

# DRUG AND ALCOHOL AWARENESS

COURSE CONTENT OVERVIEW



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This drug and alcohol awareness online training course aims to teach learners about the effects that drug and alcohol abuse can have on an individual, a team, and an organisation.

This course will benefit those who need to effectively manage substance abuse. Organisations have a duty of care; to fulfil this duty they should be able to recognise when substance abuse increases the likelihood of risks and affects health, safety, and well-being.

Learners will become aware of the effects of substance misuse, the size and scale of the problem in the UK, and a series of strategies to fairly manage cases of substance misuse.

#### **Module One: Introduction**

This module details the legal responsibilities of cleaners and helps learners to understand the significance of a cleaning schedule, including how to write one and which information is included.

- Substance abuse
- High-risk occupations
- Substance misuse in the UK

#### **Module Two: Organisational Policies**

This module teaches learners how to appropriately and effectively respond to unique cases of substance misuse. This module involves examples to show how strategies for managing substance abuse are dependent upon the context. Learners will come away confident in their ability to spot substance misuse and take steps to support those with a misuse problem. The topics covered are:

- Investigating concerns
- Support
- Confidentiality
- Organisational policies
- Responsibilities
- Impairment testing
- Legal responsibilities
- Relevant legislation

#### **Module Three: Alcohol Abuse**

This topic focuses on alcohol abuse and provides learners with information about the safe consumption of alcohol as well as how it affects the body physically and psychologically. The topics covered are:

- Types of alcohol
- Inappropriate use of alcohol
- Blood alcohol concentration
- Alcohol in the bloodstream
- A unit of alcohol
- Alcohol effects
- Health risks
- Alcohol poisoning
- Alcohol policy
- Relevant legislation
- Taking disciplinary action
- Absence management

#### **Module Four: Drug Use**

This module covers the most popular prescription and illicit drugs that are abused in the UK. It provides information on how to spot a problem and what the typical signs of substance misuse at work are. The topics covered are:

- What is drug abuse?
- Signs of drug abuse
- Classification of drugs
- Prescription drug abuse
- Novel psychoactive substances
- Misuse of Drugs Act 1971
- Drug policy
- Disciplinary action
- Confidentiality
- Investigating concerns
- Absence management
- Awareness campaigns

## Aims of the Training

Upon completion of this Drug and Alcohol Awareness course, you will:

- Recognise the signs and symptoms of substance misuse.
- Have the tools to direct people to support.
- Understand how substance misuse affects an organisation.
- Know how organisations and individuals are expected to respond to substance misuse issues.
- Understand how to manage incidents relating to drugs and alcohol.
- Recognise the legal, health, and social implications of drug and alcohol misuse.
- Know how to reduce the risks associated with substance misuse.