

Alcohol, Smoking and Substance Misuse Level 3

Smoking is the leading cause of premature death and preventable illness in England. Smokers take between **1 and 2.7 more days off sick** per year than non-smokers.

17m working days are lost annually through absences caused by alcohol.



An estimated **8.5%** of **16 - 59** year olds took any drug last year.



Anonymous online alcohol **self-assessment tools** can help employees consider health risks and encourage behaviour change.



E-cigarette use is likely to be at least **95% less harmful** than smoking.



71% of smokers would find free information at work on quitting smoking useful.



Approx **1.5 million people** are addicted to prescription and over-the-counter medicines, which can affect performance, concentration or alertness.



Staff who smoke are **33% more likely** to be absent from work than non-smokers.



Smoking costs employers **£5.3 billion** through increased sickness absence and smoking breaks.



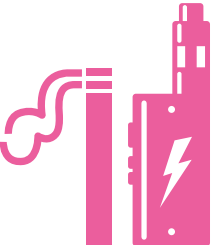
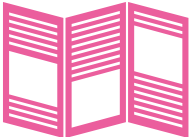
A quarter of the population drink alcohol at levels that increase their long-term risk of becoming ill.

Employees who **misuse drugs and/or alcohol** are more likely to take time off, display poor performance and increase the risk of accidents.



Through lost productivity alone, the business cost in England of alcohol-related harm is **£7 billion**.



	Alcohol, Smoking and Substance Misuse Level 3: Criteria	Local/National Resources:
	<p>Create a smokefree workplace to include all open areas belonging to the organisation.</p> <p>This should include:</p> <ul style="list-style-type: none"> • Consulting and engaging with employees • Communicating your approach in your smoke-free workplace policy • Active promotion of stop smoking support <p>Guidance:</p> <ul style="list-style-type: none"> • All outdoor areas belonging to the organisation should be clearly signposted as smoke free (including parking areas, staff rest and recreational areas). • Any existing smoking shelters or designated smoking areas should be removed (where the organisation shares or rents premises* and the removal of shelters is not possible, the organisation must demonstrate evidence that significant steps have been taken to create a smokefree workplace to the best of the organisations ability). • Ensure that your smoke-free workplace policy has a section explaining that smoking is prohibited in open areas belonging to the organisation and outlining the rules and consequences to employees if found smoking. • Consider your approach to supporting employees to stop smoking. <p>* shares or rents premises including renting from or to other organisation/s.</p>	<p>Smoking</p> <p>BITC drugs, alcohol and tobacco toolkit</p> <p>WCC stop smoking webpage including local services and support</p> <p>Better Health - quit smoking website and national support</p> <p>NHS UK quit smoking website</p> <p>NCSCT stop smoking advice training</p> <p>NCSCT secondhand smoke training</p> <p>NCSCT e-cigarettes training</p> <p>ASH stop smoking website</p> <p>BHF smoking factsheet and booklet</p> <p>PHE e-cigarettes in workplaces guidance</p> <p>ASH e-cigarettes briefing</p>
	<p>Provide alcohol and substance misuse information/ training and support to managers/ supervisors.</p> <p>This should include:</p> <ul style="list-style-type: none"> • Recognising problems with alcohol and drugs • Policy, processes and procedures around alcohol and substance misuse • Having open and supportive conversations • Signposting to further support <p>Guidance:</p> <ul style="list-style-type: none"> • Ensure managers/ supervisors have awareness of common signs of alcohol and substance misuse, as well as how to best support individuals who may have issues with alcohol and substance use. • Ensure that managers understand the importance of early prevention in dealing with alcohol and substance use. • Alcohol and substance misuse could be included as part of managers'/ supervisors' training/ induction 	<p>Alcohol and substance misuse</p> <p>BITC drugs, alcohol and tobacco toolkit</p> <p>WCC health and wellbeing webpages including local services and support</p> <p>Better Health website and national support</p> <p>Cranstoun alcohol and substance misuse service website</p> <p>HSE managing drugs and alcohol misuse in the workplace guidance</p> <p>e-LfH alcohol identification and brief advice training</p>