
Decision Analysis Checklist/Worksheet

Why Do We Want To Consider Developing a "Fit For WorkSM" Program?

Evidences of Substance Abuse Affecting the Workplace

- . Excessive Absenteeism Yes ___ No ___
- . Excessive Unexcused Absences Yes ___ No ___
- . Performance Problems, Quality Errors Yes ___ No ___
- . Accidents Yes ___ No ___
- . Physical Evidence Yes ___ No ___
- . Employee Complaints Yes ___ No ___
- . Knowledge of Employee Problems -
 Can't Tolerate Anymore Yes ___ No ___
- . Under-the-Influence Incidents Yes ___ No ___

- . Recent studies show that an average of 10 percent of people who drink have alcohol dependency problems.
- . Nationally, 20 % of workers 18-25 use drugs on the job and 20 to 25% of all employees need help in dealing with drug and/or alcohol behaviors.
- . The typical cocaine user is well educated (14 years of education), employed (77%), well paid (37% earn over \$25,000 a year) and, 56% engage in illegal activities to support the drug habit.

(Note: Obviously not all of these problems are caused by drug and alcohol affected employees, but behind every performance problem is a root issue that the employee must be held accountable to solve.)

Costs

- . High Worker's Comp Costs Yes ___ No ___
- . High Health Benefit Utilization Yes ___ No ___
- . Theft Yes ___ No ___
- . Physical Asset/Property Damage Yes ___ No ___
- . High Employee Turnover Yes ___ No ___

Other Reasons

- . If Other Employers Drug Test, Are We Getting
 The Rejects? Yes ___ No ___
- . State or Federal Rules Require Us To Drug Test. Yes ___ No ___
- . Companies We Do Business With Are Requiring Us
 To Do It Yes ___ No ___
- . Somebody Is Going To Get Hurt If Something
 Isn't Done Yes ___ No ___
- . We Can't Afford The Liability Exposure If A Drug Or
 Alcohol Related Accident Occurs Yes ___ No ___