

Headrest & Hypertherm Hope Foundation Present

RECOVERY FRIENDLY WORKPLACE MLADC PILOT PROGRAM



The Recovery Friendly Workplace MLADC Pilot Program involves giving your employees AND their loved ones access to a Master Licensed Alcohol and Drug Counselor for a few hours each week, either onsite at your workplace or remotely. Employees or their loved ones who are concerned about their or another person's substance use can set up an appointment to meet with the MLADC confidentially. This program is available to workplaces at no charge during the pilot period, which will likely be until the end of 2020.

PROGRAM ELEMENTS

1:1 SUPPORT FOR EMPLOYEES BY A TRAINED PROFESSIONAL

MLADC's have been clinically trained to provide support to those who have been impacted by their or another person's substance use. They are well-versed on the complexities of substance use disorder (SUD) and know how to provide compassionate, clinically informed support.



CONFIDENTIAL, CUSTOMIZED PROCESS

What employees or their family members share during these sessions is confidential (within the purview of the law), which may reduce barriers to accessing support. Sessions are tailored to best meet each person's needs and include an initial assessment process, establishing goals, and support around achieving or working toward those goals.

PLANNING FOR CONTINUED SUPPORT

The MLADC can help employees or their loved ones figure out a longer term plan for accessing support and make related referrals, whether this looks like getting connected to additional counseling or something else. Additionally, if there are any gaps in accessing services, they can meet with the MLADC for several sessions to help bridge these.



IMPLEMENTATION PROCESS

1

SET UP A MEETING

with the Recovery Friendly Workplace (RFW) team to receive a full orientation to the program, have any questions you may have answered, and determine next steps.

2

FINALIZE THE LOGISTICS

around what this will look like in your workplace, such as by answering the following questions:

- Will employees access this service remotely or in person?
 - If in person, where will the meeting space be? How will privacy be ensured?
 - When will the (M)LADC be available to employees, either via onsite hours or for virtual appointments?
 - How will the employees get in touch with the (M)LADC to schedule an appointment?
 - Will employees need to "punch out" to access this service, or will they remain "on the clock"?
 - How will employee awareness of this service be raised?
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3

IMPLEMENT THE PROGRAM

by putting your plan in place and getting the word out about the service being offered and how to access it. The RFW team has an employee flyer you can utilize, and you are also welcome to create your own materials and communication plan to raise awareness about the program. Some workplaces also like to do an MOU with Headrest to outline the terms of the partnership.

4

STAY IN TOUCH

with the RFW team about the pilot, and let them know if you have any questions or concerns. They may reach out to get your feedback on what's worked well and what could be improved upon. Your feedback will be used to shape future programming. If you are interested in continuing the program after the pilot period, let them know, and they can arrange a follow-up discussion.