



## EUROPEAN BACKGROUND

**TO IMPLEMENT A SUCCESSFUL PROGRAMME A FULL COMPLEMENT OF SERVICES ARE REQUIRED.**

**KNOWLEDGE AND UNDERSTANDING ARE KEY REQUIREMENTS. EMPLOYERS HAVE A 'DUTY OF CARE' TO EQUIP THEIR STAFF WITH THE TOOLS AND EDUCATION NECESSARY TO DEAL WITH THIS SENSITIVE ISSUE AND THEN SUPPORT THOSE WHO HAVE PROBLEMS.**

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# DRUG & ALCOHOL SERVICES

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**'EUROPEAN BACKGROUND - PROVIDING TOTAL PEOPLE PEACE OF MIND'**



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## Drug and Alcohol Services

### Policy Writing and Advice

Drug and Alcohol abuse within the workplace is a serious Health and Safety risk to fellow employees and the general public.

The policy is a fundamental and vital document for the successful implementation of a Drug and Alcohol programme. Our expert policy team will assess your current policy and make recommendations in line with legislative obligations and 'Best Practice'. A new Policy can be developed relative to your industry, company size, history, locations and company ethos.

Beacon has vast experience with Union negotiations, discussions and mediation.

### Manager Training

Training and Awareness should be aimed at all staffing grades. This will vary in format and detail depending on the job role being performed and associated responsibilities.

Manager Training gives managers and supervisors the appropriate skills set to address problems on a practical basis. The key areas focused on include:

- *Processes and procedures*
- *Knowledge of testing*
- *Dealing with challenging situations and scenarios*
- *The law*
- *Manager responsibilities*

This course is typically classroom-based, using technology as a key training aid and also gaining feedback from delegates understanding their perceptions and demographic information. Fully branded managerial guides are also provided to support continued learning.





## Employee Awareness

Employee Awareness can be achieved by using a number of mediums. It is advisable to utilise a mixture of methods to ensure a large proportion of staff receive the relevant information.

Policy Awareness booklets contain up-to-date information on a number of areas, such as, risks of drug use, how and where to access help, alcohol dependency and a copy of the companies' Drug and Alcohol Policy.

Information can be distributed electronically to take advantage of today's technology. This is achieved through DVD, Intranet Applications and full E-Learning systems. These are all custom built to reflect your requirements and branding.

Roadshows are an effective way to enable employees to 'drop in' and ask questions regarding any part of the implementation - including the testing equipment used, which drugs are tested for, how the policy impacts on them etc.

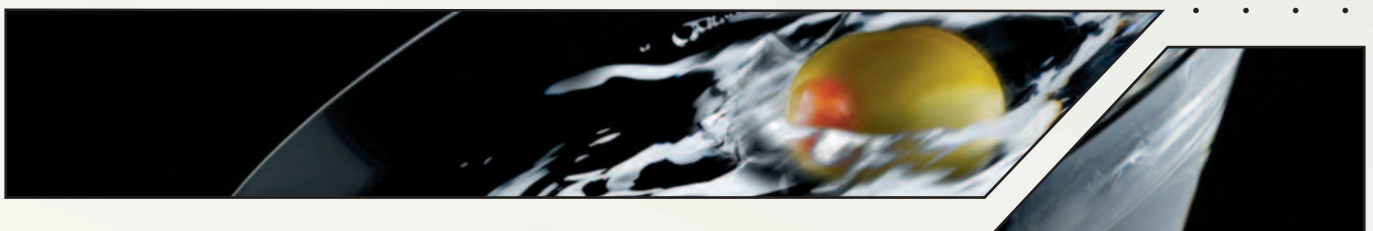


## Rehabilitation

Through the Beacon Therapy & Care division, a number of services are available to help and support any employee with their 'return to work' programme. Following an initial psychological assessment and report, we are able to provide a range of programmes that include counselling, psychotherapy and medical detoxification.

Beacon is able to devise a therapeutic contract that will safeguard the employee and employer, thereby ensuring that milestones from both sides are met. our comprehensive range includes:

- *Expert assessment*
- *Psychotherapy*
- *Counselling*
- *Cognitive behavioural therapy for addiction*
- *Post traumatic stress disorder*
- *Managing critical incidents*
- *Employer assistance programme*
- *Medical detoxification*



## Drug and Alcohol Testing

### Reasons to Test

There are many considerations to take into account when deciding the reasons for testing your staff. These include, who is going to achieve it, which method to use, and, more importantly, what fits within the day-to-day operation of your company?

A safer and healthier working environment benefits everyone, whether an employee or member of the public. Testing actively promotes this as long as it is used in the right way, with the correct support structures in place.

There are 4 main reasons why a company should test their staff. Companies can use all or a mixture of these reasons to test their staff:

#### Pre-employment Testing

To minimise the future risk of drug and alcohol issues entering the workplace. Before a new recruit is given a position within the company, they are tested to screen out possible future drug and/or alcohol related issues.

#### Random Testing

This is a mechanism to promote a drug/alcohol free working environment. Current employees are selected randomly to undertake a drug and/or alcohol test. Beacon utilises a specialist software programme to facilitate the random selection process. This is available for purchase by companies wishing to perform their own testing.

#### 'For cause' or Post-incident Testing

This takes place following an incident, accident or reasonable suspicion. Beacon can supply a full 24/7 responsive collection service with arrival on site less than 2hrs from the initial phone call to our purpose Call Centre.

#### Follow Up Testing

As part of an ongoing 'return to work' programme often during the rehabilitation process.



### What Drugs to Test for

There are many common misused recreational drugs which can be tested for:

- *Cannabis*
- *Amphetamine*
- *Cocaine*
- *Opiates*
- *Benzodiazepines*
- *Others include, barbiturates, phencyclidine, methamphetamines, methadone and many more.*

**Matrix Used**

The testing matrix used will depend upon factors and considerations such as detection window, space/facilities available, cost and others. Beacon can advise, dependent on your individual circumstances, what is the best fit with your requirements and limitations and can perform all collection types for you. A number of methods can be used together:

**Oral Fluid / Saliva**

Advantages of oral fluid include:

- *Non invasive*
- *Easy sample collection*
- *No required secure toilet*
- *Fully defensible with Chain of Custody collection*
- *Quick display of results*
- *Oral fluid has a shorter window of detection than urine and hair.*



**Urine**

Advantages of Urine include:

- *A longer detection window*
- *Fully defensible with Chain of Custody collection*
- *Quick display of results*

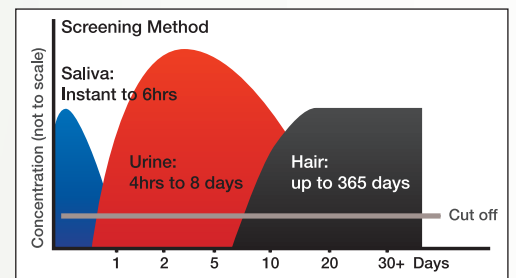
Secured toilet facilities are required for urine collections because sample adulteration is possible if the Chain of Custody is not followed strictly.



**Hair**

The key advantage to hair drug testing is it has the longest window of detection and individual drug use can be detected at different periods of time. It can also be used to analyse alcohol use.

Dependent on hair length, drugs can be detected up to 6 months from being used. However, hair analysis is more expensive than other testing methods.



**Instant Drug Screening Devices**

The quickest and cheapest way of performing a drug screen is with an instant device, whether using urine or oral fluid/saliva.

They are very accurate and prove to have considerable time and cost savings compared to Laboratory Screening. Any positive screening result must be backed up with a Chain of Custody.



## Drug and Alcohol Testing

### Alcohol Testing

Alcohol can be detected in breath, saliva, urine, hair and blood. The easiest method is taking a breath sample which needs to take place whilst following strict Chain of Custody procedures and completing specialist testing forms.

A fully calibrated breath testing instrument can be defensible in Court, for a quick indication, an instant screening device can also be used.

#### Breath Alcohol Testing

The quickest and easiest method of alcohol testing is via a breath sample. Chain of Custody procedures including the completion of a breath alcohol testing form are essential. The findings can be defensible in Court when using a calibrated testing instrument.

Limitations with breath samples are the need to use a calibrated testing device and the short detection window. However, Impairment at work can be substantiated. Alcohol detection in urine and hair is far longer and can give you information on alcohol abuse.



#### Hair Alcohol Testing

This method can detect excessive consumption of alcohol over a period of time. Alcohol testing in hair can detect dependency for periods up to 6 months.

Alcohol has recently been classified as the fifth most harmful drug. For the first time ever, there is a non-invasive service to detect excessive consumption of alcohol over a period of time.

As the first company to offer this test commercially, our partners, together with their team of researchers and scientists, has developed a system that clearly indicates or rules out alcohol abuse.



### Chain of Custody

The Chain of Custody defines a set of procedures from when a sample is given through the analytical process until it is finally destroyed.

If a screened sample is positive, a Chain of Custody sample must be taken and sent to an accredited (e.g. UKAS) Laboratory for expert GC-MS or LC-MS analysis. This process is defensible in employment hearings and known as the 'gold standard' for use in court.





**Laboratory Testing Services**

**Oral Fluid and Urine Drug Screening**

Instead of using an instant screening device, laboratory screening using urine or oral fluid is available. Immunoassay screening is not a conclusive test, but gives an indication whether a tested sample is positive or negative for the drug being tested for:

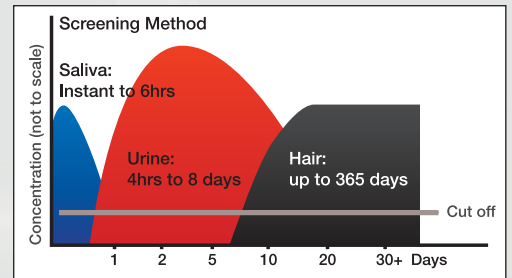
**Oral Fluid and Urine Drug Confirmations**

Full 'Gold Standard' GC-MS or LC-MS analysis is available with fast turn around times in oral fluid and urine. This validates an immunoassay screen whether from an instant device or laboratory screen.

**Hair Drug Testing**

Hair drug testing is a revolutionary method of testing for drugs using hair strand analysis, we can establish and verify persistent substance misusers. The need for hair drug testing has steadily increased in recent years and is currently used by corporate companies of all industry sectors (including forensics, maritime, insurance and rail), and also widely used and accepted by the UK courts.

Hair analysis not only determines the presence of an illegal substance, but it can also provide an accurate historical record of substance misuse. This helps in differentiating between a one-off user and a chronic substance abuser.

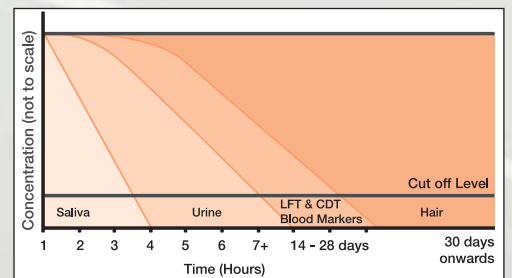


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**Hair Steroid Testing**

The use of anabolic steroids was officially banded in the mid-1970s by world sports authorities. The first control of anabolic steroids (particularly metandienone found in Dianabol) was achieved in Montreal in 1976 during the Olympic games.

The official detection of anabolic steroid misuse in sports is based on the analysis of urine samples. However, some athletes take long-term treatment of anabolic steroids during the winter month and stop before the competition, or will take them for periods ranging from 4 to 18 weeks, alternating with drug-free periods of one month to one year.

This is the reason why abusers can be found drug-free. Traditionally, anabolic steroids are detectable in urine only 2 to 4 days after exposure, except for ester forms found in the Hair Steroid test.

**Medical Review**

Medical Review is an integral part of any confirmation testing and laboratory service. A Medical Review Officer discusses any medication taken by the donor which could impact upon the final result.

**Reporting of Results**

Screening results are available from the laboratory within 24hrs and confirmations take a further 2 days. Results can be sent securely via email, telephone or online via the Beacon Business Healthcare website.



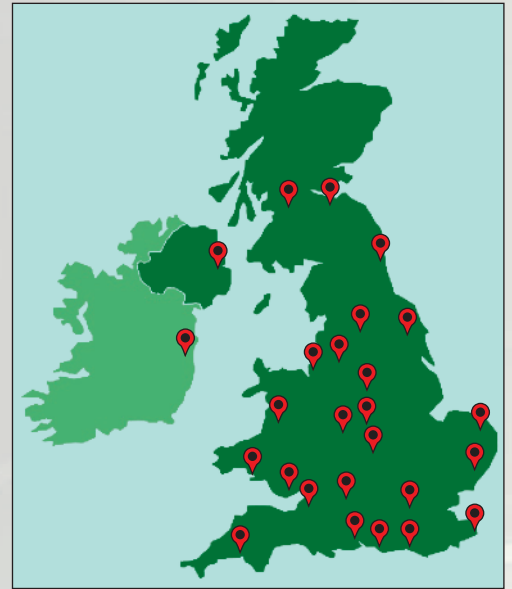
## Drug and Alcohol Testing

### Beacon Collectors

Our collectors are available throughout the UK for pre-employment, random, 'for cause' and follow up testing.

Oral fluid, urine, hair and blood samples can be collected whether they are screened instantly or sent to the laboratory under Chain of Custody conditions for analysis.

A 24/7 call-out service is available via our designated Call Centre with an arrival time of 2hrs on site from the time of the call.



**International sample collections are available through our International team of collection staff who cover Europe, The Americas, Africa, Asia and Australia.**







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