

## THE CORPORATION OF THE TOWNSHIP OF O'CONNOR

### POLICY FOR USE OF MEDICAL CANNABIS IN THE WORKPLACE

- PURPOSE:** To establish a policy for the use of medical cannabis in the workplace.
- POLICY STATEMENT:** The Township of O'Connor recognizes that employees and volunteers are a valuable resource to the Township and that their health and safety is of the utmost importance. The expectation of employees and volunteers that are under the care of a physician and are prescribed medical cannabis are the same as those who use all other types of medications. The Township will accommodate them up to the point of undue hardship.
- DEFINITIONS:**
- “Cannabis”* means cannabis as defined in the Cannabis Act, 2017.
- “Medical Cannabis”* means cannabis that is obtained for medical purposes in accordance with applicable federal law or as provided for in the regulations made under the Smoke-Free Ontario Act, 2017.
- “Impairment”* shall mean the state of being diminished, weakened, or damaged, especially mentally or physically.
- “Fitness to Work Assessment”* means a medical assessment done by a medical professional who will determine if the person is able to do a particular job. The medical professional will typically only report one of three conditions back to the employer: fit, unfit, or fit subject to work modifications.
- GUIDELINES:** The guidelines for the use of medical cannabis in the workplace are as follows:
1. If an employee is required to use medical cannabis while at work, they shall inform their immediate supervisor and the Township's Clerk-Treasurer. An employee is not required to disclose their specific medical diagnosis; however, they are required to provide a signed Medical Cannabis Prescription Form, Schedule “A” of this policy.
  2. All information provided regarding medical cannabis use is considered confidential and will be treated as such. The privacy of an individual is second only to his/her safety.
  3. Employees will require a “Fitness to Work” medical assessment to ensure the Township of O'Connor that his or her condition does not pose a hazard to themselves or to others.

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4. If medical cannabis is deemed to pose a significant or potential hazard to the employee and/or other employees, the Township of O'Connor will attempt to find alternative work for the employee, up to the point of undue hardship.
5. Employees who choose to smoke medical cannabis must abide by all provincial smoking regulations.
6. Employees who choose to smoke medical cannabis are not permitted to smoke in the presence of other employees.
7. The Township of O'Connor will determine an appropriate smoking area for the employee, with the goal of maintaining the confidentiality of the employee's medical situation.

**EFFECTIVE DATE:**

This policy shall come in effect as of the date of October 9, 2018.

Reference: Resolution #8, October 9, 2018



# Medical Cannabis Prescription Form

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Note to Physician: This form will be used only to address and outline an individual's use of cannabis for medical purposes in the workplace.

1. The information shared on this form will be kept private and confidential.
2. Please do not provide a diagnosis or any other related medical information.

Employee Name: \_\_\_\_\_

I have reviewed this form and give you permission to supply the Township of O'Connor with information related to my prescription here.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

## Medical Assessment

Name of Physician: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Job duty restrictions or limitations while using required medical cannabis:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Medical Provider's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Medical Provider's Name (print)

\_\_\_\_\_  
Profession

**Medical Office Stamp**