

The Victoria Police Manual is issued under the authority of the Chief Commissioner of Police in s.60, Victoria Police Act 2013. Non-compliance with or a departure from the Victoria Police Manual may be subject to management or disciplinary action. Employees must use VPM Professional and ethical standards to inform the decisions they make to support compliance.

Alcohol and other drugs – Workplace responsibilities

Context

Victoria Police is committed to providing a safe workplace for its employees and delivering a professional, ethical, high performing service to the community. In support of this, Victoria Police promotes safe work practices and requires employees to be fit and ready for duty in the workplace.

The use of alcohol and other drugs (AOD) may impair an employee's ability to perform their duties safely, professionally and ethically. Employees have an obligation to themselves, their colleagues and the public to be unimpaired by AOD when performing their duties. This policy requires employees to consider and act according to this obligation and supervisors and managers to act when AOD appear to be affecting employees or impacting on the workplace.

Victoria Police has established policy and support services in relation to AOD in the workplace to ensure that employees are fit for duty and not impaired by AOD. To support employees understanding and meeting these requirements, Victoria Police:

- provides clear policy on the expectations and requirements of employees in relation to AOD
- provides support to employees who may be experiencing issues with AOD through comprehensive support services with the understanding that dependence on AOD is also a health issue
- undertakes workplace testing for alcohol or drugs of dependence to deter and detect improper behaviour.

The use, possession and trafficking of illicit drugs by employees at any time is incompatible with the law enforcement role of Victoria Police. It is a criminal offence and will not be tolerated.

Policy at a glance

- Using, possessing and trafficking illicit drugs at any time is a criminal offence and is incompatible with the law enforcement role of Victoria Police. If you engage in this behaviour, you will be subject to a discipline investigation and criminal action, and it is highly likely your employment will be terminated.
- Using, possessing and trafficking illicit drugs compromises your integrity and exposes you to the risk of corruption and coercion by criminals. It impacts your safety and the safety of the community. It undermines the community's trust in you, your colleagues, all police and the law.
- If you become aware of impairment issues relating to other employees' alcohol and drug use you must report it so that management interventions can be put in place. If the issues relate to illicit drugs you must report the misconduct to Professional Standards Command.
- Consuming alcohol and other drugs, including prescription medication, can impair your ability to perform your duties safely, professionally and ethically. Non-prescribed use of prescription medication is dangerous and is considered illicit use. If you believe your use of alcohol and other drugs is impacting your fitness for duty you must inform your supervisor or work unit manager.

- If you have issues with your use of alcohol and other drugs you are strongly encouraged to access wellbeing assistance and the referrals available through Wellbeing Services.

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Definitions

The following definitions apply to this policy:

Alcohol and other drugs – any form of alcohol or other drugs and includes both licit and illicit drugs.

Drug of dependence – has the same meaning as in the *Drugs, Poisons and Controlled Substances Act 1981*.

Fit for duty/fitness for duty – the requirement for an employee to be in a condition capable of carrying out the inherent requirements of the role in a safe and competent manner, and not being impaired by alcohol or any other drug.

Illicit drug – any drug defined and specified as prohibited or illegal under Commonwealth or Victorian legislation. For the purpose of this policy, this also includes the non-prescribed use of prescription medication (including the use of another person's prescription medication).

Impair/impairment – when the effects of alcohol, illicit drugs, prescribed and non-prescribed medications impair an employee's judgment or performance, such that they are physically or mentally unable to perform work functions safely.

Pharmaceutical drug misuse – any use of pharmaceutical drugs that is inconsistent with the intended use or directions, which includes overuse and intentional misuse.

For further definitions, refer to the **VPM Dictionary**.

Scope and application

This policy applies to all employees.

Policy

- Employees must present to work fit for duty.
- Employees have an obligation to perform their roles and responsibilities unimpaired by AOD due to the serious risk to the health and safety impairment would pose to themselves, their colleagues and the community.
- Criminal behaviour associated with and/or resulting from misuse of prescription or over the counter medication will be subject to criminal action.
- Employees must not use illicit drugs at any time. It is an offence to use, possess or traffick illicit drugs and therefore it is unacceptable behaviour which will result in discipline and/or criminal action. Use of illicit drugs by an employee is highly likely to result in termination of employment.
- Consistent with the Victoria Police Code of Conduct and the fundamental role of Victoria Police to uphold the law to promote a safe, secure and orderly society, employees must comply with the law both on- and off-duty.
- The use of drugs which are illegal in Victoria, used by employees in a jurisdiction where such use is lawful or not a criminal offence, may be subject to discipline action.
- In accordance with the *Victoria Police Act 2013*, employees may be required to undertake workplace testing for alcohol or a drug of dependence and be subject to the following:
 - where illicit drugs are detected – a discipline investigation will be undertaken, which has a range of available sanctions including dismissal, and wellbeing support
 - where AOD (other than illicit drugs) are detected - management interventions and/or a discipline investigation may be undertaken as required, and wellbeing support will be available.

Workplace responsibilities regarding alcohol and other drugs

1. Fitness for duty requirements

1.1 Use of alcohol and other drugs off-duty

While employees have a right to exercise judgement in matters relating to their personal lives, employees' off-duty behaviour is not separate to their on-duty capability and must be consistent with the:

- organisational values
- Code of Conduct
- **VPM Professional and ethical standards**
- Code of Conduct for Victoria Public Service Employees of Special Bodies (for Victorian Public Service (VPS) employees)

- VPS Enterprise Agreement common policies (Management of misconduct, s.6.2).

With respect to the use of AOD off-duty:

- employees must consider their own health, safety and wellbeing and the safety of their colleagues and the public
- employees need to bear in mind their professional responsibility to uphold the law, act ethically and manage their own and the organisation's reputation
- if employees consume alcohol off-duty, they are encouraged to do so in a responsible and safe manner and ensure that it does not affect their ability to meet their employment obligations
- any offending by an employee under the *Drugs, Poisons and Controlled Substances Act* will highly likely result in discipline and/or criminal action. Engaging in this behaviour:
 - poses a serious risk to the health and safety of themselves, their colleagues and the community
 - compromises the employee's integrity, the integrity of their colleagues and diminishes public confidence in Victoria Police
 - exposes employees to the risk of corruption and coercion by criminals
 - undermines the community's respect of the employee's authority and the overall trust and respect of Victoria Police.

1.2 *Employees rostered for duty or available for work*

- Employees presenting for rostered duties or employees who have been directed to be available for work must:
 - have a zero-blood concentration of alcohol when their duties will require the employee to:
 - carry and/or use operational safety equipment (OSE) and/or
 - drive a police vehicle
 - not consume alcohol while on duty, unless they have a specific exemption (see sections 1.3 and 2 of this policy)
 - not otherwise be impaired by the consumption of AOD.
- Employees whose duties do not require them to carry OSE and/or drive a police vehicle, are required to have a blood alcohol concentration of less than 0.02 grams of alcohol in 210 litres of breath or 100 millilitres of blood when presenting for rostered duties or recalled to work. However, they must still be fit and ready for duty in the workplace and able to return to work at short notice.

1.3 *Consumption of alcohol as part of duties*

Employees who perform duties (such as covert duties) where consumption of alcohol is likely to be expected or is unavoidable, must obtain a written exemption from any or all of the fitness for duty requirements from their region/command/department head.

1.4 *Recall to duty by supervisor or work unit manager*

- If an employee (who is not rostered on for duty) directed to be available to work or on stand-by/on-call, is recalled to duty by a supervisor or is notified of a situation

that requires their assistance, the employee must advise the supervisor or work unit manager if they have any doubt about their fitness for duty (see section 1.2 of this policy for further detail about fitness for duty).

- The supervisor or work unit manager must assess whether the employee should be recalled to duty with consideration to:
 - the health, safety and wellbeing of the employee and the safety of their colleagues and the public
 - organisational values
 - Code of Conduct
 - professional and ethical standards
 - compliance with the law
 - the employee's and the organisation's integrity and reputation.
- Employer (supervisor or work unit manager) and employee responsibilities as per ss.21, 22, 23 and 25, *Occupational Health and Safety Act 2004* should also be considered.

1.5 *Employee initiated recall to duty*

- If an off-duty employee has consumed AOD and witnesses or is notified of a situation that requires emergency police assistance, they must assess their capacity to provide appropriate assistance.

1.6 *Single member stations*

- When members are not rostered on duty, local management and rostering arrangements are expected to ensure compliance with fitness for duty requirements.
- Sections 1.2 to 1.4 of this policy should be used as a guide for managing and rostering members at single member stations.

1.7 *'High risk' duties*

- Work unit managers must assess whether the duties performed by their employees are 'high risk' and whether any consumption of AOD could impair the employee's ability to perform their duties safely, professionally and ethically.
- Where an employee's duties are assessed as being 'high-risk', the work unit manager must develop local instructions in accordance with the *Occupational Health and Safety Act 2004* to establish appropriate working conditions or expectations for these workplaces, beyond the general fitness for duty requirements set out in section 1 of this policy. These instructions should then be communicated to the affected employees. See **VPM Policy development and advice** for guidelines on creating local instructions.
- Consideration should also be given to seeking approval for a work unit or work function to become designated for the purposes of undergoing drug and alcohol testing. See risk assessment criteria in **VPM Alcohol and other drugs – Workplace testing**.

2. Consumption of alcohol during work hours

- Employees must not consume alcohol during work hours when performing:
 - operational duties
 - duties that have a high level of risk or responsibility, as determined by a work unit manager (see section 1.7 of this policy).
- If an employee's duties do not involve these activities, a work unit manager (Inspector/VPSG-6 or above) may approve the consumption of alcohol during work hours on specific occasions, such as to celebrate organisational or personal milestones.
- The decision to permit alcohol consumption should reflect the principles of responsible use of alcohol and accord with community expectations for the highest standards of performance from employees.
- The work unit manager may impose conditions, such as the type of or length of time that alcohol can be served and consumed.
- Despite obtaining permission, s.25, *Occupational Health and Safety Act* and Part 5, *Road Safety Act 1986* still apply.

3. Consumption and possession of alcohol on police premises

- Alcohol must not be served or consumed by employees on police premises, except with the approval of a region/command/department head.
- Police residences are exempt from this requirement.
- Except for exhibits or lost/found property, alcohol may only be in the possession of an employee on police premises for specific occasions (e.g. when unopened alcohol cannot be safely secured in a vehicle) with the approval of, and subject to any conditions set by an Inspector/VPSG-6 or above. See **VPM Conflict of interest** for more information on policy regarding gifts and benefits.

4. Ensuring fitness for duty

- Employees who believe that they will not meet the fitness for duty requirements are required to advise their supervisor or work unit manager so that the situation can be managed appropriately in the circumstances.
- Employees who are experiencing issues with the use, dependence on, abuse and/or misuse of AOD are strongly encouraged to access wellbeing assistance and the referrals available through Wellbeing Services. See **Alcohol and other drugs responsibilities and interventions Practice Guide** for more information.
- If an employee's conduct or work performance is being impaired by the consumption of AOD, employees, supervisors and work unit managers must take action at the earliest opportunity to address the situation (see section 7 of this policy).
- If deemed necessary in the circumstances, the supervisor or work unit manager must obtain approval from an Inspector/VPSG-6 or above to test an employee for the presence of alcohol or a drug of dependence. See **VPM Alcohol and other drugs – Workplace testing** for more information.

5. Leadership and prevention

Supervisors and work unit managers must demonstrate their leadership responsibilities in relation to AOD issues by:

- preventing, detecting and managing ethical health risks and promoting a workplace that is resistant to corruption
- providing a safe, inclusive and respectful workplace free from bullying, discrimination, harassment, sexual harassment and victimisation. See **VPM Workplace behaviours** for more information.
- fostering a workplace culture that has a responsible attitude to AOD consumption and does not tolerate the use of illicit drugs
- treating employees with compassion and listening to them
- connecting employees in need with relevant wellbeing support services (see section 7 of this policy).

6. Medicinal cannabis

- Employees must only use medicinal cannabis prescribed and obtained via a current prescription from a registered medical practitioner.
- Employees using prescribed medicinal cannabis must consider their own health, safety and wellbeing and the safety of their colleagues and the public in accordance with sections 1 and 4 of this policy.
- Employees using medicinal cannabis containing THC are not permitted to:
 - drive police vehicles
 - carry and/or use operational safety equipment
 - operate machinery.
- For employees prescribed and taking CBD-only medicinal cannabis, it is the employee's responsibility to ensure that they are not impaired, and that the medicinal product does not contain THC. If THC is detected through workplace drug and alcohol testing, the employee cannot use as a defence that they believed the medicinal cannabis product taken was THC free.
- For employees prescribed and taking medicinal cannabis listing THC as an ingredient, if required to provide a sample for workplace drug and alcohol testing purposes and found to have THC present in their system as a result of legitimately having taken prescribed medicinal cannabis, the employee will be considered to have returned a negative test result with regards to the THC. Fitness for duty considerations apply.
- See section 7 of this policy for supervisor instruction on management intervention and workplace adjustments.
- Any medical information disclosed to a supervisor must be treated confidentially.

7. Responding to alcohol and other drug issues

7.1 General requirements

- Employees, supervisors and work unit managers all have a role to play in ensuring employees are healthy, fit, ready and capable for duty, as outlined in **VPM Professional and ethical standards** and ss.21, 22, 23 and 25, *Occupational Health and Safety Act*.
- Supervisors and work unit managers have a responsibility to monitor the employee's health in accordance with s.22, *Occupational Health and Safety Act*.
- If an employee appears to be impaired by AOD, when assessing the most appropriate management intervention, the health, safety and wellbeing of the employee, their colleagues and the public is paramount. It is understood, however, that there will be circumstances where these entities will be in conflict.
- In addition to health, safety and wellbeing considerations, the supervisor or work unit manager must take action to manage any ethical risks arising from the employee's use of AOD, including reporting any misconduct.
- Depending on the employee's individual circumstances:
 - management intervention options should be considered; see section 7.2 of this policy
 - wellbeing support should be offered; see section 7.4 of this policy.
- Where illicit drugs are involved, the supervisor or work unit manager must ensure that the misconduct is reported to Professional Standards Command (PSC) in accordance with s.167(3), *Victoria Police Act* or s.7, *Public Administration Act 2004*. Also refer to **VPM Professional and ethical standards**, **VPM Complaints**, **VPM Discipline** and **VPMG Public interest disclosures**.
- A targeted test of an employee for the presence of alcohol or a drug of dependence under Part 5, *Victoria Police Act*, should be conducted where the legislative requirements are met Refer to **VPM Alcohol and other drugs – Workplace testing** for more information.
- Supervisors and work unit managers must maintain the employee's confidentiality in matters relating to AOD use and only disclose information in accordance with section 10 of this policy.

7.2 Management interventions

- Before taking any action, supervisors and work unit managers should assess and manage any existing and/or perceived conflicts of interest between the subject employee and themselves. Refer to **VPM Conflict of interest**.
- Supervisors and work unit managers are required to act and intervene when there are clear indicators an employee is impaired by AOD. When considering intervention options, such as testing for alcohol or drugs, supervisors and work unit managers need to be mindful of whether the employee is a police officer, PSO, recruit, PCO or VPS employee, as who can be tested under certain testing regimes and which complaint pathways apply differ by employee type.
- When determining what action/s to take, the primary considerations should be:

- the health, safety and wellbeing of the employee and their colleagues
- public safety and the public interest
- public scrutiny and community expectations (bringing Victoria Police into disrepute)
- organisational reputational risk (diminished community confidence in Victoria Police)
- the risk of exposure to corruption and coercion (e.g. conflicts of interest, declarable association/s, secondary employment and outside interests)
- impact on affected parties (complainant, witness or other affected party)
- public interest complaint
- the seriousness of the allegation
- the strength of evidence.
- Supervisors and work unit managers should:
 - consider the development of a Wellbeing Management Plan; refer to the **Alcohol and other drugs responsibilities and interventions Practice Guide** for further guidance
 - determine whether alternative duties are appropriate in the circumstances.
- Where required, the supervisor or work unit manager is to ensure that the employee's Approved Driving Authority (ADA) is withdrawn in accordance with **VPM Police vehicles** and **VPMG Police vehicle collisions**.

7.3 *Specific management responses*

- Supervisors and work unit managers may only use information revealed by the testing of a sample to inform management interventions in accordance with Part 5 (r. 52 (2), the Regulations). See Confidentiality of test results in **VPM Alcohol and other drugs – Workplace testing** for more information.
- Supervisors and work unit managers must consider if action is required to address particular risks, including:
 - suspending the employee's Operational Safety and Tactics Training qualification as per the must or should criteria in **VPM Operational safety and tactics training qualifications** and **VPM Management of Victoria Police issue firearms**
 - taking the following action where an employee is charged with an offence under Part 5, *Road Safety Act* or a similar interstate or international offence:
 - if the offence is committed whilst an employee is rostered on or recalled to duty, the employee's ADA must be withdrawn. See **VPM Police vehicles** and **VPMG Police vehicle collisions**
 - if the offence is committed whilst an employee is rostered off-duty, the employee's ADA can only be withdrawn if their civilian driver's licence is suspended or cancelled
 - discipline charges under s.125, *Victoria Police Act* or ss.22 or 33 of the *Public Administration Act*, may be laid.
- Supervisors and work unit managers may rely on other information relating to an employee's AOD usage (e.g. from a voluntary disclosure) to inform management interventions, provided any use or disclosure complies with Victoria Police's obligations under *Health Privacy Principle 2, Health Records Act 2001*, including:

- suspending the employee's private firearms licence by notifying the Licensing and Regulation Division in accordance with **VPM Private security, firearms and weapons regulation**
- determining if family violence is linked to the employee's AOD issue and taking civil action as required. See **VPM Family Violence** and **VPM Family violence involving Victoria Police employees** for more information.
- For further assistance in determining appropriate intervention measures refer to the **Alcohol and other drugs responsibilities and interventions Practice Guide**.

7.4 *Wellbeing support and referral*

- Victoria Police Wellbeing Services can provide advice, information, referrals, counselling, and risk assessment/management to employees, supervisors and work unit managers on how to manage and assist employees who may be experiencing issues with AOD.
- Victoria Police offers a range of wellbeing support services for all employees, their immediate families and veterans, who are experiencing issues with AOD use.
- Victoria Police Wellbeing Services are available 24/7 via the employee support line 1300 090 995. This assistance does not involve testing for alcohol or a drug of dependence.
- For non-urgent, general Wellbeing Services enquiries or further information regarding what services are available contact WELFARESERVICES-OIC or 1300 090 995.
- Refer to the **Alcohol and other drugs responsibilities and interventions Practice Guide** for further information on:
 - the services provided by Wellbeing Services
 - the referral process
 - costs
 - confidentiality.

7.5 *Reporting incidents or complaints*

- Where an employee has a reasonable belief that an employee has engaged in misconduct, they must report it in accordance with **VPM Professional and ethical standards, VPM Complaints, VPM Discipline** and **VPMG Public interest disclosures** or s.167(3), *Victoria Police Act*.

For further information about reporting processes, refer to the **Alcohol and other drugs responsibilities and interventions Practice Guide**.

8. Voluntary disclosure

8.1 *Overview*

- A voluntary disclosure is a disclosure made by an employee that they have, or may have, issues with their alcohol and/or drug use.

- A disclosure made at the time of, or immediately prior to, being advised of selection for workplace alcohol or drug testing will not be considered as a voluntary disclosure.

8.2 *Management response to a voluntary disclosure*

- If a voluntary disclosure is made to a supervisor or work unit manager, they must advise Wellbeing Services as soon as practicable. Wellbeing Services, in consultation with the employee concerned, will consider if immediate assistance is required.
- In all disclosures the employee's manager must be advised following initial notification.
- A Wellbeing Management Plan is required in all cases, which will include details of the support and assistance and modified or alternative duties; see section 7 of this policy for further information on management interventions.
- Voluntary disclosures are subject to the confidentiality requirements provided at section 10 of this policy.

8.3 *Voluntary disclosure of alcohol or licit drug use*

- An employee who makes a voluntary disclosure of alcohol or licit drug use will be provided with appropriate support and assistance. If the voluntary disclosure indicates that the employee might be, or could be, impaired while on-duty the employee receiving the voluntary disclosure must report it to the affected employee's supervisor or work unit manager.
- The supervisor or work unit manager is then obliged to take appropriate action to ensure the safety of the employee, the safety of their colleagues, and the safety of the community. This includes monitoring the employee's health in accordance with s.22 *Occupational Health and Safety Act*.
- An employee who makes a voluntary disclosure of alcohol or licit drug use will not be subject to an inquiry or investigation due to the disclosed use. Victoria Police will provide wellbeing support, including counselling, leave to attend in or outpatient treatment and any other form of support that assists with recovery.
- A voluntary disclosure does not protect an employee should:
 - use of alcohol or licit drugs involve or result in criminal behaviour
 - a future workplace alcohol and drug test demonstrate that they have not complied with legislation and Victoria Police policies.
- Where a voluntary disclosure is made and the provided support and assistance has concluded (e.g. the employee completes a program) and there is a relapse, a further voluntary disclosure can and should be made.

8.4 *Voluntary disclosure of illicit drug use*

- If an employee makes a voluntary disclosure in relation to illicit drugs there is an obligation on the employee receiving the voluntary disclosure to report the misconduct to PSC in accordance with s.167(3), *Victoria Police Act* or s.7, *Public Administration Act* using a Form 918. Also refer to **VPM Professional and ethical**

standards, VPM Complaints, VPM Discipline and VPMG Public interest disclosures.

- Appropriate support will be provided to an employee who voluntarily discloses illicit drug use, however voluntary disclosure does not provide immunity from investigation or discipline and/or criminal action.
- The supervisor or work unit manager is obliged to take appropriate action to ensure the safety of the employee, the safety of their colleagues, and the safety of the community. This includes monitoring the employee's health in accordance with s.22, *Occupational Health and Safety Act*.
- The supervisor or work unit manager must also make a prompt assessment in relation to the integrity risks to both the employee and Victoria Police. The supervisor or work unit manager should consult with PSC on the need for follow up targeted testing. See section 7 of this policy for management intervention responses.

9. Accidental exposure to drugs

9.1 *Reporting the incident*

- An employee who believes they have been intentionally or unintentionally exposed to illicit drugs or prescription medication, whether on- or off-duty, should seek medical assistance. The employee must report the incident to their supervisor within 24 hours.
- If the employee believes the exposure was intentional (i.e. food or drink spiking), this is a criminal offence. The employee should report it to local police or contact Triple Zero as soon as possible.
- To ensure appropriate medical assistance and wellbeing support can be provided, the supervisor must report the incident to the work unit manager. The work unit manager must arrange:
 - a targeted drug test as soon as practicable; refer to **VPM Alcohol and other drugs – Workplace testing** for information about the testing process
 - appropriate wellbeing support for the employee.

9.2 *Altering the employee's duties*

- An employee, who has reported accidental exposure to drugs must not perform operational duties until a workplace drug and alcohol test has been conducted and the employee's results assessed by the Medical Review Officer (MRO).
- A positive result in these instances will require the employee to be placed on alternative duties. Further drug testing may be required to ensure the elimination of any substance from the employee's system prior to returning to full duties.

9.3 *Management review*

The work unit manager must:

- ensure the employee's duties are restricted until the workplace drug and alcohol test results have been assessed by the MRO

- review the circumstances and consider if a report of accidental exposure is accepted
- submit a Complaint/Incident Form [Form 918] if the report of accidental exposure is rejected, and consult with the PSC Availability Investigation Team to assess whether further investigation, management action or targeted drug testing is appropriate
- consult the Medical Advisory Unit regarding any medical intervention.

9.4 *Failing to report or repeated reports of accidental exposure*

- If an employee claims accidental drug exposure at the time of or shortly before a workplace drug and alcohol test, the employee:
 - must comply with the testing direction
 - is not absolved from the consequences of a subsequent positive test result.
- Where an employee claims accidental exposure to drugs on consecutive occasions, they may be the subject of a formal investigation to determine:
 - the validity of the claim
 - any adverse conduct issues which place the employee at greater risk of accidental exposure than other Victoria Police employees.

10. Confidentiality

- Employees must manage and store information shared with them in accordance with this policy confidentially. Information should only be shared with those who 'need to know', such as supervisors, work unit managers, Wellbeing Services, Peer Support and the Medical Advisory Unit.
- Information relating to an employee (e.g., case notes, self-assessments, correspondence with medical practitioners, correspondence with employees) will only be released to a third party in the following circumstances:
 - with the employee's written consent, or
 - to obtain professional or legal advice, or
 - if required by law, or
 - in accordance with relevant sections of the *Health Privacy Principle 2, Health Records Act 2001* and the *Freedom of Information Act 1982* that govern release of information in public agencies.

Related documents

- VPM Alcohol and other drugs – Workplace testing
- VPM Professional and ethical standards
- *Victoria Police Act 2013*
- *Victoria Police Regulations 2024*
- *Drugs, Poisons and Controlled Substances Act 1981*
- *Occupational Health & Safety Act 2004*
- *Public Administration Act 2004*
- Victoria Public Service Enterprise Agreement 2024

- Victoria Police (Police Officers, Protective Services Officers, Police Reservists and Police Recruits) Enterprise Agreement 2025
- Health Privacy Principle 2, *Health Records Act 2001*

Further advice and information

For further advice and assistance in dealing with alcohol and other drug issues, contact Wellbeing Services, HRC via the employee support line on 1300 090 995 (24 hours) and/or directly access the support services listed in the **Alcohol and other drugs responsibilities and interventions Practice Guide**.

For more information about drug and alcohol testing refer to the DATU Intranet pages or contact the Drug and Alcohol Testing Unit, HRC on 0458 393 259 (during business hours Monday to Friday, 8am to 4pm) or email DRUGALCOHOLTESTINGUNIT-MGR@police.vic.gov.au

Update history

DATE UPDATED	SUMMARY OF CHANGE	FORCE FILE NUMBER
15/02/24	VPM Alcohol and other drugs separated into two policies; VPM Alcohol and other drugs: Workplace responsibilities and VPM Alcohol and other drugs: Workplace testing . Further detail provided in this policy on illicit drugs, medicinal cannabis, voluntary disclosure and accidental exposure.	FF-206530
03/05/24	Amendment to include that the use of drugs that are illegal in Victoria, used by employees in a jurisdiction where such use is lawful or not a criminal offence, may be subject to discipline action.	FF-206530
24/04/2025	Minor administrative amendments to correct references	FF-272083
17/10/2025	Amendment to the use of medicinal cannabis by employees	FF-267165