

InterCoast Colleges

Alcohol and Drug Abuse Prevention Policy

Purpose and Goal

In an effort to adhere to 34 C.F.R. 86.100 of section 22 of the Drug-Free Schools and Communities Act Amendment of 1989 and section 1213 of the Higher Education Act, InterCoast Colleges is committed to protecting the safety, health, and well-being of all employees, students, and other individuals in our workplace. We recognize that alcohol abuse and drug abuse pose a significant threat to our goals. We have established an Alcohol and Drug Use Abuse Prevention Policy that balances our respect for individuals with the need to maintain a zero tolerance alcohol and drug-free environment. This organization encourages employees and students to voluntarily seek help with substance use disorder problems.

Covered Individuals

Any employee, student, prospective student, or former student who is online in the learning management system, or attending a virtual session, on campus or on the organization's property, at school sponsored events, or on an extern site, is covered by our Alcohol and Drug Abuse Prevention Policy.

Applicability

While the institution recognizes that many students participate in their educational activities in private settings, our Alcohol and Drug Abuse Prevention Policy is intended to apply whenever anyone is representing or conducting business for the organization and to all students. Therefore, this policy applies during all school related activity.

Prohibited Behavior

It is a violation of our Alcohol and Drug Abuse Prevention Policy to be impaired by, use, possess, sell, trade, and/or offer for sale alcohol, illegal drugs, controlled substances, or intoxicants. The term "controlled substance" as used in the policy means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance, as defined in Schedules I through V of Section 202 of the Controlled Substances Act, 21 U.S.C. 812, and as further defined by regulation 21C.F.R.1208.01 et seq. The possession or use of marijuana is illegal under federal law, notwithstanding the provisions of the Compassionate Use Act (California Health & Safety Code 11362.5) or California Proposition 64 (Marijuana Legalization). These state laws have no legal effect under federal law.

Searches

Entering the organization's property constitutes consent to searches and inspections of one's property. If an individual is suspected of violating the Alcohol and Drug Abuse Prevention Policy, they may be asked to submit to a search or inspection at any time. Searches can be conducted of backpacks, purses, bags, desks, and workstations. If an individual is justifiably suspected of possessing contraband, the organization reserves the right to request the individual to depart the premises immediately and the designated school official will inform the proper authorities of the situation without physically searching the person.

Consequences

InterCoast Colleges prohibit the unlawful possession, use or distribution of illicit drugs, alcohol, and controlled substances by students and employees on its property or as part of any of its activities. One of the goals of our Alcohol and Drug Abuse Prevention Policy is to encourage students to voluntarily seek help with alcohol and/or drug problems. If, however, an individual violates the policy, the consequences are serious. In the case of students, if the student violates the Alcohol and Drug Abuse Prevention Policy, the student will be subject to disciplinary action such as removing the student from class (including the online learning management system or extern site), suspension, and/or termination, and the individual may be recommended for completion of an appropriate rehabilitation program and/or referred to counseling. Student may be required to submit letters of reflection (assignments or assigned research based on their topic of offense, or written responses to questions asked, and/or apology statements/letter). While on suspension or expulsion, students will not be allowed to attend courses (online or on campus) or clinical sites and will not be allowed to attend school events. Nothing in this policy prohibits the student from being disciplined or discharged for other policy violations. Students who wish to appeal a decision made under this policy can follow the appeals procedure outlined in the school catalog.

Any student who is convicted of a criminal drug violation for possession or sale of illegal drugs or controlled substances may limit their potential for employment based on industry standards.

Any employee or student who is involved with the unlawful possession, use or distribution of illicit drugs, alcohol, or controlled substances may be subject to referral for prosecution for violations of applicable local, State, or Federal laws. Federal and state sanctions for illegal possession of controlled substances can range from up to four year's imprisonment and up to \$20,000 in fines for each offense. Under federal laws, possession of illegal drugs may result in sanctions of not less than five years and up to life imprisonment.

Return-to-School Agreements

Following a violation of the Alcohol and Drug Abuse Prevention Policy, a student may be offered an opportunity to participate in appropriate counseling. In such cases, the student must sign and abide by the terms set forth in a Return-to-School Agreement (RTS) and clearance from the counseling professional as a condition of continued education.

Assistance

InterCoast Colleges recognizes that alcohol and drug abuse and addiction are treatable illnesses. We also realize that early intervention and support improve the success of rehabilitation. To support our students and employees, our drug-free workplace policy:

- Encourages individuals to seek help if they are concerned that they or their family members may have a drug and/or alcohol problem.
- Encourages individuals to utilize the services of qualified professionals in the community to assess the seriousness of suspected drug or alcohol problems and identify appropriate sources of help.
- Ensures the availability of a current list of qualified community professionals.

The ultimate financial responsibility for recommended treatment belongs to the individual.

Confidentiality

All information received by the organization through the Alcohol and Drug Abuse Prevention Policy is **confidential** communication. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and management policies.

Shared Responsibility

A safe and productive drug-free workplace is achieved through cooperation and shared responsibility. Both employees and students have important roles to play. All employees and students are required to not report to work/school or be subject to duty while their ability to perform job duties is impaired due to on- or off-duty use of alcohol or other drugs.

In addition, individuals are encouraged to:

- Report dangerous behavior to the designated school official.

It is the designated school official's responsibility to:

- Inform individuals of the drug-free workplace policy.
- Observe individual's performance.
- Investigate reports of dangerous practices.
- Document negative changes and problems in performance.
- Counsel individuals as to expected performance improvement.
- Clearly state consequences of policy violations.

Communication

Communicating our Alcohol and Drug Abuse Prevention Policy to employees and students is critical to our success. To ensure all individuals are aware of their role in supporting our Alcohol and Drug Abuse Prevention Policy:

- All will receive a written copy of the policy in the student catalog.
- All will review the policy in the admissions process.
- The policy will be reviewed in orientation sessions with new students and employees.
- All will receive an update of the policy.
- Education about the dangers of alcohol and drug use and the availability of help will be provided to all individuals.
- Every staff and faculty member will receive training to help him/her recognize and manage students with alcohol and other drug problems.

Policy Review and Effectiveness

In an effort to maintain biennial review materials effectively, InterCoast Colleges will keep such materials at a centralized location via the Corporate Administrative Office. Materials may include, but not limited to, departmental trainings on alcohol and drug education, annual notifications, biennial policies review and updates, and employee/student disciplinary sanctions.

Potential Health and Behavioral Risks

ALCOHOL: Inattentive, accident prone, undependable, excessive drinking at meetings or lunches, absenteeism, tardiness.

AMPHETAMINES: Erratic production, interpersonal problems, excessive use of medical benefits, absenteeism, tardiness.

COCAINE: Mood swings that cause problems with other employees, inconsistent performance, possibly selling drugs at work and/or stealing from employer, absenteeism, tardiness.

MARIJUANA: Loss of short-term memory, slowed responses, sleepiness, difficulty concentrating, erratic production, frequent trips to isolated areas.

OPIATES/NARCOTICS: Unable to think clearly, loss of interest in physical appearance, possibly selling drugs at work and/or, stealing from employer, and low motivation.

HALLUCINOGENS (PCP, LSD, ecstasy, dextromethorphan): Bizarre behavior, disoriented, impaired speech, accident-prone. Unable to perform functionality.

INHALANTS (nitrous oxide, amyl nitrite, butyl nitrite, chlorohydrocarbons, hydrocarbons): Nausea, dizziness, fatigue, slurred speech, hallucinations, or delusions

SEDATIVES: Reduced reaction time and confusion

Facts on Drug Abuse

Substance abuse can cause very serious health and behavioral problems, including short-and long-term effects upon both the body (physiological) and mind (psychological), as well as impairment of learning ability, memory, and performance. Chronic health problems may arise from long-term abuse, and acute, traumatic reactions may arise even from one-time or moderate use.

In addition to the toxicity of specific drugs, mixing drugs can compound toxic effects. Illegal, "counterfeit" or "designer" drugs may be toxic, contaminated, or have impurities causing poisoning, and can be lethal. Acute health problems may include heart attack, stroke, and sudden death (even first-time use of cocaine or GHB). Long-term effects include heart and/or lung damage, high blood pressure, blood vessel leaks in brain, brain cell destruction, permanent memory loss, infertility, impotency, immune system impairment, kidney failure, and cirrhosis of the liver.

Human Immunodeficiency Virus (HIV or AIDS), sexually transmitted disease, rape, unwanted pregnancy, injury, accidents, and violence can result from substance abuse. Using alcohol or other drugs while pregnant can cause fetal damage, birth defects, miscarriage and infant death.

For additional information on health risks of substance abuse, see the website of the National Institute on Drug Abuse, <https://nida.nih.gov/>

For emergency help call 911. Additionally for information, a person can call the Poison Control Board 1-800-222-1222.

Addiction HELP Phone Numbers

If a person would like to talk to someone outside of the school, they can call one of the numbers listed on this page, or call a hospital or treatment center in their area by dialing information (411).

Independent Twelve Step Programs:

Alcoholics Anonymous (AA) 800-970-9040 <https://www.aa.org/>

Marijuana Anonymous 800-766-6779 <http://www.marijuana-anonymous.org>

Narcotics Anonymous (NA) 916-732-2299 <http://www.na.org/>

Al-Anon/Alateen 1-888-425-2666 <http://www.al-anon.alateen.org>