



## HOW ADA MIGHT APPLY TO HIRING

**I interviewed an employee for one of our new positions. Some of his comments lead me to hesitate... he might be an alcoholic or have a history of alcoholism. I know the Americans with Disabilities Act (ADA) applies and might affect this situation. Is the EAP the right resource concerning understanding ADA provisions and restrictions?**

Your human resources (HR) advisor is your go-to professional for concerns about interviewing, the hiring process, and how laws like the ADA may apply in certain situations. For example, the ADA rightly treats actively drinking employees and those who have been treated for addictive diseases and experienced recovery very differently. If in doubt, reach out to your human resources staff. Later, after someone

has been hired, should you become concerned about behaviors, signs, and symptoms, or wonder how you should document performance, or make a formal referral, you may consult the EAP by phone or even use EAP sessions to develop plans and approaches to concerning situations. Again, teaming with the HR staff and EAP is common as you work through the steps to make a formal EAP referral.

Written by: Andy Visser

### **Leadership Orientation Training - Session B**

Watch for up coming classes.

### **CONTACT US TODAY:**

Please contact our office by calling 800-779-6125 or e-mailing (info@connectionseap.com) for more information or register online:

[www.connectionseap.com](http://www.connectionseap.com)

### **ATTENTION: SUPERVISORS, MANAGERS, ADMINISTRATORS:**

Session A: "Leadership Orientation to the EAP", is always available on the website. Please check your wallet cards or contact your HR department for your username and password.

Website Information – Webinars are available in the Work/Life Services site. Log in on Connections website go to Employee or Leadership Resources tab to access webinars, continue to scroll down on the Work/Life Services opening page. (All webinars are archived for later viewing.)

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