

**ADDICTIONS FOUNDATION OF MANITOBA  
AUDIOVISUAL RESOURCES**

**SUBJECT HEADINGS**

**EMPLOYEE ASSISTANCE PROGRAMS**

**Avoiding common discipline mistakes (anix)**

Adult;  
VHS; 1995  
Kantola  
VTR/BF 575/.H6/A8/1995

This video helps managers recognize behaviours that might result in charges of discrimination, defamation of character, wrongful discharge, or constructive discharge. A three-step approach is presented that can help avoid the "I vs. You" confrontation, and an eight-step outline is provided to help keep disciplinary discussions on track.

**Chemical dependency in nursing (ajcu)**

Adult; 30 minutes  
VHS; 198-  
Kinetic  
VTR/RC 564.5/.N87/C44/198-

Designed to help hospital administrators, nursing supervisors and in-service health care trainers detect, monitor and successfully deal with nurses impaired with alcohol and drug problems. Also suitable for viewing by staff nurses, other medical workers and nursing students.

**Drug and alcohol intervention (ajfp)**

Adult; 15 minutes  
VHS; 1987  
Tele-Com-Media Productions  
VTR/HV 5275/.D78/1987

The narrator of this videotape, a clinical psychologist, demonstrates how a supervisor can effectively recognize and handle an employee with a drug or alcohol problem. The tape also provides information on additional help sources.

**Drugs in the workplace (ajgb)**

Senior 1-Senior 4, Adult; 5 minutes  
VHS; 1995  
VTR/HF 5548.5/.D7/D78/1995

A video produced by Sturgeon Creek High School students with a grant from the Provincial Drug Awareness Week Committee. Dramatizes the risks of using drugs in the workplace.

**Dryden file II, The (ajge)**

Adult; 24 minutes  
VHS; 1988  
Kinetic  
VTR/HF 5549.5/.E42/D78/1988

Portrays a manager's attempt to deal with an employee whose job performance is deteriorating. After several unsuccessful attempts to help him, the manager refers him to the company's employee assistance program.

**Employee assistance : management intervention program (ajgl)**

Adult; 21 minutes  
VHS; 1990  
Canadian Learning  
VTR/HF 5549.5/.E42/E46/1990

This program teaches a four-step intervention plan that allows managers and supervisors to take actions that are responsible and effective. Chances are good that as a result of this plan, addictive or otherwise troubled employees will return to past levels of fitness and performance and have fuller, richer lives.

**The Hazards of substance abuse (2nd edition) (ajho)**

Adult; 17 minutes  
VHS; 1991  
Canadian Learning  
VTR/HF 5549.5/.E42/H38/1991

Accident victims and coworkers can be deeply affected by substance abuse at work. Explains how alcohol impairs motor control and perception; dangers of marijuana, cocaine, over the counter and prescription medicines at work.

**I have this friend (afny)**

Adult; 30 minutes  
VHS; 1989  
Performance Press  
VTR/HF 5549.6/.E42/I43/1989

True-to-life work situations presented in a non-threatening, insightful manner show that a colleague can make a difference in helping a fellow employee who is having problems. Employees will learn the facts and understand how personal problems jeopardize safety, productivity and health.

**New day, new horizon (aivg)**

Adult; 14 minutes  
VHS; 1985  
VTR/HF 5549.6/.E42/N48/1985

For a general audience. A young Native finds out about the problems of alcohol in the workplace – drama.

**Positive approach to discipline (aniy)**

Adult  
VHS  
Kantola  
VTR/BF 575/.H6/P6/200?

Discipline means punishment. It's been like that for ages. But this video suggests that the old formula may be a waste of time and money. What supervisors really need to concentrate on is solving the problem behaviour. This video shows how to focus on respect and responsibility, creating a platform where the employee who's creating a problem agrees to be the one who solves it.

**Safety on the job : hazards of substance abuse (aqql)**

Adult; 16 minutes  
VHS; 199?  
Canadian Learning Company  
VTR/HF 5549.5/.D7/S3/199?

Controlled experiments revealing behavioral changes make it clear that individuals under the influence are not in control of themselves. Among the drugs tested are alcohol, amphetamines, marijuana, barbiturates,

tranquilizers, cocaine and PCP. The film dramatically reveals that the risk of accident is shared involuntarily by co-workers of substance abusers.

**Substance abuse : a management intervention program (ajah)**

Adult; 17 minutes

VHS; 1983

EAP

VTR/HF 5549.5/.E42/S92/1983

Presents a four-step intervention program that calls for managers to manage, not to become expert in counselling. Also useful for educating employees as to the worth of EAP.

**Substance abuse : reasonable suspicion (akwc)**

Adult; 16 minutes

VHS; 1996

Canadian Learning

VTR/HF 5549.5/.E42/S93/1996

Substance abuse by employees has a negative effect on motivation, productivity and employee morale and presents legal risks for employers. Early intervention is essential to limit potential damage to your company. In this program a certified substance abuse expert defines the major drug categories and their specific effects, ex-substance abusers reveal their methods of hiding their habits, and techniques for confronting a troubled employee are shown.

**Supervising the difficult employee (aopu)**

Adult; 23 minutes

VHS; 1994

VTR/HF 5548.8/.S86/1994

This video will steer the Supervisor through six main objectives that will help you redirect an employee whose behavior is non-productive, unsuccessful, and negatively affects other co-workers' performances – the difficult employee. It begins by highlighting steps for determining the root problem, using accurate documentation, then helping that employee take corrective action.

**Troubled employee, The (ajax)**

Adult; 25 minutes

VHS; 1982

Kinetic

VTR/HF 5549.5/.E42/T76/1982

A training film which will help educate and instill in supervisors a new awareness and sensitivity towards the problems of the troubled employee. It will train them to use a five-step formula to correct the situation and get an otherwise valuable employee back into production.