

HOW TO USE THIS TOOLKIT

The Delaware Division of Public Health's Office of Health Crisis Response commissioned this toolkit as a guide for construction employers interested in addressing substance use, including opioid use, in their workplace. This toolkit is intended to provide information, education, and best-practice recommendations. Delaware construction employers may choose to work on one or several of the recommendations in this toolkit at a time. This decision depends on your workplace and the people you can assign to help with this project.



When deciding how to proceed, ensure that:

- » Everyone from the organization is represented at initial meetings, including managers, field project managers, and general workers, as well as those who work in human resources, environmental health and safety, legal, and marketing.
- » This toolkit is reviewed by all so that everyone is working toward helping your employees and our communities battle this drug crisis.
- » Key employees are encouraged to become champions, promoting discussion and actions to reduce substance use risks.



Toolkit Benefits

- » Taking a proactive position to address opioid use disorder contributes to employee wellness.
- » Improved employee wellness can improve productivity and business.
- » Updating workplace policies and culture can reduce the stigma of substance use disorder.
- » Addressing drug use and misuse with strategies and interventions that are science-based ensures you will be using the right tools to do the job.



Toolkit Organization

This toolkit has been created in modules supported by informational fact sheets. Each module offers help and education on how you can address the opioid crisis in your workplace. Fact sheets offer added information, such as communication recommendations, data about drug use in the construction industry, and naloxone details. **Modules include:**

Module I: Leadership Commitment and Planning

- » How to guide the plan
- » Selecting a working team
- » Agreeing on meeting frequency and key decision-makers
- » Developing a company resolution
- » Role-specific resources for human resources, safety professionals, supervisors, and employee education

Module II: Develop and Implement a Plan

- » Convening a team and setting regular meetings
- » Soliciting input
- » Assessing current strategy effectiveness
- » Determining training considerations and topics as well as who should be trained
- » Understanding steps to take when drug misuse is identified
- » Developing clear, written policies related to drug issues, including drug testing
- » Using employee assistance programs and health care benefits to support workers facing drug misuse challenges or risks
- » Communicating with workers using awareness campaigns
- » Initiating workplace naloxone training and access
- » Using data to inform planning

Module III: Keeping It Going — Sustaining the Plan and Keeping It Current

- » Determining success measurement
- » Regularly assessing employee engagement and awareness
- » Consistently sharing messages about what to do if workers need help with a drug-related issue
- » Ensuring managers and supervisors receive overdose education and training on naloxone
- » Seeking or continuing to support community partnerships and resource development
- » Using data to continue to inform support
- » Connecting individuals with treatment and recovery support

Fact sheets include information on:

- » Opioids and the construction industry
- » Substance abuse and workplace impact
- » Naloxone request process for construction employers
- » Customizable employer resolution supporting substance abuse awareness

View the entire 49-page Construction Workplace Toolkit document [here](#).

