

IV-A.3

**COLUMBIANA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD**  
27 Vista Drive, P O Box 500, Lisbon, Ohio 44432

**SUBJECT: USE OF ALCOHOL AND  
ILLEGAL DRUGS**

**Section:**

Page 1 of 1

**Effective Date: 10/31/05**

**Supersedes:**

**Approved By: Patricia A. Baumgarner  
Executive Director**

**Page Number(s):  
Section Number:**

**Approval Date: 10/31/05**

**Revision Dates:**

**POLICY:**

The Columbiana County Mental Health and Recovery Services Board recognizes the importance of maintaining a safe, efficient, and healthful workplace as well as the responsibility to provide assistance to its employees to the extent possible. It is the policy of the Board to maintain a drug-free workplace. Employees will not be permitted to work while under the influence of alcohol or prohibited drugs. The unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance while on the job or on the Board premises is strictly prohibited.

The Board reserves the right to implement a testing program for drug and alcohol abuse for certain positions; when there is a reasonable suspicion to believe that an employee, when appearing for duty or on the job, is under the influence of, or his or her job performance is impaired by, alcohol or other drugs; and when required by law. Such reasonable suspicion will be based upon objective facts or specific circumstances found to exist that present a reasonable basis to believe that an employee is under the influence. Examples include, but are not limited to, slurred speech, disorientation, erratic attendance, repeatedly smelling of alcohol, blackouts, abnormal conduct or behavior, and deterioration in work performance. Board staff will be offered one chance to seek rehabilitation. Any further violation will result in discharge. For more specific information, refer to the Board's "Drug Free Workplace" definitions, policy, and procedures.

CCMHRSB:pr  
10/31/05