



## CONSUMPTION OF ALCOHOL POLICY

Co-ordinator:  Director of HR
<b>Signature</b>

Reviewer:  Grampian Area Partnership Forum
<b>Signature</b>

Approver:  Grampian Area Partnership Forum
<b>Signature</b>

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**UNCONTROLLED WHEN PRINTED**

**VERSION 1**

**NHS GRAMPIAN  
CONSUMPTION OF ALCOHOL POLICY**

**This policy is also available in large print and on computer disk. Other formats can be supplied on request.**

**Please call the Corporate Communications Team on 01224 554400 for a copy.**

# **NHS GRAMPIAN CONSUMPTION OF ALCOHOL POLICY**

## **1 INTRODUCTION**

- 1.1 NHS Grampian has, as its primary function, the provision of health care services. It also has a duty to consider the health and well being of its staff, patients and contractors.
- 1.2 NHS Grampian is conscious of its role as an exemplar of health and of its need to provide, through education and training, a general climate of awareness of the potential harm which may arise from the use of alcohol. Even ONE drink can impair judgement and work performance.
- 1.3 NHS Grampian has, therefore, committed itself to this policy, the aim of which is to set standards for the use and consumption of alcohol on its premises by staff and patients. It will apply within all NHS Grampian properties and to all NHS Grampian staff and also to Contractors' staff and voluntary workers while on NHS Grampian premises.

## **2 CONSUMPTION OF ALCOHOL ON NHS GRAMPIAN PREMISES**

- 2.1 It is NHS Grampian's Policy that alcohol will not be served to, or consumed by, staff while on NHS Grampian premises.
- 2.2 Consumption of alcohol in residential staff accommodation owned by the NHS Grampian is excluded from this Policy, but staff who occupy such accommodation should bear in mind their responsibilities as tenants.

## **3 CONSUMPTION OF ALCOHOL BY STAFF AND CONTRACTORS**

- 3.1 The central core of the Policy is that no member of staff will drink alcohol while at work, during scheduled breaks in the working day or on NHS Grampian premises at any time. It is also unacceptable for staff at work to be under the influence of alcohol or to demonstrate any signs of alcohol consumption e.g. staff should not carry the smell of alcohol on their breath. Any member of staff failing to observe these standards of conduct may be subject to disciplinary action under the appropriate employee conduct procedure. In the instances of contractor's staff such conduct will be immediately reported to the contractor's management and a request made for their removal from the NHS Grampian's premises.

For the purposes of this policy, working hours includes any time when an employee is "on call".

- 3.2 Members of staff drinking alcohol outwith working hours should not be identifiable as a member of NHS Grampian staff by wearing a uniform, Logo or Name Badge which distinguishes them as such.

#### **4 CONSUMPTION OF ALCOHOL BY PATIENTS ON NHS GRAMPIAN PREMISES**

- 4.1 Alcohol will not normally be allowed in wards therefore patients, relatives and visitors will be actively discouraged from bringing alcohol into hospital. However, long-stay residents may be allowed alcohol subject to the approval of the Ward Sister/Charge Nurse (in consultation with the medical staff), who will be clearly responsible for its locked storage, control and dispensing.
- 4.2 Alcohol which is allowed, or prescribed, by the medical staff will continue to be under the usual controls applied to all medication.