



WEST VIRGINIA SCHOOL OF OSTEOPATHIC MEDICINE

DRUG AWARENESS AND PREVENTION PROGRAM

PURPOSE

The West Virginia School of Osteopathic Medicine recognizes the importance of a safe, healthy and efficient work and educational environment. Being under the influence of any illegal drug or alcohol on campus or at institution sponsored functions poses serious risks to a person's health and safety, and jeopardizes the public trust that has been placed in the institution. In recognition of the serious effects of alcohol and drug abuse on the safety, health and performance of individuals, this program provides standards of conduct and clearly prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on the property of the institution. This program will meet legal requirements to provide a "drug-free workplace".

WVSOM recognizes its students and employees as adults and expects them to obey all applicable laws and to take personal responsibility for their conduct. This program applies to the entire college community, including faculty, staff, administrators, students, contractors, subcontractors, volunteers, service providers and visitors.

GENERAL INFORMATION

Substance abuse and drug dependency are problems of significant proportions in our society today. They are the leading causes of preventable illness, disability and death in the United States. Alcohol/chemical dependency is a disease that affects not only individuals but every component of the family, the workplace and the community. Chemical abuse not only includes alcohol and illegal drugs, but also prescription drugs such as tranquilizers, pain medications, sleeping pills, etc.

Drug Abuse in the Workplace

Drugs and alcohol in the workplace have serious implications on overall costs, quality of performance, efficiency and productivity. Drugs can make an individual feel able to handle tasks that are too difficult or too dangerous for him/her. Drugs may make the individual careless and likely to forget important safety steps which result in increased occurrences of accidents. Drugs can lead to increased absences and tardiness, negatively impacting the workloads of other employees. Drugs can lead to crime on the job, including theft of

employee personal belongings or institutional equipment. Abuse of drugs can also lead to major errors in the work performed by the individuals.

Drug Abuse in the Classroom

Drug and alcohol abuse by students can result in ineffective learning, disruptive behaviors, class failures and ultimately suspension or dismissal from school. In addition, those students can be referred for criminal prosecution. Our students particularly, must be made aware of the significant problem of impaired physicians and their impact on the health and safety of patients.

Individual Health Risks

Persons who suffer from chemical dependency are victims of a progressive, fatal disease. Alcoholism addiction affects people of all ages, economic levels and races. The National Institute on Drug Abuse reports that ninety-seven percent of chemically dependent individuals have responsible jobs, a home and a family.

Alcoholism and other drug dependencies are diseases with identifiable symptoms. These symptoms may include changes in alcohol/drug tolerance, blackouts, memory loss, denial, mood swings, behavior changes and loss of control. The disease impairs the person economically, socially, physically, psychologically and spiritually; relationships suffer, work performance is compromised and depression often occurs.

Alcoholism is a disorder that has profound psychological and physiological patterns: 1) Regular daily intoxication, 2) drinking large amounts of alcohol at specific times, and 3) periods of sobriety interspersed with periods of heavy drinking. The course of the disorder is progressive and physical dependence may develop. If this happens, serious symptoms, sometimes life-threatening, can develop if alcohol is withdrawn. Short term effects of alcohol use can include depression, gastritis and liver disease. Chronic alcohol abuse can produce irreversible changes, including dementia, sexual impotence, cirrhosis of the liver and heart disease. Death can occur either as a complication of one of these chronic problems, or acutely secondary to alcohol intoxication by poisoning or aspiration of vomitus.

Impact on Family/Friends

Families are gravely affected by a chemically abusing member. Some of the effects on the family may include: feelings of insecurity, guilt, fear, isolation, anger and resentment. As the chemically dependent person's disease progresses, the effects on the family worsen, jobs and homes may be lost, the person may turn to criminal activities to support the addiction and families often disintegrate. Domestic violence is common under these circumstances.

As a direct physiological consequence, the infants of alcohol and cocaine abusing mothers often have low birth weights and may suffer from malformations and a variety of

developmental problems. Children are often the most vulnerable to the effects of chemical dependency. Growing up in families where their developmental needs are not met, children may face a variety of problems including low self-esteem, inability to trust others, teenage pregnancies and very high risks for chemical abuse and dependency of their own.

Chemical dependency is treatable. With an understanding of the disease and its impacts, family members and friends can take steps to help reduce enabling behaviors. The family's intervention with the user and his or her problem is an essential step which encourages the abuser to seek treatment. Support groups for family members as well as family therapy can provide needed assistance to families as they grapple with the destructive effects of the user's addiction.

For students, assistance and information concerning substance abuse and its treatment may be obtained from the counselors' offices.

A current list of comprehensive treatment programs for employees is available online at <http://www.treatment-centers.net/treatment-directory/west-virginia.html>. These programs are designed for specific individuals or groups, including men, women, mothers and children/adolescents. Many of the program facilities are residential and include both detoxification and continuing treatment.

WVSOM, in providing this information, is not affiliated with these agencies. The institution cannot accept liability for any services, treatment or counseling provided by these agencies or for any acts of misfeasance, nonfeasance or malfeasance by same.

POLICY INFORMATION

The West Virginia School of Osteopathic Medicine, as a public educational institution which receives federal and state funding, is required by federal and state statutes to develop and maintain a drug and alcohol policy for its students and employees. This policy is GA-26 and can be found on the WVSOM web page at <http://www.wvsom.edu/pdf/allpolicies/GA26.pdf>.

Statutes

The WVSOM policy complies with the provisions in the following: the Anti-Drug Abuse Act of 1988, the Drug Free Workplace Act of 1988 (contained in the United States Code, Title 41, Chapter 10, Section 702, et seq.), the 1989 amendments to the Drug Free Schools and Community Act, as articulated in the Education Department General Administrative Regulations (EDGAR) 34 CFR part 86 (the Drug Free Schools and Campuses Regulations), the Drug Free Schools and Communities Act and the Higher Education Opportunities Act of 2008.

Definitions and Provisions

“Illegal drugs” means controlled substances defined by any state or federal regulatory body authorized to designate substances as such. These include, but are not limited to: methamphetamine, heroine, cocaine, cocaine base, PCP, LSD, fentanyl, marijuana, hashish and opium.

“Conviction” means a finding of guilt, (including a plea or nolo contendere) or the imposition of a sentence, or both by any judicial body charged with the responsibility to determine violations of the federal and state criminal drug statutes.

“Contractor” is defined as any department, division, unit or any person responsible for the performance of work under a contract.

The West Virginia School of Osteopathic Medicine will maintain a workplace free of the illegal use of drugs. The unlawful manufacture, distribution, sale, dispensing, possession or use of illegal drugs, the abuse or improper use of prescribed drugs and the use of alcohol on the WVSOM campus or as a part of any college sponsored function is prohibited. Reporting to work, class or any college sponsored function under the influence of alcohol or illegal drugs is prohibited.

Legally prescribed medications taken properly are excluded from prohibition and permitted only to the extent that such medications do not adversely affect a person’s work ability, job performance or the safety of others.

Any person who violates the policy shall be subject to disciplinary action. When reasonable suspicion exists that an independent contractor, volunteer or employee has reported to work under the influence of alcohol, illegal drugs or is impaired due to abuse or misuse of controlled drugs or prescribed medications, the individual may be subject to assessment and disciplinary action, or termination of the service agreement. WVSOM will impose disciplinary sanctions on students and employees consistent with institutional policies, local, state or federal laws for violation of the standards of conduct outlined above. All persons should be aware that violations may result in expulsion from school, termination of employment or referral for prosecution. Sanctions may include, but are not limited to a requirement that the person participate in a drug abuse assistance or rehabilitation program.

Criminal Sanctions

Federal Trafficking Penalties include substantial fines and imprisonment up to life. For the most recent and complete federal penalties information, visit the website of the U. S. Drug Enforcement Administration at www.dea.gov/agency/penalties.htm.

West Virginia Law provides penalties dependent upon the classification of the controlled substance, the particular activity, and whether multiple convictions are involved. West Virginia Code 60A-4-401 contains penalties for prohibited acts involving scheduled

substances. For the most recent and complete West Virginia penalties, visit the website of the West Virginia Legislature at <http://www.legis.state.wv.us/>.

Responsibilities and Procedures

Supervisors and administrators are required to assume primary responsibility for the enforcement of this program and to take appropriate action.

As a condition of employment, school employees agree to abide by the terms of this policy and to notify the Director of Human Resources or designee of any criminal drug or alcohol related conviction for violation of a criminal drug or alcohol statute occurring in the workplace no later than five (5) days after the conviction. All employees are required to sign a drug awareness certification form which will be kept in the personnel file.

After review of the reported incidents and determination of reporting requirements the appropriate administrator will notify the federal granting agency within ten (10) days after receiving notice of a conviction from an employee or otherwise receiving actual notice of the conviction.

The Assistant Vice President for Student Development is responsible for development and communication of a drug and alcohol awareness program for students, in compliance with the Drug Free Schools and Communities Act, which includes: annual distribution of this program or information contained herein to every student. The distribution may be accomplished by publication in electronic or printed format in the Student Handbook or online. The Department of Education recommends a biennial review be conducted in even-numbered years, focusing on the two preceding academic years. Records will be maintained for a period of three years after the year in which they were created. If any litigation, claim, negotiation, audit, review or other action has been started before the expiration of the three-year period, the records will be retained until resolution of all issues or until the end of the regular three year period, whichever is later.

The Vice President for Finance and Facilities is responsible for ensuring that all contractors, sub-contractors or volunteers for services paid by federal grants certify that they maintain a drug free workplace and that they commit to and comply with the terms and conditions of this policy.



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**EMPLOYEE DRUG AND ALCOHOL AWARENESS
CERTIFICATION FORM**

I, _____ certify that I have received a copy of the West Virginia School of Osteopathic Medicine Institutional Policy GA-28, “Maintaining a Drug-Free Workplace” and a copy of the Drug Awareness and Prevention Program.

I agree to abide by the terms of these documents and I am aware that with any violations, I will be subject to disciplinary action, up to and including dismissal. I may also be required to participate in a drug/alcohol-abuse assistance or drug/alcohol rehabilitation program.

In addition, I understand that under federal law and as a condition of employment, if I am convicted of any drug or alcohol related criminal offense for a violation occurring in the workplace, I must report this conviction to the Director of Human Resources within five (5) days of the conviction.

Name (Print): _____

Signature: _____

Date: _____

**PLEASE RETURN THIS COMPLETED FORM TO THE
HUMAN RESOURCES OFFICE**