

# Make Your Workplace Safe and Supportive for Employees

As a business leader, there are clear steps you can take to reduce the impact of substance use and decrease the risks of overdose for your employees. When you have a workplace that supports recovery, it reduces stigma, creates loyalty, improves employee wellness, and has a positive impact on the bottom line. Read below and take these steps right now.



## Educate and empower your employees to address substance use disorders.

- ✔ Create workplace prevention initiatives. It reduces injuries, lowers costs, and more.<sup>1</sup>
- ✔ Provide training on the risks and action steps. Use the PowerPoint slides in the Change the Script digital toolkit to talk with staff.
- ✔ Hang Change the Script posters in areas where employees can clearly see them.

## Establish benefits and programs that support recovery.

- ✔ Ensure job security during times of hardship. Employment is a motivator for employees to start and adhere to treatment for substance use disorders.
- ✔ Include naloxone (Narcan®) in workplace first aid kits. In the event of an overdose, naloxone can save lives if employees know how to access and use it.
- ✔ Offer health insurance. Make sure it covers treatment and support for mental health conditions and substance use disorders.
- ✔ Offer paid sick leave. It decreases the probability of job separation by at least 25%.<sup>2</sup>
- ✔ Provide access to Employee Assistance Programs (EAPs). They play a role in promoting wellness and reducing health risks.<sup>3</sup>

## Provide information that employees can use to find help if they need it.



**SAMHSA's National Helpline**  
(800) 662-HELP (4357)



**Connecticut Department of Mental Health and Addiction Services**  
(800) 563-4086



**National Suicide Prevention Lifeline**  
(800) 273-TALK (8255)



**National Alliance on Mental Illness HelpLine**  
(800) 950-NAMI (6264)

### Sources

1. Vine M, Staatz C, Blyler C, Berk J. The Role of the Workforce System in Addressing the Opioid Crisis: A Review of the Literature. United States Department of Labor, 2020.
2. Hill HD. Paid Sick Leave and Job Stability. *Work Occup.* 2013;40(2):10.1177/0730888413480893. doi:10.1177/0730888413480893
3. Slavit, W, Reagin, A, & Finch, RA (2009). An employer's guide to workplace substance abuse: Strategies and treatment recommendations. Washington, DC: Center for Prevention and Health Services, National Business Group on Health.





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# Use free resources and toolkits from trusted sources to inform your decisions and take the next steps.



## **Recovery Friendly Workplace – [recoveryworksct.org](https://recoveryworksct.org)**

A Connecticut initiative that provides an array of tools and resources to guide you on how to create a recovery friendly workplace.

-  **Center for Workplace Mental Health – [workplacementalhealth.org](https://workplacementalhealth.org)**  
Provides tools, resources, and information employers can use to support the mental health of employees and their families.
-  **OpioidPrevention@Work – [opioidpreventionatwork.org](https://opioidpreventionatwork.org)**  
An interactive guide from the Substance Abuse and Mental Health Services Administration to help employers identify and prevent substance use in the workplace.
-  **National Safety Council – [nsc.org](https://nsc.org)**  
A renowned national organization that offers an Opioids at Work Employer Toolkit.
-  **Substance Abuse and Mental Health Services Administration – [samhsa.gov/workplace](https://samhsa.gov/workplace)**  
Offers a toolkit with step-by-step guidance to start and maintain drug-free workplace programs.

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