



SAP STATEMENT OF UNDERSTANDING AND LIMITS

1. The scope of your visit to a Substance Abuse Professional (SAP) is specifically defined by Department of Transportation (DOT) regulations. The SAP will offer assistance in resolving problems associated with alcohol or substance use. Your being here is the first step in compliance with those regulations.

The Substance Abuse Professional will:

- Conduct a substance abuse evaluation, which will determine the level and the nature of any chemical health problem you may have.
- Make recommendations for that problem.
- Monitor your progress and compliance with any recommendations.

2. The Substance Abuse Professional will also need to report to your employer the following information:

- **Date you attended the appointment**
- **Outcome of your evaluation**
- **Recommendations and referral information that were given to you**
- **Follow your progress and report your compliance to your employer**

Please note that it is **up to your employer to determine your work status**. The Substance Abuse Professional **does not** determine your work status and will **only report** whether or not you fully **complied** with the **recommendations** that were made for you.

SAP services include the following:

- An evaluation (which includes a face to face interview and a standardized test)
- Recommendations and a treatment plan.
- Assistance in arranging for any recommended service.
- Regular contact with treatment providers to evaluate your progress.
- A follow up interview to discuss your compliance and participation in treatment.
- A written statement of compliance for your employer
- Any required consultation or report that needs to be made to your employer.

For some employees, **ongoing monitoring** is required after that employee returns to work.

Ongoing monitoring includes:

- providing a monthly face to face interview to review plans, progress and compliance with any recommendations.
- assessing for any developing problems; recommendations will be made accordingly.
- making necessary reports to your employer or anyone else on your care team, with your consent.

DOT/DOL Reporting:

Not every case requires reporting to DOL. DOL reporting is required when it involves a CDL driver’s license or a DUI. In some cases a SAP evaluation is required as part of company alcohol and drug use policy but is not a DOT or DOL reportable case.

By signing this document, I am attesting that I have read, and understand the statement of understanding and limits.

Client Signature: _____ Date: _____

(9.2015)