

**Purpose: To aid in the identification and treatment of students with inappropriate substance use or abuse.**

### **Procedure for PA College Students**

#### **Student Responsibilities**

Students are expected to exhibit conduct consistent with professional values, thereby refraining from the use of drugs or alcohol in any inappropriate manner. Students will refrain from the use of alcoholic beverages or illegal drugs at all PA College functions.

Any student who is using a legally prescribed medication that may impair performance must be able to perform the essential functions of the student role safely.

### **Procedure for Identification/Validation of Student Chemical Impairment**

#### **A. Employee/Faculty Responsibility**

If a student who is participating in College activities exhibits behavior such that there is reasonable suspicion of impairment related to the use of drugs or alcohol, the College employee will:

1. Arrange, if practical, for another professional to observe and document the impaired performance or suspicious behavior. Notify the Associate VP, Strategic Enrollment Management promptly regarding the observed behavior.
2. Immediately conduct a private meeting with the student to discuss and document the observed behavior and to determine if further action is warranted.
3. Complete a written record of the student meeting or conference documenting the observed behavior and any additional relevant information. Both the student and the employee/faculty member must sign this record, and a copy will be forwarded immediately to the VP of Academic Affairs and the Associate VP, Strategic Enrollment Management.
4. If further action is determined to be warranted, additional evaluation and substance abuse testing will occur at the nearest appropriate facility. The VP of Academic Affairs and the Associate VP, Strategic Enrollment Management will be notified that this process is being initiated and will provide direction.

#### **B. Substance Abuse Testing**

PA College reserves the right to request substance abuse testing when reasonable suspicion of impairment exists.

1. The student will be asked to sign a consent form authorizing PA College to perform blood alcohol and drug testing and to release the test results to the Associate VP, Strategic Enrollment Management or his/her designee. A student's refusal to consent to testing or permit access to these results will result in immediate suspension. Pending full investigation, the student may be authorized to resume academic study or subject to appropriate disciplinary action.

2. Following evaluation, arrangements will be made to safely transport the student home. The student will be instructed not to return to school until contacted by the Associate VP, Strategic Enrollment Management or his/her designee. Receipt of test results may take up to 72 hours.
3. The Associate VP, Strategic Enrollment Management or his/her designee will inform the student that the incident was documented, fully investigated and added to the student's educational file. All test results will be included in the documentation.
4. If test results are negative, the student will be permitted to make up any missed academic or clinical requirements without penalty.

#### **Consequences for Inappropriate Substance Use or Abuse**

A student's misuse of alcohol or drugs, or use of illegal drugs in the classroom and/or clinical environment on or off the College campus will result in appropriate discipline, up to and including immediate suspension or dismissal from the College as follows:

- A. A student found to have misused alcohol while participating in any academic-related activity shall receive an immediate three-day suspension. The student must make an appointment with Quest Counseling Services within the three-day period for relevant counseling. Additionally, the student shall be subject to random alcohol or drug testing for one year. Any student who subsequently tests positive for alcohol and/or drugs will be dismissed from the College.
- B. A student found to have any detectable concentration of illegal or non-prescribed drugs, including but not limited to, marijuana, amphetamines, barbiturates, benzodiazepines, methadone, cocaine or cocaine metabolites, metaqualone, opiates, phencyclidine or propoxyphene, may be subject to dismissal on the first offense depending upon the circumstances of the situation. If not dismissed, the student must make an appointment with Quest Counseling Services within the three-day period for relevant counseling. Additionally, the student shall be subject to random alcohol or drug testing for one year. Any student who subsequently tests positive for alcohol and/or drugs will be dismissed from the College.
- C. If substance abuse testing results are positive, and the student is permitted to remain enrolled in the College, the student will be required to consult with Health and Wellness Services regarding prescribed treatment. The College will work cooperatively with the student in the rehabilitation process, which may include counseling and/or admittance to an approved rehabilitation facility. Documentation must be provided to the Associate VP, Strategic Enrollment Management verifying successful completion of sessions with the designated drug and/or alcohol counselor or successful completion of a chemical dependency rehabilitation program, as recommended. Failure to follow the prescribed course of treatment during or following the rehabilitation program may result in dismissal from the College.
- D. The illegal possession, use, sale or purchase of drugs (including alcohol), drug paraphernalia or controlled substances while on any PA College campus or educational setting may result in dismissal from PA College and in the filing of criminal charges. A student who is arrested for or convicted of a drug offense which involves the sale, possession or purchase of illegal drugs must promptly inform the Associate VP, Strategic Enrollment Management of the arrest, the nature of the charges and the

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Drug-Free School

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ultimate disposition of the charges. Failure to do so is grounds for disciplinary action, up to and including dismissal from PA College. Such arrest/conviction may subject the student to discipline, including dismissal from PA College, depending upon the charge.

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