



COURSE

Drug and Alcohol Awareness

2nd Edition

Respect



How to Spot the Signs of Substance Abuse

The workplace statistics on the impact in the workplace of drug and alcohol use is staggering:

- 47% of serious workplace accidents and 40% of workplace accidents resulting in fatalities have drug or alcohol involvement
- The use of alcohol or drugs accounts for 38% to 50% of all workers' compensation claims
- More than 90% of alcoholics and 74% of drug addicts are employed
- In an average U.S. company, 15% to 17% of employees affect their workplaces through substance abuse
- On average, an employee with inappropriate substance use costs their employer \$7,000 to \$25,000 annually ([Small Business Administration](#))

Effective Drug and Alcohol Awareness training Courses on substance abuse issues

supports a healthy and effective workplace culture by improving productivity, lowering absenteeism, preventing theft, and improving safety and morale. It also helps prevent work-related injuries and illnesses.

Course Description

This is a general Drug and Alcohol Awareness course for drug and alcohol awareness education (aka drug & alcohol training) for employees, including how to use the reasonable suspicion standards and how and where to report their concerns.

The Drug and Alcohol Awareness Training course for drug and alcohol use identifies the common signs of, the reasonable suspicion standard, how to document specific concerns relating to suspected drug and alcohol use, and how and where to report concerns of drug and alcohol use. Learners also have direct access to Emtrain's course experts and can ask confidential questions via our innovative Expert Q&A feature.

Key Concepts

- Negative effects of drug and alcohol use
- How to spot signs of drug and alcohol abuse
- What is the reasonable suspicion standard?
- How to document work-related issues stemming from drugs and alcohol
- How to report drug and alcohol-related concerns

Course Features

- Access to our Anonymous Ask the Expert tool
- Rich video scenarios based on real-world events
- Built-in employee sentiment surveys
- 50+ Machine Translation Options
- Optional program timer
- Policy acknowledgement tool

VERSIONS

Managers (20 min)

Non-Managers (10 min)

WHAT'S COVERED

















- [Intervention & Referral](#)
- [Reasonable Suspicion](#)
- [Warning Signs](#)









COURSE EXPERTS

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Senior Director of Content Products

- Extensive customization options

Lessons	Managers (20 min)	Non- Managers (10 min)
Introduction		
Substance abuse is a serious issue - for country, the people involved and our organization.		
Negative Effects		
The negative impact of substance abuse isn't limited to the individuals involved. It can impact everyone on your team, its performance and our organization.		
Definitions and the Laws		
Substance abuse involves a range of behaviors and shows up differently, depending on the individuals involved. Not surprising, laws provide some guidance in terms of what is and isn't allowed.		
Warning Signs		
Everyone needs to be aware of the warning signs of substance abuse. It isn't always what you think.		
The Reasonable Suspicion Standards		
Employers can take action if they have a "reasonable suspicion" of substance abuse. It's important to understand what that means and the next steps that should follow.		
Responding to Problems		
Substance abuse creates personal and professional issues for the people involved, their teams and the organization. That makes it important to understand how to respond if your team faces a substance abuse issue.		
Intervention and Referral		
How should managers take action to help the person struggling with substance abuse and our organization?		
Enabling and Manager Traps		

Sometimes well-intentioned managers take action that can make the situation worse. Learn about common missteps managers and other make when trying to help.		
Do's and Don'ts		
Issues around substance abuse can be complicated - but here's a quick list of do's and don'ts to help guide your actions.		
Review		
A quick review of issues related to substance abuse and the workplace.		
Our Drug-Free Policy		
Our policies and guidance related to substance abuse in our workplace.		
Post-Program Survey		
A post-course survey on the learning experience.		