

# WALLACE STATE



**Drug and Alcohol Prevention Program  
Biennial Review  
2017-2019**



## Wallace State Community College

### Biennial Review of WSCC's Alcohol and Other Drug Programs – 2017-2019

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education (IHE) such as Wallace State Community College-Hanceville to certify it has implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by WSCC students and employees both on its premises and as a part of any of its activities. At a minimum each institution of higher education must annually distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students; and
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

The law further requires that the institution conduct a biennial review of its program with the following objectives:

- Determining the effectiveness of the policy and implementing changes to the alcohol and other drug programs if they are needed; and
- To ensure that the sanctions developed are enforced consistently.

The biennial review must also include a determination as to:

- The number of drug- and alcohol-related violations and fatalities occurring on the campus or as part of their activities that are reported to campus officials; and
- The number and types of sanctions the IHEs impose on students or employees as a result of such violations or fatalities.

Wallace State Community College acknowledges its legal obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act and authorized an administrative review to be conducted to determine if the college fulfills the requirements of the previously mentioned Federal regulations. The **Dean of Student's Office** along with the Campus Police Department, is responsible for conducting the review and reporting on the findings. The **Dean of Students** serves as the leading student affairs officer. As a result of the establishment of a campus police force in early 2013, a thorough biennial review was not completed prior to 2011. However, a biennial review was conducted in 2011-13, **2013-15, 2015-17 and now again for 2017-19**. Policies and procedures have been in existence for both students and employees

and are so delineated in college publications and the attached *Drug and Alcohol Prevention Program*. The purpose of this report is to comply as best as possible, using data collected over the past two years, and to give evidence of the procedures in place for subsequent biennial reports.

The following campus units provide information for biennial reports:

- Residence Hall Directors
- Campus Police/Security Officers
- Student Activities Director
- Heads Up Counseling Services (Third Party)
- Athletic Director and Coaches
- College Orientation Instructors
- Campus Judicial Board
- Human Resources Office
- Health Programs

The intention of this document is to meet the legal requirements of conducting a biennial review and also summarize the programs and activities related to alcohol and drug prevention on Wallace State Community College's campus during the 2017-2018 and 2018-2019 academic years.

The following information was examined for the biennial review:

- Alcohol and drug policies at similar institutions
- Alcohol and drug information provided students
- Athletic Policies related to Drugs and Alcohol
- *Student Handbook* policies related to drug and alcohol use on campus and the sanctions imposed for failure to comply
- *Employee Handbook* policies related to drug and alcohol use by college employees and the sanctions imposed for failure to comply
- *Wallace State Community College Catalog – 2017-2018, 2018-2019* specifically the section dealing with student life on campus and expectations related to student behavior
- Health Program Policies related to Drug and Alcohol Testing
- Various resources available to students and employees regarding drug and alcohol abuse
- Residence Life policies related to drugs and alcohol
- Incident reports in the **Dean of Student's** Office related to any possible infractions of the drug and alcohol policy presented to students
- System policies and guidelines
- Local, State and Federal Mandates

## Compliance with Drug-Free Schools and Communities Act:

Wallace State Community College strives to remain in compliance with the requirements of the Drug-Free Schools and Communities Act. The college has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by students and employees both on its premises and as a part of any of the college's activities. WSCC has a written policy on alcohol and other drugs and distributes this to students during orientation courses and Lions Pride information sessions, through access to the online *College Catalog/Student Handbook*, through campus signage and through various handouts throughout the academic year. The *Employee Personnel Manual* also contains the Drug and Alcohol Abuse Prevention Policy. The written materials annually distributed contain the following:

- Standards of conduct that prohibit unlawful possession, use or distribution of illicit drugs and alcohol on its property or as a part of its activities;
- A description of the health risks associated with the use of illicit drugs and abuse of alcohol;
- A description of applicable legal sanctions under local, state or federal law;
- A description of counseling or treatment programs.
- A clear statement and description of the disciplinary sanctions the institution will impose on students and employees.

The Federally Mandated Policy about alcohol and other drugs will be distributed to all students via email and will be discussed in more detail with students during orientation sessions and Lions Pride information sessions. In addition, the alcohol and drug policy will be presented via email to all employees with the distribution of the Employee Personnel Manual each fall. WSCC also posts notices about alcohol and drug awareness activities throughout the year on campus bulletin boards.

## Alcohol and Drug-Free Campus Workplace Policy:

Wallace State Community College is committed to providing students, faculty, staff, and visitors a safe campus and workplace. The college recognizes the health risks associated with controlled substance use and alcohol misuse and is committed to supporting students and employees who seek treatment for these conditions. The college also recognizes that controlled substance use and alcohol misuse diminish workplace and campus safety and undermine the college's ability to fulfill its mission of providing quality education for all students in an atmosphere that promotes intellectual pursuit, spiritual growth, and social and personal responsibility. Compliance with this policy is considered a condition of employment and attendance at WSCC. All employees and students have been notified of this policy by print publication and electronic delivery.

Human Resources incident reports:

Year	Incidents in Workplace	Outcome
2013-2014	0 Incidents	
2014-2015	0 Incidents	
2015-16	0 incidents	
2016-2017	0 incidents	
2017-2018	0 incidents	

2018-2019	0 incidents	
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### **Student Life Summary:**

All Wallace State Community College students are responsible for complying with Alabama state laws, System Office Policies and policies of WSCC. As of Summer 2015, a new appointed Board of Trustees was named for the Alabama Community College System so therefore, those policies are now currently in place. These collective guidelines establish that:

- No person under 21 years of age may use or be in possession of alcoholic beverages.
- Alcoholic beverages may not be available to minors.
- Misrepresentation of age for the purpose of purchasing alcoholic beverages is a violation of state law.
- Personal possession and consumption of alcoholic beverages is not permitted in residential halls, at athletic events, at social events attended by students, and on the campus grounds.

### **Residence Hall Summary:**

Wallace State Community College employs Residence Hall Directors and Residence Hall Assistants who are trained to enforce the community standards regarding alcohol and drugs for the students residing in the two residence halls. Each resident is provided information on residence hall policies upon completion of dorm agreement, item #6. The college's alcohol and drug policies are contained in the *Student Handbook/College Catalog* and include:

- Students are prohibited from consuming, transporting, and distributing alcohol; possessing or being in the presence of alcohol while on campus; or exhibiting disruptive behavior.
- Alcohol found by staff will be disposed of immediately. Persons found in violation of this policy will be subject to administrative or disciplinary sanctions listed in the *Student Handbook/College Catalog* and can include:
  - ✓ Warning and/or probationary period (Dorm and Disciplinary)
  - ✓ Contact with parent/guardian
  - ✓ Referral to an alcohol education program
  - ✓ Counseling services
  - ✓ Termination of the housing contract
  - ✓ Suspension from WSCC
  - ✓ Possible arrest, imprisonment, or fine according to state alcohol laws

Intoxication from, or the use, display, or possession of alcoholic beverages or any controlled substance (drug) or drug paraphernalia is prohibited unless the student has a valid prescription for the use of the controlled substance is strictly prohibited by the WSCC Code of Conduct. Furthermore, intoxication from, or the use, display, or possession of alcoholic beverages or any

controlled substance (drug) on any area of the WSCC campus is prohibited. This includes the presence of empty or full alcoholic beverage containers.

Drug and Alcohol Incidence Report for 2013-14, 2014-15, 2015-16, 2016-17, **2017-18 and 2018-19** Academic Year

Alcohol/ Drug Violations/Sanctions for Housing:

Year	Number of Offenses in Dorms	Outcome
2013-14	21 Alcohol/Drug Related Offenses (by student numbers not incidents)	3 Warnings, 3 Expulsions, 14 Probations, 1 Non Resident
2014-15	1 Alcohol/Drug Related Offense	1 Probation
2015-16	0 Alcohol/Drug Related Offenses	
2016-17	5 Alcohol/Drug Related offenses (by student numbers not incidents)	4 Evictions, 1 Probation
<b>2017-18</b>	3 Alcohol/Drug Related Offense	3 Evictions
<b>2018-19</b>	4 Alcohol/Drug Related offenses	4 Probations

**Enforcement:**

The primary sources on campus that enforce the alcohol and drug policies are the Campus Police Department, the Housing Director, and the **Dean of Student's** Office. For instances involving employees, the Office of Human Resources works with the Chief Personnel Officer to handle interventions and/or sanctions. It is the primary responsibility of the **Dean of Students** to assess instances of infractions by students and to determine sanctions or involve the Campus Judicial Board which will recommend any necessary sanctions. For 2013-14, 2014-15, 2015-16, **2016-17, 2017-18 and 2018-19** referrals were made to the Campus Judicial Board if necessary.

Wallace State Community College has the following offenses that were reported by The Campus Police Department for drug and alcohol related offenses and sanctions were accessed on each as appropriate by the WSCC Student Code of Conduct and the Clery Act.

Campus incident reports (does not include housing reports):

Year	Number of Offenses	Outcomes
<b>2013-14</b>	<b>1</b>	<b>1 Suspension</b>
<b>2014-15</b>	<b>1*</b>	<b>Order to Vacate Campus</b>
<b>2015-16</b>	<b>4*</b>	<b>4 arrests made</b>
<b>2016-17</b>	<b>0**</b>	
<b>2017-18</b>	<b>0**</b>	
<b>2018-19</b>	<b>0**</b>	

\*On Campus but were not current WSCC Students

\*\* All incidents involved housing reports

### **Intervention:**

Wallace State Community College has several options available for students and staff members who need to address alcohol and other drug abuse issues. The college has an agreement with a local community health organization, Cullman Mental Health, to provide, at discounted rates, counseling for students and staff members through referrals through the Heads Up Program. Annually, the Heads Up Program conducts online anonymous surveys to monitor drug and alcohol perceptions and usage.

Spring 2014 N=154 (with N=70 ages 18-24 and N=84 ages 25-over)

Fall 2015 N=314 (with N= 204 ages 18-24 and N=110 ages 25-over)

Fall 2017 N/A

Fall 2018 N/A

### **Drug-Free Workplace Policy:**

In compliance with the drug-free workplace requirements of Public Law 100-690 for recipients of federal contracts and grants, the following policy is in effect for Wallace State Community College and published in the *Personnel Handbook* and *WSCC Catalog* each year:

1. The unlawful manufacture, distribution, possession or use of a controlled substance is prohibited by WSCC on any property owned, leased, or controlled by WSCC or during any activity conducted, sponsored, authorized by, or on behalf of Wallace State Community College. A controlled substance shall include any substance defined as a controlled substance in Section 102 of the Federal Controlled Substance Act (21 U.S. Code 802) or in the Alabama Uniform Controlled Substance Act (Code of Alabama, Section 2-2-1. Et seq.)
2. Wallace State Community College has and shall maintain a drug-free awareness program to inform employees concerning the following:
  - a. The dangers of drug abuse in the workplace
  - b. Maintenance of a drug-free workplace
  - c. Drug counseling and rehabilitation programs
  - d. Possible penalties for drug-abuse and rehabilitation violations.
3. Any employee who is convicted by any Federal or State Court on an offense that constitutes a violation of paragraph one shall notify the President of WSCC in writing of said conviction within five (5) days after the conviction occurs. Conviction, as defined in P.L. 100-690 shall mean a finding of guilt (including plea of nolo contendere) or imposition of sentence or both. Any employee who has been convicted by any Federal or State Court of an offense that constitutes a violation of paragraph one since completing his or her initial application shall notify the President immediately to avoid possible future complications.
4. In the event of a report of a conviction pursuant to paragraph four providing that the employee is working in a project or a program funded through a Federal contract or

grant, Wallace State Community College shall notify in writing within ten (10) days any Federal agency to whom such notification by Wallace State Community College is required under P.L. 100-690.

5. In the event that an employee violates the provisions of paragraph one or receives a conviction as described in paragraph four, the respective employee shall be subject to appropriate disciplinary action which may include, but is not limited to, termination of employment. Wallace State Community College shall also reserve the right to require that an employee as a condition of continued employment, to complete a drug treatment or rehabilitation program of a reasonable duration and nature, at the employee's own expense.
6. Wallace State Community College shall make a good faith effort to ensure that paragraphs 1-6 are followed.
7. Each employee at Wallace State Community College shall receive a copy of this policy.

### **Omnibus Transportation Employee Testing Act Policy:**

In conjunction with its Drug-Free Workplace Policy, the College also complies with the Omnibus Transportation Employees Testing Act of 1991. The act relates to those employees possessing or required to possess a Commercial Driver's License (CDL). Any employee in or applicant for such a CDL position has special obligations to notify the College that he or she has special obligations to notify the College that he or she has recently or is currently using certain physician prescribed drugs or other medication that may affect that person's test results or ability to perform his or her duties. Current CDL employees are subject to the following rules:

1. When reasonable suspicion exists that an employee has used a controlled substance or has otherwise violated the substance abuse rules, he/she may be tested.
2. The College may conduct unannounced random testing.
3. When an employee is involved in any accident resulting in injury or damage to College property, he/she must notify the Drug Program Coordinator or Chief of Security.
4. When an employee returns from substance abuse rehabilitation, the College may require that he/she submit to follow-up testing.
5. All affected employees may be required to undergo urinalysis or oral testing as part of a re-certification physical exam.

The complete policy and pertinent procedures are available in the office of the Director of Human Resources. This policy and procedures cover Testing Procedures, Collection Sites, Collection Procedures, Occasions when the Collection Personnel Should Directly Observe the Specimen Being Provided, Evaluations and Return of Results to the College, Request for Retest, Release of Test Results, Discipline, and Investigations, and Searches. This policy is published annually in the *WSCC Catalog*.

## **Athletic Drug Policies:**

Wallace State Community College complies with Alabama Community College Conference guidelines for drug testing and drug education of student athletes. These policies are published on the WSCC website as well as distributed to all athletes at Athletic Orientation via the Athletic Handbook and a presentation. All athletes sign for these manuals and a record of this is kept in the Athletic Director's Office. Any random testing that results in the necessity of this policy, is coordinated through the Athletic Director's Office to ensure compliance.

Alabama Community College Conference  
Drug Education and Testing Policy  
2018-2019

### **POLICY OVERVIEW**

The following Drug Education and Testing Policy (Policy) has been adopted by the Alabama Community College Conference (ACCC) Board of Members. The ACCC reserves the right to make changes to this Policy as needed, with the approval of the ACCC's Board of Members. This policy is intended as a minimum ACCC policy and each institution has the right to enhance it via a local College policy and procedure.

### **PURPOSE AND MISSION**

The ACCC believes that random drug testing is appropriate to ensure that the overall purpose and mission of this Policy is accomplished.

The overall mission of this Policy is to promote year-round banned substance free environment in the ACCC. With this mission in mind, the following goals have been established. The ACCC desires to:

1. Protect the health, safety, and welfare of our student-athletes;
2. Identify student-athletes who may have concerns and/or concerning behavior surrounding the use, abuse, and/or misuse of alcohol, illicit substances, prescribed medications, and nutritional supplements;
3. Uphold the responsibility of the ACCC member colleges to provide educational programming that will not only inform the student-athletes about issues surrounding the use, abuse, and/or misuse of alcohol, illicit substance, prescribed medication, and nutritional supplements, but also support a positive decision-making process.
4. Promote fair competition in competitive athletics by ensuring and encouraging compliance with applicable rules and regulations regarding drug abuse.

In an effort to ensure the health, welfare, and safety of the student-athlete, the intent of this Policy is to prevent substance abuse and dependence by student-athletes through the following objectives: prevention and education, testing to provide a timely diagnosis, and professional guidance, treatment, and rehabilitation.

## **PREVENTION AND EDUCATION**

Participants who are educated about substance use in sport are more likely to make informed and intelligent decisions about usage. As part of the education component of this Policy, each ACCC member college will:

1. Provide an annual explanation of this Policy to student-athletes, prospective student-athletes, and those associated with athletic teams;
2. Disseminate information regarding alcohol and other drugs, their use and abuse, and effects of such use and abuse to all student-athletes and those associated with athletic teams;
3. Utilize health education programs to educate student-athletes who are cited for an alcohol incident or who test positive for drugs;
4. Conduct a drug and alcohol education program for student-athletes at least twice a year; and
5. Provide student-athletes and potential student-athletes with resources that will enhance their education of drug and alcohol use and abuse, such as:

a. NCAA website - [www.ncaa.org/health-safety](http://www.ncaa.org/health-safety); or the

b. Dietary Supplement Resource Exchange Center website - [www.drugfreesport.com](http://www.drugfreesport.com)

These educational programs will be designed to:

1. Review athletic department, institutional, conference and national governing body policies related to alcohol, tobacco and other drugs;
2. Inform those associated with intercollegiate athletics how to recognize the warning signs and side effects of specific drugs;
3. Educate the student-athlete and other appropriate personnel about the associated problems of drug and alcohol abuse, and how such use may adversely affect the student-athlete and his/her team and teammates;
4. Encourage discussion about the use of drugs, dietary supplements, performance enhancing drugs and consumption of alcohol;
5. Identify rehabilitation programs as well as referral centers; and
6. Distribute educational materials to participants, including a list of banned substances and how drug usage may affect athletic performance.

Failure by a student-athlete to attend these educational sessions shall be considered as a decision not to comply with this Policy and will result in the immediate suspension from all Athletic Department activities, conditioning, practices, and competitions.

## **TESTING TO PROVIDE A TIMELY DIAGNOSIS**

### **CONSENT TO PARTICIPATE**

As a condition of participation in intercollegiate athletics in the ACCC, each student-athlete will be required to sign a consent form agreeing to undergo drug testing and authorizing release of test results to the Athletic Director, Head Coach, College President, and ACCC Commissioner in accordance with this Policy. Failure to consent to or, in the case of consenting student-

athlete, to comply with all requirements of this Policy will result in athlete being ineligible for participation in sport.

Student-athletes that are under the age of majority in Alabama (18) will be required to have parental or guardian consent to participate in this Policy. Failure of the parent to sign the consent form will result in the student-athlete being ruled ineligible for participation in sport.

## **PROHIBITED DRUGS/SUBSTANCES**

The drug testing process may include analysis of, but not limited to, the NCAA list of banned drug classes. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example on the NCAA list of banned-drug classes. For an ongoing updated list of the banned-drug list view the NCAA's website at [www.ncaa.org](http://www.ncaa.org). Prohibited substances that ACCC schools will screen any sport for include, but are not limited to, marijuana, PCP, opiates, MDMA (Ecstasy), amphetamines, and cocaine. All student-athletes are required to keep their respective athletic director aware of any prescribed drugs and dietary supplements that he or she may be taking.

## **TYPES OF DRUG TESTING PROCEDURES**

The ACCC Drug Education and Testing Policy testing component shall consist of two (2) types of drug testing.

Any attempt to circumvent or tamper with drug testing collection process will result in the test being considered a positive test.

### **1. UNANNOUNCED RANDOM TESTING**

All student-athletes who have signed the ACCC drug testing consent form (Appendix A) are subject to unannounced random testing. Testing of the student-athlete will be conducted throughout the year at unannounced random intervals, utilizing an on-site testing device. Individuals conducting drug testing must be certified by a licensed drug testing distributor or lab. Random individual and/or random team testing will be done at least twice a semester (fall and spring). Each college will test at least ten percent of its total student-athletes at each random testing, and this testing can be conducted outside of the student-athlete's particular competitive season. For random testing, all student-athletes will be included in a pool of names from which they may be selected by a computerized method of random selection. This selection shall be done by each institution by utilizing random number selection. Each institution shall be responsible for maintaining an updated listing of student-athletes to provide an accurate random selection pool.

The unannounced random drug testing will be conducted on a zero to 24 hour notification basis, meaning that the student-athlete may be provided with zero to no more than 24 hours' notice of pending drug screen. Once notified, they are required to report for drug testing at the assigned time and place. Failure to report at the assigned time and follow appropriate procedures will result in the sanctions outlined below for a positive test.

### **2. FOLLOW-UP TESTING**

A student-athlete who has returned to participation in intercollegiate sports following a confirmed positive drug test under this policy will be subject to a follow-up test. Any and all costs associated with the assessment and any subsequent treatment or counseling resulting from a positive screen will be the responsibility of the student-athlete. Testing will be

unannounced and will be required at a frequency determined by the Athletic Director or his/her designee.

## **NOTIFICATION AND REPORTING FOR COLLECTIONS**

The student-athlete will be notified of and scheduled for testing by the by the Athletic Director. Failure to report at the designated time without justification and/or failure to follow appropriate procedures will result in the sanctions outlined below for a positive test. Student-athletes shall provide picture identification when entering the drug testing station.

## **SPECIMEN COLLECTION PROCEDURES**

All specimens will be collected following the ACCC's Specimen Collection Procedures.

Any attempt to circumvent or tamper with the drug testing collection process will result in the test being considered a positive test. The student-athlete that tries to circumvent or tamper with the drug testing collection process will still be required to provide a sample within their three hour time frame.

An athlete that leaves the testing room without providing a testable sample will automatically receive a positive test result.

## **REPORTING RESULTS**

All results will be made available to the Athletic Director. The Athletic Director will then notify the Head Coach. The student-athlete may present evidence of any mitigating circumstances that he/she feels may be important to the outcome of the drug test prior to imposition of any intervention or required treatment or counseling program consistent with the appeals process described within the document.

If the laboratory reports a specimen as substituted, manipulated or adulterated, the student-athlete will be deemed to have refused to submit to testing and treated as if the test were positive for a banned substance.

Any confirmed positive drug test results are to be communicated by the Athletic Director within 24 hours to the College President and ACCC Commissioner.

Individual records shall not be released to any other person, other than the student-athlete, without first obtaining a specific written authorization from the student-athlete.

## **MEDICAL REVIEW OF POSITIVE TEST RESULTS**

All specimens identified as positive on the initial test shall be confirmed by the testing laboratory. A Medical Review Officer (MRO), who shall be a licensed physician with knowledge of substance abuse disorders, shall review and interpret positive test results obtained from the testing laboratory. The MRO shall:

1. Examine alternate medical explanations for any positive test results. This action may include conducting a medical interview and review of the student-athlete's medical history, or review of any other relevant biomedical factors.

2. Review all medical records made available by the tested student-athlete when a confirmed positive test could have resulted from legally prescribed medication. Prior to making a final decision on the results of the confirmed positive test, the MRO shall give the student-athlete an opportunity to discuss the result. The MRO will contact the student-athlete directly to discuss the results of the test or if unsuccessful in contacting the student-athlete directly, the MRO shall contact the designated representative who shall have the student-athlete contact the MRO as soon as possible.

## **SANCTIONS**

A student-athlete who is found to have used of a prohibited substance will be sanctioned according to this Policy.

Member colleges may have rules and sanctions that are more stringent than those outlined in this Policy. These rules, when applied, shall be recognized and supported. However, at no time, shall a team policy, rule, or sanction minimize the requirements and sanctions of this Policy.

## **FIRST OFFENSE**

1. The Athletic Director will report the confirmed positive drug test finding(s) to the ACCC Commissioner and College President.
2. The Athletic Director or his/her designee will schedule a confidential meeting with the student-athlete and the head coach.
3. The Athletic Director or his/her designee may notify the student-athlete's parent(s) or legal guardian(s) by telephone and in writing.
4. The student-athlete will be suspended from 25% of all regularly scheduled games and/or dates during the current regular and/or postseason season or the subsequent regular season if the confirmed positive test occurs during the offseason. If the confirmed positive test occurs at such a time that the 25% suspension is not completed by the end of the season in which the test occurred, the suspension from competition will be carried over to the regular season of the next academic year.
5. While serving his/her suspension, the student-athlete will not be allowed to participate in practices and team workouts.
6. The student-athlete will be required to attend an alcohol/drug assessment course scheduled by the Athletic Director or his/her designee. This course will be scheduled for the student-athlete once a positive test is confirmed. This class will be at the expense of the student-athlete. This course must be completed before student-athlete will be allowed to return to competition.
7. A student-athlete must receive a negative follow-up drug test before he/she will be permitted to return to participation in the athletic program. A student-athlete is financially responsible for this follow-up test.
8. Student-athletes who are suspended for a confirmed positive drug test and successfully complete a substance abuse program will be required to submit to follow-up drug testing for the duration of his/her time while in the athletic program.

## **SECOND OFFENSE**

1. The Athletic Director or his/her designee will report the confirmed positive drug test finding(s) to the ACCC Commissioner and College President.
2. The Athletic Director or his/her designee will schedule a confidential meeting with the student-athlete and head coach to review the confirmed positive drug test results.
3. The Athletic Director or his/her designee will notify the student-athlete's parent(s) or legal guardian(s) by telephone and in writing.
4. The student-athlete will be immediately dismissed from their respective athletic team and will forfeit their athletic scholarship.

### **PROHIBITION FROM ENROLLING AT OTHER MEMBER COLLEGE**

Students who are permanently suspended from an ACCC member college for failing to comply with this Policy will be prohibited from competing at any other ACCC member college until such student is in compliance with the drug policy.

### **MEDICAL EXCEPTIONS**

The ACCC recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the ACCC allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. In order to be considered for a medical exception, the student-athlete must present this request to the Athletic Director prior to or at the time of any drug tests.

### **APPEAL PROCESS**

Student-athletes who test positive for a banned substance by the laboratory retained by the college may, within 72 hours following receipt of notice of the laboratory finding, contest the findings. The student-athlete must write (letter, email, etc.) his/her contest with the initial test.

Upon the student-athlete's request for additional testing of the sample, the Athletic Director or his/her designee will formally request the laboratory retained by the college to perform testing on specimen B. The student-athlete may choose to be present at the opening of specimen B at the laboratory. If the student-athlete does not wish to be present at the opening of specimen B, but desires to be represented, arrangements will be made for a surrogate to attend the opening of specimen B. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of specimen B. Specimen B findings will be final, and no further appeals may be made.

### **ALCOHOL POLICY**

Student-athletes are required to conduct themselves in accordance with member policies, in addition to federal, state and local laws. To the latter, possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of state liquor laws (Minor in Possession/MIP). As such, the ACCC views the use of alcohol to be incompatible with the goal of athletic excellence. A student-athlete who is caught on or off campus with any type of alcohol violation (i.e., MIP, DUI/OWI, supplying a minor) will be suspended for 10% of the regular and/or postseason season schedule.

## **ENFORCEMENT OF ACCC DRUG EDUCATION AND TESTING POLICY**

The following protocol will be utilized to ensure institutions comply with the ACCC Drug Education and Testing Policy:

### **NOTIFICATION OF CONFIRMED POSITIVE DRUG TEST RESULTS**

The ACCC must be notified of all confirmed positive drug test results within 24 hours of member institutions being notified of such results. Colleges failing to notify the ACCC of confirmed positive drug tests will be fined \$500 on the first occurrence, and will be ruled ineligible for postseason play in all sports on the second occurrence.

### **RANDOM AUDITS BY ACCC OFFICIALS**

The ACCC will randomly audit 25% of the teams during the athletic year. At the time of the audit, member institutions will have 48 hours to deliver all drug test results to the ACCC Commissioner for review. Institutions will be deemed in non-compliance if:

1. Drug test results are not submitted within the 48 hour timeframe; or
2. After review of materials submitted, teams are found to not be in compliance with the ACCC's Drug Education and Testing Policy.

### **SANCTION FOR NON-COMPLIANCE**

Schools not in compliance with the ACCC's Drug Education and Testing Policy will be fined \$500 on the first occurrence and will be ruled ineligible for postseason play in all sports on the second occurrence.

If member institutions have teams that do not qualify in the current year for postseason play, those teams will be ineligible the following year.

### **SPECIMEN COLLECTION PROCEDURES**

A copy of these guidelines must be provided to each collection site person, prior to the collection of the specimen, to ensure that all specimens are collected and tested within these requirements. A specimen collection should not be initiated until the collection site has been made aware of the requirements of these procedures. Collection site personnel should contact the Athletic Director, head coach, or other designated college representative to obtain a copy of these guidelines before any specimen collection is performed.

1. The collection site person shall be a licensed medical professional or technician who has been trained for collection in accordance with chain of custody and control procedures – not a coach, Athletic Director, or any other College employee who is a non-licensed medical professional.
2. Specimen collection procedures shall provide for the designated collection site to be secured in accordance with chain of custody and control procedures. Security during collection may be maintained by effective restriction of access to the collection materials and specimens.

3. When the student-athlete arrives at the collection site, the collection site person shall ensure that the student-athlete is positively identified as the individual selected for testing. This identification can be done through the presentation of photo identification or by an authorized institution representative. If the student-athlete's identity cannot be established, the collection site person shall not proceed with the collection until such identification can be made.

4. If providing a urine sample, the student shall remove any unnecessary outer garments, such as a coat or jacket. The collection site person shall ensure that all personal belongings such as bags, backpacks, purses, etc. remain with the outer garments. Through a visual check, the collection site person will make an effort to ensure that no concealed containers are on the student-athlete's person.

5. Once the specimen has been collected, the student-athlete and the collection site person shall keep the specimen in view at all times prior to its being sealed and labeled. The collection site person and the student-athlete will complete the necessary information on the custody and control form. The student-athlete will sign the custody and control form certifying that the specimen identified as having been collected from him or her is in fact the specimen he or she provided. The specimen and the chain of custody and control form shall then be sealed in a plastic bag and labeled in the presence of the student-athlete. The student-athlete's participation in the specimen collection process is complete.

**Publication of Policy**

The institution shall include the Drug Testing of Student Athletes policy in the student athletic handbook and other appropriate institution publications, to ensure adequate notice and distribution.

Athletic Department report of random drug testing:

Year	Drug Screens Administered	Number Positive Results/Percentage	Number of 2nd Time Positive Results
2013-14	62 Screens	0 (0%)	0
2014-15	40 Screens	2 (5%)	0
2015-16	55 Screens	0 (0%)	0
2016-17	90 Screens	0 (0%)	0
2017-18	100 Screens	0 (0%)	0
2018-19	75 Screens	1 (1.3%)	0

**Health Programs Drug Policy:**

**Policy on Drug and Alcohol Testing of Students  
Enrolled in Health Professional Programs**

Wallace State Community College supports the concept of a Drug Free Workplace and prohibits the unlawful manufacture, distribution possession or use of a controlled substance on any property owned, leased or controlled by the college or during any activity conducted, sponsored, authorized by or on behalf of Wallace State Community College. The college prohibits any form of on-campus (or campus affiliated) use and/or

possession of illegal drugs, drug paraphernalia, or alcoholic beverage by students, which is in direct violation of local, state, and federal law. Students found to be involved in any of these activities are subject to disciplinary action including program dismissal.

Education of Health Professional students at Wallace State Community College requires collaboration between the college and clinical agencies. Education of these students cannot be complete without a quality clinical education component. The College shares an obligation with the clinical agency to protect the agency's patient to the extent reasonably possible from harm due to students who are under the influence of illegal drugs or alcohol while in the clinical agency.

The College wishes to ensure that the health and safety of students and patients are not compromised and that clinical affiliation agreements exist to provide students with quality clinical education experiences. Therefore, it is the policy of Wallace State Community College-Hanceville that students enrolling in health profession programs submit to drug testing. This testing can be announced or unannounced and will occur upon admission and annually thereafter, for cause or at random intervals. This policy authorizes drug testing of students who voluntarily choose to enroll in health professional programs at the college. Any student enrolling in a health professional program will be required to submit to such testing.

## **GUIDELINES FOR DRUG TESTING OF HEALTH PROFESSION STUDENTS**

### **I. PERSONS TO BE TESTED**

Any student who is accepted into any Health Program at Wallace State College-Hanceville will be required to submit to annual drug testing.

### **II. TYPES OF TESTS TO BE PERFORMED**

A. Drug testing will occur prior to clinical placement and annually thereafter. Only drug tests conducted by college authorized agencies will be accepted. Cost of drug testing will be paid from student fees collected each semester.

B. In addition to annual drug testing, further testing may be required of the student for reasonable suspicion or at random intervals and may be either announced or unannounced. This testing will be required at the discretion of the college or the clinical agency. Cost of drug testing will be paid from student fees collected each semester. For the safety and protection of patients, faculty, staff, and students, the Health Science Program may require a student to submit to a screening for drugs and alcohol, which will be conducted at the school's expense when there is reasonable suspicion to believe that a student is abusing substances. Reasonable suspicion is defined as, but not limited to, the following:

- Observable changes in performance, behavior, appearance, and speech.
- Direct observation by a fellow student, instructor, or other faculty or staff of the college or clinical site of drug and/or alcohol use and/or the physical symptoms or manifestations of being under the influence of a drug and/or alcohol, such as,

but not limited to, unusual slurred or rapid speech; noticeable change in appearance and hygiene; impaired physical coordination; inappropriate comments, behaviors, or responses; trembling hands; persistent rhinorrhea; flushed face; red eyes; unsteady gait; declining health; irritability; mood swings; isolation; decreased alertness; and/or pupillary changes.

- Conduct inconsistent with the student's normal behavior or erratic behavior, absenteeism, tardiness, dishonesty or fluctuations and/or deterioration in performance.
- A report of drug and/or alcohol use provided by reliable and credible sources which has been independently corroborated.
- Evidence of tampering with a drug and/or alcohol screening which has been verified and substantiated by the administering laboratory.
- Odor of alcohol.
- Possession of illegal or illicit drugs or alcohol.
- Suspected theft of medication.
- Information that the individual has caused or contributed to an alcohol or drug related incident/accident.
- Evidence of involvement in the possession, consumption, sale, theft, manufacturing, use, solicitation, or transfer of drugs and/or alcohol while in the educational setting and/or any set of facts or conditions that would lead one to reasonably suspect that a student was under the influence of drugs and alcohol.

If a clinical agency staff member, student, or faculty member observes such behavior, it should be immediately reported to the Department Chair/Program Director/designee in order to immediately assess the situation. Such a report of an observation of this nature should be in writing. The report should be immediately verified by another student, faculty, or staff member. Upon such immediate verification, the student shall be informed of and instructed to leave the educational or clinical setting immediately. Such measures will be taken in such a manner as to ensure the privacy of both the reporting individual and the effected student. However, precautions will be taken to ensure the safety of both the student and others, including advising the student not to drive a motor vehicle. The Program Director, Dean of Health Sciences, Dean of Students, or designee of the President will then make an immediate determination if there is reasonable suspicion to screen the student. If the decision is made to screen the student, the Dean of Health Sciences or a designee of the President will direct the student to make arrangements to have the screening performed immediately. The student will be requested to sign an informed consent to be tested before a specimen is collected. A student's failure to consent to the screening will result in immediate termination from the Health Science Program.

### **III. DRUGS TO BE TESTED**

All students will be tested for alcohol and the following ten (10) drugs: amphetamines, barbiturates, benzodiazepines, cocaine metabolites, marijuana metabolites, methadone metabolites, oxycodone, opiates, methamphetamines, and propoxyphene. Testing for additional substances may occur based on clinical affiliation agreement requirements.

### **IV. CONSENT TO DRUG TESTING**

A. The student must provide written consent to provide specimens for the purpose of analysis. If the student is under eighteen (18) years of age, the student's parent or legal guardian must sign the drug testing consent form in addition to the student. The signed consent must be returned to the program director of the health program.

B. The signed consent form will be maintained in the student permanent record. A copy of the consent form will be maintained with the program director.

C. Students have the right to refuse to consent to drug testing. However, students who decline will be refused access to clinical education facilities and will be unable to achieve the required clinical experiences and objectives of the program. Refusal to submit to drug testing will result in dismissal from the health program with no readmission to any program in the Health Science Division offered at Wallace State Community College.

## **V. SPECIMEN COLLECTION**

A. The collector shall be a licensed medical professional or technician who has been trained and certified for collection in accordance with chain of custody and control procedures. This person cannot be a college employee

B. The designated collection site and specimen collection procedures must be secured in accordance with chain of custody and control procedures. Security during collection may be maintained by effective restriction of access to the collection materials and specimens.

C. When the student arrives at the collection site, the collector shall ensure that the student is positively identified as the individual selected for testing. This identification will be done through the presentation of photo identification (ex: driver's license with picture). If the student's identity cannot be established, the collector shall not proceed with the collection until such identification can be made.

D. The student will complete and sign the vendor-provided chain of custody/consent form for the collection.

E. If the student is unable to provide an adequate specimen during the collection process, another collection time will be scheduled. Students will not be allowed into the clinical setting until negative results are received by the program director.

F. Students absent from announced or unannounced drug testing will be excused under only the most extreme circumstances (e.g. illness, family emergency). The student will be required to provide written verification for such absences. Approval of a verifiable absence is the responsibility of the program director. Students will have to complete the drug testing process within 48 hours of the originally scheduled time. Failure to complete the drug screening as required by Wallace State Community College will prohibit the student from continuing in the program in which they are enrolled or be readmitted to any other program in the Health Science Division at Wallace State Community College. The College reserves the right but has no duty to lift the prohibition

against reenrollment upon its consideration of written application for readmission evidencing that the student has demonstrated an ability and readiness to comply with all College health division regulations. The College will not consider such a request until at least two years from the date of dismissal. Requests should be directed to the Dean of Students Office.

## **VI. DRUG TESTING LABORATORY**

Drug testing for Wallace State Community College Health Science Division students can only be conducted by the college approved vendor. Only laboratories certified by the U.S. Department of Health and Human Services (HHS) can be used to perform drug testing analysis.

Students enrolled in programs offered totally online or through other distance modalities and who live more than 75 miles from the college campus will contact their respective program director to identify approved alternate drug testing laboratories. Alternate drug testing laboratories will be required to meet the standards set forth in the college's guidelines. Costs of testing at alternate sites above the college's fee structure will be the responsibility of the student. Approval of any alternate drug testing sites must be received prior to testing. Failure to receive approval will result in having to submit to additional testing at an approved site. Student fees will only be used for payment to approved testing sites.

## **VII. MEDICAL REVIEW OF POSITIVE DRUG TEST RESULTS**

A. All specimens identified as positive on the initial test shall be confirmed by the testing laboratory. Any positive test result will be reviewed by the Medical Review Officer.

B. A Medical Review Officer (MRO), who shall be a licensed physician with knowledge of substance abuse disorders, shall review and interpret positive test results. The MRO shall examine alternate medical explanations for any positive test results. The MRO or designee shall contact the student directly to discuss the test results.

## **VIII. REPORTING OF DRUG TEST RESULTS**

A. Written notification indicating either a positive or negative drug screen shall be provided to the Dean of Health Sciences or health program director. Test results will not be released to any individual who has not been authorized to receive such results. Students shall not be allowed to hand deliver any test results to college representatives. Notification of drug screening results can only be delivered in a manner that insures the integrity, accuracy, and confidentiality of the information. Wallace State College may refuse to accept any test result that does not meet the requirements of the policy and guidelines.

B. Whenever possible, report of drug screening to clinical affiliates will be handled by aggregate data reporting. The clinical agency will be notified of individual student drug

screening results or provided with copies of drug screening results only when required by clinical affiliation agreement.

C. Negative test results must be kept on file for one year after the student's last date of attendance at the college. Positive test results must be maintained on file for five years after the student's last date of attendance at the college.

## **IX. PENALTIES FOR A CONFIRMED POSITIVE DRUG TEST OR REFUSAL TO BE TESTED**

### **A. Positive Test**

A student with a positive drug test will be dismissed from the health program. A grade of "F" will be recorded if the student does not officially withdraw. The appeal process is outlined in the college catalog in the health science programs of study section. The College reserves the right but has no duty to lift the prohibition against re-enrollment upon consideration of written application for readmission evidencing that the student has demonstrated an ability and readiness to comply with all College health division regulations. The College will not consider such a request until at least two years from the date of dismissal. Requests should be directed to the Dean of Students Office. If a readmitted student has a subsequent positive drug screen, the student will be ineligible for admission to any Health Science program at Wallace State Community College.

### **B. Refusal to be Tested**

A student's refusal at any point to be tested for drugs will result in dismissal from the health program and forfeiture of any health scholarship. A grade of "F" will be recorded if the student does not officially withdraw. The program director shall be notified of any refusal to be tested. The College reserves the right but has no duty to lift the prohibition against reenrollment upon its consideration of written application for readmission evidencing that the student has demonstrated an ability and readiness to comply with all College health division regulations. The College will not consider such a request until at least two years from the date of dismissal. Requests should be directed to the Dean of Students Office. If a readmitted student has a subsequent positive drug screen, the student will be ineligible for admission to any Health Science program at Wallace State Community College.

## **X. PUBLICATION OF POLICY**

The college shall include the policy and procedure for Drug Testing of Health Profession Students in the college catalog, on the college's website, in the student handbook for each program, and other appropriate college publications to ensure adequate notice and distribution. As stated in the disclaimer in the Wallace State Catalog, college policies are subject to change. (June 10, 2019)

Health programs outcomes from drug testing:

<b>Year</b>	<b>Number Tested</b>	<b>Positives</b>	<b>Appeals</b>
2013-2014	991	3	0
2014-2015	1080	4	0
2015-2016	1370	5	2
2016-2017	1430	3	0
2017-2018	1421	4	1
2018-2019	1463	7	2

### **Penalties:**

Students and employees should be aware of the various federal penalties for drug related convictions as well as State or System sanctions. These can include termination of employment, disciplinary expulsion, suspension or probation, and arrest.

### **Health Risks and Effects:**

Alcohol and drug consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including domestic violence and date rape. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. Repeated use of alcohol and drugs can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Long-term consumption of large quantities of alcohol and drugs, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

### **Resources for Assistance:**

All students and employees are encouraged to seek early help if they feel they have a problem with alcohol and/or other drugs, and to learn how to assist others with substance abuse problems. With early assistance it is less likely that serious consequences will result from an alcohol or other drug problem. There are resources on campus and in the community for assistance. Questions should be directed to the Heads Up program, located in the Student Center, to the Office of the Vice President, located on the third floor of the Bailey Center, or to the Human Resources Department, located on the ninth floor of the Bailey Center. Some other resources include:

- Alcoholics Anonymous-<http://www.aa.org>
- Al-Anon – <http://www.nycalanon.org>
- Narcotics Anonymous – <http://www.na.org> 205-243-7854 Greater Birmingham Area
- Focus on Recovery Helpline (alcohol/drugs) – 1-800-374-2800 or 1-800-234- 1253
- National Suicide Prevention Lifeline – 1-800-SUICIDE (784-2433)
- National Alliance for the Mentally Ill – 1-800-950-6264
- Department of Health and Human Services Drug and Alcohol Treatment Referral Routing Service – 1-800-662-4357

- Veterans – Locate the closest VAMC or VA Regional Office: 1-877-222-8387

**Proposed Opportunities/Activities for 2019-2021 Regarding Drug and Alcohol Prevention and Safety/Security:**

- ✓ Athletic Orientation Session
- ✓ Convocation
- ✓ Orientation Courses, ORI 110 Classes for all New Students ✓ Campus Posters – all year
- ✓ Lions Pride Events for new students each semester
- ✓ Dorm Agreements – each semester
- ✓ Athletic Handbooks – distributed each Fall at Athletic Orientation ✓ Health Policies – distributed each semester
- ✓ Catalog Distribution - distributed annually in the Fall to staff ✓ Employee Personnel Manual Distribution - distributed annually in the Fall ✓ Website for electronic copies of Catalog, Manuals, Consumer information, etc.- all year *www.wallacestate.edu*