



DHRM June HR Highlights

Spotting the Signs: How to Recognize Substance Misuse and Leverage EAP Resources for Support

Substance misuse can negatively impact the workplace through decreases in productivity and morale, as well as increases in accidents, injuries, and illnesses. It's important to be aware of common signs and symptoms that could indicate substance misuse, such as:

- Physical signs such as bloodshot eyes, slurred speech, excessive sweating, poor coordination, unkempt appearance, or unusual body odors.
- Inconsistent work quality.
- Poor concentration or judgement.
- Increased absences, tardiness, or unexplained disappearances during work hours.
- Irrational, erratic, or unusual behavior.
- Negligence, carelessness, or general disregard for safety.
- Lack of energy or motivation.
- Avoidance of colleagues and friends.

If you notice signs or an employee shares concerns about substance misuse, the Employee Assistance Program (EAP) is available 24/7 for support to help you take the next steps. Explore what Anthem EAP for Managers and Supervisors has to offer by reviewing the [EAP Managers Manual \(virginia.gov\)](https://www.virginia.gov/eap-manual).

EAP services are also available 24/7 at no additional cost to employees covered by a state health plan and their household members to provide confidential recommendations for care based on their needs, including up to 4 free counseling sessions per issue each year. Visit [Employee Assistance \(virginia.gov\)](https://www.virginia.gov/eap) for more information on EAP, including contact information by health plan.