	Nightingale College Policy		<b>PS, LALR, &amp; NES</b>	
	Published:		Last Revised:	04/30/2018
	<b>Title: Drug and Alcohol Use Policy</b>			

**STATEMENT OF POLICY**

Nightingale College is committed to providing a safe and healthy workplace and learning environment free of illicit drugs and alcohol that may impair judgment and job performance and result in injury to collaborators, learners, and visitors. The College collaborators are required to report to work in appropriate mental and physical condition, and learners are expected to engage in safe and healthy activities that contribute to a safe learning environment. The College has a comprehensive Drug and Alcohol Abuse Prevention Program that is available to all members of the College community.

In accordance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, learners and collaborators are prohibited from the unlawful possession, use, or distribution of illicit drugs or alcohol while conducting college-related activities off College premises or as part of College activities.

Nursing Education Services has additional written policies that govern nursing learners who demonstrate unsafe behaviors during their participation in any learning experience, including classroom, clinicals laboratory, clinical setting, and other school sponsored functions.

**TO WHOM THIS POLICY APPLIES**

This policy applies to all College learners, and collaborators.

**DEFINITIONS**

- College: College refers to Nightingale College.
- Collaborators: College faculty and staff.
- Faculty: full-time, part-time, adjunct faculty and instructors of the College.
- Learners: Refers to students who are registered/enrolled for credit- or non-credit bearing coursework.
- People Services: Refers to Human Services Department.
- Staff: full-time, part-time individuals employed by the College for executive, clerical, sales work, etc.


**PROHIBITED CONDUCT UNDER THIS POLICY**

While on College property and conducting college-related activities off College premises or as part of College activities, the College prohibits learners and collaborators from the unlawful possession, use, or distribution of illicit drugs or alcohol.

Collaborators of the College are required to report to work in appropriate mental and physical condition. The College prohibits collaborators from using prescribed drugs on the job if the drugs impair the collaborator’s ability to perform the essential functions of the job effectively or cause the collaborator to act in a manner that endangers other individuals in the workplace.

The College prohibits collaborators from returning to work after a criminal drug statute violation

*Copyright © 2016 Nightingale College. All Rights Reserved. The information in this document is subject to change without notice. The electronic version of this document, as approved and maintained on the Nightingale College Shared Drive, is the only valid version and supersedes all other versions in any and all forms.*

	Nightingale College Policy		<b>PS, LALR, &amp; NES</b>	
	Published:		Last Revised:	04/30/2018
	<b>Title: Drug and Alcohol Use Policy</b>			

occurring in the workplace unless collaborator have notified their immediate supervisor and the coordinator of people services of their conviction for a criminal drug statute violation occurring in the workplace no later than five (5) days after such conviction. Following notification of the violation, the College may impose disciplinary sanctions up to and including immediate termination of employment.

The College prohibits collaborators from operating any College equipment while under the influence of alcohol or non-prescribed controlled substances. Collaborators using prescribed or over-the-counter medication are prohibited from operating College equipment at any time when their ability to do so might be impaired by the medication. The College reserves the right to require testing of collaborators for alcohol (including medications containing alcohol) or illegal or controlled substances, based on reasonable suspicion.

**RESPONSIBLE ADMINSTRATOR**

The coordinator of people services is responsible for enforcing this Policy on Drug and Alcohol Use on behalf of the College for conduct involving collaborators.

The director of nursing education services/designee is responsible for enforcing this Policy on Drug and Alcohol Use on behalf of the College for conduct involving learners.

**DISCIPLINARY SANCTIONS**

Collaborators and learners who violate the College’s policy will be subject to disciplinary action by the College. The severity of the imposed sanctions will be appropriate to the violation; possible sanctions include suspension, probation, dismissal, restitution, official censure or reprimand, mandatory participation in a rehabilitation program, unpaid suspension from employment, loss of the privilege of operating a college vehicle, and/or termination of employment and referral for prosecution and other actions the College deems appropriate

**RELATED POCLICIES**


Drug and Alcohol Abuse Prevention Program

**HISTORY**

Date of Last Action	Action Taken	Authorizing Entity
April 25, 2018	Reviewed by Kevin Smith & Marisha Grimley	V.P.Operations Controller

**SIGNATURE, TITLE, AND DATE OF APPROVAL**

Approved: Vice President, Operations | Controller: Kara

	Nightingale College Policy		<b>PS, LALR, &amp; NES</b>	
	Published:		Last Revised:	04/30/2018
	<b>Title: Drug and Alcohol Use Policy</b>			

D McDonald-Harmon

Date: \_\_\_\_\_