

## **What is the Role of the EAP When You Test Positive for Drugs?**

**Fully Effective Employees** is the employee assistance program that has contracted with the Tacoma Area Signatory Roofing Contractors to provide EAP services to all of its employees. These services include assistance with any personal problems, drug and alcohol issues or work problems, on a confidential, voluntary basis. In addition, if an employee tests positive for drugs, the EAP will assist that employee with meeting the requirements of the drug testing program and if treatment is needed, the EAP will refer, monitor and support the employee through the process.

All of the EAP staff are certified chemical dependency counselors with mental health counseling backgrounds. All have extensive work experience and will do their utmost to assist employees in returning to work as soon as possible.

If your drug test comes back positive, there are a number of things that will happen.

1. The MRO (medical review officer) will contact you to determine if you are taking any prescribed medications or if there are other factors that may have created a positive test. The MRO is a medical doctor. If he or she confirms that your test is positive for drugs, your employer will be notified and Drug Free Business will suspend your status in the drug free card program.
2. You will then be instructed to contact the employee assistance program (EAP). You will be removed from the job site until the EAP clears you to return to work. If you do not contact the EAP, your drug free card will remain suspended.
3. The EAP counselor will offer to meet with you in person or to conduct a telephone assessment. During this assessment, the counselor will ask you various questions to determine if you have a chemical dependency (which requires some sort of treatment or intervention) or if you are an occasional user. The counselor will also review your drug test results to determine the amount of drugs you had in your system. The counselor will want to understand your lifestyle and some of your history and family background in order to obtain enough information to complete an assessment. If the counselor feels that you require a second opinion assessment or if you are referred to treatment, you will be referred to a treatment agency for another assessment. At this time, you will be asked to sign "release of information" forms so that the treatment agency and the EAP counselor can discuss your cooperation and motivation and make recommendations in order for you to activate your drug free card. The EAP counselor will also ask you to sign a "release of information form" to your employer and Drug Free Business. The information shared will only relate to your willingness to follow the EAP counselor's recommendations and the monitoring of your progress for up to two years. In some cases, when there is no significant problem detected by the EAP

counselor at the time of the assessment, you will be cleared to return to work upon completion of a Return to Work Agreement and a Return to Work drug test.

4. In some situations, the EAP counselor will suggest that you obtain another drug test to ensure that you will test clean on your Return to Work UA or to determine if your drug levels are decreasing. This test will be at your expense of \$35 (cash or money order) and you can obtain the testing form at the EAP. You will be notified when the results are in. The results will not be shared with your employer unless you choose to share them.
5. If you are referred to treatment, the EAP will attempt to find you the most appropriate and affordable options and you will be monitored by the EAP for up to two years. If you fail to follow through with the EAP counselor's recommendations, your company and Drug Free Business will be notified and your clean card will not be activated.

It is our goal to assist all employees in returning to work as soon as possible. Please be aware that we do not fire employees or divulge confidential information to the unions or employers. If you do not follow our recommendations or if you continue to use drugs after you return to work and you test positive on another test, you may lose your job. As a result, it is our responsibility to conduct as thorough an assessment as possible. Your cooperation with this process is in your best interest.