

# LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH POLICY & PROCEDURE MANUAL

Subject: <b>DRUG-FREE ENVIRONMENT</b>	Original Issue Date: <b>September, 1990</b>	Policy #: <b>560</b>
	Supersedes: <b>August 12, 2004</b>	Effective Date: <b>September 10, 2009</b>
Committees Consulted: Drug Free Ad Hoc Committee Dean, Administrative & Student Services Assistant Director, CONAH	Reviewed & Approved by: College Operations College Planning	Approved by:  Provost, College of Nursing and Allied Health

## **PURPOSE:**

To delineate the College's program/plan for a drug-free campus and workplace.

## **POLICY:**

The College enforces the provisions of the Federal Drug-Free School and Campus Regulations Amendments of 1989.

Employees adhere to Network Policy #508: Drug-Free Workplace.

The College adheres to the California Board of Registered Nursing (BRN) Guidelines: "Impaired Nursing Students".

The College prohibits:

- Unlawful possession, use, or distribution of illicit drugs, alcohol, or substances that pose significant hazards to health by students and employees on campus or as part of any of its activities
- Use of alcohol or the abuse of drugs, or other substances that pose significant hazards to health including prescription medications, to any extent that impairs behavior or performance

County Police, healthcare providers, faculty, staff and students are all responsible for enforcing standards of conduct.

School of Nursing curriculum shall include content related to detection and treatment of alcohol and substance dependency as outlined in the BRN Required Curriculum Content: Alcohol and Chemical Dependency.

## **Health Risks**

Employees and students are provided with information related to health risks. [See Drug-Free Environment Manual available in the Office of Educational Services (OES), Educational Resource Center, and Olive View office.]

## **Drug and Alcohol Programs**

The College provides all incoming School of Nursing students and employees with information related to Alcohol and Drug Abuse counseling, treatment, rehabilitation information, referral information, and Los Angeles County Social Service Directories.

Subject:

**DRUG-FREE ENVIRONMENT****Legal and Disciplinary Sanctions**

Students and employees whose behavior, performance, or conduct indicate a potential danger to themselves or to others, or whose behavior is inappropriate, will not be permitted to continue scheduled activities and will be immediately referred to appropriate support services.

- Students will face disciplinary action up to and including termination from the program.

Unlawful distribution of alcohol, drugs, or substances that pose significant hazards to health by students or employees on College property or as part of College activities is subject to both institutional sanctions and/or criminal prosecution. (See Drug-Free Environment Manual)

Penalties and sanctions for illegal trafficking and possession of a controlled substance are included in the Drug-Free Environment Manual.

**PROCEDURE****Prevention**

The Office of Educational Services (OES) distributes the following to all students and employees during orientation and annually by September 30<sup>th</sup>:

- Drug-Free Environment letter
- Drug-Free Environment policy
- Health Risks handout
- Legal and Disciplinary Sanctions
- Alcohol and Drug Prevention Program
- Crime Statistics Report.

**Potentially Impaired Faculty, Staff, Student**

If impairment is suspected, the witness shall:

- Request assistance from second faculty/staff member to verify observed behavior
- Ensure safety of patients, students and staff
  - Contact County Police, extension 3333, if behavior is perceived as a threat to the individual or others
- Escort (or arrange escort of) impaired individual to Employee Health Services/Emergency Room
  - Employee Health physicians will assess and make appropriate referrals
  - Do not let person leave unescorted.
- Repeated suspected impairment
  - Employees – Contact Human Resources
  - Students – Refer to Student Handbook: Impaired Student Guidelines

**Biennial Review**

An ad hoc College Committee will conduct a biennial review using the Checklist for Clery Act Compliance

Subject:

**DRUG-FREE ENVIRONMENT****PROCEDURE DOCUMENTATION**

Checklist for Clery Act Compliance  
Academic Dishonesty/Professional Misconduct Report  
Distribution Roster  
New Student Registration Checklist  
New Employee Orientation Checklist

**REFERENCES:**

1989 Amendments to Federal Drug-Free School and Campus Regulations Act  
BRN: Required Curriculum: Content Required for Licensure: Alcohol and Chemical Dependency  
BRN: Impaired Nursing Students  
Network Policy #508: Drug-Free Workplace  
College Policy #201: Academic Honesty & Professional Conduct  
College Drug-Free Environment Manual  
College Catalog: Student Conduct Standards  
School of Nursing Student Handbook:

- Impaired Student
- Denials of Licensure and BRN Policy Statement

Drug-Free Environment cover letter  
Health Risks Handout  
Legal & Disciplinary Sanction Handout  
Crime Statistics Report