



Creating a Drug Free Workplace

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Program Supervisor

DrugFreeWorkplacePA.org

October 26, 2017



Overview



- Introduction
- The Cost of Substance Abuse to Society
- The Cost of Substance Abuse to Employers
- Benefits of a Drug Free Workplace - ROI
- The Five Components of a Drug Free Workplace
- Conclusion

Who We Are ...



DRUGFREE
WORKPLACE PA

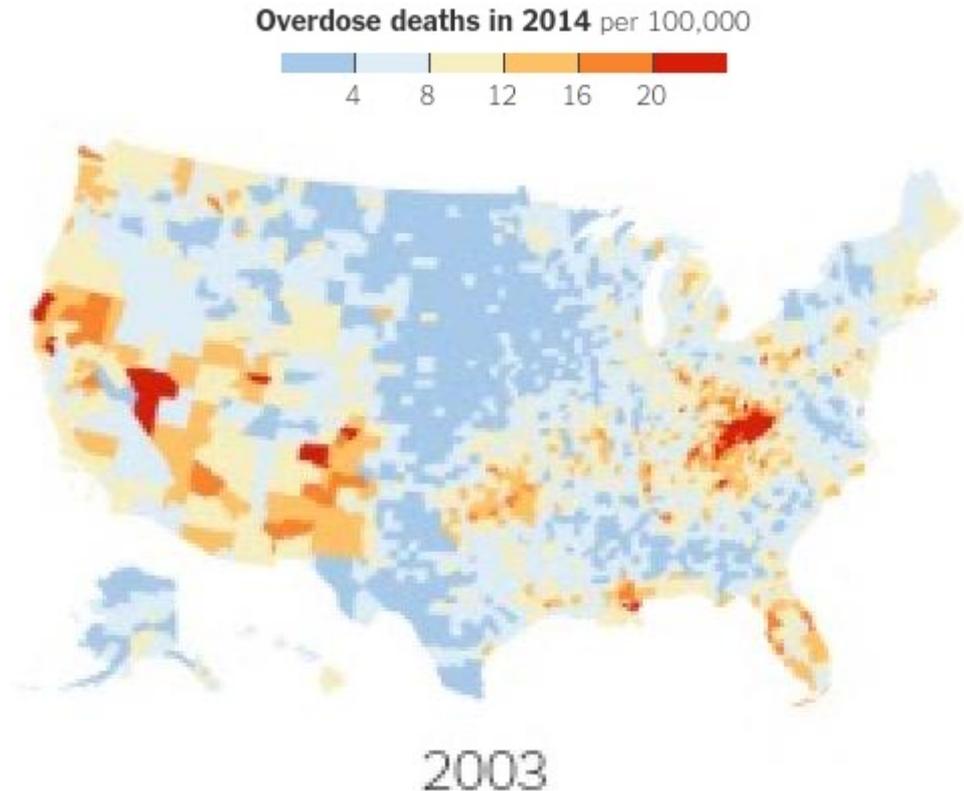




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The Cost of Substance Abuse

Opioid O.D. Deaths 2003 - 2014



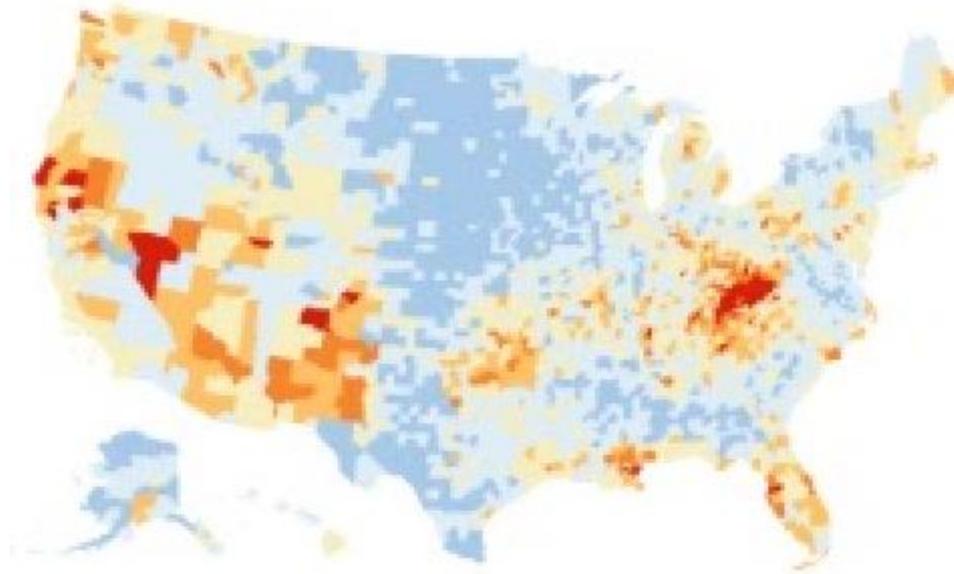
The New York Times

How the Epidemic of Drug Overdose
Deaths Ripples Across America

By HAEYOUN PARK and MATTHEW BLOCH JAN. 19, 2016

Opioid O.D. Deaths 2003 - 2014

Overdose deaths in 2014 per 100,000



2004

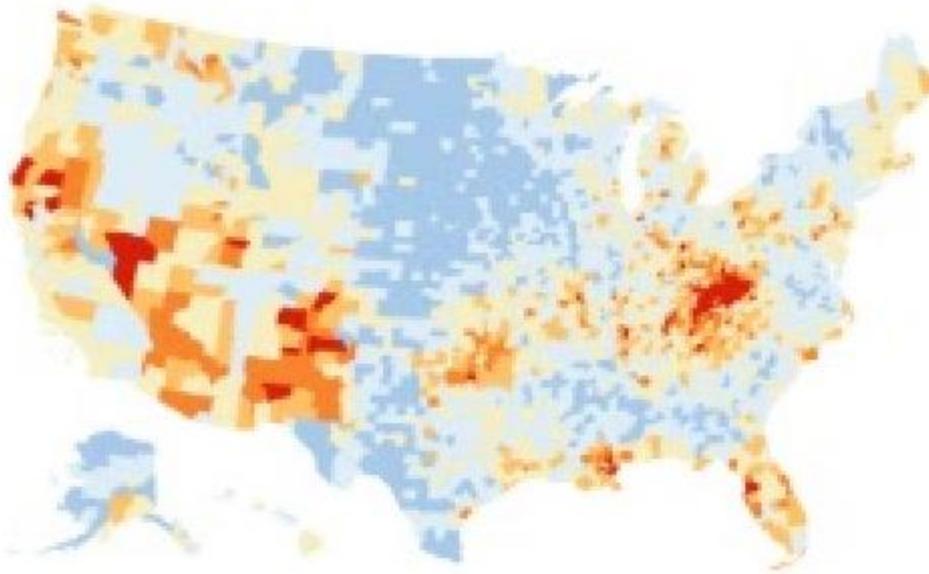
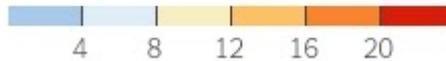
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2005

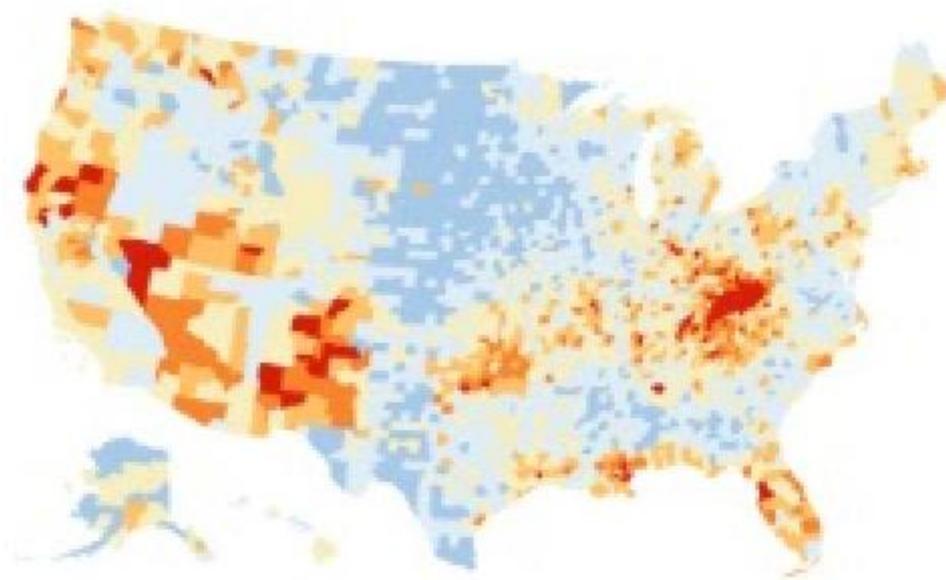
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2006

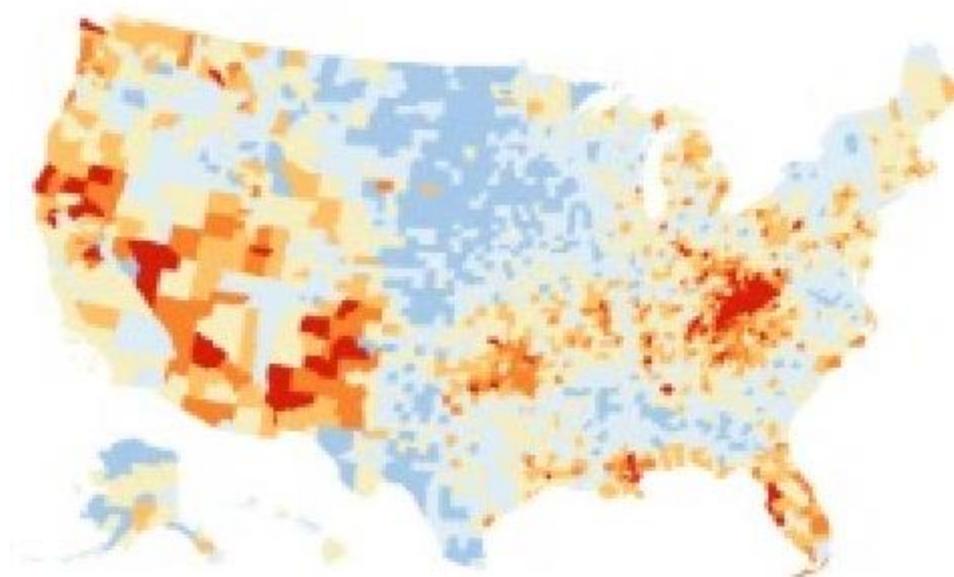
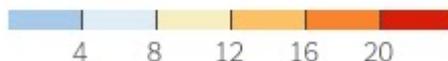
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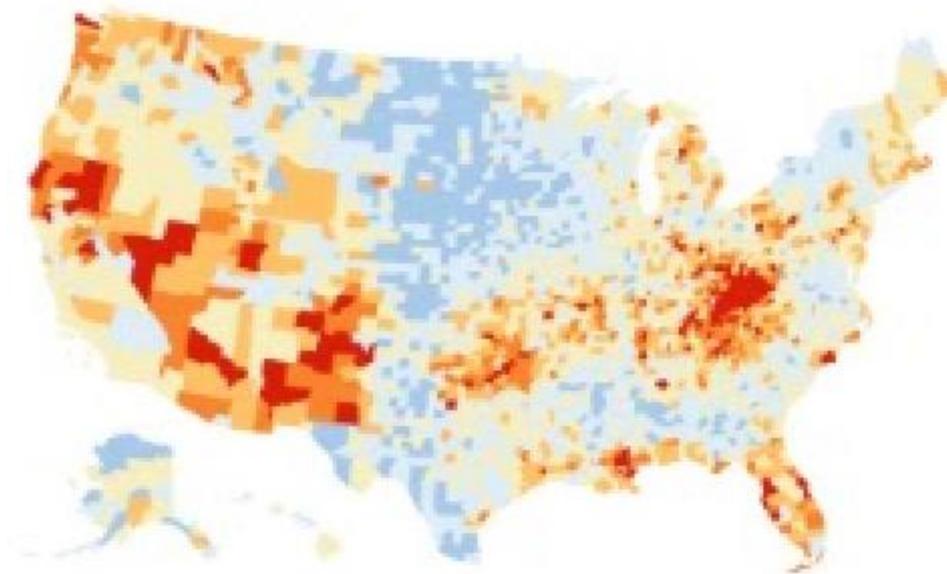
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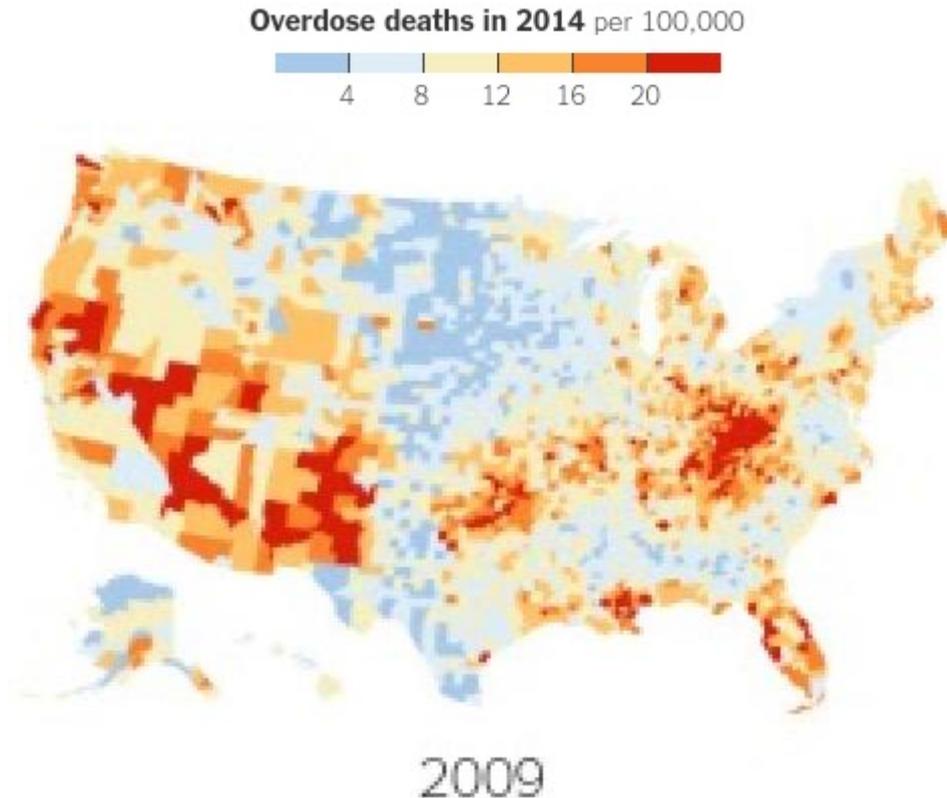
2008

The New York Times

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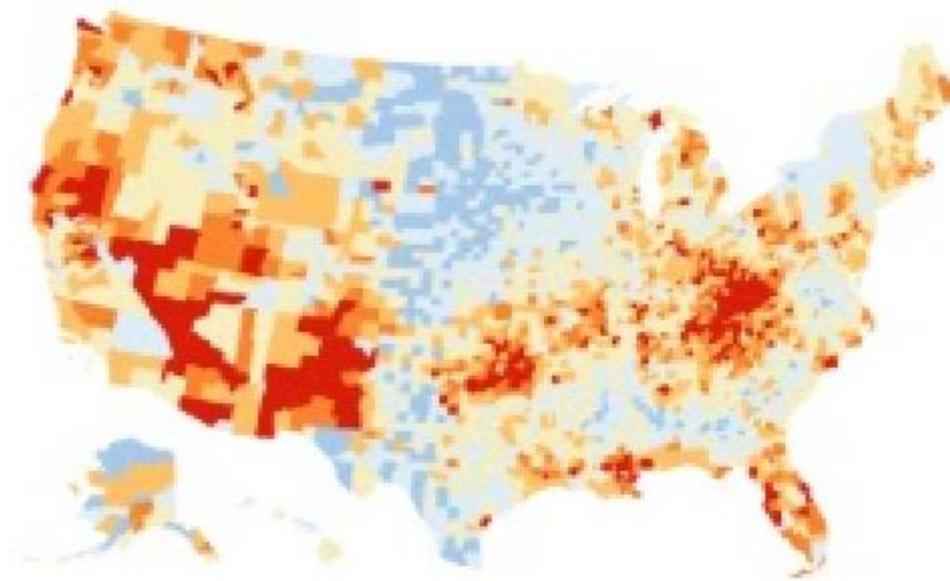
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2010

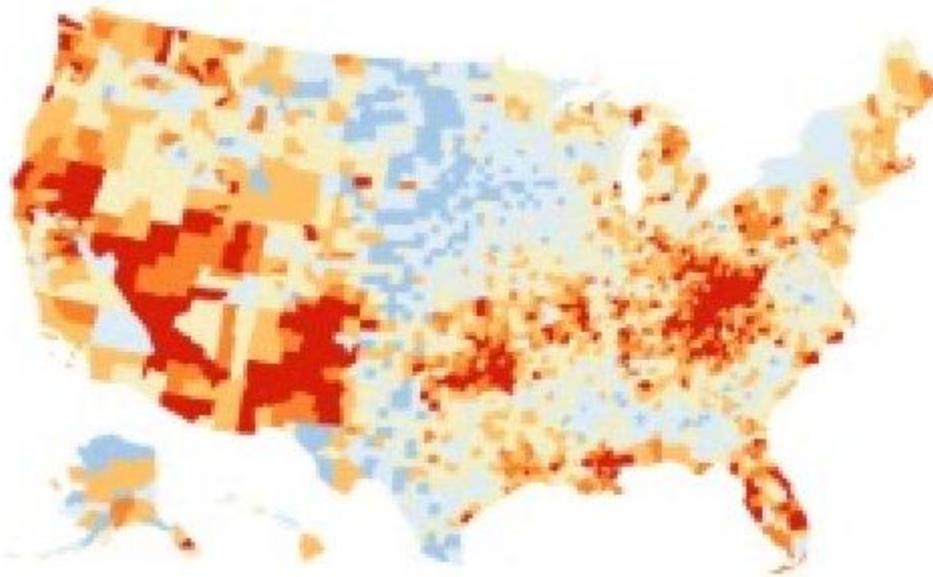
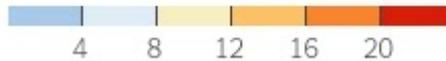
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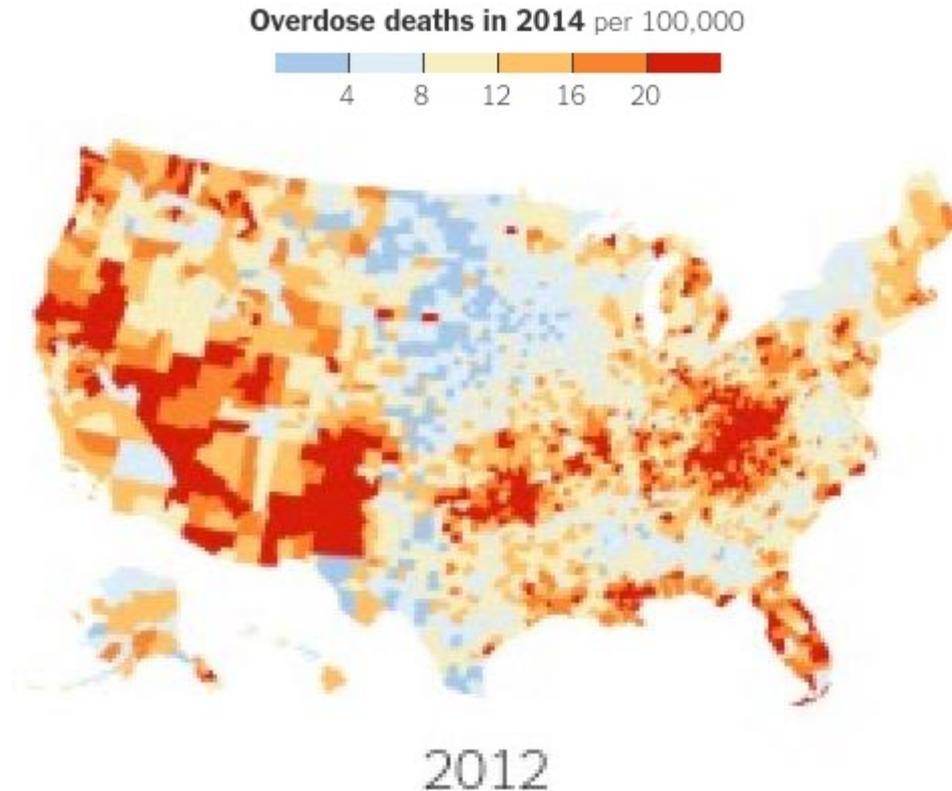
2011

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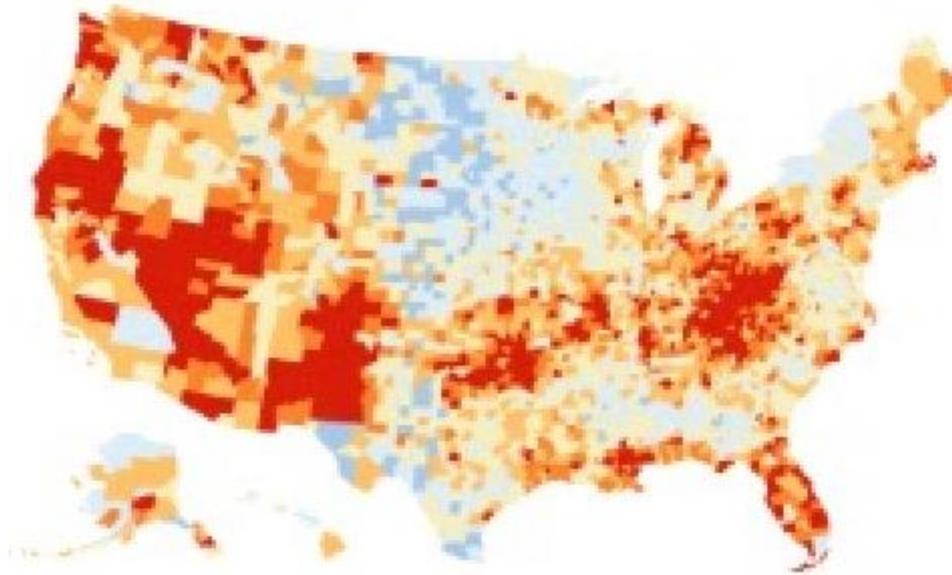
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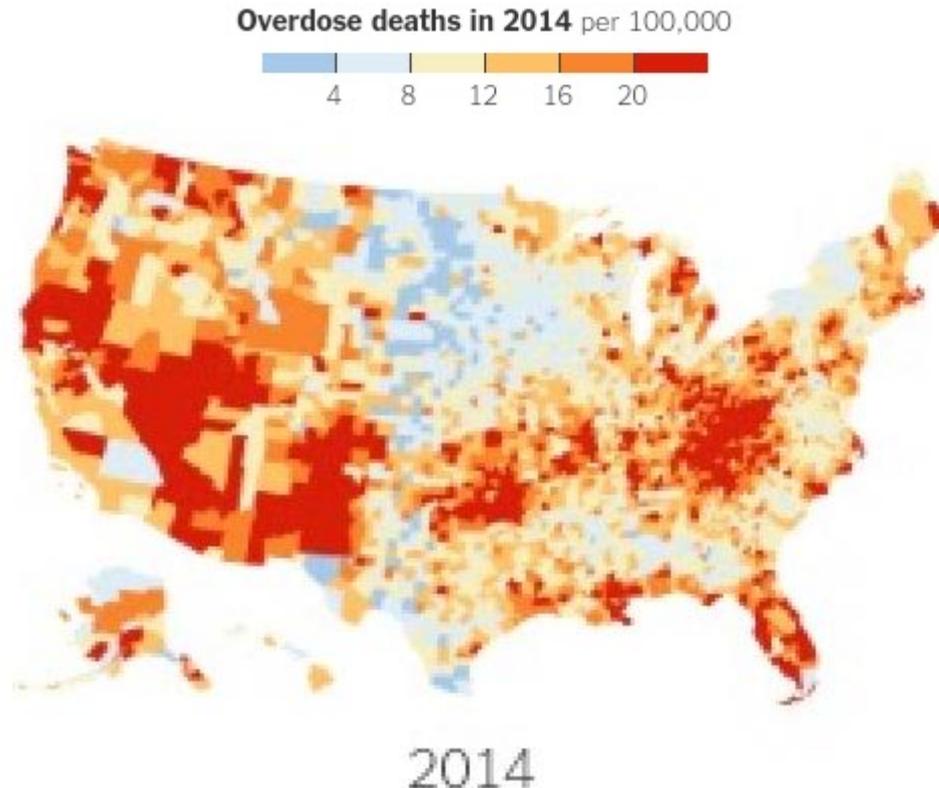
2013

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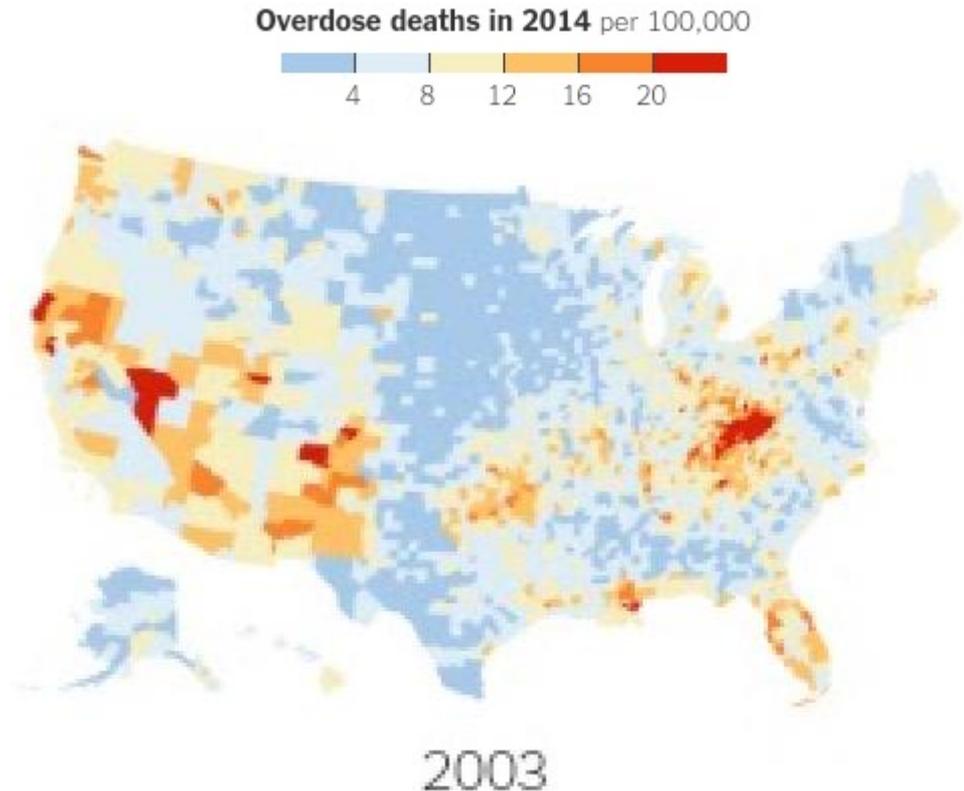


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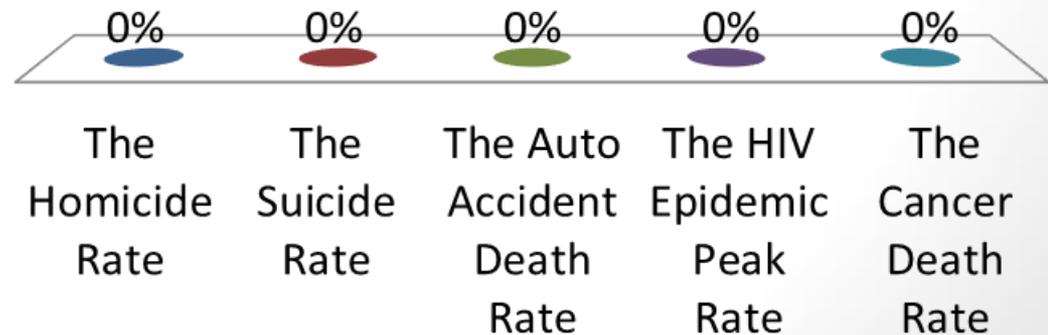
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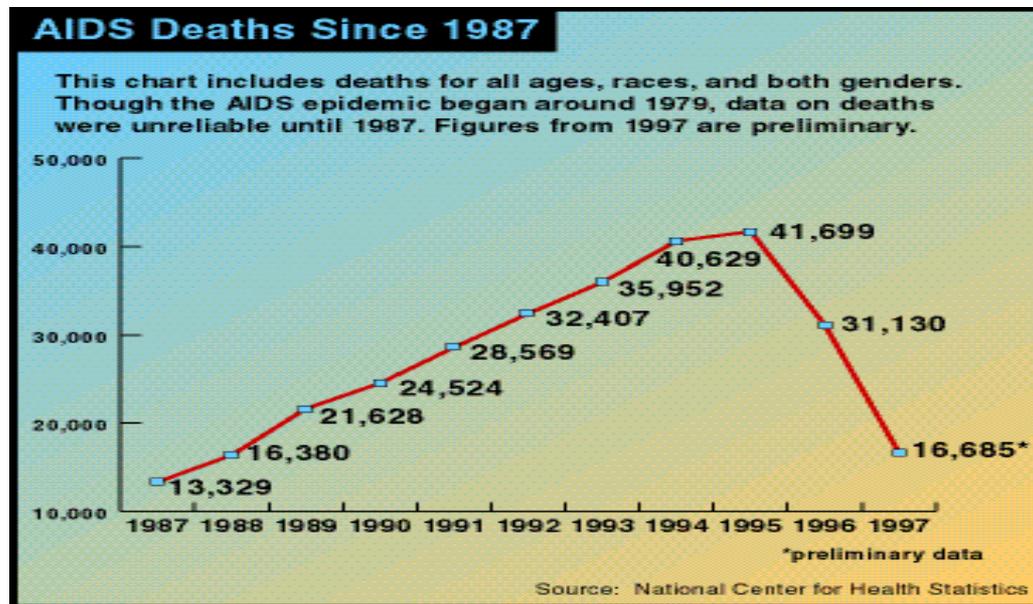
2014 Opioid O.D. Death Rate in the U. S. is Similar to ...

- A. The Homicide Rate
- B. The Suicide Rate
- C. The Auto Accident Death Rate
- D. The HIV Epidemic Peak Rate
- E. The Cancer Death Rate



The Cost of (Opioid) Abuse - Deaths

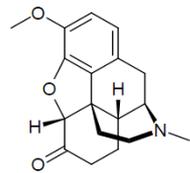
- 2014 Auto Accidents = 32,700 Deaths
- 1995 AIDS Epidemic = 41,699 Deaths



- 2014 O.D. Deaths = 47,000 Deaths
- 2015 O.D. Deaths = 52,400 Deaths
- 2016 O.D. Deaths > 59,000 Deaths

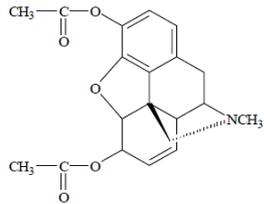
Cost of Opioid Abuse – Cross Addiction

Figure 2.1 Past Month Illicit Drug Use among Persons Aged 12 or Older: 2013

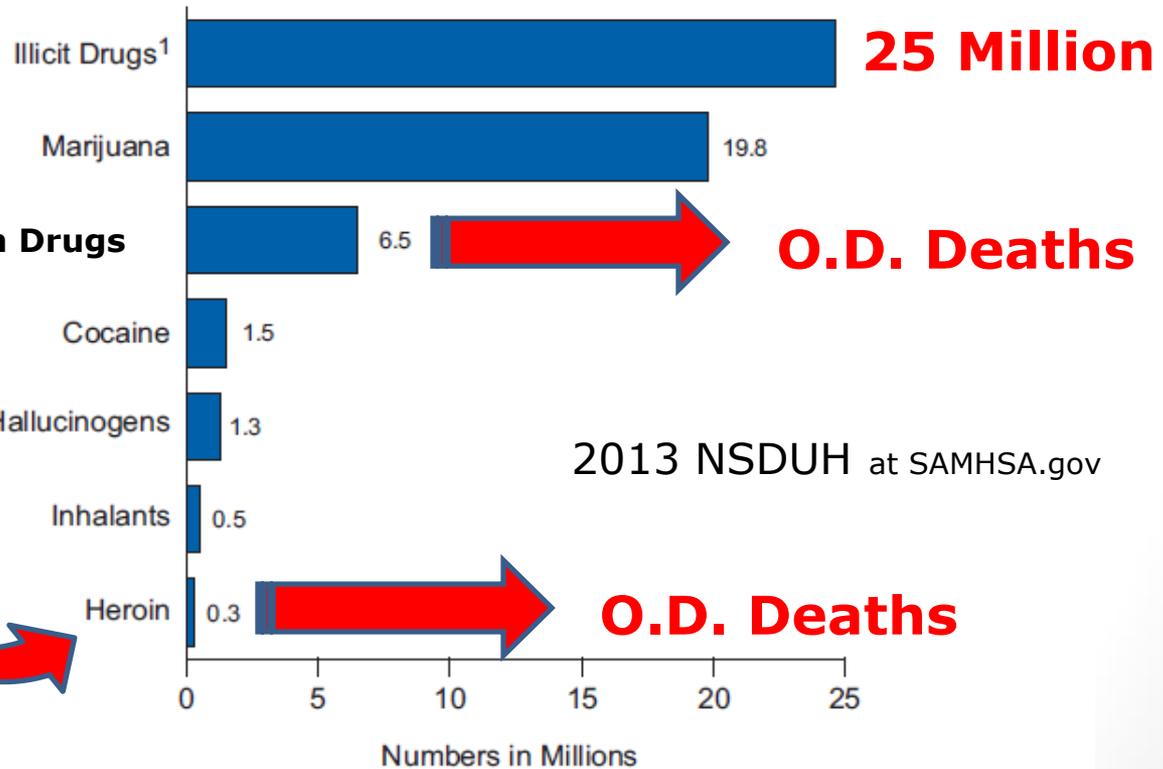


(Vicodin)

Prescription Drugs



Heroin



¹ Illicit Drugs include marijuana/hashish, cocaine (including crack), heroin, hallucinogens, inhalants, or prescription-type psychotherapeutics used nonmedically.

What Percentage of Illicit Drug Users are **Employed**?

- A. 80%
- B. 70%
- C. 55%
- D. 40%
- E. 25%



The Cost of Drug Abuse

- **70%** of Illicit Drug Users are **Employed**
- **5%** of the World Population Takes **80%** of the Rx Opioids and **two thirds** of all illegal drugs and **seventy-five percent** of all Prescription drugs
- **80%** of First Time Heroin users started with Prescription Opioid Pain Killers
- **10 to 17%** of Employees are Dependent on Drugs and Alcohol



The Cost of Alcohol Abuse

By **Christopher Ingraham** September 25, 2014  Follow @_cingraham

Time for a stiff drink

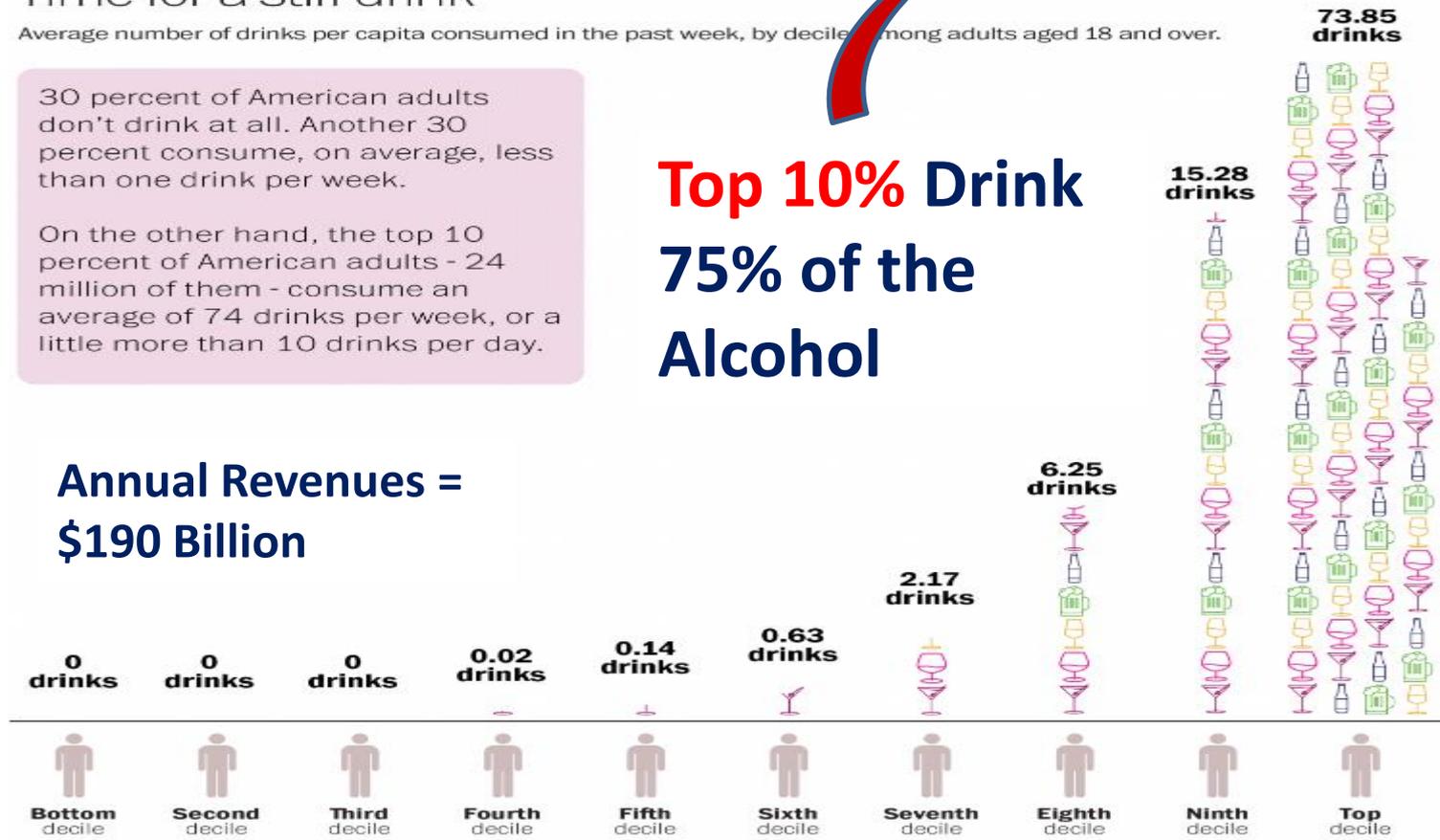
Average number of drinks per capita consumed in the past week, by decile among adults aged 18 and over.

30 percent of American adults don't drink at all. Another 30 percent consume, on average, less than one drink per week.

On the other hand, the top 10 percent of American adults - 24 million of them - consume an average of 74 drinks per week, or a little more than 10 drinks per day.

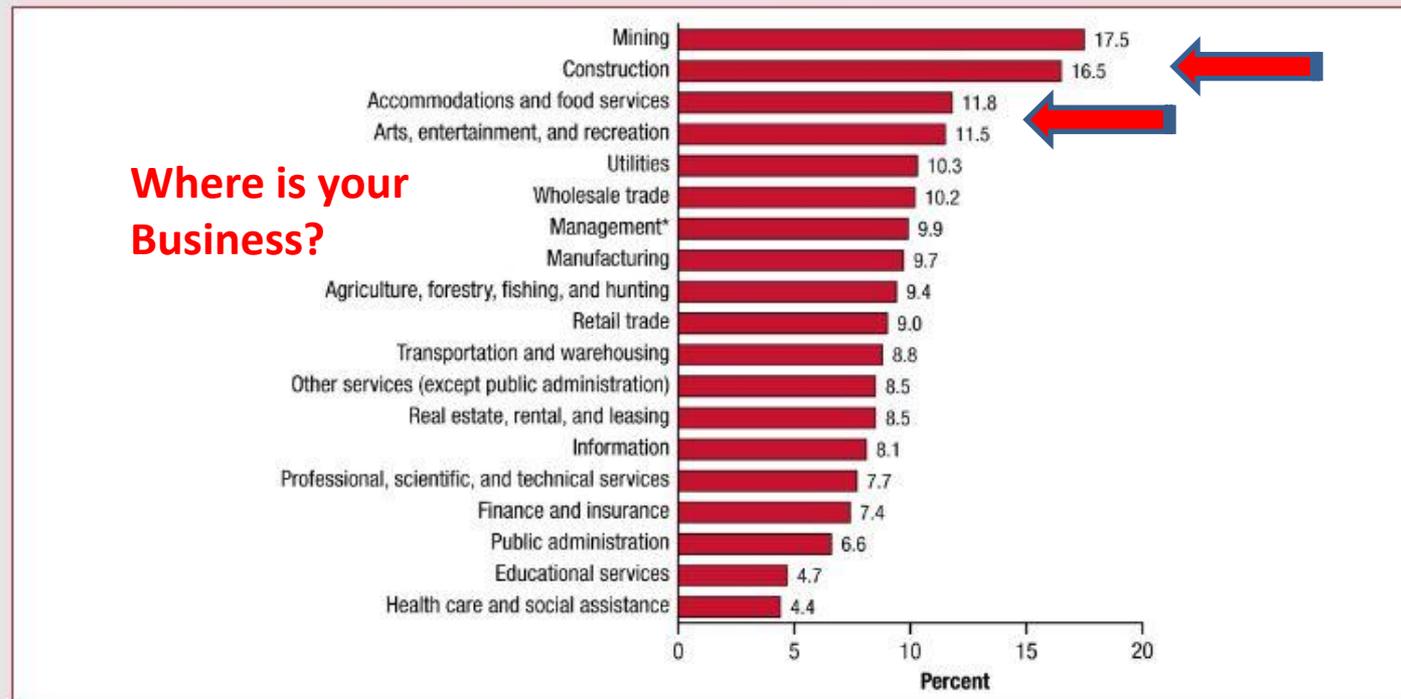
**Top 10% Drink
75% of the
Alcohol**

**Annual Revenues =
\$190 Billion**



The Percentages by Industry

Figure 1. Past month heavy alcohol use among adults aged 18 to 64 employed full time, by industry category: combined 2008 to 2012

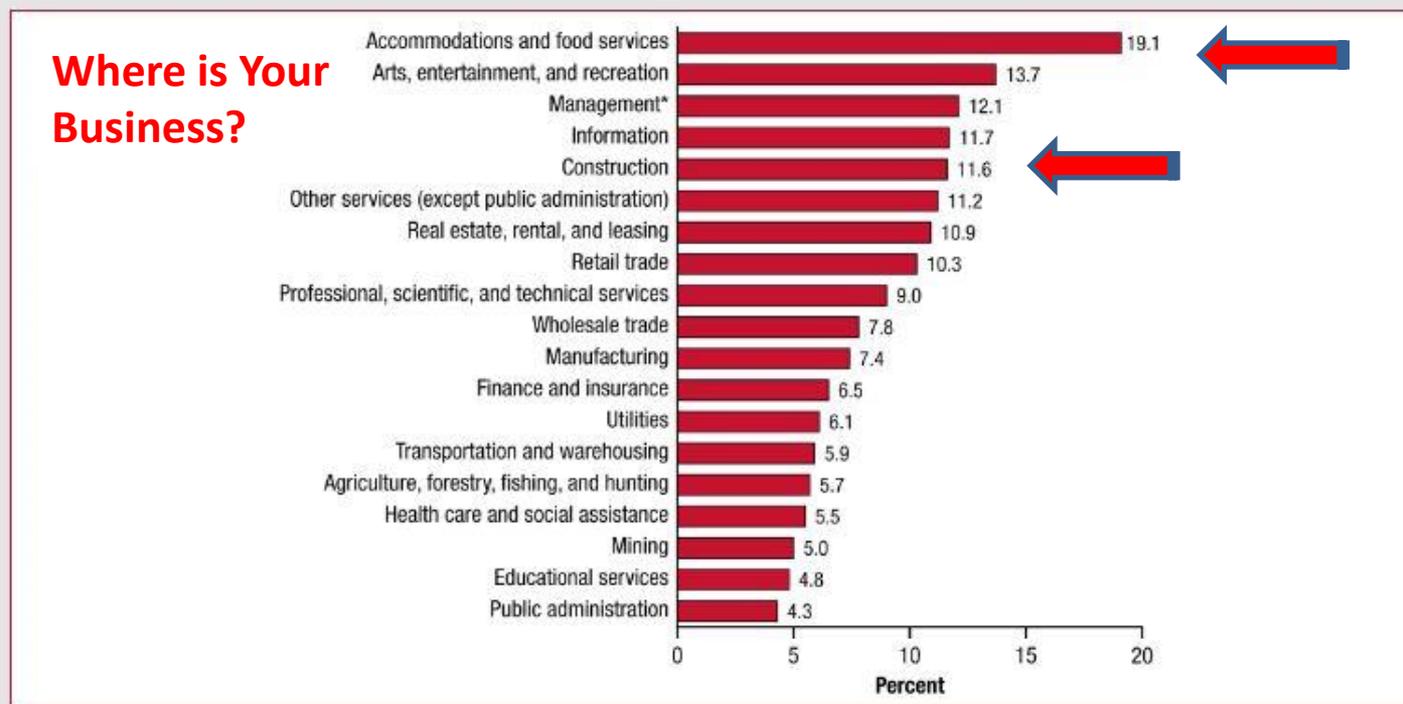


* The full title of this category is "Management of companies and enterprises, administration, support, waste management, and remediation services."

Source: SAMHSA, Center for Behavioral Health Statistics and Quality, National Surveys on Drug Use and Health (NSDUHs) 2008 to 2010 (revised March 2012) and 2011 to 2012.

Cost by Industry – Illicit SUD

Figure 2. Past month illicit drug use among adults aged 18 to 64 employed full time, by industry category: combined 2008 to 2012



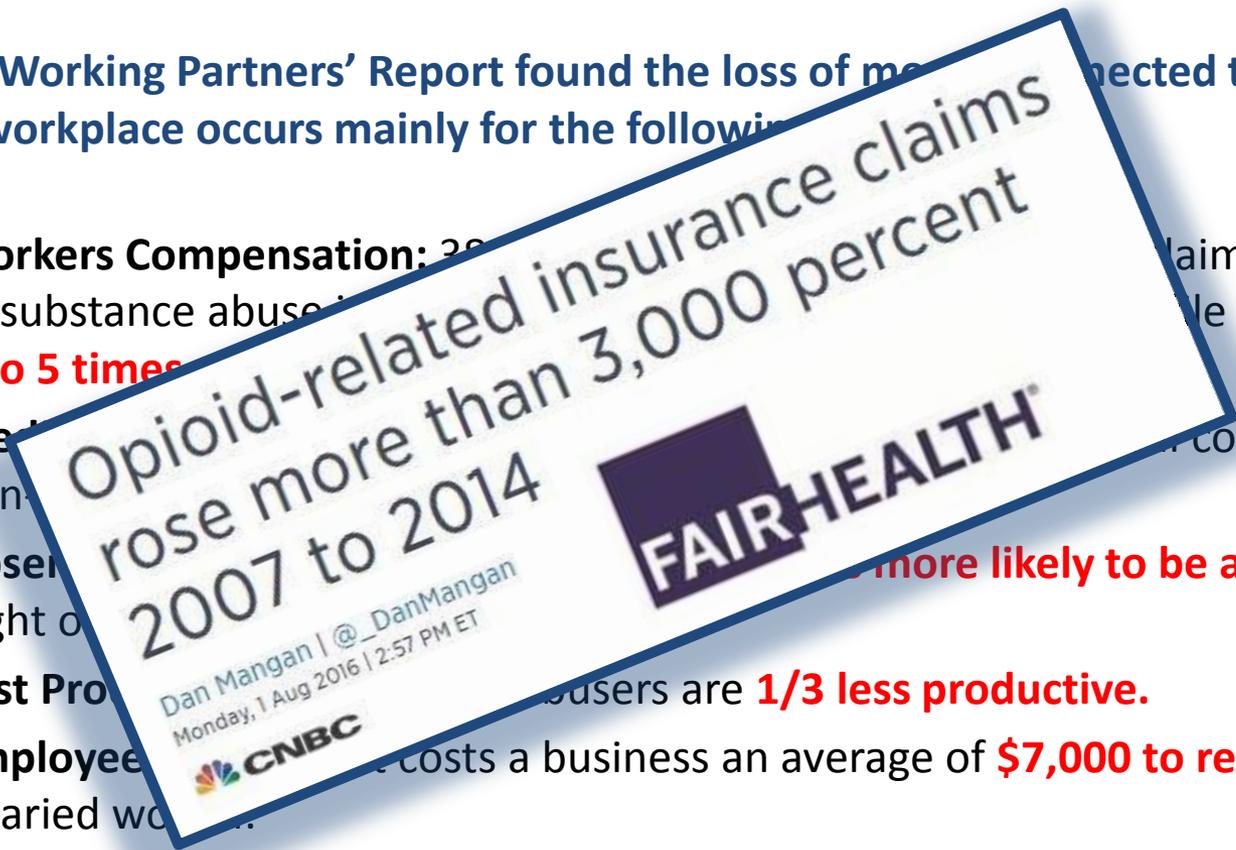
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The Cost of Drug Abuse Report

The 'Working Partners' Report found the loss of money connected to drugs in the workplace occurs mainly for the following reasons:

- **Workers Compensation:** 28 percent of all workers compensation claims are due to substance abuse. **3 to 5 times** more likely to file a claim.
- **Medical Costs:** Opioid-related insurance claims rose more than 3,000 percent from 2007 to 2014. Opioid-related medical costs are **3 times** more than non-opioid related costs.
- **Absenteeism:** Opioid-related workers are **more likely to be absent** than non-opioid related workers.
- **Lost Productivity:** Opioid-related workers are **1/3 less productive**.
- **Employee Replacement:** It costs a business an average of **\$7,000 to replace** a salaried worker.
- **AND ...**



DOL.gov and SBA.gov

See: <http://www.tn.gov/labor-wfd/dfwp.html#thecost>

The Cost of Drug Abuse Calculator

Schmidt & Associates, Inc.

Average Pay with benefits for a Small Business = \$21/Hr. (\$42K)

CAN YOUR BUSINESS AFFORD THE COST TO ITS BOTTOM LINE?

Your company's situation will vary, but this guide will help you to approximate the cost of substance abuse to your business.

Average Employee Healthcare Costs = \$2,500 Annually

Your entries are used only on this page and are NOT transmitted to any other source.

DO NOT ENTER COMMAS

A. Number of Full-time Employees:

D. Average Annual Wage & Benefit Cost per Employee: (B / A) \$42,000.00

B. Total Annual Wage & Benefit Cost:

E. Estimated Number of Employees Impaired by Substance Abuse: 17
National average is 17% of workforce so estimate = 17% of A

C. Total Annual Insurance Claims:

F. Estimated Annual Cost of Lost Productivity: \$178,500.00
Substance abusers are 25% less productive than their counterparts; lost productivity = D x E x 25%

G. Insurance Claim Costs: \$75,000.00
Over 30% of health insurance benefits are paid to cover substance abuse related claims; cost = C x 30%

Calculate Cost

ESTIMATED COST OF NOT HAVING A DRUG-FREE WORKPLACE PROGRAM IS AN ANNUAL MINIMUM OF: (F + G) **\$253,500.00**

Reset Values

[FIND OUT HOW SCHMIDT & ASSOCIATES CAN HELP YOU LOWER THESE COSTS](#)

The estimate is only a MINIMUM and does not take into account **theft of company property** to pay for drug habits, the costs of **damages to company property** due to the carelessness of impaired employees, or the value of time spent on **employee discipline** or **rehire/training expenses**.

Also not included are **higher insurance** or **Workers Comp costs** due to unused premium discounts that may be available in your circumstances for Drug Free Workplaces.

It does not consider the value of the loss of customer good will nor the lowered employee morale that can occur from substance abuse.

Calculations are based on national statistics and a study done by the National Institute on Drug Abuse and Arizona State University updated statistics from National Average from 2003 National Survey on Drug Use & Health by U.S. Substance Abuse and Mental Health Services Administration and the American Council for Drug Education

Annual Cost of Every Substance Abuser = Total / 17 = \$14,912

Schmidt & Associates, Inc.

3101 39th ST. SW Suite C, Fargo ND, 58104
Phone:(701) 282-4077 Toll Free:(888) 660-1545
Fax:(701) 282-4452

ROI of a Drug Free Workplace

12%	% of Your Workforce that uses Drugs (National Average is 12%)
100	x Number of Employees at Your Company
=	
12	= Number of Employees at Your Company Abusing Drugs / EtOH
x	
\$15,000	x Avg Cost per Year for Each Drug Abuser in Your Employment (National Average was \$6,600 in 1996, current estimate \$15K)
=	
\$180,000	= Yearly Cost of Substance Abuse at Your Company

**With Drug Testing of New Hires, “For Cause” and “Post-Accident”
A Drug Free Workplace Program provides an 600 to 1200 % ROI**

ROI numbers based on NIDA Research, (Aos et al. 2001; Hawkins et al. 1999; Pentz 1998; Spoth et al. 2002a; Jones et al. 2008; Foster et al. 2007; Miller and Hendrie 2009)

What Percentage of Illicit Drug Users are Employed by Small or Medium Firms?

... And 90% of Heavy Drinkers

A. 45%

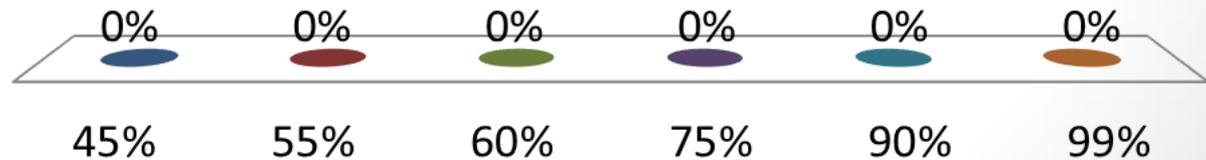
B. 55%

C. 60%

D. 75%

E. 90%

F. 99%



The Cost – Why Do They Go?



90% DFWP

with

35% of Workforce

**At a cost of about
\$15,000 per
Employee
in Addiction**



90%



40% DFWP

and

65% of Workforce

See: <http://www.tn.gov/labor-wfd/dfwp.html#thecost>



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Components of a Drug Free Workplace

Why Have a Drug Free Workplace Program?

A drug free workplace program, provides three main things:

- Creates a safe and productive workplace
- Encourages treatment and recovery from substance abuse
- Boosts healthy lifestyles of employees and their families



Benefits of a Drug Free Workplace

Common reasons employers implement DFWP:

- Prevent hiring individuals who use illegal drugs
- Maintain stable workforce by reducing employee turnover
- Deter employees from abusing alcohol and drugs
- Reduce the amount of damaged goods
- Increase Productivity and Profitability
- Protect the general public and instill consumer confidence
- Reduce insurance premiums, claims & medical expenses
- Reduce theft
- Reduce workplace violence
- Comply with State Laws and Federal Regulations
- Provide a safe workplace for employees



Five Components of a Drug Free Workplace Program (DOL)

1. Establishing a Drug Free Workplace Policy
2. Supervisor Training
3. Employee Education
4. Employee Assistance Program (EAP)
5. Alcohol and Drug Testing

Components of a Drug Free Workplace

1. Establishing a DFWP Policy:

- Written policy can be tailored to your organization at DrugFreeWorkplacePA.org
- Policy clearly states why a DFWP is being implemented
- Clear description of prohibited behaviors
- Explanation of consequences for policy violation
 - Referral to EAP
 - Discipline
 - Termination



Components of a Drug Free Workplace

1. Establishing a DFWP Policy:



ABOUT ▾

SERVICES ▾

RESOURCES ▾

EVENTS

NEWS ▾

CONTACT



Partners



✔ Policy Development ▶

📖 Training and Education

👤 Employee Assistance

👨‍👩‍👧 Family Education Program

📄 Online Policy Builder

A Guide To Workplace Bullying

“

🔗 <https://www.autoenrolment.co.uk/guides/workplace-bullying>

This resource shares useful information and awareness on office bullying and how to prevent it, as well as offer tips for maintaining a safe working environment.

Contact Information: Amy Forester Freelance Writer-



Access EAP

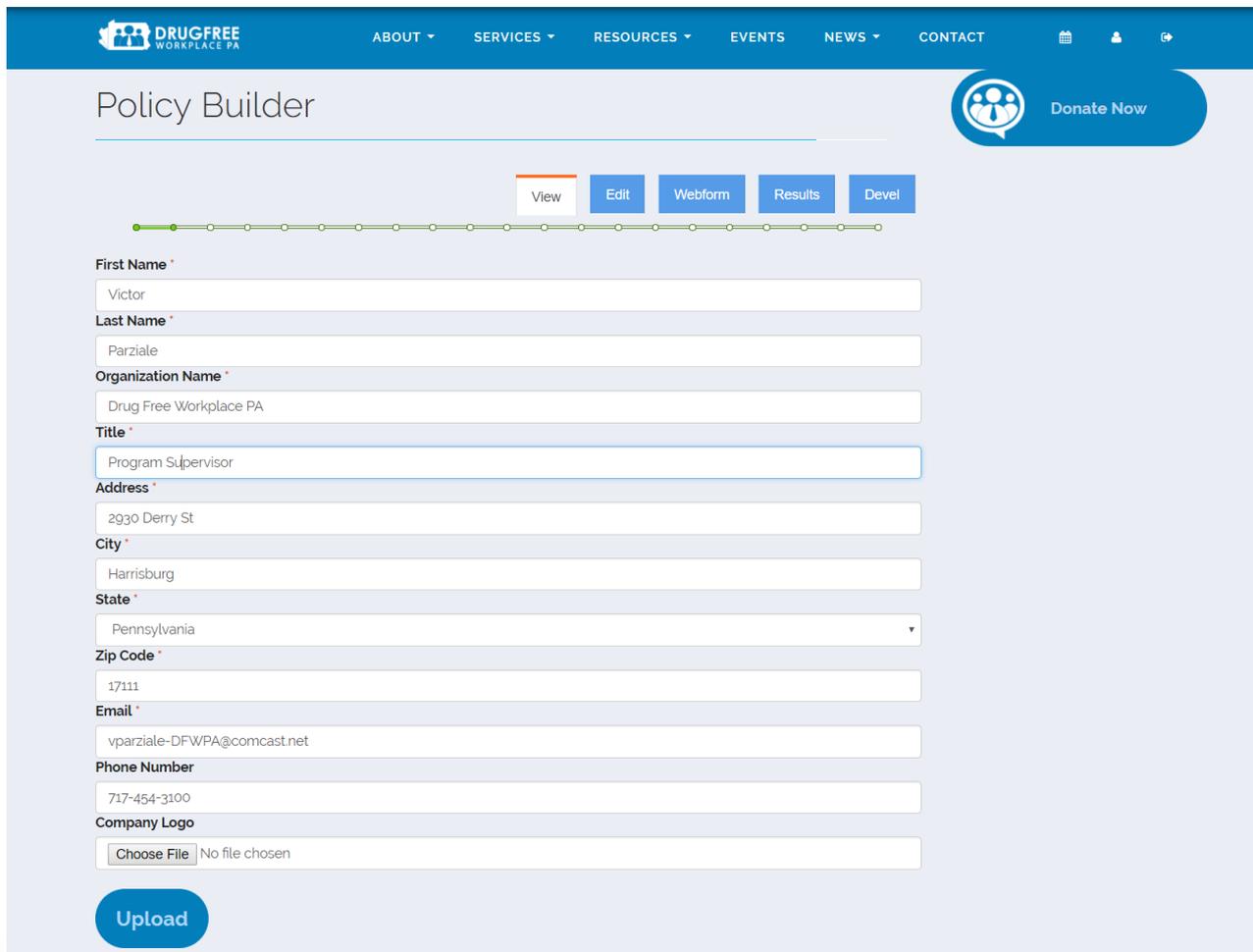
ACCESS Employee Assistance Program services are designed to address work organization productivity issues and assist employees in identifying and resolving personal problems or issues affecting their job performance. In addition, through our EAP services, we are uniquely poised to positively impact families and improve family relationships through the workplace.

www.access-eap.org

Contact Gini Cormier at: (717) 652-0590

Components of a Drug Free Workplace

1. Establishing a DFWP Policy:



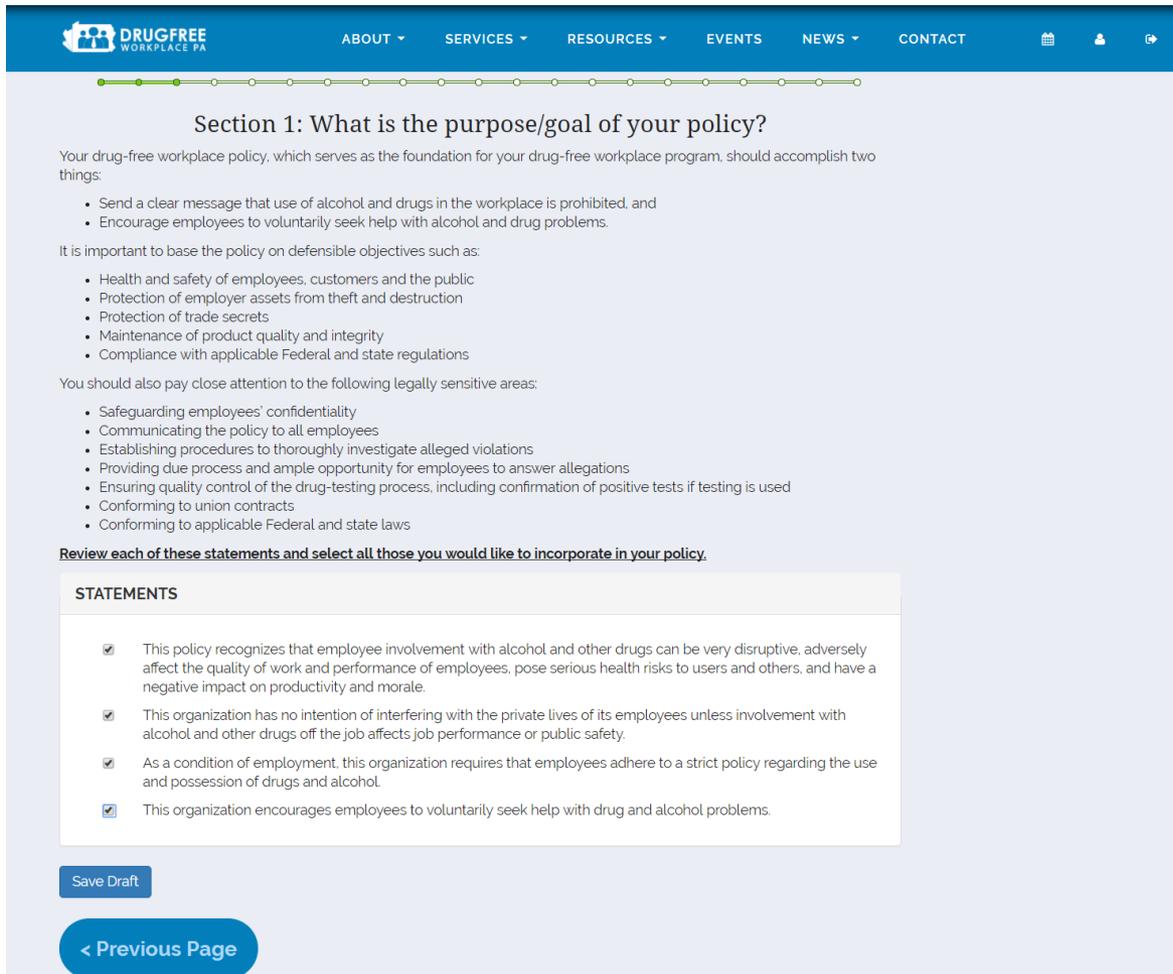
The screenshot shows the 'Policy Builder' interface for Drug Free Workplace PA. The top navigation bar includes links for ABOUT, SERVICES, RESOURCES, EVENTS, NEWS, and CONTACT, along with icons for a calendar, user profile, and share. A 'Donate Now' button is also present. The main content area features a progress indicator with five steps: View, Edit, Webform, Results, and Devel. The 'View' step is currently active. Below the progress bar, there are several form fields for user information:

- First Name ***: Victor
- Last Name ***: Parziale
- Organization Name ***: Drug Free Workplace PA
- Title ***: Program Supervisor
- Address ***: 2930 Derry St
- City ***: Harrisburg
- State ***: Pennsylvania
- Zip Code ***: 17111
- Email ***: vparziale-DFWPA@comcast.net
- Phone Number**: 717-454-3100
- Company Logo**: Choose File | No file chosen

An 'Upload' button is located at the bottom of the form.

Components of a Drug Free Workplace

1. Establishing a DFWP Policy:



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WORKPLACE PA

ABOUT ▾ SERVICES ▾ RESOURCES ▾ EVENTS NEWS ▾ CONTACT

Section 1: What is the purpose/goal of your policy?

Your drug-free workplace policy, which serves as the foundation for your drug-free workplace program, should accomplish two things:

- Send a clear message that use of alcohol and drugs in the workplace is prohibited, and
- Encourage employees to voluntarily seek help with alcohol and drug problems.

It is important to base the policy on defensible objectives such as:

- Health and safety of employees, customers and the public
- Protection of employer assets from theft and destruction
- Protection of trade secrets
- Maintenance of product quality and integrity
- Compliance with applicable Federal and state regulations

You should also pay close attention to the following legally sensitive areas:

- Safeguarding employees' confidentiality
- Communicating the policy to all employees
- Establishing procedures to thoroughly investigate alleged violations
- Providing due process and ample opportunity for employees to answer allegations
- Ensuring quality control of the drug-testing process, including confirmation of positive tests if testing is used
- Conforming to union contracts
- Conforming to applicable Federal and state laws

Review each of these statements and select all those you would like to incorporate in your policy.

STATEMENTS

- This policy recognizes that employee involvement with alcohol and other drugs can be very disruptive, adversely affect the quality of work and performance of employees, pose serious health risks to users and others, and have a negative impact on productivity and morale.
- This organization has no intention of interfering with the private lives of its employees unless involvement with alcohol and other drugs off the job affects job performance or public safety.
- As a condition of employment, this organization requires that employees adhere to a strict policy regarding the use and possession of drugs and alcohol.
- This organization encourages employees to voluntarily seek help with drug and alcohol problems.

Save Draft

< Previous Page

Components of a Drug Free Workplace

2. Supervisor Training

- The organization's DFWP Policy
- Supervisor Responsibilities in Implementing Policy
- Monitoring and Documenting Job Performance
- Identifying employee Substance Abuse
- Referring Employees to available Assistance
 - Supervisors are NOT expected to diagnose or counsel
 - However Supervisors are Expected to Recognize and Address Job Performance Concerns

Components of a Drug Free Workplace

2. Supervisor Training - Reasonable Suspicion Checklist



Reasonable Suspicion Checklist, Page 1

Name of Observed Employee _____

Location _____

Time _____ a.m. _____ p.m. Date _____

When there is reasonable suspicion that an employee at work is unfit for duty, the supervisor or manager observing the behavior as well as another supervisor/manager as witness, if possible, must complete the checklist below. Where "Other" is checked, please describe.

Observation Checklist

Walking: ___ Holding on ___ Stumbling ___ Unable to walk
___ Unsteady ___ Staggering ___ Swaying
___ Falling ___ Other _____

Standing: ___ Swaying ___ Feet wide apart ___ Unable to stand
___ Rigid ___ Staggering ___ Sagging at knees
___ Other _____

Speech: ___ Whispering ___ Slurred ___ Shouting
___ Incoherent ___ Slobbering ___ Silent
___ Rambling ___ Mute ___ Slow



Components of a Drug Free Workplace

3. Employee Training

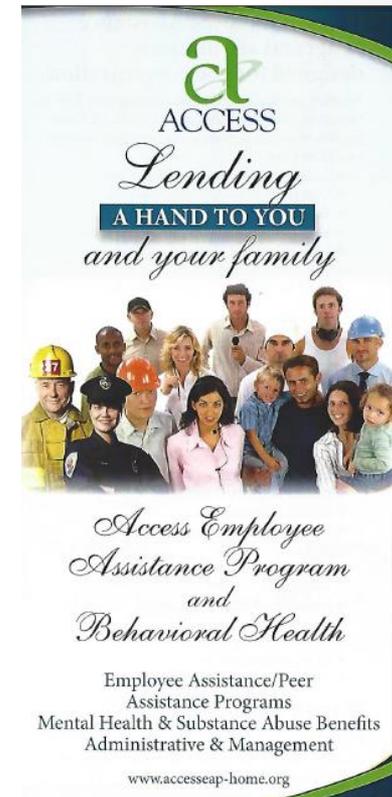
- The organization's DFWP Policy and Program
- Employee Responsibilities in Following Policy
- Education on Substance Abuse and Impact On:
 - Work Performance
 - Personal Health
 - Family Life
- **Family Education Program**
 - Family Roles
 - Science of Addiction
 - Risk Behaviors
 - Resources ... **and other trainings online at DrugFreeWorkplacePA.org**



Components of a Drug Free Workplace

4. Employee Assistance Program (EAP)

- Designed to assist work organizations in addressing productivity issues
- Assists employees to ID and resolve personal concerns that may affect job performance
- Kinds of Assistance:
 - Marital
 - Family
 - Emotional / Mental Health
 - Eldercare
 - Stress
 - Financial
 - Interventions
 - Drug and Alcohol
 - Conflict Resolution
 - Critical Incident Debriefing



Components of a Drug Free Workplace

5. Alcohol and Drug Testing

- Who will be tested?
- When will tests be performed?
- Which Drugs will be tested for?
- What types of tests will be conducted?
- Understanding State and Federal Laws with regards to drug testing
- **Drug Testing Resources** – Quest Diagnostics, LabCorp, D & S Drug Testing, Concentra, Work Net



Resources and Education

Drug Free Workplace – Family Education

- Family Roles in Addiction
- The Science of Addiction
- Drugs of Addiction
- Risk Behaviors of Substance Abusers
- Resources for Families

DrugFreeWorkplacePA.org

- Conflicts in the Workplace
- Workplace Violence
- Sexual Harassment
- Gambling
- **And about 20 more classes online ...**



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Family Education
Program

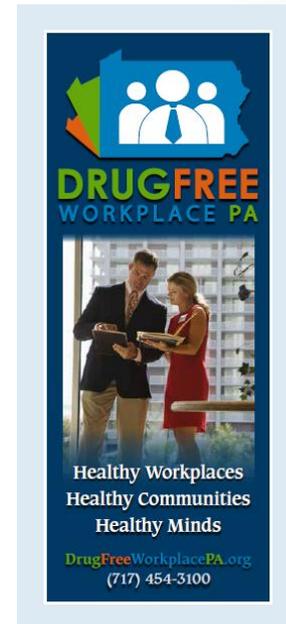


Healthy Workplaces
Healthy Communities
Healthy Minds

DrugFreeWorkplacePA.org
(717) 454-3100

Resources and Education

- **AA World Services** – <http://www.aa.org/> – (800) 433-7300
- **NA World Services** – <http://www.na.org/> – (717)-233-3733
- **Celebrate Recovery** – <http://www.celebraterecovery.com/>
- **Al-Anon** – <http://www.al-anon.org/>
- **Alateen** – <http://www.al-anon.alateen.org/>
- **Co-Dependents Anonymous** – <http://coda.org/>
- **PRO-A.org** – <http://www.pro-a.org/>
- **Drug Free America Foundation** – <http://dfaf.org/>
- **NIDA** – <http://www.drugabuse.gov/>
- **National Families in Action** – <http://www.nationalfamilies.org/>
- **Partnership for Drug Free Kids** – <http://www.drugfree.org/>
- **Drug Prevention Network of the Americas** – <http://www.dpna.org/>
- **Harrisburg Outpatient Program** – (717) 233-3424
- **Drug Free Workplace PA** – (717) 454-3100 and **PAStop.org**



References

- Park, Haeyoun and Bloch, Matthew. January 19, 2016. “How the Epidemic of Drug Overdose Deaths Ripples Across America.” The New York Times
- <http://www.CDC.gov>
- <http://www.SAMHSA.gov>
- <http://www.NIDA.gov>
- ROI numbers based on NIDA Research, (Aos et al. 2001; Hawkins et al. 1999; Pentz 1998; Spoth et al. 2002a; Jones et al. 2008; Foster et al. 2007; Miller and Hendrie 2009)
- <http://www.drugabuse.gov>
- ‘Working Partners’ National Conference Proceedings Report sponsored by the DOL, the Small Business Administration (SBA), and the Office of National Drug Control Policy (See: <http://www.tn.gov/labor-wfd/dfwp.html#thecost>).
- <http://www.dol.gov>
- <http://www.sba.gov>
- <https://www.whitehouse.gov/ondcp>
- <http://helix-health.com/blog/tag/employee-health-insurance/>



Questions?



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