
	<p>1.3.2</p>	<p>DRUG FREE WORKPLACE</p>	<p>Effective: 01/96 Revised: 03/16; 05/23; 04/24 Reviewed/Approved by Bd. of Dir.: 04/24</p>  <p>Kirk Davis, President/CEO</p>
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Policy Statement:

Lakemary Center (LMC) provides a safe, drug-free, working environment in accordance with the Drug-Free Workplace Act of 1988.

Policy:

Employees are required to be in a healthy and drug-free mental and physical condition when they arrive at work, and throughout regular work hours. They must be able to perform their jobs in accordance with LMC’s mission, values, and guiding principles.

The use, possession, sale, or distribution of illegal drugs or the improper or abusive use of legal drugs, alcohol or other intoxicating substances by LMC employees or being under the influence of any of the above, while on LMC property, in LMC vehicles, at other work locations or during regular work hours, even if off-grounds, is strictly prohibited.

All supervisors and employees are required to notify the LMC Human Resources Department when they have reason to believe an employee is violating the above prohibition and/or when they observe an employee who demonstrates impaired behavior. LMC Human Resources may request a drug or alcohol test (at LMC’s expense). Failure to submit to requested/required testing will result in termination.

When substance abuse has been validated by mandatory drug testing, the employee may be offered assistance and must participate in and complete the requirements of assistance offered. Failure to do so may result in disciplinary action, up to and including termination.

Policy Reference: None

Procedure Reference: Anti-Drug & Alcohol Misuse Prevention Policy (FTA/DOT)
Employee Handbook
Employee Assistance Program

Application: All Services