

XIV. Referral, Evaluation, and Treatment

- A. If a covered employee has a positive controlled substance test or a breath alcohol concentration test of 0.04 or greater, he/she will be referred to a Substance Abuse Professional (SAP). The SAP shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and/or controlled substances use. By law, an assessment by a SAP is mandatory before the employee is allowed to return to work and perform safety-sensitive functions. Referral to a SAP will ordinarily be made through the employee's health care provider. Employees who do not know what substance abuse services are provided under their health care plan or who do not have a health care plan, are encouraged to contact the Employee Assistance Office for information.
- B. The University's Employee Assistance Program is available to provide information, referral and support to employees seeking alcohol and drug abuse services, including treatment. Available information includes methods of intervening, including confrontation, when an alcohol or controlled substance problem is suspected and a listing of alcohol and drug abuse services. Employees are encouraged to use this program and seek assistance before the misuse of alcohol or controlled substances become a problem and leads to disciplinary action. Where circumstances indicate a work rule violation, use of EAP will not be a defense to avoid disciplinary action.