

Reasonable Suspicion

Guide for Reasonable Suspicion (RS) Process

Reasonable Suspicion: What is it?

When there are noticeable behavioral or impairment concerns which have the potential to significantly impact the safety and/or performance of the employee or work group, a company generally has safety guidelines that are applied to best determine if an employee is unable to perform their job safely and effectively.

What is the purpose?

A Company's Reasonable Suspicion policy is typically guided by an effort to provide a safe working environment for employees and customers in the workplace. An employee may need to be removed from the workplace while leaders investigate the observed concerns.

- Leaders need to recognize these safety concerns as quickly as possible and take appropriate action including potential removal from the workplace while assessing the situation.
- A company's policy may authorize drug and alcohol testing and removal from duties pending investigation. Depending on the results of the investigation and/or evaluation, corrective action is typically determined by the company's policies.

When is an evaluation NOT appropriate?

Pursuing Reasonable Suspicion testing may not be appropriate when:

- Reports of substance abuse cannot not be substantiated by company leaders.
- An employee's questionable behavior occurs outside of the workplace.
- When it is known that an employee has received mental health/substance abuse treatment but there are no safety/performance issue noted.

Confidentiality

The employee's confidentiality must be protected throughout this process, including when a leader explains the absence of that employee to other team members.

Each case is unique and often difficult. Don't hesitate to ask for help. A team of consultants is available to help leaders through this process.

For more information

Call: 1-800-832-7733

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