

General Training: All Staff

Unrestricted Attendance / Workshops 1½ hours

Topics include:

1. Drugs & Alcohol in New Zealand

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

2. Effects of Substance Abuse on the Mind & Body

- Drug categories & affects
 - 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 & existing case law
- Drug & Alcohol Free Workplace Programme
 - Policies & procedures
 - Training for managers & staff
 - Testing to international standards
 - Rehabilitation
- When can you be tested?
- What substances are tested for?
- What if you refuse?
- What if you test positive?
- How can you access rehabilitation?



4. The Drug & Alcohol Testing Process

- Breathalyser Testing for Alcohol
- Drug testing to AS/NZS 4308:2008
 - Informed consent
 - Collecting specimens: NZQA qualified collectors
 - Screening: NZQA qualifications or laboratory
 - Confirmation: accredited laboratory
 - Cut-off concentrations for each drug
 - Diluents, adulterants & tampering
 - Interpretations
 - Options for retest
- Detection periods following drug & alcohol use

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NB: The Advanced Training Programme includes these and other subjects in greater depth