



Drug Free Campus Procedures

1. Purpose

1.1 The University of Nebraska Medical Center (UNMC) is committed to providing a Drug Free Campus.

2. Scope

2.1 This policy is applicable to all UNMC students, and employees to include Office/Service, Managerial/Professional, Faculty, and Other Academic positions. It also may apply to campus visitors such as applicants for educational programs, applicants for employment, volunteers, and vendors.

3. Basis of the Policy

3.1 The University of Nebraska desires to provide an alcohol and drug-free, healthy, safe, and secure work environment and has established a code of conduct for all campuses of the University of Nebraska system. UNMC will comply with all federal and state laws, regulations and orders, including the policies of the Board of Regents which pertain to providing a drug free campus.

4. Authorities and Administration

4.1 The UNMC Assistant Vice Chancellor and Executive Director of Human Resources is responsible for the administration, implementation, and maintenance of the Drug Free Campus Policy at the campus level.

5. Procedures

5.1 Drug Free Workplace, including Chemical Dependency

Expectations:

Individuals employed at UNMC are expected to be aware of the physical, psychosocial, and legal consequences of substance abuse and chemical dependency. Substance abuse and

chemical dependency impair both personal and professional functioning, as well as an individual's health and well-being.

Substance abuse and chemical dependency may also endanger co-workers, family members, and patients in the health care setting. Information about substance abuse and chemical dependency may be obtained from the UNMC Employee Assistance Program administered by Arbor Family Counseling.

The unlawful use of the following drugs of abuse: depressants (for example, alcohol, barbiturates, opioids, and other controlled drugs with sedative or hypnotic activity), cannabis, stimulants, and hallucinogens on the UNMC campus by employees is strictly prohibited.

UNMC employees must notify their department heads of any criminal drug statute convictions for violations occurring in the workplace no later than five (5) days after such conviction. Under the compliance provisions of the Drug-Free Workplace Act of 1988, UNMC shall notify the appropriate federal agency within ten (10) days of receiving notice of a criminal conviction for a violation occurring in the workplace for employees who are paid under federally funded grants.

5.2 UNMC Position on Chemical Dependency:

UNMC supports the position that chemical dependency is a disease that can endanger the health and wellbeing of students, employees, and faculty and can have a negative effect on the public they serve. UNMC advocates treatment and rehabilitation for affected students, employees, and faculty in a manner that first protects the public, while allowing a reasonable opportunity for recovery and re-entry into the workplace/classroom. Chemical dependency is recognized as a disease, and employee relations issues will be administered from this philosophy and in accordance with all legal requirements of state and federal law.

UNMC does not illegally discriminate in its academic program or employment practices against individuals who are recovering from chemical dependency. UNMC takes a community leadership role in health care professional education, research, and public education about substance use, abuse, and dependency.

5.3 Corrective and Disciplinary Actions:

Violation of the Drug Free Campus Policy by either faculty or staff may result in corrective and disciplinary action up to and including termination of the individual's employment and referral for prosecution by proper authorities under local, state, and/or federal law.

Licensed health care professionals who demonstrate "habitual intoxication or active dependency on or addiction to the use of alcohol orany kind of controlled substance or narcotic drug" are subject to mandatory reporting to the Nebraska Department of Health and Human Services Regulation and Licensure within 30 days of discovery unless the potential reporter is a spouse or health care provider engaged in a legitimate practitioner-patient relationship or the individual is enrolled in the Licensee Assistance Program (LAP) and is in compliance with the LAP program requirements. (State of Nebraska Uniform Licensing Law, 1996).

Any violation of the Employee Health and Safety Policy, including unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on the UNMC campus, any criminal drug statute conviction for a violation occurring in the workplace, or working while under the influence of alcohol or a controlled substance, may result in disciplinary actions up to and including termination of employment.

5.4 Health Risks Associated with Use of Illicit Drugs and Abuse of Alcohol:

1. Most drugs of abuse, including alcohol, can cause psychological and physical dependence. As a result, many individuals experience significant psychological, physical, and personal problems associated with their chemical use.
2. Areas of an individual's life that may be affected by chemical use include family, occupational, and social life.
3. Any drug which is injected through contaminated or shared needles may carry the risk of hepatitis, endocarditis, AIDS or other infectious diseases.
4. Use of drugs of undetermined potency or content (street drugs) may result in exposure to unanticipated psychoactive substances or other substances toxic to humans.
5. Withdrawal of addictive sedative or depressant agents usually results in stimulation and agitation while depressive symptoms usually accompany stimulant withdrawal.

Employees and faculty who recognize a problem related to their alcohol or drug use may voluntarily seek confidential assistance through the Employee Assistance Program administered by Arbor Family Counseling. Exceptions to confidentiality may include situations where there is a suspicion of danger to self or others.

When a staff or faculty member is aware of an employee's behavior that is consistent with impairment, these individuals shall immediately report this behavior to an appropriate supervisor, administrator or Human Resources-Employee Relations. Concerns regarding student behaviors shall be reported immediately to Academic Affairs, Student Success.

5.5 UNMC Employee Assistance Program (EAP)

The Employee Assistance Program administered by Arbor Family Counseling will be available to conduct drug-free awareness programs to educate UNMC employees about the following:

1. The availability of assistance offered through the Arbor Family Counseling EAP.
2. Education about chemical dependency.

Arbor Family Counseling EAP is available to all employees and family members needing information about and/or other assistance with alcohol or drug-related problems. Arbor EAP provides information and cost-free confidential counseling services for employees/family members with concerns regarding substance abuse or dependency and can provide the following resource information to employees and family members:

1. Campus/community support groups, i.e. 12-step recovery programs such as Alcoholics Anonymous (AA), Al-Anon (for family and friends of the alcoholic), Narcotics Anonymous (NA), Cocaine Anonymous (CA), Adult Children of Alcoholics (ACA).
2. Individual/private practice therapists/counselors with chemical dependency counseling expertise.

Information about UNMC employee health insurance coverage for chemical dependency treatment should be directed to the UNMC Benefits office at unmcbenefits@unmc.edu.

Consultation to Arbor Family Counseling EAP will be handled confidentially to the extent permitted by law and in accordance with UNMC policies and procedures. Arbor Family Counseling EAP offices are located at 11605 Arbor Street, Ste 106. The 24-hour helpline is 402-330-0960. Additional information is available at [Arbor Family Counseling.com](http://ArborFamilyCounseling.com).

6. Notice of Non-Discrimination

Please see UNMC's [Non-Discrimination and Sexual and Other Prohibited Harassment](#) regarding the University of Nebraska Medical Center's commitment to creating a diverse and inclusive working and learning environment free from discrimination and harassment.

For additional information, contact Human Resources, Employee Relations at employeerelations@unmc.edu.

[Policy #1003 – Drug Free Campus Policy](#)

[Policy #1098 – Corrective and Disciplinary Action Policy](#)

[Procedures #1098 – Corrective and Disciplinary Action Procedures](#)

[Policy #1106 - Fitness for Duty](#)

[Procedures #1106 - Fitness for Duty](#)

[Standards of Conduct for Employees and Students Regarding Alcohol and Drugs](#)