

Advanced Training: Managers / Supervisors

Attendance up to 25 participants / Workshops 4 hours

Topics include:

1. Drugs & Alcohol in New Zealand

- Alcohol misuse & abuse
 - Defining standard drink
 - Beer, wine, spirits, pre-mixes
- Drugs available
 - Illicit, restricted & party pills
 - Medications (prescription & non-prescribed)
- Recent trends in alcohol & drug abuse
- Knowledge check

2. Effects of Substance Abuse on the Mind & Body

- Drug categories & effects
 - Depressants
 - Stimulants
 - Hallucinogenics
 - Anabolic Steroids
- Metabolising alcohol
 - How much & how fast?
- Adverse effects on
 - Personal lives
 - Workplace
 - Society
 - Use/ Misuse/ Abuse/ Addiction

3. Workplace Drug & Alcohol Policy & Procedures

- Legal matters and established case law
- Drug & Alcohol Free Workplace Programme
 - Policies & procedures
 - Training for managers & staff
 - Testing to international standards
 - Rehabilitation
- Managing the Company's Policy/ Procedures
 - Managers' roles & responsibilities
 - When can testing be requested?
 - What substances are tested for?
 - What if an employee refuses?
 - What if an employee tests positive?
 - What are the rehabilitation options/ processes?

4. Signs & Symptoms & Reasonable Cause

- Signs & symptoms of impairment
- Understanding & making a reasonable cause judgement
- Reasonable cause scenarios

5. The Drug & Alcohol Testing Process

- Alcohol testing with breathalysers
- Drug testing to AS/NZS 4308:2008
 - Informed consent
 - Collecting specimens using NZQA qualified collectors
 - Screening: NZQA qualifications or laboratory
 - Confirmation: accredited laboratory
 - Cut-off concentrations for each drug
 - Diluents, adulterants & tampering
 - Interpretations & retesting options
- Detection periods after drug or alcohol use



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