



EMPLOYEE WORKPLACE IMPAIRMENT POLICY

MLCP is committed to health and safety in the workplace to create a safe environment for children, families, staff and volunteers. Under the Occupational Health and Safety Act, impairment can create a health and safety risk to employees and to others in the workplace.

Impairment has multiple causes, including but not limited to, alcohol, illicit drugs, substance use, a medical condition, prescribed medications, or other factors and may affect an employee's ability to safely work in the program.

Alcohol, Recreational Marijuana, and Drug Use

You are responsible to report to work free from the influence of drugs, recreational marijuana, or alcohol. Employees are required to report to work Fit for Duty during working hours and for MLCP social events. This includes remaining Fit for Duty and in compliance with the policy for the duration of their shift.

Under the OHSA employees are obligated to take reasonable care to protect the health and safety of themselves and others in the workplace. If you report to work under the influence of alcohol, drugs, or recreational marijuana or you use alcohol, recreational marijuana, or illegal drugs during working hours, you will not be allowed to work the rest of your shift.

MLCP may determine that you are impaired if you present for work in a physical or mental condition that creates a risk to the children or puts the health and safety of your or your co-workers at risk or you demonstrate signs of impairment such as the smell of alcohol on your breath, recreational marijuana odour, slurred speech, difficulty with motor skills.

If you are taking any drugs or medication, including but not limited to prescription drugs, over-the-counter medication or medical marijuana that could impair your job performance, you must report this treatment to the Office. The proper use of such medication is not grounds for disciplinary action but may necessitate accommodation including modified duties during the duration of your treatment.



MLCP will take appropriate steps to accommodate employees with substance abuse problems. If you require accommodation and assistance from MLCP, you are responsible to communicate this need in writing and in sufficient detail and to cooperate with MLCP to facilitate an appropriate accommodation and course of action. If you refuse the proposed accommodation, you may be subject to progressive discipline, up to and including termination.

The use, sale or possession of alcohol, recreational marijuana, or illegal drugs while on the job, on MLCP's property or on a field trip may be cause for immediate dismissal. Any illegal substance will be turned over to the appropriate law enforcement agency.

MLCP will investigate all reported concerns or incidents arising from impairment-related hazards and take the appropriate corrective action.

Confidentiality

MLCP is committed to protecting the privacy and personal information of the individual who has reported suspected workplace impairment or the individual who is experiencing workplace impairment.

Education

MLCP will ensure employees are educated on the policies and procedures included in the employee handbook. The policy will be reviewed to ensure compliance with the OHSA and the Ontario Human Rights Code.