

# ADAMS Training



Approved



## NOVICHE

Critical Business Services

## Alcohol & Drugs Awareness for Managers and Supervisors

**ADAMS** is aimed at empowering delegates with ability to deal with the subject of workplace alcohol and drugs confidently and effectively, using a proven protocol that protects them and their organisation from possible legal challenges in circumstances involving accidents, incidents and where reasonable suspicion arises from individuals' behaviour.

### OBJECTIVES OF TRAINING

1. Present convincing and factual evidence that drug-abuse does exist in the workplace: many managers are often naive because they don't know how to deal with the issues.
2. Underline supervisors' and managers' duty of care to their employer in helping prevent drug and alcohol abuse and personally support a drug-free workplace.
3. Enable easy, quick, and accurate identification of when someone may be abusing drugs or be under the influence of drugs at work.
4. Enable managers to confidently address the issue of drug abuse with an affected employee: training gives direction on how to approach individuals, exactly what to say, and where necessary initiate for-cause drug testing in a legally defensible manner.

**Time per workshop:** Full or Half-day

### TOPICS COVERED

- Drugs; form, function, signs, symptoms
- Legislation and what the Law states
- Maintaining a Drug-Free Workplace
- Workplace Alcohol & Drug Testing
- Alcohol the drug; use and abuse

### METHODS

Classroom - based tuition includes a comprehensive PowerPoint presentation of core modules, supported by placebo drugs and associated paraphernalia.

Drug awareness incorporates an Action Pack used in the separate steps taken by managers that properly document their grounds for suspicion in a defensible manner.

**ADAMS** has been designed to convince even the most reluctant manager of the serious need to stem the effects of an ever-increasing trend for recreational drug use. Training highlights managers' personal responsibility to be diligently active in the management processes of their employer.

Candidates learn of behavioural signs, physical factors and other indicators that will help them in identifying issues early BEFORE a crisis occurs

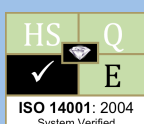
[www.noviche.co.uk](http://www.noviche.co.uk)

### Third Party Audit and Certification Services

BS EN ISO 9001: 2008 Quality Management Systems

BS EN ISO 14001: 2004 Environmental Management Systems

OHAS 18001: 2007 Health and Safety Management Systems



For further information and booking

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