

Substance Use Recovery Workplace Safety Program FAQs

How does an employer know if it's eligible to participate in this program?

Employers that are current on BWC obligations and maintain Active or Reinstated coverage are eligible to participate. Employers can check their outstanding balance and [policy status online](#).

How will this program help me find workers?

By partnering with Montgomery County Alcohol Drug Addiction and Mental Health Services boards and providers of rehabilitation services, you will be connected with individuals who are in recovery and have met the requirements to enter the workforce. Many employers have found these employees are very loyal and provide excellent customer service. Additionally, their employee retention rates improve.

If an employer's location is within the participating county, can employees who reside outside of the county participate?

Yes, the only requirement is that the employer's policy address must be in one of the pilot counties. The residency of their employees is not considered.

Is an employer eligible if its work location is outside of the participating county but it hires employees who reside in the participating county?

No, employer's policy address must be in one of the pilot counties.

Am I required to receive special training to work with people in recovery?

No, but BWC encourages participation in training to equip managers to lead employees in recovery.

Is an employer's participation in training required to be eligible to receive reimbursement for drug testing?

No, but BWC encourages participation in training to equip managers to lead employees in recovery.

Can I quit this program at any time?

Yes, participation is voluntary.

Am I required to keep employees who fail drug tests?

Employers participating in BWC's Drug-Free Safety Program (DFSP) must adhere to program guidelines regarding termination upon a failed drug test. Employers **not** participating in DFSP are not required to retain employees that fail a drug test. However, they are encouraged to work with the employee to get assistance through a second-chance agreement.

How do I request reimbursement for drug testing and training?

Complete the request for reimbursement form and submit to your local ADAMHS board.

Will initial application for reimbursement go through the ADAMHS boards?

Yes, the ADAMHS boards are administering the BWC Opioid Workplace Safety Program in compliance with BWC policy. All requests for reimbursement are to be made to the ADAMHS boards.

How will I be reimbursed for expenses and when?

Following completion of training or after drug testing results are obtained, complete the reimbursement form and attach your W-9 (Required PRIOR to first request). You will receive reimbursement 45 days from your initial request in the program and within 30 days for subsequent requests.

Are there reimbursement caps for drug testing?

BWC will reimburse the cost of Substance Abuse and Mental Health Services Administration (SAMHSA) approved drug screenings for eligible employees. An eligible employee is an employee in an active recovery program or who has completed a recovery program. BWC requires a minimum 12-panel test and will reimburse up to the 16-panel test not to exceed BWC fee schedule, OAC 4123-6-08.

Are there reimbursement caps for training?

BWC will reimburse for the following training expenses:

- BWC will reimburse the actual cost up to a maximum of \$300 per hour for two hours (\$600 maximum) of initial supervisor training, and the actual cost up to a maximum of \$300 per hour for two hours of monthly ongoing training (\$600 maximum), for up to one year.
- Annual online refresher training with a knowledge assessment quiz is reimbursable. BWC will reimburse the actual cost up to a maximum of \$30 per supervisor with a maximum total of \$1,200 per employer.
- BWC will reimburse the actual cost up to a maximum of \$300 for a webinar at least one hour in length as an annual refresher training provided by a qualified professional.

Is participation in the Drug-Free Safety Program required?

No, but it's recommended.

If an employer participates in the BWC Drug-Free Safety Program and takes advantage of this program, can it use the supervisor training (for which they are reimbursed through this program) to meet the requirements of the Drug Free Safety Program?

Yes, employers can satisfy the DFSP supervisor training through the BWC Opioid Workplace Safety Program supervisor training.

What are my minimum reporting requirements?

The following information will be gathered by the ADAMHS boards when an employer applies for reimbursement:

Training reimbursement data required for each employer includes:

- Employer name.
- Total reimbursement for training.
- Number of managers and supervisors trained.
- Participants' names and job titles.
- Training vendor(s).

Drug testing reimbursement data required for each employer includes:

- Employer name.
- Total reimbursement for drug testing.
- Number of employees tested.
- Testing results of employees, broken down by basis for the drug test, as follows:
 - Pre-employment drug tests (total passed/total failed).
 - Random drug tests (total passed/total failed).
 - Reasonable suspicion (total passed/total failed).

Quarterly reporting by each employer to the ADAMHS board the following information:

- Number of employees in recovery retained to date.
- Number of employees in recovery promoted within the company.
- Number of employees in recovery removed from employment.