

# PROBLEM GAMBLING IN THE WORKPLACE

MARION COUNTY TOOLKIT



Problem Gambling Helpline  
**1-877-MY-LIMIT**

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**Marion County**  
OREGON  
Health & Human Services

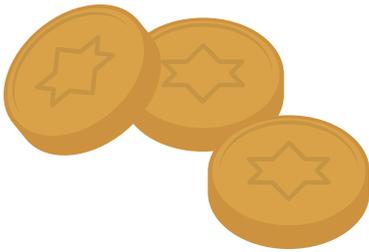


# INTRODUCTION



This toolkit is the first step in protecting your business and helping employees, family, and friends who may be dealing with the devastation of problem gambling. Decreased employee productivity, turnover, and embezzlement are possible symptoms of problem gambling. By creating a supportive and healthy workplace environment, you will safeguard against the effects problem gambling has on your business and enhance employee well-being.

Gambling has become an increasingly popular form of entertainment. Although gambling is a harmless activity for most Oregonians, 2.6% of adults (approximately 81,800 Oregonians) are classified as a problem or pathological gambler. In Marion County, that adds up to more than 7,000 problem gamblers. Most of these problem gamblers are employed, with negative effects of problem gambling almost always spilling out into the workplace.



**\$785,000 was embezzled by an Assistant Manager at First American Title Insurance of Portland to gamble**

**\$900,000 stolen from an employee at US Bank in Aloha to gamble**

**\$144,000 was embezzled by an executive director of the non-profit Miracles Club in Portland to gamble**

Inside this toolkit, you will find:

- **Recognize a Problem Gambler** - Signs and helpful hints on how to effectively communicate with problem gambler
- **Fraud/embezzlement protection checklist** - Use this checklist to identify policies and procedures that can further protect your business from the negative effects of problem gambling
- **Sample workplace policies** - Use these example policies to incorporate gambling restrictions in the workplace
- **Break room posters** - Hang these in a high traffic common area to ensure employees know where to find help for someone who has a gambling problem
- **Resources** - Additional problem gambling prevention and treatment resources in Oregon and Marion County to support your business and employees



# RECOGNIZE A PROBLEM GAMBLER

A problem gambler is a person whose gambling causes negative consequences in their life. This can be from an isolated incident of overspending, or an issue over a long period of time. When gambling is an issue, the problem is not unique to a gamblers personal life. Problem gamblers become preoccupied or addicted to gambling, causing performance, time, and financial issues that affect a gamblers professional life. See below helpful hints in recognizing a problem gambler.

## **Performance Issues**

- Decreased efficiency
- Poor quality work
- Lack of concentration
- Preoccupation or distraction
- Anxiety, stressed, depression
- Excessive use of the phone or internet

## **Time Issues**

- Chronically late/absent to work
- Unexplained absences
- Extended lunches or breaks
- Missed deadlines

## **Financial Issues**

- Frequently borrows money from co-workers
- Complains about mounting debt
- Bills mailed to work-not home
- Frequently requests salary advances
- Willing to work OT-for pay
- Falsifies financial records
- Theft of company property or embezzlement of funds

When having a conversation with a coworker or loved one regarding a gambling problem, be clear, positive, non-judgmental, and discuss how it effects you. Know only they can choose to change their behavior. Suggest they call 1-877-MY-LIMIT for help.



# FRAUD PROTECTION CHECKLIST

Fraud is most often detected by accident, through a whistle blower, or an internal audit. Experts say in almost every situation fraud is detected, the guilty party is the person above suspicion. If answers to some of these questions are "NO", consider consulting a professional financial advisor to change policies and procedures to protect your business.

- |     |    |  |
|-----|----|--|
| Yes | No | Does your business require two signatures on every check?                              |
| Yes | No | Are accounting personnel prohibited from being signers on bank accounts?               |
| Yes | No | Are all employees who handle checks and cash bonded?                                   |
| Yes | No | Does your business keep the check supply under lock and key?                           |
| Yes | No | Does your business use a high quality check stock that would be difficult to scan?     |
| Yes | No | Are two people involved in computing payroll and remitting payroll taxes?              |
| Yes | No | Does your business have internal control policies?                                     |
| Yes | No | Does your business check bank records to verify authorized signers on signature cards? |
| Yes | No | Does your business have tested policies on cash transactions?                          |
| Yes | No | Does your business have an effective audit committee?                                  |
| Yes | No | Does your business have a policy restricting internet gambling in the workplace?       |



# SAMPLE WORKPLACE GAMBLING POLICY

## **Sample Workplace Gambling Policy**

The Company is committed to promoting a productive and healthy work environment for all our employees.

We seek to create a supportive workplace environment in which employees feel comfortable and supported in seeking assistance and recovering from a variety of behavioral health issues, including problem gambling. The purpose of this policy is to increase awareness of problem gambling and to provide guidance for employees and management in addressing problem gambling issues and their effects in the workplace.

To reduce the negative effects of gambling on the workplace, no employees may participate in any gambling activity while working or using Company-provided equipment.

Help for Employees and Family Members: If you feel you or a family member has a gambling problem, contact Oregon's free, confidential problem gambling resource. Visit [www.OPGR.org](http://www.OPGR.org), or call the Oregon Problem Gambling Helpline at:

# 1-877-MY-LIMIT

## **Sample Excerpt for Internet Use Policy (Including Gambling)**

Employees may not use the Internet access provided by the company to: Use internet-enabled activities such as gambling, excessive gaming, conducting a business or conducting illegal activities.



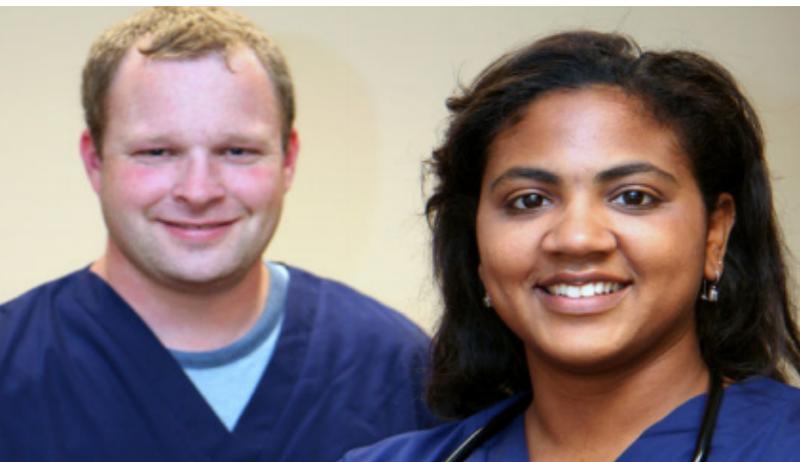
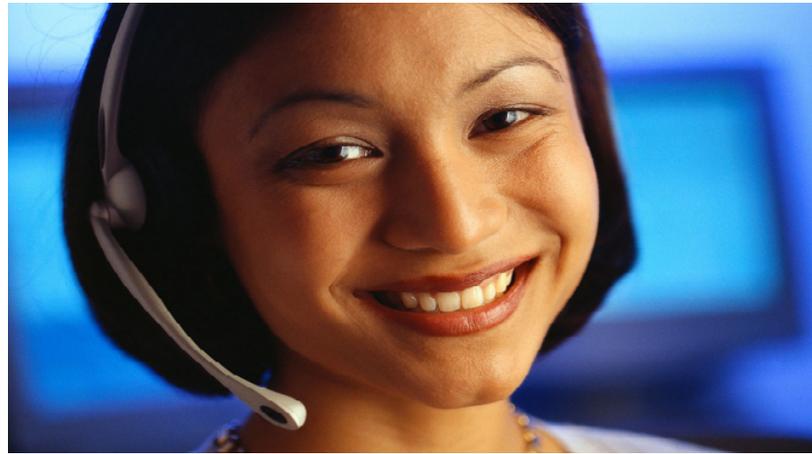
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Do you gamble? If so,

# Gamble Responsibly

Remember three simple rules

1. Stick to  
a budget



2. Stick to a  
time limit

3. The house  
always wins



**Learn More at [www.oregoncpg.org](http://www.oregoncpg.org)**

If gambling becomes a problem for you or a loved one, help in Oregon is FREE. Visit [www.OPGR.org](http://www.OPGR.org) or call 1-877-MY-LIMIT.



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TAKE THE FIRST STEP  
TOWARD POSITIVE CHANGE

# HAVE THE CONVERSATION



GAMBLING IS AN ACTIVITY THAT CAN CARRY RISK



*Treatment is free, confidential and it works.*



1-877-MYLIMIT



OPGR.ORG



503-713-6000

**OPGR**  
OREGON PROBLEM GAMBLING RESOURCE

# *Can you spot the* PROBLEM GAMBLER?

*...it could be anyone.*



*Although most people are able to gamble responsibly, for some it can become a serious problem.*

*If you or someone you know needs help with a gambling problem, treatment is FREE, confidential and it works.*



1-877-MYLIMIT



OPGR.ORG



503-713-6000

**OPGR**  
OREGON PROBLEM GAMBLING RESOURCE



## Prevention Resources

### Educational Resources –

Larger posters, brochures, videos, and other resource materials are available.

### Free On-Site Training Sessions –

A presentation and training designed to assist employers and employees in understanding the complexities of problem gambling, recognizing the signs of problem gambling, and taking steps to reduce the risk of negative consequences in the workplace.

## Treatment Resources

**Free Evaluations, Counseling, and Treatment:** Confidential live chat, text message, e-mails or phone conversations are available through the Problem Gambling Help Line. Professional Certified Counselors are available to listen, educate and provide resources 24 hours a day/7 days a week for problem gamblers and their families. All evaluations, counseling and treatment are FREE to Oregon residents. Call 1-877-MY-LIMIT or visit online at [www.OPGR.org](http://www.OPGR.org)

**Gamblers Anonymous (GA):** Gamblers Anonymous provides people with an opportunity to share their experience, support and hope in order to stop gambling. A list of local meetings is available by calling the Problem Gambling Help Line.

**Gam-Anon:** Gam-Anon provides a supportive environment for the spouses, relatives, or close friends of problem gamblers to share their experiences. A list of local meetings is available by calling the Problem Gambling Help Line.

**Bridgeway:** Bridgeway is a residential treatment program in Salem, OR that utilizes an addictions and mental health treatment approach individualized to meet the needs of each person and family member who reach out for help. Call 503-363-2021 for a free appointment.

## Contact Us

Marion County Health & Human Services  
Department  
Health Promotion & Prevention Team

Phone: 503-981-5851

Email: [MCHDPrevention@co.marion.or.us](mailto:MCHDPrevention@co.marion.or.us)

Address: 976 N. Pacific Hwy Woodburn, OR  
97071

Website:

[www.co.marion.or.us/HLT/PH/PS/gambling](http://www.co.marion.or.us/HLT/PH/PS/gambling)

