



Curriculum Outline for Onsite Trainings

Drug Free Workplace PA offers comprehensive curriculums and onsite trainings that provide an understanding of substance and alcohol use in both the workplace and community. We have assisted more than 1,000 organizations, both large and small, with training and policy development. Trainings average one hour in length and are tailored to an organization's needs for a customized and engaging educational experience. [We also offer the two-hour Pennsylvania Department of Transportation mandated supervisory training which includes reasonable suspicion of probable drug use and alcohol misuse.](#)

Grant funding paid for by PA tax payer dollars allows DFWPA to offer all services free of charge.

For Businesses, Professional Groups, and Organizations:

Creating a Drug Free Workplace

- Cost of Substance Abuse to the Workplace
- Benefits and Return on Investment in a Drug Free Workplace Program
- Five Components of a Drug Free Workplace
- Employee Assistance Program (EAP) Overview
- How to Build a Drug Free Workplace Policy

Drug Free Workplace Supervisor Training

- What is Drug Free Workplace PA
- The Cost of Substance Use to Society
- The Cost of Substance Use to the Workplace
- Substance Use Disorder 101
- Drug Classifications and Signs and Symptoms of Drug Use
- Supervisor's Toolbox
- When an Incident Occurs
- Do's and Don'ts of Implementing Reasonable Suspicion
- Recovery Happens

Drug Free Workplace Employee Training

- The Cost of Substance Use to Society
- The Cost of Substance Use to the Workplace
- Substance Use Disorder 101
- Substance Use Disorder & The Family
- Drug Classifications
- Signs and Symptoms of Drug Use
- Overview and Requirements of a Drug Free Workplace Policy
- If You Suspect a Co-worker is Using Substances
- Recovery Happens

Drug Free Workplace Employee Assistance Program (EAP) Overview

- Benefits of an EAP
- Goals of an EAP
- Components and Services
- How an EAP Benefits Employees
- How an EAP Works
- How to Pick the Right EAP to Meet Your Organization's Needs

Drug Testing in a Drug Free Workplace

- Intro to Drug Testing Laws
- When to Drug Test
- Types of Testing Methods

Medical Marijuana in the Workplace

- The Cost of Substance Use to Society
- The Many Forms of Marijuana
- Medical Marijuana in Pennsylvania: Act 16
- Medical Marijuana and the Workplace
- Workplace Considerations Regarding Medical Marijuana

Tools & Techniques for Reasonable Suspicion

- Effective Communication Techniques and Confidentiality
- The Do's and Don'ts for Supervisors
- When an Incident Occurs
- Scenarios

Signs and Symptoms of Drug Use in the Workplace

- Substance Use and its Effects on the Brain
- The Emotional, Behavioral, and Physical Effects of Drugs and Alcohol
- The National Institute for Drug Abuse - NIDA5

Addiction 101 - Drugs, Brain, and Behaviors

- Cost of Substance Use Disorder to Society
- Disease of Substance Use Disorder
- Drug Classifications and Signs and Symptoms of Drug Use
- Health Impacts of Substance Use
- Drugs of Misuse
- Risky Behaviors

Opioid Overdose Reversal Training

- The Cost of Substance Use to Society
- Physicality of Opiates/Opioids
- Substance Use Disorder 101
- How Naloxone Works to Reverse an Overdose
- How to Reverse an Overdose Using Naloxone