

Drug and Alcohol Abuse Policy Evaluation.

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 CES College, to certify it has implemented programs to prevent the abuse of alcohol and the use or distribution of illicit drugs by the College's/ 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 dismissal/termination from the College/Institute (students) and termination of employment (employees), and referral for prosecution for violations of the standards of conduct.

The law further requires that the College/Institute conduct a biennial review of its program with the following objectives: to determine 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 the College's/Institute's activities that are reported to campus officials; The number and types of sanctions imposed on students or employees as a result of such violations or fatalities.

The College/Institute 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/Institute fulfills the requirements of the previously mentioned Federal regulations.

The Director, along with the College's Leadership Team is responsible for conducting the review and reporting on the findings. The purpose of CES College Biennial Review of Drug and Alcohol Abuse Prevention Program is to ensure the policy is effective, properly implemented and is in compliance with appropriate regulations.

The following information is examined for the biennial review:

Regulations

CES College Policies related to drug and alcohol use on campus and the sanctions

Alcohol and drug information provided to students and employees and the sanctions imposed for failure to comply

The College's expectations related to student behavior

Resources available to students and employees

Incidents reported

CES College has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by students and employees both on its premises and as a part of any of CES College activities. CES College has a written policy on alcohol and other drugs and distributes this to students during admissions process. It is also available on CES College website. CES Employee Handbook also contains the Drug and Alcohol Abuse Policy.

The materials contain Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on CES College 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 available counseling or treatment program referrals. A statement and description of the disciplinary sanctions the institution will impose on students and employees.

The policy about alcohol and other drugs is discussed with students during orientation and given to employees as a part of onboarding. Compliance with this policy is considered a condition of employment and enrollment at the College.

Incident reports for staff:

Year	Incidents in Workplace	Outcome
2014/2015	0	N/A
2015/2016	0	N/A
2016/2017	0	N/A

Incident reports for students:

Year	Incidents in Workplace	Outcome
2014/2015	0	N/A
2015/2016	0	N/A
2016/2017	0	N/A

DRUG AND ALCOHOL ABUSE POLICY

CES does not tolerate any use of non-prescription drugs and/or controlled substances, and fully complies with the Drug-Free Schools and Communities Act of the United States Congress. CES also forbids the possession, distribution, sale or consumption of alcoholic beverages while on school premises. The School reserves the right to immediately dismiss any student or employee who uses alcohol, non-prescribed drugs and/or controlled substances while on school premises, or a student or an employee who comes to school while under the influence of any of the above. Students or employees in violation of state, federal, or other local regulations with respect to illegal drugs or alcohol may be subject to both criminal prosecution and school disciplinary action.

CES College reserves the right to pass on information regarding possession, use and/or distribution of illegal drugs and drug paraphernalia to local, state, and federal authorities as required. Federal legislation mandates that individuals cannot receive federal aid if they have been convicted of the possession/sale of illegal drugs for an offense that occurred while they were receiving federal student aid.

CES College does not permit alcoholic beverage at student-sponsored events on or off campus. All members of the CES College are responsible for abiding by this policy and the enforcement thereof. Unbecoming behavior or any conduct violation committed by a student or a staff member under the influence of alcohol is not acceptable by CES College. Alcohol abuse is considered any use of alcohol which leads to medical consequences or inappropriate behavior.

CES College has a zero tolerance policy for the use of illegal drugs, drug paraphernalia, and substance abuse of any type. Therefore, any substance, legal or otherwise, that is used for the intention of intoxication/impairment, or misused regardless of intent, and is deemed harmful or potentially harmful to self or others, will be considered substance abuse. All employees and students are responsible for compliance with this policy as a condition of continued employment or enrolment. Violations will be subject to discipline, up to and including immediate termination of employment or enrollment.

CES College reserves the right to inspect all portions of its premises for drugs, alcohol or other contraband. All employees, contract employees students and visitors may be asked to cooperate in inspections of their persons, work/study areas and property that might conceal a drug, alcohol or other contraband. Employees who possess such contraband or refuse to cooperate in such inspections are subject to disciplinary action, up to and including termination.

In an effort to comply with Drug-Free Schools and Campuses Regulations a biennial review will be conducted by CES College.

The penalties for drug offenses can be quite severe. The charges are based upon quantity, intent to sell or distribute, and various other factors, such as evidence of sales activity (i.e., large amounts of money, packaging, etc.), and whether or not weapons are in the individual's possession. The seriousness and ultimate punishment for drug offenses generally is dependent on the classification of the drug, the quantity of the drug, and what is deemed as the intended purpose of the possession (i.e., for personal use or for sale). The unauthorized or unlawful possession, use or distribution of illicit drugs or alcohol may subject the individual to discipline, termination, dismissal, arrest, or citation under applicable criminal laws of the United States, the State of California, or local municipalities. Any student or employee who is convicted of the unlawful possession, use of, distribution of illicit drugs or alcohol is subject to criminal penalties under local, state and federal law.

Drug Testing

Clinical facilities require the school to follow drug-screening requirements, including unannounced testing, prior to working with patients. Test results are confidential, and results are on a pass/fail basis. Students should be advised that CES College is governed by federal law in matters regarding the possession and use of controlled or illegal substances. As referenced in the Drug & Alcohol Abuse Policy outlined in this catalog, the possession or use of amphetamines, cocaine, marijuana, opiates, and phencyclidine are illegal under federal law.

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). A physician's recommendation under that Act has no legal effect under federal law, and a positive drug test result for metabolites of marijuana may result in a student's dismissal from school.

Local, state, and federal laws provide for a variety of legal sanctions and penalties for the unlawful possession or distribution of illicit drugs and alcohol. These sanctions include, but are not limited to, incarceration and monetary fines.

Federal law provides rather severe penalties for distributing or dispensing, or possessing with the intent to distribute or dispense a controlled substance, and penalties of a less severe nature for simple possession of a controlled substance. The type and quantity of the drug, whether the convicted person has any prior convictions, and whether death or previous injury resulted from the use of the drug in question (this, however, is not a factor in a case of simple possession) all affect the sentence.

Federal Offenses: Title 21 U.S.C. Sections 841 and 844 to 845 state that it is unlawful to possess a controlled dangerous substance, including marijuana, cocaine, LSD, PCP, heroin, designer drugs, etc. If the substance is cocaine, or contains a cocaine base, the penalty for simple possession is a fine and/or imprisonment from 5 to 20 years. For other illegal drugs, the penalty for simple possession is a fine of at least \$1000.00 and/or imprisonment up to 3 years. The penalties increase if the possession includes intent to manufacture, distribute, or dispense a controlled substance, especially if done near a public or private elementary, vocational, or secondary school or a public or private college or university. Additionally, any person who violates this law shall be liable for an amount up to \$10,000.00 in civil penalties.

In addition to Federal laws, the State of California has its own laws dealing with distribution, manufacturing, and possession of controlled substances.

The U.S. Code establishes, and authorizes the U.S. Attorney General to revise as needed, classifications of controlled substances. The drugs are each classified in one or more of five “schedules.” Schedule I, being comprised essentially of “street drugs” and Schedule V being comprised of drugs with a “low potential for abuse” when compared with drugs in Schedules I-IV. Examples of Schedule I drugs are heroin and marijuana. PCP, for example, is a Schedule II drug. Amphetamine is a Schedule III drug, while Barbitol is a Schedule IV drug. An example of a Schedule V drug would be a prescription medication with not more than 200 mg of codeine per 100 grams.

The penalties for a first offense conviction of violating the laws described in items (a) and (b) above are:

1. In the case of a Schedule I or II drug which is a narcotic drug, not more than fifteen (15) years in prison, a fine of not more than \$25,000, or both.
2. In the case of a Schedule I or II drug which is not a narcotic drug or in the case of a Schedule III drug, not more than five (5) years in prison, a fine of not more than \$15,000, or both.
3. In the case of a schedule IV drug, not more than three (3) years in prison, a fine of not more than \$10,000, or both.
4. In the case of a Schedule V drug, not more than one (1) year in prison, a fine of not more than \$5,000 or both.
5. Notwithstanding sub-paragraphs (1) through (4) above, the distribution of a small amount of marijuana for no remuneration is punishable by imprisonment of not more than one (1) year and/or a fine of not more than \$5,000.
6. Notwithstanding subparagraph (1) through (4) above, the manufacture, possession, or distribution, or intent to manufacture, possess, or distribute phencyclidine (PCP, “angel dust”) is punishable by up to ten (10) years in prison and/or a fine of not more than \$25,000.

Health Risks of Alcohol and Other Drugs

CES College presents the following information in accordance with the understanding that informed individuals are better prepared to deal with the potential dangers that they may be exposed to.

Alcohol causes loss of concentration and judgment, slowed reflexes; disorientation leading to higher risk of accidents and problem behavior; risk of liver and heart damage, malnutrition, cancer and other illnesses; can be highly addictive to some persons.

Amphetamines can cause rushed, careless behavior pushing beyond your physical capacity, leading to exhaustion; tolerance increases rapidly; causes physical and psychological dependence; withdrawal can result in depression and suicide; continued high doses can cause heart problems, infections, malnutrition, and death.

Cannabis Causes permanent damage to lungs, reproductive organs and brain function; slows reflexes; increases forgetfulness; alters judgment of space and distance.

Cocaine Causes damage to respiratory and immune systems; induces malnutrition, seizures and loss of brain function. Some forms (such as “crack”) are highly addictive.

Hallucinogens (PCP, LSD, Ecstasy) Causes extreme distortions of what’s seen and heard; induces sudden changes in behavior, loss of concentration and memory; increases risk of birth defects in user’s children; overdose can cause psychosis, convulsions, coma, and death. Frequent use can cause permanent loss of mental function.

Opiates (heroin, morphine, opium, codeine) Tolerance increases rapidly; causes physical and psychological dependence; overdose can cause coma, convulsions, respiratory arrest, and death; leads to malnutrition, infection and hepatitis; sharing needles is a leading cause of the spread of HIV and Hepatitis; highly addictive.

Sedatives Tolerance increases rapidly; produces physical and psychological dependence; causes reduced reaction time, and confusion; overdoses can cause coma, respiratory arrest, convulsions, and death; withdrawal can be dangerous; in combination with other controlled substances can quickly cause coma and death.

Available Counseling, Treatment, Rehabilitation or Reentry Program

CES College does not provide in-house alcohol and drug prevention programs, however the school does refer employees and students in need to local counseling and treatment facilities within the campus’s jurisdiction. Students are also encouraged to contact the local Alcoholics Anonymous Organization <http://www.aa.org/>.

Tobacco Free and E-Cigarette Policy

It is the policy of CES College to provide a safe learning and working environment for both students and employees. It is recognized that smoke from cigarettes, pipes and other cigars is hazardous to health. As well, it has been concluded by the FDA that E-cigarettes pose acute health risks and detectable levels of carcinogens and toxic chemicals. Smoking and the use of tobacco and e-cigarette products shall not be permitted on any CES College property, including all buildings and facilities, walkways, and building entrances. This policy applies to all students, faculty, staff, and other persons on campus, regardless of the purpose of their visit. Students and faculty must also abide by all clinical facility rules and regulations pertaining to smoking.

SCHOOL SANCTIONS (Applied to all categories of substances)

These sanctions are in addition to any criminal sanctions, which may be imposed. Student

employees are subject to both employee and student sanctions. Vocational Nursing students, please refer to VN Program Handbook.

Students: Possession, use, sale of any amount on school property or as part of any school activity is prohibited. Sanctions for this violation could lead up to expulsion.

1. Disciplinary Probation – A specified period of time, during which the student's activities may be curtailed, for which an active student is advised in writing of probable suspension or expulsion for future misconduct.
2. Suspension – Temporary exclusion from any curricula activities for a specified period of time with the student advised in writing of probable suspension or expulsion for future misconduct. Conditions for terminating period and appeal will be stated in the written order of suspension.
3. Expulsion– Termination of student status for an indefinite period; usually a permanent dismissal from the school. Conditions of expulsion and appeal will be stated in the written order of expulsion.

Faculty/Staff: Performing school business under the influence, possession, use, sale, or furnishing any alcohol, non-prescribed drugs and/or controlled substances is prohibited. Sanctions for this violation will lead to dismissal.

LOCAL TREATMENT RESOURCES

The following is a sampling of local area information and treatment resources. CES COLLEGE does not endorse any of the institutions referenced below.

Valley Community Clinic

6801 Coldwater Canyon Avenue, Suite 1-B, North Hollywood CA, 91605 (818) 763-1718x392

CRI Help Inc The George T. Pflieger Center

11027 Burbank Boulevard North Hollywood CA, 91601 (818) 985-8323

Van Nuys Drug and Alcohol Abuse Program

15015 Oxnard Street Van Nuys, CA 91411 Tel: (818) 787 - 4151

Alcoholics Anonymous (Los Angeles) (323) 936-4343

Narcotics Anonymous (Los Angeles) (310) 390-0279

Drug Abuse & Crises Intervention (800) 234-0246

The Alcoholism and Drug Abuse Hotline 1-800-252-6465

The Cocaine Hotline at Recovery.org 1-855-948-7668

The National Institute on Drug Abuse Treatment Referral Hotline 1-800-662-4357