

**Good Samaritan Health & Wellness Center**  
Policies and Procedures

Subject: Substance Abuse	Policy #: 4.7
Prepared by:	Revision #:
Approved by: Board of Directors	Effective Date: 9/02/2015

## 4.7 Substance Abuse

### Prohibition Against Substance Abuse

The Center is dedicated to maintaining an environment that promotes safe, high quality patient care services, and protects the safety and well being of its staff, volunteers and visitors. To assist in accomplishing this, it is imperative that all employees are free, at all times on Center business and/or property, from the influence of all substances which could influence judgment or impair senses. This would include alcohol, marijuana, cocaine, narcotics, tranquilizers, amphetamines, barbiturates and their derivatives and all other similar substances, whether controlled or not controlled, which in any manner alter normal perception, thought functions, behavior or mood.

No employee or volunteer will use, consume, possess, transfer, or sell any prohibited substance at any time on Clinic property or report to work or perform work under the influence of any prohibited substance.

The Good Samaritan Health & Wellness Center may, at any time, require an employee to take a drug test following an offer of employment, post-accident, on an unannounced basis, or for cause.

### Procedure for Employee Substance Abuse

Substance abuse is often a treatable illness. The Center will review each occurrence of substance abuse by an employee or volunteer in light of the surrounding circumstances, and based upon this review, will take one or more of the following actions:

- Immediate termination of the relationship.
- Require the employee or volunteer to take a medical leave of absence and successfully complete an approved rehabilitation program as a condition of continued employment or

volunteering.

- Report the facts to the appropriate state-licensing agency.
- Report the facts to the appropriate law enforcement agency.

In the event the employee or volunteer is offered the opportunity to enter a rehabilitation program, the Center will work with the employee or volunteer toward reaching successful treatment. The Center will not be responsible for the cost of the treatment, however, nor will the medical leave of absence be a paid leave. Unused paid time off may be used.

The return to work will be conditioned upon successful completion of the rehabilitation program. This completion is to be determined by the Center through review of the program's assessment of the employee or volunteer, a statement from her/his personal physician and her/his Aftercare Program counselor, and at the Center's discretion, a physical and/or psychological evaluation by a physician of its choice.