



Drug-Free Safety Program (DFSP) UPDATE Session 181

Rick Brown, Risk Consultant, and
Rich Gaul, Safety Project Manager
Manager

Drug-Free Safety Program (DFSP)

BWC's DFSP is designed to:

- Allow unlimited years of participation;
- Provide discounts that are actuarially justified;
- Integrate drug-free elements into employer safety processes;
- Gather data through online reporting that allows better research to determine program effectiveness.

Program Years and Application Deadlines

- July 1 to June 30 program year
 - Private employers only
 - Application – last business day of April
- Jan. 1 to Dec. 31 program year
 - Public and private employers
 - Application – last business day of October
- Applications may be submitted online

DFSP Program Levels and Benefits

- Basic level – 4% discount
- Advanced level – 7% discount
 - Group-experience rated – 3% (Advanced only)
 - Can take employers beyond group maximum benefit

What's New?

- Ability for employers to apply on-line
- Updated DFSP web page which includes:
 - Links to DFSP-related online publications
 - Links to required safety and annual reports

What's New?

- Access to BWC online publications
 - DFSP guide
 - DFSP self-implementation workbook
 - DFSP safety resource guide
 - DFSP SafetyGrant\$ procedural guide
 - State construction employer drug-free guide

DFSP Program Elements

- Safety processes
- Written DFSP policy
- Employee education
- Supervisor training
- Alcohol and other drug testing
- Employee assistance

Requirements

- Each program element has specific completion deadlines although some are on-going.
- All program requirements must be completed by the deadline to receive a discount.
- Failure to satisfy all requirements may result in:
 - Removal from the program and billing back discount
 - Move from Advanced to Basic level
 - Move to next program year

DFSP Safety Requirements

DFSP: Required Elements

Safety

- Accident-analysis training
- Accident reporting (DFSP-1)
- Safety review (DFSP-2)
- Safety action plan (DFSP-5)
 - Advanced level only

DFWP/DF-EZ: Required Elements

Safety

- Steps from the 10-Step Business Plan for Safety depending upon program level and whether DFWP or DF-EZ

Safety Requirements and Deadlines

- Due within **30 days** of program start date:
 - Accident-analysis training
 - Safety review (DFSP-2)

Safety Requirements and Deadlines

- Due within **30 days** of injury
 - Accident reporting—for allowed claims (DFSP-1)
- Due within **60 days** of program start date
 - Safety action plan (DFSP-5)

Safety Process Guidance

- Options for completing accident-analysis training
 - Online at www.bwclearningcenter.com
 - BWC PowerPoint presentation
 - BWC sponsored training
 - Approved DFSP vendor
- BWC safety staff is available to assist

Written DFSP Policy

Written DFSP policy

- BWC provides an outline rather than a sample policy.
 - Avoids liability
 - Avoids copying
- Employers should customize policies to operations.
- Comparable program employers apply drug-free policy to, at minimum, their state construction work force while on an Ohio public improvement/construction project

Employee Education Supervisor Training

DFSP: Required elements

- Employee education**
- One hour initially
 - One-hour annual refresher
- Supervisor training**
- Two hours initially
 - One-hour annual refresher

DFWP/DF-EZ: Required elements

- Employee education**
- DFWP: Two hours annually
 - DF-EZ: One hour annually
- Supervisor training**
- DFWP: Four hours initially
Two-hour annual refresher
 - DF-EZ: Two hours initially
One-hour annual refresher

Alcohol and Other Drug Testing

Drug-free elements

- Drug testing – which drugs? (minimum)
 - When required?
- Alcohol and other drug testing – recent changes:
 - Which required drugs (minimum)?
 - What are the changes to federal testing/DFSP?
- Process to consider testing for additional drugs
 - What are the drugs of abuse in your community?

DFSP: Required elements

Alcohol/other drug testing

- Basic
 - Pre-employment/new hire
 - Reasonable suspicion
 - Post accident
 - Return to duty
 - Follow up
- Advanced: Basic plus random drug testing of at least 15%

DFWP/DF-EZ: Required elements

Alcohol/other drug testing

- Level 1: Same as DFSP Basic
- Levels 2 & 3: Level 1 plus
- Level 2 – Random drug testing at 10%
- Level 3 – Random drug testing at 25%

Alcohol and other drug testing

- Same types of testing as for DFWP/DF-EZ
- Accident analysis helps to determine cause or contribution
- Lower cut-off levels for amphetamines and cocaine
- Ecstasy/MDMA added

Employee Assistance

Employee assistance

- Encouraged to offer highest assistance possible
- Compile list of helping resources
- Advanced level – pre-arranged relationship with assistance professional to facilitate referral for assessment
- Termination issues

DFSP: Required elements

Employee assistance

- Basic
 - Provide list of community resources
 - May terminate on first positive

DF-EZ: Required elements

Employee assistance

- DF-EZ
 - Levels 1, 2, 3: Provide list of local community helping resources
 - May terminate on first positive

OSC 11 <small>Ohio Safety Congress & Expo</small>	
<p>DFSP: Required elements</p> <p>Employee assistance Advanced</p> <ul style="list-style-type: none"> ○ Provide for assessment, no termination on first positive test ○ Exceptions articulated in BWC policy (handled case-by-case, with considerations based on employer operations) 	<p>DFWP: Required elements</p> <p>Employee assistance DFWP</p> <ul style="list-style-type: none"> ○ Level 1: List of helping resources ○ Level 2: Add referral for an assessment ○ Level 3: Add health care coverage with chemical dependency counseling ○ Levels 2 and 3: No termination on first positive; exceptions exist

OSC 11
Ohio Safety Congress & Expo

Annual Reports and General Program Information

OSC 11
Ohio Safety Congress & Expo

Annual Reports

Link to new annual report forms and processes

- DFSP-3 for Basic/Advanced levels
- DFSP-4 for Comparable program

OSC 11
Ohio Safety Congress & Expo

Annual Report

- Submit reports online, then fax documentation
- Mailing, emailing or faxing require most manually intensive processing
- BWC review: employer must show substantive compliance in terms of meeting safety process requirements and drug-free requirements

OSC 11
Ohio Safety Congress & Expo

Annual Report Deadlines

- July 1 program year
 - Report due last business day of March
- Jan. 1 program year
 - Report due last business day of September

OSC 11
Ohio Safety Congress & Expo

Discount Compatibility with other BWC Programs

- Group-experience rating and Advanced level of DFSP (additional 3% and may exceed cap)
- Safety council
- Salary continuation (claims with DOI prior to Jan. 1, 2011 can continue to have salary continuation paid and be eligible for DFSP discount)
- Small deductible (\$10,000 or less per claim)

Comparable Program

Requirements specified under Sec. 153.03 ORC

- Active BWC policy number
- Apply for, via U-140, and be listed as “approved” in BWC’s state construction contractor database
- Put compliant program in place before starting a state of Ohio public improvement/construction job

Comparable Program

- Apply program to, at minimum, state construction work force (workers/supervisors) while on state job
- Written drug-free policy
- One-time, one-hour employee education for both workers and supervisors from qualified substance professional before working/supervising on a state job

Comparable Program

- One-time, one-hour supervisor training from a qualified professional before going out on state job
- Alcohol/other drug testing including random drug testing
- At least one name of helping resource (assistance)
- Annual report (submitted online)

Safety components	Basic level	Advanced level
Safety review	Online; due 30 days after starting the program (DFSP-2)	Online; due 30 days after starting the program
Accident- analysis training	All supervisors; minimum one time, online option; due 30 days after starting program	All supervisors; minimum one time, online option; due 30 days after starting program
Accident reporting	On line; due within 30 days after notification of claim filing or awareness of accident (DFSP-1)	On line; within 30 days after notification of claim filing or awareness of accident
Safety action plan	Optional	Based on initial safety review; online; due 60 days after starting the program (DFSP-5)

Substance component	Basic level	Advanced level
Written policy	Written drug-free safety policy	Same as basic level
Employee education	One hour initially and one-hour refresher	Same as basic level
Supervisor training	Two hours initially and one-hour refresher	Same as basic level
Alcohol and other drug testing	Pre-employment/new hire; post accident; reasonable suspicion; return to duty/follow-up	Same as basic level PLUS at least 15% random drug testing
Employee assistance	List of community resources; termination on first positive allowed	Community resources list of substance professionals; employer pays for assessment; second chance

Substance component	Comparable program	By when
Written policy	Written drug-free policy	Before sending anyone on a state job
Employee education	One hour one time only for both workers and supervisors	Before sending anyone on a state job
Supervisor training	One hour one time only for both workers and supervisors	Before sending anyone on a state job
Alcohol and other drug testing	Pre-employment for newly hired employees only; post accident and reasonable suspicion as needed; random/drug testing only (minimum 5%)	Pre-employment before start job; post accident & reasonable suspicion as needed; in a random pool while on job
Employee assistance	List of community resources (at least one resource to give all employees who go on state job); termination on first positive allowed	Community resources provided if someone tests positive regardless of decision to terminate or not

General	Basic level	Advanced level
Discounts	4%	7% Group-experience participants: 3% on top of group benefit
Compatible with other programs (stacking a DFSP discount on top of benefit from another BWC program)	Safety council Salary continuation (claims w/ DOI before 1/1/2011). Small deductible (\$10,000 or less per claim)	Group-experience rating Safety council Salary continuation (claims w/ DOI before 1/1/2011) Small deductible (\$10,000 or less per claim)

Drug-Free Safety Program

More information may be found at
<http://www.ohiobwc.com/employer/programs/dfspinfo/dfspdescription.asp>

For questions
contact BWC account representative
or e-mail questions to
dfsp@bwc.state.oh.us

Thank you for attending!

BWC Programs

Looking to reduce costs and protect your work force?

Learn more about BWC's incentive programs and safety services by visiting us online at

ohiobwc.com.