



Drug and Alcohol Free Workplace Statement

ABC HOME CARE SERVICES, LLC in compliance with the drug-free workplace act of 1988, maintains the following policy regarding the work related effect of alcohol and the drug use and the unlawful possession of controlled substances either of the agency premises or during the hours worked for ABC HOMECARE SERVICES, LLC.

Alcohol and drug are strictly prohibited prior to or during work hours. Employees are expected to report to work physically and mentally ready and able to provide safe and appropriate care to ABC HOME CARE SERVICES, LLC, clients.

The manufacture distribution, possession, or use of a controlled substance while on duty with ABC HOME CARE SERVICES, LLC.

Employees dealing with alcohol or drug addiction problems are encouraged to use the available community health resources to resolve these issues. A concerted effort to seek help and to follow the treatment plan for the addiction will not jeopardize an employees job and will not be noted in their personal file as long as there are no incidents involving either drugs or alcohol.

Employees must, as a condition of employment abide, by the terms listed above, and report any convictions under a criminal drug statute for violations occurring on or off duty. A report of a conviction must be made within 5 working days after a conviction. (This requirement is mandated by the drug- Free workplace Act of 1988).

I have read and understand the terms of this policy and agree to abide by the policy as it relates to the Drug-Free Workplace Act of 1988.

Print name

Signature

Date