

Where to Get Assistance and Information About Drug and Alcohol Abuse

On the Job

Many companies, both large and small, have some type of program to deal with alcohol or drug abuse, usually called an Employee Assistance Program (EAP). The primary responsibility of the EAP is to confidentially refer troubled employees for professional treatment outside the worksite.

There are a variety of other sources where troubled workers can obtain assistance, including the company's medical department, a union shop steward, the union local, or a safety coordinator.

Resources in Your Community

There are a variety of organizations located in your community which can help workers with drug or alcohol problems. The best place to start is the yellow pages in your local telephone directory under "Alcohol/Drug Abuse Treatment or Counseling." It should offer a listing of clinics, hospitals, and other support groups which can provide help, such as Alcoholics Anonymous.

Other support groups and services which can help the troubled worker include local hospitals with outpatient treatment facilities, clergy or church groups.

National Resources

If you can't locate resources in your community, national organizations may be able to offer assistance. These include:

Alcoholics Anonymous World Services
P.O. Box 459 Grand Central Station
New York, New York 10163
(212) 686-1100

Narcotics Anonymous
P.O. Box 9999
Van Nuys, California 91409
(818) 780-3951

These two organizations offer confidential assistance to people with alcohol or drug abuse problems and they have local chapters in nearly every community in the U.S.

National Clearinghouse for Alcohol and Drug Information (NCADI)
Box 2345 Rockville, Maryland 20852
(301) 468-2600

The U.S. government's central clearinghouse of pamphlets, audiovisual materials and resource materials on drug and alcohol abuse.

Toll-Free Information

1-800-356-9996 Al-Anon
1-800-527-5344 American Council on Alcoholism Helpline
1-800-COCAINE Cocaine Hotline
1-800-NCA-CALL National Council on Alcoholism
1-800-662-HELP National Institute on Drug Abuse Hotline

For additional copies of this pamphlet, write or call:

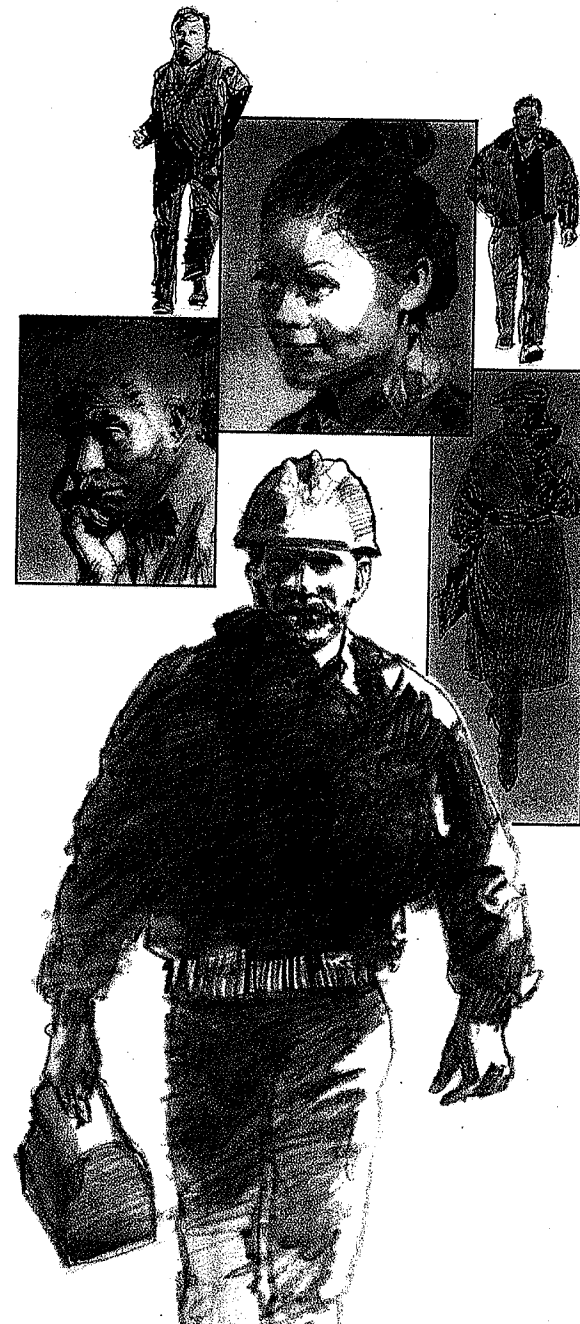
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U.S. Department of Labor



GPO : 1989 O - 229-217

Workers At Risk: Drugs and Alcohol On the Job



Why You Should Get Involved

Even though billions of dollars are being spent to prevent substance abuse in our country, nearly every worker knows someone who uses drugs or alcohol on the job.

If one of your co-workers is using drugs or alcohol, it is not just their problem. It can affect your health and welfare too.

There are three good reasons why you should be concerned if one of your co-workers is using drugs or alcohol on the job:

- (1) Your health and safety may be at risk.
- (2) Drug and alcohol abuse costs you money.
- (3) Drugs and alcohol create a negative work environment.

Your Safety and Health

You and your fellow workers have a right to a safe work environment. But your health and safety may be at risk when someone is using drugs or alcohol on the job.

Think of it this way: would you want to be on the shop floor if a co-worker is using cocaine and swinging ten tons of steel around with a tower crane? Would you want to be the brakeman on a train if your engineer is high?

In a recent publication, the U.S. Chamber of Commerce indicated that a typical drug user in today's workforce is 3.6 times more likely to injure themselves or another person in a workplace accident. The Employee Assistance Society of North America indicates that up to 40 percent of industrial fatalities and 47 percent of industrial injuries can be linked to alcohol abuse and alcoholism.

FACT: Your safety – and perhaps even your life – could be threatened by co-workers using drugs and alcohol.

Your Pocketbook

According to the National Institute on Alcohol and Alcohol Abuse, drugs and alcohol on the job cost employers an estimated \$102 billion a year. The Chamber of Commerce claims that drug abusing employees incur 300 percent higher medical costs and benefits. Since most of this cost is passed on to you in the form of higher health insurance rates or in the prices you pay for things, drug and alcohol use on the job costs you and your fellow workers.

FACT: Drug and alcohol abuse is not just your employer's problem; it directly affects your pocketbook.

Your Work Place

Workers who use drugs and alcohol don't function at their full potential. Drug using employees are 3 times more likely to be late for work and 2.5 times more likely to have absences of 8 days or more.

Absenteeism among problem drinkers or alcoholics is 3.8 to 8.3 times greater than normal. If your fellow worker doesn't come to work, you may have to do their job in addition to your own.

FACT: Everyone has a role to play in a getting a job done. When a fellow worker uses drugs or alcohol, others may have to do their job.

What You Should Do:

1. **Learn the facts about substance abuse and why they are important to you and your co-workers.**
2. **Encourage your employer to help workers with drug or alcohol problems instead of punishing them.**
3. **If your company doesn't have an employee assistance program (EAP), talk to your employer or union about starting one.**

What You Should Not Do:

1. **Don't "enable" a troubled employee to continue using alcohol and drugs by:**
 - ignoring the problem
 - lying or covering up for worker in any way
 - doing the worker's job
 - lending money or offering other financial assistance to support substance abuse
2. **Don't violate worker's trust and confidentiality unless absolutely necessary.**
3. **Don't attempt to counsel troubled employees.**

No matter what your position is in the organization, there is something you can do to fight drug and alcohol use on the job. If you sit by and do nothing, the situation is likely to get worse.

FACT: If you are not part of the solution to the problem, you may be part of the problem itself.
