

Alcohol and drug testing



Our workplace testing program objectives

Our workplace is looking at implementing an alcohol and drug testing program because...

(insert reason)

OR

Our testing program has been implemented as part of our legislated responsibility to ensure the health and safety of all workers. It aims to ...

(insert objectives)

Program Details

The workplace alcohol and drug testing program will:

1. Test for

- | | | |
|----------------------------------|--|-----------------------------------|
| <input type="checkbox"/> Alcohol | <input type="checkbox"/> Benzodiazepines | <input type="checkbox"/> Cannabis |
| <input type="checkbox"/> Cocaine | <input type="checkbox"/> Meth/amphetamine | <input type="checkbox"/> Opioids |
| <input type="checkbox"/> Ecstasy | <input type="checkbox"/> Others <i>(please list)</i> | |

2. Use the following testing methods

- | | | | |
|---|---|--|---------------------------------------|
| <input type="checkbox"/> Breathalyser (alcohol) | <input type="checkbox"/> Saliva (drugs) | <input type="checkbox"/> Urine (drugs) | <input type="checkbox"/> Hair (drugs) |
|---|---|--|---------------------------------------|

3. Use the following testing approach/es

- | | | | |
|---------------------------------|------------------------------------|--|---|
| <input type="checkbox"/> Random | <input type="checkbox"/> For cause | <input type="checkbox"/> Post-incident | <input type="checkbox"/> Pre-employment |
|---------------------------------|------------------------------------|--|---|

More information about testing methods and approaches is provided below.

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Alcohol and drug testing options

Test type	Testing for alcohol use	Testing for drug use		
Testing method	Breath	Urine	Saliva	Hair
Workplaces may implement a combination of testing methods	Positive test indicates impairment	<p>Detects drug use up to 3 days before testing</p> <p>With cannabis, occasional use can be detected for up to 6 days and more regular use can be detected for up to several weeks</p> <p>Unlikely to detect recent use (in the last 2 – 6 hours), therefore less likely to detect impairment</p>	<p>Short window for detecting recent use</p> <p>Use in the last 1-3 days can be detected for most drug types</p> <p>More likely to indicate impairment due to short window of detection</p>	<p>Detects drug use up to 6 months before testing</p> <p>Cannot detect recent use (past 1-4 weeks) or single use of drug</p> <p>Unlikely to show impairment</p>
Testing approach	Random	For cause	Post-incident	Pre-employment
Aim	Deterrence	Detection	Detection	Detection
Application	<p>Pre-determined proportion of the workforce is screened</p> <p>Conducted without notice</p>	Targeted testing for workers suspected of alcohol and/or drug use	Workers involved in accidents or near-miss events	Job applicants screened as part of selection process

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Our workplace alcohol and drug testing program will operate from: _____
(insert start date)

It will be reviewed in: _____
(insert year)

The person responsible for overseeing the alcohol and drug testing program is:

(insert name/title of overseeing person)

If you want to access the workplace Alcohol and Drug Policy, please ask the responsible person or your supervisor for a copy or visit...

(insert document location)

Testing procedures

Alcohol and drug tests always involve a two part Screening and Confirmation process.

1. A sample will be collected from you and screened at the worksite
2. After a positive alcohol test, you will be asked to remain in a safe place onsite so a second test can be taken 20 minutes later
3. If a drug test is positive, the sample is then analysed in a laboratory to confirm the accuracy of the onsite screen. You will also be given a sample so you can have it tested by an independent source.

Program breaches

If alcohol (2nd test) or drugs (1st test) are detected, you will be:

1. Notified confidentially
2. Given a duplicate sample so you can have it independently tested
3. Asked to leave the worksite. Transport will be arranged to take you to a safe location
4. Asked to attend a disciplinary meeting to discuss actions. Action taken will be based on the options available under either the organisation's Alcohol and Drug Policy or Disciplinary Policy (whichever applies).

Requests to leave the worksite are for safety reasons.

Please do not argue with your supervisor or the person asking you to leave.

Any concerns you have can be addressed at your disciplinary meeting.

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Discussion topics

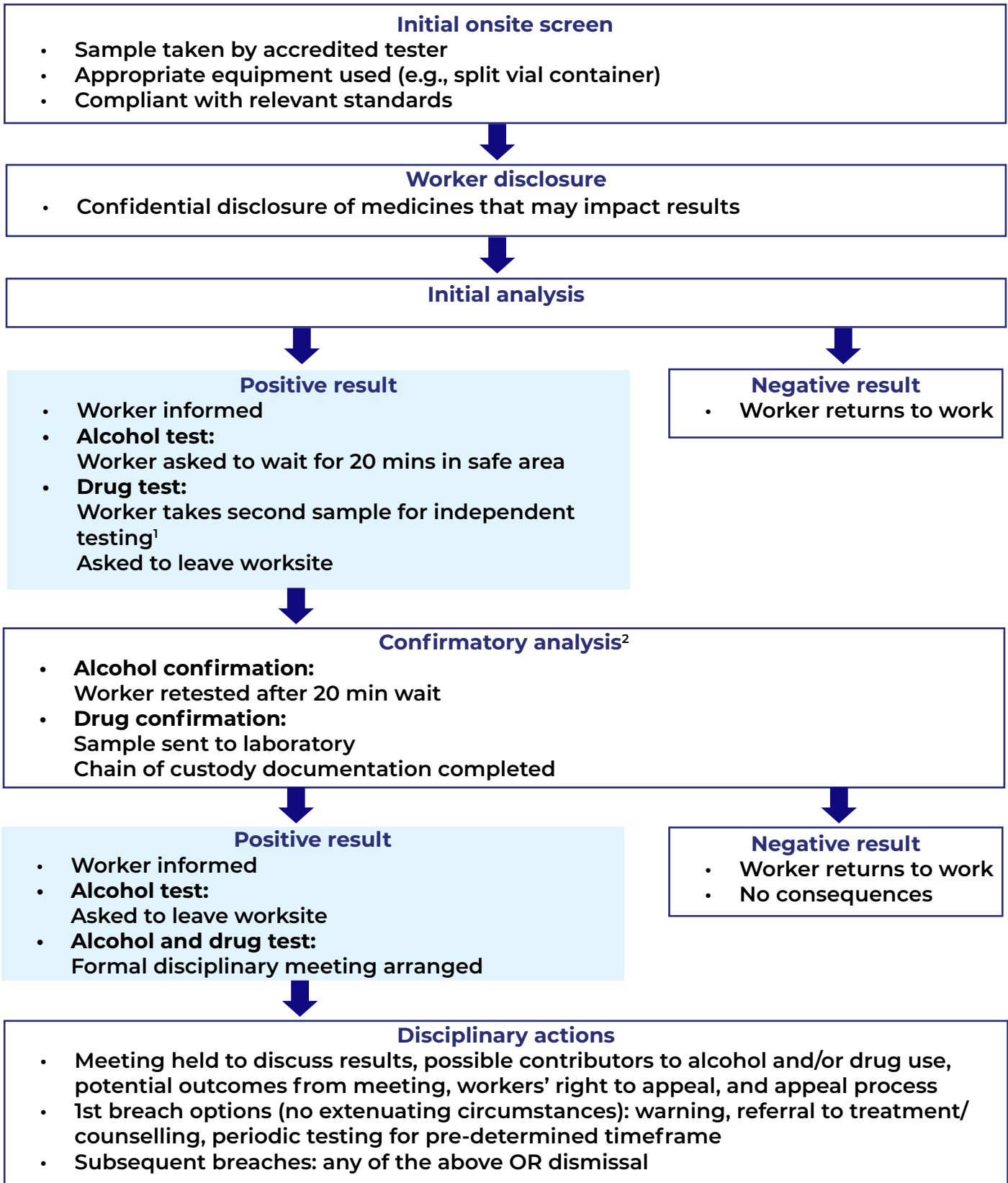
1. Why is drug testing appropriate for our workplace?
2. What are some positive and negative effects of workplace alcohol and drug testing?
3. Do you have any concerns about the current or proposed policy?
4. Can you refuse to participate in an alcohol or drug test?
5. What happens if you test positive to an alcohol or drug test?
6. What could you do if you were concerned about your own or a co-worker's alcohol and drug use?
7. What should you do if you have used alcohol or drugs outside work hours and:
 - a. are called into work
 - b. still feel under the influence before work?

Resources and handouts are available at <https://worklife.flinders.edu.au/external-site-resources>.

References are available at <https://worklife.flinders.edu.au/references>.



The Alcohol and Drug Testing Process Flow Chart



1. Workplace alcohol and drug policies should address what happens if results from independent analysis differ from the workplace results.

2. Your workplace alcohol and drug and/or disciplinary policies should address income and leave matters if workers are suspended from work while waiting for confirmation results and disciplinary meeting.