



The Lucy Rose Clinic

INTEGRATIVE HEALTH SOLUTIONS

The Lucy Rose Clinic- Drugs and Alcohol Policy

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To be used by:

All staff and contractors of The Lucy Rose Clinic

Drugs and Alcohol Policy

- Policy Statement Our organisation is committed to providing a safe and productive work environment. As such, we do not condone the use of drugs or alcohol during work hours, at company-sponsored events, or while on company property. This policy aims to reduce potential liability and risk, fostering a healthier and more productive workplace .
- Scope This policy applies to all employees, contractors, and visitors on our premises .
- Drug and Alcohol Testing We reserve the right to conduct drug and alcohol testing under appropriate circumstances as per local laws and regulations. Testing may occur pre-employment, randomly, or in cases where substance abuse is suspected.
- Code of Conduct Employees suspected of drug or alcohol abuse may be subject to an investigation. We encourage employees to report any suspected substance abuse .
- Consequences for Policy Violation Violations of this policy may result in disciplinary action, up to and including termination. We also reserve the right to report violations to law enforcement authorities.
- Assistance Programs We understand that substance abuse can be a serious issue. We are committed to supporting employees dealing with these issues and encourage those in need to access our Employee Assistance Program or similar resources.

This policy sets forth our stance on drug and alcohol use, and we expect all employees to adhere to it. By doing so, we can ensure a safe and productive working environment for all. Please remember that this policy is in place to protect everyone within our organisation.

Drugs and alcohol

ILLCIT DRUGS AND ALCOHOL

The use of drugs or alcohol jeopardises a safe workplace. The Lucy Rose Clinic recognises alcohol and other drug dependencies as treatable conditions, and encourages those persons who may be subject to such dependency to seek assistance from appropriate organisations or support groups.

We have a zero tolerance approach towards the presence of illicit drugs within the workplace. This includes the discovery of an employee with possession of an illicit substance, and any testing which results in a non-negative reading of a substance within an employee's system above the detectable limit while at work.

Employees are not permitted to work while under the influence of alcohol and must conduct themselves responsibly at all times. For the purposes of this policy and due to the nature of your work, if at any time you are required to operate vehicles, heavy or otherwise, machinery or other high risk work, the blood alcohol content limit is zero (0.00%).

Alcohol may be consumed at some Employer events. Where this is the case, the Employer encourages responsible alcohol consumption and at no time should you be drunk or behave in a manner which is inappropriate.

Non-compliance with this policy and any associated procedure by employees may result in disciplinary action up to and including termination.

PRESCRIBED/OVER-THE-COUNTER MEDICATION

Employees who are taking any prescribed/over-the-counter medication or drugs which may affect their ability to perform their work must notify management as soon as possible. You may be required to produce a medical certificate stating that you are fit for work or specifying any restrictions.

SCREENING

The Employer may require screening for alcohol and drugs. For employees, this may include pre-employment testing. Testing may be conducted based on reasonable suspicion or following an incident or accident. The Employer reserves the right to carry out random testing across all levels of employees.

The following provides examples of activities which may result in disciplinary procedures, up to and including termination of your employment or engagement with the Employer. If you:

- are removed from the workplace due to impairment or reasonable suspicion of impairment
- return a positive result following testing
- return a blood alcohol level of more than 0.00 or the equivalent in urine or breath samples
- refuse reasonable direction to undertake drug and alcohol screening or
- are in possession of illegal drugs for supply or consumption in the workplace or the Employer's vehicles.

This list is not exhaustive.

If you perform work on a client site which conducts regular or random drug and alcohol testing, you will be required to participate.

Where you are suspected of being affected by drugs or alcohol, you may be required to participate in appropriate testing. Positive readings at any time will result in disciplinary procedures up to and including termination of your employment or engagement with the Employer.

If you return a positive result or refuse to participate in testing, you will be required to cease work immediately and leave the workplace. This time will be unpaid until such a time that you are fit to return to work. You will not be able to return to the workplace until you return a negative result. If you are required to leave the workplace, you will be required to report to management on your return or when you are no longer under the influence of drugs or alcohol, to discuss the incident.

NO SMOKING POLICY

Smoking (including vaping/e-cigarettes) on the premises is not permitted. You are only permitted to smoke in designated areas and during your breaks.