

## Alcohol, Drugs & Employment

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### About this Publication:

*Alcohol, Drugs & Employment* is the new edition of the popular *Alcohol, Employment & Fair Labour Practice*. Like its predecessor, this book is a practical guide for labour lawyers, employers, trade unions, HR managers and occupational health professionals who must grapple with the problems of substance abuse in the workplace.

*Alcohol, Drugs & Employment* explains the case law on substance abuse in South Africa and also provides a useful international legal comparison. The book recommends procedures for identifying, controlling and treating substance abuse. It includes templates and procedural guidelines for pre-employment testing, employee testing and fair disciplinary action. *Alcohol, Drugs & Employment* also sets out the procedure for introducing and implementing a comprehensive substance-abuse policy in the workplace.

### Contents Include:

- A framework for analysing alcohol problems in the workplace
- The extent of the problem – alcohol
- Drugs and drug abuse – an introduction
- Extent of the problem – drugs
- Causes of the problem – psychosocial, environmental and cultural
  
- The risk assessment approach: managing alcohol and drug misuse within the organisation
- The effects of alcohol on the individual
- The effects of drugs
  
- Objective ways of identifying trends of substance abuse problems in the workplace
- Legal obligations of employees, employers and trade unions
- Testing – identifying alcohol and drug problems and intoxication in the individual employee
- Legal aspects of pre-employment screening

Legal aspects of testing employees

Fair discipline

The role of the occupational health professional

Treatment – the employee patient

Treatment of the organisation

Treatment – employee assistance programmes

The workplace as a setting for substance abuse prevention initiatives

Introducing new alcohol and drug procedures and rules

Proposed substance abuse policy and procedural agreement

Appendixes

- Protocol for breathalyser testing
- Protocol for blood testing
- Questionnaires used to screen for alcohol and drug misuse
- Protocol for urine testing
- Units and formulae
- Example of a letter to non-unionised employees regarding the introduction of an updated alcohol and drugs policy
- Glossary of medical terms
- Strategy for managing alcohol and drug problems
- Verification of alcohol intoxication form
- Verification of drug intoxication form
- Alternative alcohol and drug policy
- Table of symptoms and signs of alcohol and drug problems

**Of Interest and Benefit to:**

- Labour lawyers
- Employers
- Trade unions
- HR managers
- Occupational health professionals

**Key Benefits:**

- Presents both medical and legal perspectives on substance abuse in the workplace
- Provides useful guidelines on lawful medical testing of job applicants and employees
- Contains practical guidelines, protocols and policy templates
- Assists employers and trade unions to introduce and implement workplace policies on substance abuse
- Contains a useful international perspective by way of comparison with Canadian workplace law

**Pricing:**

Description	Price
2nd Edition	R 380.00