MIAMI-DADE COUNTY HUMAN RESOURCES DEPARTMENT
REASONABLE SUSPICION OBSERVATION FORM

<table>
<thead>
<tr>
<th>Employee's Name:</th>
<th>Employee ID #:</th>
<th>Department Name:</th>
<th>Date Observed:</th>
<th>Time Observed: From ___________ To ___________</th>
</tr>
</thead>
</table>

Document the employee’s behavior for reasonable suspicion for use of alcohol and/or controlled substances by checking the appropriate items. Any employee for whom there is reasonable suspicion for use of alcohol and/or controlled substances shall be taken immediately for a reasonable suspicion drug/alcohol screen in accordance with County procedures.

**Appearance:**

- Inappropriate Dress
- Runny/Irritated Nose
- Facial Expression- Eyes very bloodshot
- Blank Staring
- Difficulty Focusing
- Dilated/Constricted Pupils
- Other

**Body Coordination:**

- Impaired Coordination
- Stumbling
- Tremors/Hand Shakes
- Other

**General Attitude:**

- Uncooperative
- Fearful
- Withdrawn
- Agitated
- Hostile
- Suspicious
- Highly Excited
- Other

**Mood:**

- Depressed
- Elated
- Angry
- Confused
- Panicky
- Anxious/Nervous
- Irritable
- Other

**Speech:**

- Incoherent
- Stuttering
- Slow
- Fast
- Repetitive
- Thick/Slurred Speech
- Other

**General Behavior:**

- Threatening or Violent
- Slowed or Jerky Reactions or Movements
- Drowsy
- Short Attention Span
- Odor of Alcohol on Breath
- Inappropriate Laughter
- Other

**Comments:**

____________________________________________________________________________________

Supervisor Observing the Problem(s) Above:

_________________________________________  _______________________________  _____________________
Signature                                                        Title                                                  Date

Department Approval (Signature of Authorized Division Director or above):

_________________________________________  _______________________________  _____________________
Signature                                                        Title                                                  Date