



Drug and Alcohol Policy

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1.0 Purpose

- 1.1. To establish Fire Department policy and procedures for testing and possible treatment of employees who abuse controlled substances, including alcohol and prescription drugs.

2.0 Statement

- 2.1. The Fire Department does not condone nor accept substance abuse by its members. The Department supports treatment efforts for members seeking assistance. The Department recognizes that a member's health can affect their job performance, the quality of their work and their opportunity for continued employment.

3.0 Goal

- 3.1. To maintain a drug-free workplace;
- 3.2. To encourage voluntary self referral to alcohol and substance abuse treatment programs; and
- 3.3. To provide for (if possible) rehabilitation assistance for Taylors Bridge Fire Department members who voluntarily seek help in overcoming an addiction to, dependency on, or problem with substance abuse.
- 3.4. To ensure and preserve the reputation of the Taylors Bridge Fire Department as an entity worthy of public trust.
- 3.5. Reduce the incidents of accidental injury to persons or property.
- 3.6. Reduce absenteeism and indifferent job performance.

4.0 Department Member

- 4.1. Members shall not report to the fire station having ingested any controlled substance or be impaired by the use of alcohol. While at the station, a member may not use, possess, sell or provide alcohol or illegal substance to another. Whether at the station or not, a member may not use, manufacture, possess, sell or provide to another any controlled substance.



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- 4.2. It shall be the member's responsibility to become aware of an existing or potential substance abuse problem. Each member has the responsibility to seek information, counseling and assistance. The member shall assume financial responsibility for all services, which are not provided for by their medical benefits.

5.0 Reasonable Suspicion

- 5.1. An belief based on rational inferences drawn from specific objective facts that a member or officer is under the influence of controlled substances or alcohol. Circumstances which constitute a basis for determining "reasonable suspicion" may include, but are not limited to:
- 5.1.1. A pattern of abnormal or erratic behavior;
 - 5.1.2. Information provided by a reliable and credible source;
 - 5.1.3. Direct observation of drug or alcohol use or evidence of such use, such as the unauthorized presence of beer cans in work vehicles;
 - 5.1.4. Presence of the physical symptoms of controlled substance or alcohol use, such as glassy or bloodshot eyes, the odor of alcohol, slurred speech, poor coordination.

6.0 Discipline

- 6.1. Any member found to be under the influence, will be immediately suspended from the fire department.
- 6.2. The Officers Board will determine the short term and long term actions to be taken with the individual.
- 6.3. Notification to the fire department's Board of Directors will be completed and recommendation will be welcome.
- 6.4. Depending on the member's actions, the action may result into two different scenarios:



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- 6.4.1. Continued leave of absence while member undergoes treatment. A doctor must document this treatment and when released by the doctor, the release form filed in the personnel record.
- 6.4.2. If the member does not seek professional treatment then the member will be terminated indefinitely.