




Crystal Health Group

Drug & Alcohol Policy

 CRYSTAL Health Group	Document name	Version
	Drugs and Alcohol Policy	v02.06.25

Contents

Page	Section	Title
2	1	Purpose
2	2	Scope
2	3	Responsible Person(s)
2	4	Health & Safety
3 - 4	5	Policy
5	6	Version control
5	7	Authorisation

1. Purpose

This policy outlines Crystal Health Group's commitment to ensuring a safe, healthy, and productive workplace by addressing the risks associated with drug and alcohol misuse. It supports employees while upholding high standards of safety and professional conduct.

2. Scope

This policy applies to:

- Employees directly employed by Crystal Health Group
- Contractors and agency workers
- Visitors to Crystal Health Group sites

It applies across employment practices including recruitment, pre-employment screening, disciplinary actions, grievance, health and safety, and welfare. The policy is particularly applicable to safety-critical roles such as sample collection officers.

3. Responsible Person(s)

The Policy Author is responsible for:

- Accuracy, version control and review dates.
- Implementation, training and operational compliance of this Policy.
- Initiating Policy change requests.


The QA representative is responsible for:

- Ensuring adherence to company Policy standards for authoring, content and structure.
- Resolution of Quality Incident reports arising from noncompliance of this Policy or external complaints.

Trained personnel are responsible for complying fully with this policy and reporting any breaches or impairments.

4. Health & Safety

All tasks and activities associated with this Policy comply with Crystal Health Group's over arching Health & Safety Policy, with the aim of minimising risk to individuals and service users.

 CRYSTAL Health Group	Document name	Version
	Drugs and Alcohol Policy	v02.06.25

5.1 Policy Statement

Crystal Health Group is committed to ensuring a safe, healthy, and productive workplace for all employees. As a drug and alcohol testing company, we recognise our responsibility to maintain the highest professional standards. We operate a zero-tolerance approach to drug and alcohol misuse in line with current UK legislation, employment law, and industry best practice.

This policy applies to all employees, workers, and contractors operating in the UK.

5.2 Objectives

- Prevent accidents, injuries, and health risks associated with substance misuse.
- Support employees affected by substance misuse while maintaining workplace safety.
- Provide clear guidelines for acceptable and unacceptable conduct.
- Ensure compliance with the Health and Safety at Work Act 1974, Misuse of Drugs Act 1971, and the Equality Act 2010.

5.3 Prohibited Conduct

To maintain a safe and professional working environment, the following behaviours are strictly prohibited at all times:

- Report to work impaired by alcohol, drugs (illegal, prescribed or non-prescribed), or any other substances (e.g. solvents, glue, butane).
- Consume alcohol or illegal substances on company premises.
- Bring illegal substances into the workplace.
- Sell, trade, or manufacture drugs in any context.

Possession or impairment by any of the above will be treated as gross misconduct.

5.4 Alcohol and Drug Testing

a. Testing Standards

All testing will be carried out in accordance with UKAS-accredited laboratory protocols (ISO/IEC 17025) and relevant UK standards.


b. Testing Types

- Random Testing: Conducted unannounced and randomly selected via impartial methods.
- With Cause Testing: Where impairment is suspected based on observable behaviour.

c. Thresholds

All employees are subject to the following thresholds. For safety-critical roles such as sample collection officers, Crystal Health Group adopts the Network Rail standard:

- Breath alcohol limit: 13 micrograms (μg) per 100 millilitres of breath.
- Equivalent blood alcohol: 28.89 milligrams (mg) per 100 millilitres of blood.
- Equivalent urine alcohol: 39.0 milligrams (mg) per 100 millilitres of urine.

 CRYSTAL Health Group	Document name	Version
	Drugs and Alcohol Policy	v02.06.25

5.5 Prescribed Medication

We recognise that many employees may take prescribed medication that is necessary and appropriate. However, to maintain safety and legal compliance, employees must inform your line manager if prescribed medication may impair your performance. No disclosure of the medication's name or condition is required unless necessary for safety. Occupational Health assessments may be requested.

If performance is impaired, the company may consider adjustments under the Equality Act 2010.

5.6 Refusal to Test

Refusal to submit to a test may result in disciplinary action following an investigation. It will not automatically be treated as a positive result but will be assessed in context.

5.7 Confidentiality

Test results will be handled confidentially and stored separately from personnel files. Disclosure will only occur when legally required or with employee consent.

5.8 Support and Treatment

Crystal Health Group encourages early intervention for any employee concerned about their substance use. Where possible, we will support recovery efforts through the following approach:

Employees who voluntarily seek assistance for substance misuse before any breach or performance issue will be supported. A return-to-work plan including treatment compliance and follow-up testing will be agreed.

Failure to comply with treatment conditions or recurrence of misuse will be treated as gross misconduct.

5.9 Breaches of Policy

Breaches may lead to disciplinary action up to and including dismissal. The company reserves the right to notify the police where illegal drug use is suspected on company premises.


Where a breach of this policy results in formal disciplinary action, eligibility for discretionary bonuses may be suspended in line with the Disciplinary Policy.

5.10 Right to Re-Test

Employees may request, in writing, a re-test of their original sample at a certified independent ISO17025 accredited laboratory. Employees also retain the right to appeal any disciplinary decisions in accordance with the Crystal Health Group Grievance Policy

5.11 Roles and Responsibilities

- Employees: Ensure you are fit for work and report any relevant impairments.
- Line Managers: Monitor and respond to potential breaches, maintaining confidentiality.
- Operations Manager: Maintain and review this policy annually or in response to legal change.

 CRYSTAL Health Group	Document name	Version
	Drugs and Alcohol Policy	v02.06.25


6. Version Control

Previous Version	Changes	Last Effective Date
01.07.17	<ul style="list-style-type: none">Complete update to comply with current legislation and best practice.	25/06/2025
NEW	<ul style="list-style-type: none">N/A	N/A

7. Authorisation

Name John McChrystal Position Director

Signed  Date 25/06/2025

 CRYSTAL Health Group	Document name	Version
	Drugs and Alcohol Policy	v02.06.25