



In addition to employee and supervisor training, the BWC requires completion of a written substance abuse policy, drug and alcohol testing, and annual reporting. Establishing an employee assistance program is also key to maintaining your DFSP. Sheakley's team of highly qualified safety consultants can provide assistance with the implementation of these additional steps necessary for a successful and compliant DFSP.

SHEAKLEY WILL PROVIDE

- Consultative safety support from professional consultants and DFSP trainers via telephone or email
- Completion of Online Safety Management Self-Assessment*
- Completion of Online Safety Action Plan (Advanced Level only)*
- List of substance abuse counseling/treatment centers in your area
- Referral for the Sheakley Assurance Program for assessments at the Advanced Level (requires an additional fee)
- Assistance with set-up of a drug/alcohol testing facility in your area
- Assistance with supporting documentation preparation, including supervisor and employee sign-in sheets, training invoices, drug/alcohol testing invoice, and drug/alcohol testing summary sheet
- Preparation and submission of the Annual Report by the appropriate deadline*
- Completion and submission of Safety Grant Application
- Monthly safety briefings (Fast Facts for Safety) via email, for distribution to employees

CLIENT WILL PROVIDE

- Access to appropriate staff members for data collection and consultation
- Drug-Free Safety Supervisor Training and Employee Education sessions with a certified DFSP trainer
- A written substance abuse policy which is to be distributed to all employees during the Employee Education session
- Employees with a list of drug counseling/treatment centers in your area or develop a relationship with a drug counseling/ treatment center in your area
- Completion of the requirements of the DFSP program within 120 days of your program period start date
- Accident Report (DFSP-1) online via BWC website within 30 days of an

*The Online Safety Management Self-Assessment, Safety Action Plan, and Annual Report will be completed by your Sheakley consultant with the permission and support of your company representative. Our consultant must obtain information about your current safety program/processes in order to accurately complete these requirements.

Drug Free Safety Program

CONTACT US TODAY TO LEARN MORE

www.sheakley.com | 513.618.1449