

THE ALMACAN

Vol. No. 13, Issue 6



Published monthly by Association of Labor-Management Administrators and Consultants on Alcoholism



June 1983

Preliminary Program Set for ALMACA Annual Meeting

"Focus on the Future" is the theme for ALMACA's 12th Annual Meeting October 3-7 in Minneapolis, as special interest meetings, workshops dealing with the issues facing occupational programming and EAPs, meal functions mixing good food with opportunities to learn and share, and award functions all combine to produce what is expected to be an outstanding clustering of opportunities for ALMACANS.

The special interest meetings of the first day, beginning at 9 a.m. Monday, October 3, will include labor presentations sponsored by the ALMACA Labor Committee, Thomas J. Pasco, U.A.W. Detroit, chairperson; the Industry Outreach Meeting to be chaired by Ed Merchesini, Metropolitan Life, New York; and the Reynolds Metals Co. meeting chaired by Jack Campbell, Reynolds Metals Co., Richmond, VA.

ALMACA committees will also meet the first

day beginning at 9 a.m., except for the Labor Committee meeting, which will start at 3:30 p.m. that day and the meeting of the ALMACA Committee on Women's Issues, which will start at 5 p.m. Thursday, October 6.

ALMACA committee meetings will continue at 9 a.m. Tuesday, October 4, while the ALMACA Chapter Presidents Meeting gets underway at 9 a.m. that same day and ALMACA Regional Meetings start at 1 p.m.

The ALMACA Annual Business Meeting is scheduled to be held beginning at 4 p.m. Tuesday, October 4.

Other special meetings to be held on Tuesday, October 4, include "EAPs in Higher Education," chaired by Howard C. Grimes of Georgia State University, Atlanta, and Ann K. Baxter, Rutgers University, New Brunswick, NJ; "Electric Utility Industry EAPs," chaired by Paul Jarcho, Northern States Power, Minneapolis; and "Newspaper Employee Assistance

Programs," chaired by Tom Hudson, *Philadelphia (Pa) Inquirer*. All these meetings are scheduled to get underway by 9 a.m.

The opening session on Wednesday, October 5, is scheduled to begin at 9:30 a.m. Participants scheduled for the opening meeting include Tom O'Connor, President, ALMACA, Boston Edison Co., Boston, MA, Diane F. Olson, Ph.D., President, ALMACA Minnesota Chapter, and associates, inc., Minneapolis, MN, Glenn Horstman, ALMACA Central Region Vice President, Minneapolis Star Tribune, Minneapolis, MN, the Honorable Rudy Perpich, Governor of Minnesota, and Dave Roe, President, Minnesota AFL-CIO.

The Keynote Panel for the opening session will be moderated by James G. Kennan, General Manager—Customer Relations, North-

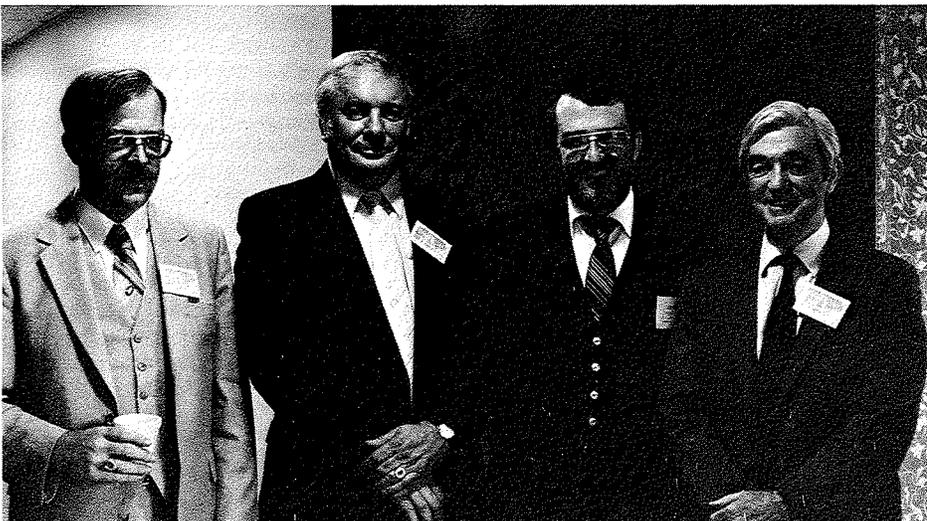
(See ANNUAL MEETING, p. 9)

Central New York Conference Brings Labor, Other Groups Together

"A tradition of saving lives and jobs" was the theme of an April 8 EAP labor conference held in Syracuse, New York. A growing number of private sector unions across New

York state are actively supporting the development of comprehensive labor-management sup-

(See CONFERENCE, p. 17)



Among those persons attending the Central New York Conference of labor and other groups with EAP interests were, left to right, Ed Connelly, President, Long Island Chapter of ALMACA; Richard Fitzsimmons, Business Manager, Tunnel Workers Local 147, New York Construction Industry Member Assistance Program; William Byers, Assistant Director, New York State Division of Alcoholism and Alcohol Abuse; and Robert A. Foley, Labor Liaison, New York City Affiliate, National Council on Alcoholism.

Criteria Developed by Committee on Clarification of ALMACA Membership

As ALMACA and the employee assistance field have grown over the last few years, there has been an increasing variety of persons applying for membership. Article III of the ALMACA Bylaws spells out the five types of membership which are available in ALMACA. These are: Individual, Associate, Honorary, Organization, and Student. It also states that all applications for individual membership shall be reviewed by the Membership Committee in accordance with the criteria established by the Article. Any applicant who, in the judgment of the Membership Committee, is not eligible for voting membership shall be offered non-voting membership.

The Board of Directors authorized the Membership Committee to develop a statement clarifying criteria for individual membership. The Committee Chairman, Michael O'Brien, Coordinator of EAP Systems for the Westchester Council on Alcoholism, organized an effort to secure maximum input from the membership and the chapters. This included a general membership meeting at the 1982 Annual Meeting (see November, 1982 issue of the *ALMACAN*). Several drafts were circulated to the Board, and revised after comments were received.

(See CRITERIA, p. 8)

Executive Director's Comment

By Tom Delaney
ALMACA Executive Director

The other evening, I had the occasion to go rumaging through some of my old personal files on ALMACA. I found old membership lists, directories and early copies of *The ALMACAN*. Looking at these earlier issues and the most recent ones gives one an idea of the changes in ALMACA and the growth in the occupational alcoholism field. It also demonstrates the changing role of *The ALMACAN*. I want to share with you some of the issues that have to be addressed in that changing role.

It looked to me that those earlier issues of the newsletter were devoted mainly to news about getting a new organization started and keeping it alive. Usually four pages long, they listed new members; articles about by-laws, office locations and new staff; and activities of divisions (yes, ALMACA once had divisions) and committees. Since those were the years right after the Hughes Act became law and there was a growth in federal government activity in occupational alcoholism, there was increasing coverage of NIAAA and related government activity. This seemed to increase after ALMACA was awarded an NIAAA grant. Those of you who have followed the *ALMACAN* in recent years, have noticed that our coverage of federal government activities has been through a specialized column. We have had to skip it for the last two months because Jay Lewis is not available to write it, but our hope is to restore this column soon.

The very early *ALMACANs* carried very little advertising. It gradually increased over the years as did the variety of advertising. Last month's *ALMACAN* carried a letter to the editor criticizing our carrying of a recent ad. This same ad sparked a lively debate at the semi-annual meeting of the ALMACA Board of Directors in April. As Executive Director, I make the decisions on what goes into the newsletter. I had long been aware that eventually we would be asked to run an ad which would be offensive to some members. I also knew that we really have an obligation to run most ads that are submitted to us as long as they not do violence to the format of the newsletter. Deep down, I feel that our readership is knowledgeable and discriminating and that we do a disservice to the field by trying to be censors. The Board feels the same way but, just like myself, recognizes that there may be tough decisions to make. Obviously, we are not going to run something that is libelous or is offensive to the civil rights of any group. They recommended that I use the *ALMACAN* Advisory Committee to obtain a "second opinion" on any ad that I have questions about running.

The newsletter is a vehicle for providing information to the membership about the state of the art of occupational alcoholism. I believe that includes providing news about what other members and colleagues are doing in their organizations. However, the question of what meets

the definition of news is not always easy. If someone wants to advertise their business or service, they should take out an ad. However, if they want to report on a new contract, client or outcome, it is not as easy to draw the line. I believe that we have been using a pretty broad definition and are fulfilling our obligation to keep the membership informed about events in the field. Some people think that I have been using too broad a definition. On the other hand, there will always be people who try to get for free what they should be paying for. We will not please everyone but we will try to fulfill our obligation to the membership and the policies of the organization.

The early *ALMACANs* carried a lot of information about career and personal news of members. In the last year, we have had several lively discussions among the staff about the extent of this under "ALMACANs on the Move". Certainly an occasional featured story about a career move of an outstanding practitioner in the field provides important role models for others. This is not as easy as it sounds. It is usually not the established program administrator who takes the time to have an article written about his or her program. They should because they would be making an important contribution to their colleagues. On the other hand, some people are pressured by their employers to submit an article about themselves because the employer wants the publicity. I encourage members to submit articles about their programs and careers and hope that contributors respect our obligation to edit the material or omit it altogether.

Those very early *ALMACANs* were always sent to me at my old home in Schenectady, so they were not date stamped. As I recall, they more or less arrived every month. During the last year, Editor Dick Bickerton has worked diligently to establish and maintain a schedule which will enable the membership to receive its copies before the end of the month of publication. This forces us to deal with the "tyranny of the deadline". When my daughter was editor of her school paper, I used to tell her that this was good training for her. What I did not mention was that it forces one to make compromises and go with what you have. Dick Bickerton does a tremendous job in getting an issue out each month. Occasionally, Dick, Judith Evans or myself will write an article but we are very dependent on the membership for material. Some articles are not run in a particular month because we have "over print" that month and they are not time specific. And, yes, we have occasionally run an article that we might not otherwise because we were short on material that month.

Nonetheless, it is our overriding goal to maintain the *ALMACAN's* credibility and significant position in the field. □

THE ALMACAN

Published by:

The Association of Labor-Management
Administrators and Consultants on
Alcoholism, Inc.

1800 North Kent Street
Arlington, VA 22209

Telephone (703) 522-6272

Executive Officers

Thomas P. O'Connor
President

John J. Hennessy
Vice President — Operations

Betty Reddy
Vice President — Administration

Dick Stanford
Secretary

Jennifer L. Farmer
Treasurer

Regional Board Members

William H. Yost
Eastern Region Representative

Austin V. Gibbons
Eastern Region Vice President

Deborah W. Smith
Southern Region Representative

William J. Cook
Southern Region Vice President

Gary E. Fair
Central Region Representative

Glenn Horstman
Central Region Vice President

Ida J. Ballastiotis
Western Region Representative

Duane E. Rogers
Western Region Vice President

Robert P. Frederick
International Region Representative

Charles F. Pilkington
International Region Vice President

Committee Board Members/Chairpersons

Mary Lou Finney
Annual Meeting Site Selection Committee

Donald W. Magruder
By-Laws Committee

James J. Roth
Consultants Committee

Edgar P. Marchesini
Development Committee

Sandra Pertekel Turner
Education Committee

Edward Small
Ethics Committee

James J. Murphy
Standards Committee

Suzanne E. Hallenberg
Insurance Committee

Madeleine Tramm
Women's Issues Committee

Thomas J. Pasco
Labor Committee

James F. Edwards
Legislative Committee

Michael J. O'Brien
Membership Committee

William R. Byers
Public Relations Committee

Walter Reichman
Research Committee

Staff

Thomas J. Delaney, Jr.
Executive Director

Judith Evans
Associate Director

Dick Bickerton
Editor

Letters to the Editor

To The Editor:

I would like to believe that ALMACA considers itself an organization involved in human services.

For those of us in the treatment services, who have had to take a long, hard look at the issues surrounding substance abuse, any attempts to separate issues such as racial discrimination and alcoholism would be to defeat our purpose and risk becoming incompetent in our field. To fail to see the direct connection between these two issues, or for that matter, any other stress-related issue and substance abuse, would be to have to admit to having a classic case of denial ourselves.

I trust that those of us committed to the cause of substance abuse will continue to examine that commitment on a regular basis, lest we forget that we deal with a very complex subject, which when examined, can produce a magnitude of underlying causes.

As ALMACA continues to grow, it will recognize that growth equals change and vice-versa, and that the "broad-brush" approach used by its members involved in employee assistance, means exactly that... everything. There may be no avoiding it.

Those who have recommended that the word "alcoholism" in ALMACA be changed to address something broader, may be experiencing this inevitable feeling of growth and the need for change.

/s/ Alice Aquiar

Program Developer
Free Men, Inc.
Tarzana, CA

Provider Briefs

- Priority Systems for employee assistance consultation has opened its first satellite office to serve Bergen and Rockland counties. The branch is located at 422 Pascack Road, Washington Township, N.J. Priority Systems, which is a service of Overlook Hospital in Summit, N.J., has been providing confidential employee assistance and counseling services to 17 New Jersey and New York corporations since 1975.
- Shadow Mountain Institute in Tulsa has begun operation Evergreen, a program tailored to meet the needs of women with alcohol and chemical dependency, while also offering child care services as required. Evergreen is one of only three hospital-based treatment programs in the United States offering services exclusively for women. The Evergreen program is a rarity because nationally, probably less than 12 percent of the inpatient facilities deal specifically with women's needs.
- Community Psychiatric Centers opened a second free-standing substance abuse hospital on April 4, 1983. The 56-bed hospital, located in New Orleans, Louisiana, will be named CounterPoint Center of New Orleans. Community Psychiatric Centers has decided to name all substance abuse hospitals and substance abuse units in their psychiatric hospitals as CounterPoint Centers. □

To The Editor:

I am writing in response to Paul Otto's letter in the March *ALMACAN*.

Otto raises the issue of ALMACA adopting a name change so that the organization can more accurately identify itself as an EAP organization. He states that inquiries about EAPs often go to other organizations and that "... in expanding our membership (we) will be wasting our time trying to justify our name; time which would be better spent on the substance of getting new members." A second issue, that of dropping the word alcohol, is also mentioned. "The problem of losing *alcohol* in the larger EAP area is not one that needs to be addressed by a name change..." and that "... properly training EAP people in alcoholism is more effectively monitored by the credentialing process than it is by the name of the organization."

I beg to differ. As an Occupational Program Consultant, I interface with numerous providers, as well as interested businesses and industries.

The ALMACA name does not constitute a hinderance in my advocacy and publicity efforts, but rather, gives an opportunity to trace the development of occupational programming from its early years to the present. The historical development of the field is one of the more persuasive marketing tools we have. This is true both for implementing programs and recruiting new members. Most of the people I consult with do ask about attending an ALMACA meeting and/or call members for information.

The second issue, that of deleting the word "alcohol," is of grave concern to me. Recent trends, such as the dropping of alcoholism insurance coverage for the federal work force, indicated that we must continue to work to reduce alcoholism's stigma. What better way to do this than to proclaim as an organization in our title, that this is our concern?

Quality programming must continue to ensure that alcoholism/drug treatment is the central core of an EAP. Those organizations with EAP titles do not carry a mandate and thus, they have the luxury of changing their focus, if they so wish. I hope ALMACA continues to ensure its priorities by including alcoholism in its name.

Currently in Massachusetts, businesses and industries are confused by the variety of services offered to them. "EAP" vendors run the gamut from those offering jogging and stress management services to those concerned with parenting issues.

We would all agree, I hope, that quality programming must interface with areas such as fitness and occupational health/medical units and that EAP services must continue to have a central focus upon alcoholism identification and treatment. To bury the word "alcohol" I fear will confuse those who wish to learn more about employee assistance programs and those who are attempting to start up employee assistance programs of quality. Ninety percent of the organizations which I consult with do wish to start a program due to alcoholism/drug problems (although, this issue may not be stated overtly).

I realize that issues in Massachusetts may not mirror issues in the Washington, D.C., area and in other regions. A concern is that in choosing to change, we may fail to accurately assess the

opportunities inherent in our current organizational label.

/s/ Felise Llano

Member/Boston Chapter

To The Editor:

Herewith questionnaire from *ALMACAN*. I'm concerned about question number 10, as I was when it appeared in the old survey. It seems to mix apples and oranges in a way that leads the replies. Let's see if I can explain, because I really feel strongly about this one and know you don't want to report misleading results.

ERA is to my mind one of those very simple, very basic issues of social justice. ALMACA, like any organization of civilized people, should be opposed to racism, to sexism, to antisemitism. How could we be officially *for* these things? Abortion, on the other hand, is for some a matter of religious conviction. I happen to be an almost rabid pro-choice person, but don't feel I've the right to force my attitude about this on others any more than I'll permit them to force their's on me. To ask, then, if ALMACA should take a stand on these social issues "... e.g., abortion, ERA, etc. ..." would mix a probably "no" answer with a certain "yes" and make the question as stated almost impossible to answer fairly without qualification.

Lou Presnell (page 3 *ALMACAN* of April, 1983) makes a case for ALMACA to stick to its own last. In many areas, it certainly should. I for one would hope to see it lose its focus on alcoholism and attempt to do everything for everyone. The truth is that no organization can ever really do this since, as Barry Commoner points out, everything affects everything else.

Example: ALMACA national meetings do not take place in non-union hotels. This means that we are taking a pro-union position in spite of the fact that labor is in the minority in ALMACA membership and many members are indifferent to or not very supportive of unions.

With the ERA issue, we have asked the same consideration for the feelings of women in ALMACA that we give to our union members, i.e., that we do not force them into difficult or impossible choices. There is simply no need to ask a union member to stay at a non-union hotel when so many other choices are available. There was no need to have major ALMACA meetings in nonratified states, and many women were and are deeply appreciative of the decisions not to do so.

/s/ LeClair Bissell

CORRECTION

Ann Baxter of Rutgers University was incorrectly identified as the author of the article titled "EAP Goes to College," which appeared on page 10 of the May *ALMACAN*. The article was written by Troy Coleman, Director of Employee Relations, Tarrant County Junior College, Fort Worth, Texas.

Cost Containment And Quality Assurance: Fiction, Myth, and Reality

By

Jack Hennessy

Director, International Longshoremen's Association
Alcoholism Program, New York City
Vice President, ALMACA.

Cost containment and quality assurance have become increasingly critical issues to employee assistance programs. To a significant extent, the rapid growth of these programs over the past 13 years has been based on the premise that treating an alcoholic employee is cost-effective for the employer, and important to the union concerned about the welfare of its members.

In recent years the rapidly escalating cost of alcoholism treatment and the, at times, questionable quality of care, have caused many organizations to have serious questions about the cost and the quality of certain alcoholism treatment programs.

The April 27 Third Annual Symposium, jointly sponsored by the National Maritime Union Pension and Welfare Plan and the International Longshoremen's Association, focused on the fiction, myth, and reality of cost containment and quality assurance in alcoholism treatment. The symposium brought together labor leaders, legislators, government officials, and a number of treatment providers. The large attendance certainly was an indication of the interest this subject holds.

Opening messages were delivered for Thomas Gleason, President of the International Longshoremen's Association; Shannon Wall, President of the National Maritime Union; and John Bowers, Vice President of the International Longshoremen's Association. They reaffirmed labor's traditionally strong initiative in the cost of quality of alcoholism treatment for its members. It was clearly stated that these issues are crucial ones for the 80s and constitute issues that labor can no longer afford to neglect.

The chairperson for the symposium was Uwe Gunnensen, President of the Azure Acres Alcoholism Treatment Center in Sebastopol, California. From his vantage point of leadership in the alcoholism field over the past 20 years, both in the public and private sector, he offered some hard and thought-provoking facts. The development of sophisticated but extensive medical technology by necessity has contributed significantly to the rising cost of health care. Legislative demands, such as utilization review and professional standards review organizations, resulted in decreases in length of stay. The latter reduced the number of acute care bed hospitals being utilized, the former increased the cost per patient stay. The solution to fill empty beds and to obtain much needed revenue was to open alcoholism treatment units in acute care hospitals. The obvious outcome, of course, is that alcoholic people being treated in acute care hospitals will pay their share of the sophisticated and expensive medical technology even though only 5 percent of all alcoholic peo-

ple in treatment require acute medical care, while the other 95 percent would do at least as well in less expensive settings.

Seth Shaw of Salomon Brothers in New York was quoted as saying "treating an alcoholic in an acute care hospital is like cracking a peanut with a sledgehammer." Gunnensen stated that he has seen charges of \$500 per day for alcoholism treatment in psychiatric hospitals that were not specifically licensed to provide alcoholism treatment, and admitted alcoholics under several "garden variety" psychiatric diagnostic categories, since mental health benefits tend to be more generous than alcoholism benefits. Gunnensen pointed out that "treating alcoholism for profit is one of the fastest growing markets in health care." Nationwide chains have mushroomed like "McDonalds hamburger stands" at excessive cost to the consumer and often with, at least, superficial regard for quality and appropriateness of treatment. He further deplored the multimillion-dollar advertising campaigns that can be misleading and usurp the role and function of employee assistance programs and other traditional and effective community agencies. He pointed out that because of the nature of the disease of alcoholism, the person in need of treatment is rarely able to make a free and informed choice and needs to be properly evaluated and referred, rather than being sucked in by a slick advertising campaign.

Riley Regan, presently the director of the Division of Alcoholism in the State of New Jersey, a man who is truly a pioneer in the field of alcoholism, has demonstrated that rate-setting efforts by a state authority do indeed result in significant cost savings without compromising the quality of care. He also called on insurance carriers and health and welfare trust funds to take a second look at the appropriateness of reflexively reimbursing for alcoholism treatment provided in acute care settings. He further urged employee assistance programs to aggressively work with their insurance providers to broaden coverage to include less costly treatment settings.

Richard Esterly of Chit Chat and Jerry Spicer of Hazelden gave overviews of quality assurance mechanisms that are specific to alcoholism treatment rather than modified medical and/or psychiatric processes. Spicer pointed out that the future for alcoholism treatment in terms of funding will become increasingly turbulent and confusing, unless we contain the cost of alcoholism by also containing the cost of treatment.

Pamela Cavanaugh from Smithers Alcoholism Rehabilitation Center, Geraldine Delaney from Alina Lodge, Jerome Diehl from Sea-

brook House, Daniel Panitz from the Manhattan Alcoholism Treatment Center, and Gunnensen all gave examples of low cost, high quality treatment facilities that are being increasingly utilized by employee assistance programs and recognized by insurance providers.

Robert Ross, acting director, and William Tyrrel, assistant director of the Bureau of Standards and Certification, represented New York State Division of Alcoholism and Alcohol Abuse. Ross supported mandated insurance as a way to deal with costs and as a way for the alcoholism system to reach more people. Tyrrel discussed the background and process of developing standards. Assemblywoman Elizabeth Connelly was represented by Maureen Sullivan, who spoke about legislative initiatives in the field of alcoholism, especially the Mandated Insurance Bill for New York State sponsored by Assemblywoman Connelly. New York State Senator Frank Padavan was represented by Michael Fox. He stated that legislators look to union leadership, management and providers of services for conceptual ideas on how to better produce services in New York State.

The very future of employee assistance programs will depend on their ability to contain the cost of alcoholism treatment and their utilization of high quality, alcoholism-specific treatment. □

New Alcoholism Treatment Quarterly Needs Papers

The Haworth Press, Inc., announces the appointment of Bruce Carruth, Ph.D., as the new editor of the forthcoming Alcoholism Treatment Quarterly.

Dr. Carruth is President of Arkansas Counseling Associates and Assistant Professor and Director of the Alcoholism Training Program at the University of Arkansas's Department of Family and Community Medicine.

The Alcoholism Treatment Quarterly is a new professional journal for clinicians working with alcoholic clients and their families. The journal emphasizes original articles specifically related to the treatment of alcoholism, highlighting new and innovative approaches to care, describing clinical problems and solutions, and detailing the "how to" of unique approaches to intervention and therapy.

Practitioners, researchers, and educators are welcome to send for the "Instructions for Authors" brochure, available from Bruce Carruth, Ph.D., Editor, Alcoholism Treatment Quarterly, P.O. Box 5011, Hillcrest Station, Little Rock, Arkansas 72225. □

Responsibilities of Administrators

By Betty Reddy

ALMACA Vice President Administration

During the past few months the Personnel Committee has been devising a statement covering the duties of employee assistance program administrators. At this time we are interested in making it available to all ALMACANs for review and comment. Members of the Personnel Committee are: Ellen McInerney, Bob Kincheloe, Gary Koca and Clarence Jones. We met in Philadelphia at the conference and again in Chicago in December.

In November Jim Wrich and Bill Combs completed a project assessing ALMACANs' consensus on the issue of certification or credentialing for employee assistance program professionals. Their report is in the December *ALMACAN*. (Note also the article on licensing of EAP programs and personnel on page 8 of the February *ALMACAN*.) Although ALMACANs expressed much interest in credentialing, there was no clear cut unanimity of opinion to mandate embarking on such a process. However, as Jim and Bill completed their project, the Personnel Committee was beginning to develop a very general set of guidelines, or description of the responsibilities, for an administrator of an EAP. If ALMACA decides to start a credentialing procedure, such a description will be needed.

As we discussed our project, we perceived two major problems: (1) Those who administer programs have a number of titles such as administrators, managers, coordinators, directors, chief counselors, etc.; (2) actual responsibilities and activities vary from company to company, depending on size and structure of the company and the placement of the program.

We tried, therefore, to devise a very broad description of responsibilities and tasks of an individual responsible for administration of an employee assistance program. We sent our first draft to chapter presidents, asking for feedback from them by March 1, 1983. Nine chapters responded. Their suggestions were received with gratitude for their interest and contributions. Based on their responses the following is the current draft:

Guidelines/Description for

Employee Assistance Program Administrator

Responsible for designing, developing and implementing a program with policies and procedures which provide leadership, advice and counsel to labor/management on employees where work performance is affected and access to appropriate assistance for those employees and/or their family members.

Administrates, evaluates, monitors and maintains such activities as:

- Recommends and develops policies and procedures for the employee assistance program.
- Trains, educates and provides consultation to supervisors, managers, union representatives, administration and in-house medical staff.

- Communicates purpose and content of program to employee, family members, labor, and management.
 - Identifies and determines community (referral) resources; also conducts and maintains ongoing evaluation of same.
 - Assesses needs and makes referral of problem employees to community resources, when necessary and appropriate.
 - Designs, develops, implements, and maintains a system for aftercare (followup) for individual employees which will aid them to maintain acceptable job performance.
 - Designs and develops adequate records, maintaining program confidentiality according to federal regulations.
 - Evaluates, assesses and reports on program effectiveness to appropriate management based on agreed-upon criteria.
 - Develops and administers program budget and disperses funds for specific services and materials.
 - Establishes and creates good business working relationships with departmental management, supervisory, administrative, and labor representatives for increased awareness and utilization of program.
- (See also Standards for Employee Alcoholism/Assistance Programs.)

This draft was distributed to all the Board members before the April Board meeting for review and comment. It is now being printed in the *ALMACAN* so that each member has another opportunity to read it. Based on further

feedback it will be re-drafted and brought again to the Board at the October meeting. By that time it should reflect a consensus of opinion as to its appropriateness.

The Personnel Committee hopes that there will be further review, discussion and comment so that this description of administrators' roles and functions can be accepted or refined, if needed. Please send comments to Betty Reddy, Lutheran Center for Substance Abuse, 1700 Luther Lane, Park Ridge, IL 60068

New Chapter Officers

New officers for ALMACA's Chesapeake (MD) Chapter are: President, Patricia Heubusch, Social Security Administration; Vice President, James Curran, recent retiree from Health Care Finance Administration; and Secretary-Treasurer, Phil McKenna, Baltimore Gas & Electric.

New officers and committee chairpersons for ALMACA's San Fernando Valley (CA) Chapter are: President, Jack Rose, Lockheed-California Company, Burbank; Vice President, Rick Vesper, Ph.D., Trans World Airlines, Los Angeles; Secretary, Bill Cullen, Texaco, Los Angeles; Treasurer, Jack Petersen, United Firefighters, Los Angeles; Executive Secretary, Carolyn Fink, San Gabriel; Committee chairs are: Program, Thomas M. Amaral, Thomas M. Amaral and Associates, Marina del Rey; Finance, Fran Roa, Los Angeles; and Ethics, Lonnie Johnson, Los Angeles City Employees, Los Angeles.

Brawner Recovery Center



**When Chemical Dependency is the Problem
and You Want a Solution**

- Total medical care
- Employee assistance consulting
- A.A./N.A. oriented treatment modality with emphasis on spiritual recovery
- Comprehensive family program
- Aftercare service for a minimum of two years

Located in a gracious, quiet setting in suburban Atlanta

**Contact: Bill Porter or Carole Ann Young
3180 Atlanta Street, S.E. Smyrna, Georgia 30080 404/436-0081**