

HENNEPIN COUNTY  
HUMAN SERVICES AND PUBLIC HEALTH DEPARTMENT  
CHILD CARE LICENSING  
**ALCOHOL AND DRUG USE POLICY**

**Alcohol and Drug Use Policy:**

An applicant or license holder **must have a policy** that prohibits license holders, employees, subcontractors and volunteers, when directly responsible for persons served by the program, from abusing prescription medication or being in any manner under the influence of a chemical that impairs the individual's ability to provide services or care. The license holder **must train employees, subcontractors, and volunteers about the program's drug and alcohol policy** (Minnesota Statutes 245A.04, Subdivision 1(c)).

**My alcohol and drug use policy is:**

\_\_\_\_\_  
Employee, Subcontractor, or Volunteer Signature (print and sign name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider Signature (print and sign name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant Signature (print and sign name)

\_\_\_\_\_  
Date

**Note: Provider is required to keep a copy in their business file and the employee's file.**