



## **Substance Abuse Policy**

Select Human Services is making a dedicated and conscious effort to maintain a drug and alcohol-free work force. To ensure your personal safety and the safety of all those you work with and care for, we have adopted the following policy regarding substance abuse:

### **The following conduct is prohibited:**

Use, possession, solicitation of, or sale of narcotics or other illegal drugs, alcohol, or prescription medication without a prescription on agency property, individual's premises or in the local community while working with an individual.

Being impaired or under the influence of legal or illegal drugs or alcohol on agency property, individual's premises or in the local community while working with an individual.

Possession, use, solicitation of or sale of legal or illegal drugs or alcohol off the company or individual's premises that adversely affects the employee's work performance, his or her own or other's safety at the work place, or the employer's reputation.