

Substance Use Policy



The intention of a substance use policy in the workplace is to promote a healthy and safe environment for all staff. A well written substance use policy will outline expectations of employees in regards to tobacco, alcohol or drugs in the workplace. It is the employers responsibility to all staff to ensure substance abuse does not occur in the workplace. They also have a legal responsibility to accommodate employees with disabilities. Often a documented history of substance abuse by an employee needs to be treated as a disability. A substance use policy outlines process and procedures for dealing with staff that participate in substance use at work. It also determines a clear path for accommodating employees who have substance abuse issues.