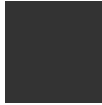


An estimated 14.8 million Americans are current illicit drug users with approximately 9.4 million of these individuals being employed.



WHAT CAN I DO IN MY WORKPLACE?

1. Be attentive and observe
2. Document: keep records of work performance issues
3. Be straightforward yet thoughtful; focus on specific aspects of performance, stick to the facts about job performance without diagnosing or judging
4. Be consistent for all employees
5. Maintain confidentiality: keep issues between only those “who have to know”
6. Refer to help: Encourage employees to seek help and refer them to treatment
7. Follow Up: Continue to address work performance and treatment status

WHAT HELP IS AVAILABLE?

Treatment options are prevalent in our community. Your employees and co-workers are not bad people for using, they are typically suffering from the illness of addiction and would benefit from professional help and workplace assistance. See resources on back flap.

Northern Wyoming Mental Health Center
Substance Abuse Programs
1043 Coffeen Suite B, Sheridan, WY
307-674-7702

WYSTAR/VOA
1095 Saberton Ave, Sheridan, WY
307-672-2044

Cloud Peak Initiatives
151 Brundage Street, Sheridan, WY
307-674-1668

Assessing Solutions
45 East Loucks, Sheridan, WY
307-673-4647

Partnership for a Drug Free Workplace
Contact Person: Pam Peldo or Anna Waser
672-2044 674-7702



STATISTICS FOUND IN THIS BROCHURE ARE COURTESY OF THE STATE OF WYOMING WORKER'S SAFETY AND COMPENSATION AND THE 1999 NATIONAL HOUSEHOLD SURVEY ON DRUG ABUSE.

RECOGNIZING SUBSTANCE USE AND ABUSE IN THE WORKPLACE

*Our Families, Our Workers,
Our Community*



Sheridan WY Travel and Tourism

More than half of adult workers know someone who has been at work while under the influence of alcohol or other drugs.

RECOGNIZING SUBSTANCE ABUSE IN THE WORKPLACE

Substance Abuse in the workplace is an issue of more prevalence than most realize. More American workers are using at work or before they arrive at work than we realize and it is costing our workforce millions of hours and dollars every year.

RECOGNIZING SUBSTANCE USE – SIGNS AND SYMPTOMS PHYSICAL SYMPTOMS

When a person is using drugs or alcohol, there are outward physical, behavioral, and social changes that occur. When a person is using substances at the workplace or coming to the workplace under the influence of substances, the risks are high not only for the user but the workplace and its customers as well.

This brochure lists many different signs and symptoms of substance use and abuse. On their own, the signs and symptoms may not mean anything but if you notice several of them, it can be considered a red flag for possible substance abuse and a reason to seek further help.

Always remember that these signs and symptoms are possible but not definite signs of drug use.

Alcohol is the most widely abused drug among working adults. An estimated 6.2% of adults working full time are heavy drinkers.

BEHAVIORAL CHANGES

- Unexplained changes in mood, depression, anxiety, or irritability
- Preoccupation or change in focus, less concern for others
- Decreased interaction or social contact at work, changes in communication styles
- Decrease in social activities such as dinners, sports teams, work parties
- Need for instant gratification
- Loss of motivation and enthusiasm
- Decrease in punctuality: showing up late, leaving early, leaving for short periods of time during the work day
- Change in values or beliefs previously held strong
- Lethargy, lack of energy or vitality

SOCIAL CHANGES

- Decline in productivity at work
- Reduced short-term memory, concentration, forgetfulness

- Decrease in participation in meetings, loss of energy, apathy, slow responses
- Increased discipline problems
- Increased absenteeism, patterned absenteeism such as always Mondays or Fridays or after holidays
- Change in peer group
- Sleeping in meetings
- Excessive or un-characteristic energy
- Sudden financial changes: suddenly having lots of cash or needing an advance

PHYSICAL CHANGES

- Acting intoxicated
- Smelling of Alcohol or another drug such as smoke or marijuana
- Bloodshot eyes, droopy eyelids
- Dilated pupils, imprecise eye movement
- Abnormally pale complexion
- Sudden appetite increase or decrease
- Neglect of personal appearance or grooming
- Change in speech patterns or word use