



Employee Assistance  
Programme Newsletter

October 2007

## Living Healthy Working Well

**This is a quarterly newsletter for employees of organisations participating in the Instep Employee Assistance Programme.**

### The Instep Team

Instep has had a number of changes in personnel during the year and we want to take this opportunity to introduce you to our small team. Keri, whom many of you would have known has left for travel overseas. Danielle, a Wellingtonian who has come back home from several years in Australia has joined Jolene and Judy in the Account Management Team. Vanessa, previously the Clinical Director has taken up the General Managers role and Sarah Beattie has taken up the Business Support role. Matt Beattie is the Instep CEO but was away training at the time the photo was taken so we have told him he will have one on his own next time!



The Instep Crew: Rear L-R Jolene McCartan, Judy Munro  
Front L-R Vanessa Caldwell, Sarah Beattie, Danielle Brown.

### An Alcohol and Drug Free Workplace

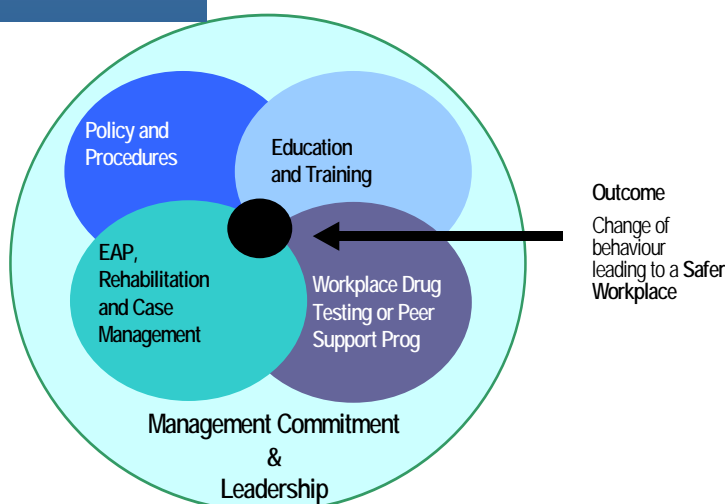
As well as EAP, one of the other major aspects of Insteps' work is in the area of alcohol and drug rehabilitation support in the workplace. Instep is a widely respected provider of A&D rehabilitation (assessment, treatment and case management) services to New Zealand workplaces. Alcohol and drug

rehabilitation is probably the toughest workplace intervention and most resistant workplace issue to change in order to achieve acceptable workplace employment outcomes.

Currently Instep provides contracted services to over 70 organisations particularly in safety sensitive industries. In total these organisations operate at over 1,200 sites throughout New Zealand. Instep is affiliated with other respected providers in this field such as ESR (training and laboratory-based urine drug testing services) and InScience (on-site drug testing screening devices that meet AS/NZ Standards)

Alcohol and drug use is an increasingly visible and controversial problem in the workplace and the wider community. Research indicates that the most effective method of eliminating the effect of alcohol and drug abuse in the workplace is to introduce a comprehensive Alcohol and Drug Free Workplace Programme. The Instep-ESR programme has been designed to meet the employer and employee demands required by existing New Zealand legislation, in particular the *Health and Safety in Employment Act 1992 the 2002 Amendment Act*, the *Privacy Act 1993*, the *New Zealand Bill of Rights 1990* and the *Human Rights Act 1993*, and The Australian/New Zealand Joint Standard "*Procedure for the Collection, Detection and Quantitation of Drugs of Abuse in Urine*" (AS/NZ 4308-2001). The programme goals are simply a safe workplace and a healthy, productive workforce. The employment court in 2002 (*Air NZ Case*) described the Instep-ESR Model outlined below as the "gold standard" in providing the necessary elements of a robust strategy for managing this complex issue in the workplace.

### Instep-ESR Alcohol and Drug Free Workplace Model



The model shown left, developed jointly by Instep and ESR and utilised first with the forestry industry, is a comprehensive approach to this problem, involving employers, contractors and employees. Integration of this model into established organisational procedures increases the programme's effectiveness. It requires strong management

commitment and leadership to make it work. This model overlaps with employee/union relations, risk management, medical, security, training and organisational development areas of companies. It includes policy and procedures, drug testing or a peer support programme, education and prevention activities, training of selected staff, employee assistance and rehabilitation. This approach does not provide a quick fix; it is deliberate and graduated although the results can be dramatic for employees and the organisation.

### **Facts and Figures**

Approximately 7% of any segment of the New Zealand population abuses or is dependent on alcohol and/or drugs, although less than 1% are aware that they are alcoholic or drug addicted. Over 70% of drug abusers have jobs; many of them could be putting themselves or others at risk in the workplace. Drugs cover a very broad range of substances and workplace drug testing generally investigates only those drugs applicable to the circumstances, for example alcohol, opiates, cocaine, cannabinoids, amphetamines, methamphetamine, party pills and benzodiazepines.

### **Instep Role - Assessment and Treatment**

In the event that an employee has rendered a positive drug test, either following an accident or as a result of 'reasonable cause', the employee has the opportunity to enter a rehabilitation programme. Once they have signed a Health Rehabilitation Form which allows communication to occur between the employer, employee and their treatment provider, Instep is contacted to arrange for an assessment to determine the level of drug and/or alcohol use/abuse/dependence. The result of the assessment determines the nature of the treatment that may be recommended. For the majority of people, outpatient sessions are sufficient to address problems and areas of concern that have contributed to a person being under the influence of drugs/alcohol while at work. In more severe cases, more intensive services are accessed to provide the level of support required to achieve positive and long lasting changes.

If you are interested in receiving further information about the ADWFP for your workplace or as a provider of assessment and treatment services (we are always looking for more contractors qualified in this area) please contact the Instep Office (04-382 8071) for further details.