs to educate workers about the dangers of drug use, particularly on the job.

Drug-Free Workplace Act

- Any employee who is convicted of, pleads guilty to, or is sentenced for a violation of a criminal drug statute which occurred in the workplace is required to report the conviction, plea or sentence to Regenstrief Institute HR within five days of the conviction.
- Regenstrief Institute then has 10 days to report the conviction to the required parties.
- Regenstrief Institute has 30 days from receiving notice of the conviction to take appropriate action. Action might include mandatory treatment, discipline—up to and including termination, or other action.

OSHA Requirements

- Protection against recognized hazards
- Substance misuse is such a recognized hazard



Regenstrief Institute Policy

- Prohibits unlawful manufacture, distribution/selling, dispensing, possession, or use of a controlled substance in the workplace.
- Prohibits possession or use of alcohol on company property (exceptions may apply for social events that take place on the property with prior management approval).
- Forbids working under the influence of drugs or alcohol; regardless of work location (RI building, home office, another remote location).

Regenstrief Institute Policy (cont.)

- Provides assistance to employees who want help with substance use disorder.
- Imposes discipline on those who refuse help and continue to use/misuse substances on the job, which could include termination of employment.

Substances that are covered by Regenstrief Institute policy and procedures include:

- ▶ Alcohol
- ▶ Marijuana
- ▶ Cocaine
- ▶ Heroin
- ▶ Amphetamines
- ▶ Hallucinogens
- ▶ Prescription Drugs

This is not an exhaustive list. Any number of substances can be used in unhealthy/hazardous ways that would be in violation of RI policy for a drug free workplace.

What resources are available for assistance?

- EAP – Employee Assistance Program
- Talk to a trusted health practitioner
- National Drug and Alcohol Treatment Hotline
 - ▶ 1-800-662-HELP(4357)
- Many states have websites/phone hotlines to find assistance.
 - ▶ Indiana 2-1-1: <https://in211.communityos.org/>

What resources are available for assistance?

- Alcoholics Anonymous
 - ▶ www.aa.org
- Al-Anon/Alateen
 - ▶ www.al-anon.alateen.org
- Cocaine Anonymous
 - ▶ www.ca.org
- Narcotics Anonymous
 - ▶ www.na.org
- National Clearinghouse for Alcohol and Drug Information
 - ▶ www.addiction.com
- National Council on Alcoholism/Drug Dependence Hopeline
 - ▶ www.ncadd.org

What do you do if you are concerned about a coworker?

- Express your concern.
- Encourage the person to access resources.
- Talk to your supervisor/Human Resources if concerns persist.

Key Points to Remember

- Substance misuse threatens the productivity, safety, and security of Regenstrief Institute and our employees and community members.
- Working under the influence of alcohol or drugs seriously impairs a person's ability to perform a job well and safely.
- Never ignore a substance use disorder — ask for assistance by contacting expert resources.

- Our Policy/Procedure on a Drug Free Workplace is located on the intranet at:
- Library>Human Resources>HR Policies>Drug Free Workplace