



Date: _____

Company
Address
City, State,

Re: **Non-Compliance with Employee Assistance Program/SNAP
Northwest Sheet Metal Workers Drug Testing Program**

Dear _____:

_____ Was referred to the EAP because of a positive drug test on _____ . This member's non-compliance is due to: not contacting the EAP, not following through with recommendations, or refusing services.

I have notified SNAP and am recommending that this member's "O.K. to Work" status be suspended until compliance is attained.

Please note that Fully Effective Employees, Inc., SNAP, or any member or agent of either entity will not be liable in any way for any accident, injury, incident or any other claim as a result of any intentional act or negligence of any member or employer, regardless of whether the subject member complied with my recommendations.

If I can be of any assistance, please call me at 206-628-0770.

Sincerely,

Sheet Metal
Northwest
Anti-Drug
Program



Date: _____

Company
Address
City, State,

Re: **Compliance with Employee Assistance Program /SNAP**

Dear _____:

_____ was referred to the EAP because of a positive drug test on _____. This member has contacted me, completed an assessment for chemical use, and is compliant with my recommendations. This member may, return to work, pending a negative urine drug test and signing a Last Chance Agreement.

In the event that I discover that he/she fails to follow my recommendations or breaches the Last Chance Agreement, for a period of two years following the initial contact, I will contact you and SNAP. **Should this member be involved in on-going services at a treatment or counseling facility, any non-compliance with the treatment recommendation will be reported to you, as soon as it is made available to me. In such a case, his/her "O.K. to Work" status will be suspended by SNAP.**

Although _____ is currently compliant with my recommendations, I cannot predict a member's future actions. Please note that Fully Effective Employees, Inc., SNAP, or any member or agent of either entity will not be liable in any way for any accident, injury, incident or any other claim as a result of any intentional act or negligence of any member or employer, regardless of whether the subject member complied with my recommendations.

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