

medrescue

Drugs and Alcohol Policy

**Version 1
MRGP20**

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Summary

This policy applies to all crew and staff working for Medrescue Group and highlights what is expected when working for MRG in relation to drugs and alcohol.

Scope

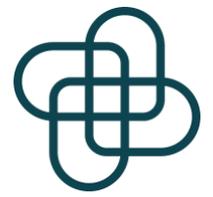
This policy applies to all crew, staff, and senior leadership team members. Including associates, contractors, and consultants.

Document Control

Document Owner	CQC Registered Manager
Document Security	Internal
Lead Contact	Workforce Manager
Document Status	Approved
Date of Publication	Thursday, 13 May 2021
Date of Review	Thursday, 13 May 2021
Date of Next Review	Monday, 13 May 2024
Date of First Publication	Thursday, 13 May 2021
Revision Frequency	3 Year

Equality Impact Assessment

Name of Policy being Assessed	Drugs and Alcohol Policy
Purpose of Policy	To outline the standards expected within MRG in regard to Drugs and Alcohol.
What consultation has been carried out in relation to this policy	Consultation has been with the clinical operations Team. On completion of policy, it will be reviewed by Policy Group with a recommendation to put out to end user consultation
Who is affected by this policy	Staff, Visitors, contractors using services and premises of Med Rescue Group.
What arrangements are in place to monitor the effect of this policy	The company will seek feedback from both staff and service end users to identify good practice, or areas where this policy needs to be amended.



Revision History

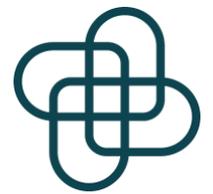
Version Number	Description	Authored	Approved By	Approved Date
0.1	Draft drugs and alcohol policy	Head of Compliance		
1	Drugs and alcohol policy	Head of Compliance	Policy Group	13/05/2021



Common Language

This list below contains frequently used terms throughout the MedRescue Group policy library and helps form a cohesive bond between all documents created by the group. This list is not exhaustive.

Term	Descriptor
Crew	Individuals engaged by the group, whether that be as PAYE, Self-Employed, or operating via a Limited Company, who work on ambulances.
Staff	All individuals who are employed by the group, who operate in a non-clinical role e.g.: resource coordinators, compliance officers, receptionist.
Senior Leadership Team	All staff who are employed by the group and who operate at a Tactical or Strategic level within the group of companies.
MRG	MedRescue Group. This includes all the companies under the umbrella of the group.
Ambulance	Any vehicle owned and operated, or leased, by the group for the purposes of conveying crew to patients, or for conveying patients to hospital.
Base	An asset of the group which operates ambulances for the purpose of conducting MRG business.



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1. Related Policies

Policy Number	Policy Name
MRGP24	Disciplinary Policy

Equality Statement

MRG is committed to promoting positive measures that eliminate all forms of unlawful or unfair discrimination on the grounds of age, marriage and civil partnership, disability, race, gender, religion/belief, sexual orientation, gender reassignment and pregnancy/maternity or any other basis not justified by law or relevant to the requirements of the post.

MRG is committed to promoting equality and diversity best practice both within the workforce and in any other area where it has influence. MRG will therefore take every possible step to ensure that this procedure is applied fairly to all staff regardless of the afore mentioned protected characteristics.

Where there are barriers to understanding; for example, a staff member has difficulty in reading or writing, or where English is not their first language, additional support will be put in place wherever necessary to ensure that the process to be followed is understood. This is to ensure that the staff member is not disadvantaged at any stage in the procedure.

2. Introduction

It is an offence under the Road Traffic Act 1972 to drive under the influence with over 35mcg of alcohol to 100ml of breath.

MRG maintains a zero tolerance of alcohol and / or the use of illegal drugs. Therefore, the operational limit for MRG Crew is 0mcg of alcohol to 100ml of breath.

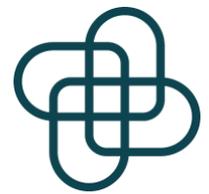
Should any staff or crew member be found to be self-administering or consuming alcohol or drugs/substances whilst on duty, MRG will deem this to be gross misconduct.

They may be subject to instant dismissal in accordance with the Disciplinary Policy (Ref. MRGP24).

Illegal or inappropriate possession of controlled substances is reportable to the police.

3. Purpose of this Policy

This policy is designed to ensure that all staff and crew are made aware of their responsibilities regarding alcohol, drugs and work and to encourage those with alcohol or drug related problems to seek help



4. Roles and Responsibilities

All employees, bank staff and contractors should adhere to the following:

- Understand and accept their responsibilities not to report for duty if they are under the influence of alcohol or drugs
- To be familiar with all aspects of the policy and the disciplinary implications resulting from a breach of the policy
- To seek help if they have an alcohol or drug problem
- To avoid covering up or colluding with colleagues whose behavior and performance is affected by alcohol or drugs
- To urge colleagues to seek help if they have problems arising from the use of alcohol or drugs
- To approach their manager if they believe that they have or are developing a drinking or drug problem

5. Procedure

5.1 Alcohol

The standards expected of all staff and crew include:

- Not consuming or possessing alcohol whilst on company premises, whilst on duty or about to report for duty
- Not purchasing alcohol whilst on duty
- Not consuming alcohol prior to duty or during breaks in the working day, including meal breaks spent outside of the company operational premises
- Not reporting for duty if they are under the influence of alcohol
- Not consuming alcohol if they are on call and may be required to report for duty
- Not consuming alcohol or purchasing alcohol whilst wearing the Trust's uniform, unless this is an authorised social event.

MRG has the authority to sample test anyone who is perceived to be under the influence of alcohol, this could be either a breath test or urine sample. The company reserves the right to undertake random breath and urine tests as a precautionary measure.

5.2 Illegal Drugs and Substances

The standards expected of all staff and crew include:

To not attend work having consumed or being in the possession of an illegal drug.

Registered practitioners must observe the code of conduct of the regulatory body, such as HCPC.

All staff should seek advice from Pharmacists with regards to any prescription medicines that may affect work performance/operational duties. Similar advice must be sought regarding non-prescription medicines obtained from pharmacists. It is the responsibility of the staff member to



alert the duty operations team if this could be the case. Failure to do so may be considered gross misconduct and action will be taken in line with the Disciplinary Policy (MRGP24)

MRG reserves the right to request that crew undertake random drug testing. Failure to comply may result in disciplinary action.

If a crew or staff member possesses, supplies, produces, or takes illegal drugs on company premises, the organisation is required, by law, to notify the Police.

MRG reserves the right to request a urine sample should anyone be suspected to be under the influence of illegal drugs/substances. MRG may request a blood sample to further identify and confirm abuse should urine sample not be satisfactory. This would be at the expense of the crew or staff member.

5.3 Other

Crew that find themselves in possession of illegal drugs that belong to a patient in their care should make the Emergency Operations Centre (EOC) aware at the earliest opportunity. Arrangements to be made via the EOC for any illegal drugs or substances to be surrendered to the police.

5.4 Controlled Drugs

HCPC registered paramedics may carry controlled drugs for patient use whilst on duty. No other crew members should be in possession of controlled drugs unless directed by a paramedic or member of the leadership team.

5.5 Actions to be followed after a positive test for drugs or alcohol.

Should either a drug, substance or alcohol test be proven to be positive, the staff or crew member will be subject to suspension/disciplinary in accordance with the Disciplinary Policy (Ref. MRGP24)

All staff members should be aware that evidence of the use of illegal drugs and substances is a criminal offence and MRG will be required to report the activity to the Police.

Where a staff or crew member is registered by a professional body such as the HCPC, or similar they will be required to self-refer and/or be referred by MRG. This is considered a breach in professional conduct.