

The four courses aim to help delegates understand the facts about drug & alcohol misuse in the workplace including legal considerations, how to compile a substance misuse policy and interpretation of reports generated by the laboratory.

### Course 1 - Collection Officer Training

*Who should attend:* Anyone who undertakes Chain of Custody collections; OHA / OHNAs; Occupational Health Physicians; GPs; HR Managers; Health & Safety Officers; trade union members

*Course content:*

- Preparing a site for collection
- Mechanics of a urine collection, trouble shooting and common errors
- Collection demonstration for back-to-lab and Point of Collection [POC] devices
- Breathalyser selection, calibration and verification with demonstration
- What happens to the samples in the laboratory
- Oral fluid and hair collections

*Cost:* £225/€325 per delegate

### Course 2 - MRO Training, part 1

*Who should attend:* OHA / OHNAs; Occupational Health Physicians; GPs

*Course content:*

- The role of the Medical Review Officer [MRO] including the Medical Review
- Laboratory process
- Adulteration checks and how donors try and mislead the testing
- Drug metabolism looking at the fact and fiction behind positive samples
- Evaluation and debate of Chain of Custody cases through result interpretation

*Cost:* £225/€325 per delegate

### Course 3 - MRO Training, part 2

*Who should attend:* OHA / OHNAs; Occupational Health Physicians; GPs

*Course content:*

- Use of alternative biological samples such as hair, oral fluid, sweat and sweat vapour
- Pros and cons of Point of Collection [POC] devices, how to develop protocols consistent with the principles of Chain of Custody
- Quality and accreditation, UK Guidelines for Workplace Drugs Testing, minimum service level to expect
- Alcohol including EtG/EtS, FAEE
- Evaluation via MCQs

*Cost:* £225/€325 per delegate

### Course 4 - Policy Workshop

*Who should attend:* HR Managers; Health & Safety Officers; Occupational Health professionals; trade union members

*Course content:*

- Drawing up a draft substance misuse policy
- Timelines for policy introduction and educational requirements
- Specification for a tender and how to audit your service provider
- An employment law specialist will deliver the legal session

*Cost:* £225/€325 per delegate or £125/€225 per delegate for a half-day [first two items only]

On-site courses can be tailored to your requirements. Please call for further information and details of costs.

Venue	Course 1	Course 2	Course 3	Course 4
London	<b>Mon</b> 19 February	<b>Tue</b> 20 February	<b>Wed</b> 21 February	<b>Thu</b> 22 February AM only
Aberdeen	<b>Mon</b> 10 September	<b>Tue</b> 11 September	<b>Wed</b> 12 September	<b>Thu</b> 13 September AM only
Abu Dhabi	<b>Sun</b> 07 October	<b>Mon</b> 08 October	<b>Tue</b> 09 October	<b>Wed</b> 10 October AM only

Dates/venues will depend on the numbers and locations of those expressing interest. Please call for advice on availability. For those companies able to provide a venue, please contact me.

All delegates will receive an information pack, lunch & refreshments and certificate(s) and the courses 2 and 3 are accredited and qualify for CPD hours from the Faculty of Occupational Medicine of the Royal College of Physicians [UK].

### Booking Procedure and On-site Training

To reserve a place or enquire about on-site training, please contact Helen Vangikar, Toxicology Consultant on mobile: +44 (0)7856 979961; email: helen@helenvangikar.com; web: helenvangikar.com