

EAC Training

OUTLINE

- Topic:** **Drug Awareness**
- Description:** The Drug Awareness Program is designed to give supervisors and managers the skills they need to (1) identify substance abuse problems in the workplace, (2) determine the appropriate steps for an effective intervention, and (3) practice the conversation that will take place with the individual. The materials outline the symptoms and behaviors exhibited by individuals who are affected by substances. Specific tools for observing, tracking, and approaching the employee are also introduced. This program can be very helpful to companies in their efforts to achieve a drug free workplace.
- Equipment:** Hand-outs
Flip Chart
- Room Arrangement:** The optimal set-up for this program is to have chairs and tables arranged in a U-shape or half circle. It is also helpful if the participants can be broken into smaller groups for the exercises.
- Number of People:** This training is best facilitated with a range of 15 - 30 participants.
- Time:** One Hour
- Delivered by:** Employee Assistance Professional Staff

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