

SCOPE

All employees.

RATIONALE

To ensure a healthy and safe workplace by clearly communicating expectations and guidelines surrounding the use of medical marijuana.

POLICY

The employees of Community Care Peterborough are our most valuable resource, and for that reason, their health and safety is of paramount concern. Medical marijuana will be treated the same as all other regularly prescribed medication. Community Care Peterborough has the same expectations from employees who use medical marijuana as who use all other types of medication and will accommodate individuals up to the point of undue hardship.

PROCEDURES

1. If an employee is required to use medical marijuana while at work, they must inform their supervisor. An employee is not required to disclose their specific medical diagnosis; however, they are required to provide a note from their doctor and a copy of the possession license.
2. All information provided in regard to medical marijuana use is considered confidential and will be treated as such, keeping an employee's privacy as a top concern second only to safety.
3. Employees who have a medical condition which requires additional accommodation can discuss their marijuana use schedule in the context of the general accommodation plan with Community Care Peterborough and their primary care provider.
4. Community Care Peterborough will work with the individual that requests accommodation in an effort to ensure that the measures taken are both effective, and mutually agreeable.
5. In the event that medical marijuana is deemed to pose a significant or potential hazard to the employee and/or other employees, Community Care Peterborough will attempt to find alternative work for the employee, up to the point of undue hardship.

Use of Medical Marijuana While at Work

6. In the event that an employee is taking medical marijuana during regular working hours, they are expected to use it in moderation, only at the recommended level of dosage and the applicable frequency of the doses.
7. Community Care Peterborough asks that, where possible, employees who require medical marijuana use a method of ingestion other than smoking.
8. Employees who choose to smoke medical marijuana must abide by all provincial smoking regulations.
9. Employees who choose to smoke medical marijuana are not permitted to smoke in the presence of other employees.
10. Community Care Peterborough will determine an appropriate smoking area for the employee, with the goal of maintaining the confidentiality of the employee's medical situation.

Roles and Responsibilities

11. Management is required to:
 - a) Treat employees who use medical marijuana the same as all other employees using prescription medication;
 - b) Provide accommodation up to the point of undue hardship;
 - c) Be aware of the effects of marijuana use and ensure employees are not placed in any safety sensitive situations;
 - d) Assess the effects of the use of marijuana on an employee's performance on the job;
 - e) Ensure that the use of medical marijuana does not adversely affect the safety of the employee and/or their co-employees;
 - f) Ensure that any employee who asks for help due to a drug or alcohol dependency is provided with the appropriate support (including accommodation) and is not disciplined for doing so;
 - g) Respond to any employee queries regarding the use of medical marijuana, while maintaining the privacy of an employee's specific situation at all times.
12. Employees are required to:
 - a) Disclose their medical marijuana use to management;
 - b) Work with Community Care Peterborough to develop accommodation plans that are mutually agreeable;

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- c) Follow the agreed-upon accommodation plan and the guidelines of this policy;
- d) Never share their medication with any other employee, even those who may have a similar prescription;
- e) Maintain ongoing communication with management regarding the effects of marijuana on their ability to perform their job duties;
- f) Never participate in activities which could cause a safety risk such as driving while under the influence of marijuana.

Approved: _____

Obelan

(Signature – Executive Director)

Date: _____

18 June, 2018

