

Drug and Alcohol Abuse Prevention Program (DAAPP)  
Annual Information

Northwest University  
2020

## Northwest University

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

- I. Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- II. A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- III. A description of the health risks associated with the use of illicit drugs and alcohol abuse;
- IV. A description of any drug or alcohol counseling, treatment, rehabilitation, or reentry programs that are available to employees or students; and
- V. 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.

### I. Standards of Conduct

#### *A. Employees*

The Drug-Free Workplace Act of 1988, 34 CFR Part 84, Subpart F requires certification by schools who receive Federal funds that they will maintain a drug-free workplace.

In compliance with this order employees are hereby notified that unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace at Northwest University and if found in violation of the above are subject to immediate termination. The University must receive notification from the employee within five days of any criminal drug statute conviction in the workplace.

Although marijuana use and possession is legal under Washington State law, it remains illegal under Federal law and is inconsistent with the values of Northwest University. Employees may not use marijuana under any circumstances. Violation of this policy may subject the employee to disciplinary action, up to and including termination of employment.

Employees must inform their immediate supervisor if the employee is taking any prescription medication that may affect the employee's behavior or performance. The proper use of medication prescribed by a licensed physician shall not constitute a violation of this policy.

#### *B. Currently Enrolled Students*

Northwest University is an alcohol-free, tobacco-free, marijuana-free campus. Northwest University's current Alcohol and Substance Use policies can be found in the applicable student handbook under the Code of Conduct section. Below is an abbreviated version of the longer policies.

### *Traditional Undergraduate Program*

The possession, use, consumption, manufacture, or distribution of any type of marijuana product and paraphernalia, controlled medication not prescribed by a healthcare provider, or illegal substance or its synthetic variation on University Property, in conjunction with any University-Sponsored Activities, or while enrolled as a student is specifically prohibited by Northwest University policy.

The university recognizes the potential negative impact to one's physical, psychological and developmental wellbeing in the use of certain products, specifically during the formative undergraduate years. Therefore, traditional undergraduate students are to refrain from the use of alcoholic beverages during their time of enrollment.

### *Non-Traditional – Graduate, Online, and Adult-Evening Programs*

The possession, use, consumption, manufacture, or distribution of any type of marijuana product and paraphernalia, controlled medication not prescribed by a healthcare provider, or illegal substance or its synthetic variation on University Property, in conjunction with any University-Sponsored Activities, or while enrolled as a student is specifically prohibited by Northwest University policy.

Students enrolled in graduate or College of Adult Professional Studies programs must exercise responsible freedom and obey all civil laws regarding the consumption of alcohol. Students who come to campus or class under the influence of drugs or alcohol will be subject to disciplinary action.

## **II. Legal Sanctions**

### *A. Federal*

Federal law provides criminal and civil penalties for unlawful possession or distribution of a controlled substance. Under the Controlled Substance Act as well as other related federal laws, the penalties for controlled substance violations includes, but is not limited to, incarceration, fines, potential for the forfeiture of property used in possession or to facilitate possession of a controlled substance (which may include homes, vehicles, boats, aircrafts and any other personal or real property), ineligibility to possess a firearm, and potential ineligibility to receive federal benefits (such as student loans and grants). Browse fact sheets on drugs and information on Federal Drug Trafficking Penalties from the Drug Enforcement Administration (DEA) at <https://www.dea.gov/drug-information>.

### *B. State/Local*

Revised Code of Washington (RCW Title 66) prohibits multiple forms of use, manufacturing, selling, or intoxication by drugs or alcohol. It is unlawful for any person to sell, give, or otherwise supply liquor to any person under the age of twenty-one years or permit any person under that age to consume liquor on his or her premises or on any premises under his or her control (RCW 66.44.270).

It is an unlawful civil infraction for any person to possess an open container of any alcoholic beverage or marijuana while in any city park. Any person having an open container within one's immediate reach or control

(such as at a bench, picnic table, blanket, or motor vehicle where that person is sitting) within a city park may be considered to be in possession of the container for the purposes of this section. A person is exempt from this section as it relates to alcoholic beverages to the extent that his/her actions are in accordance with a parks and community services department use permit (KMC 11.80.210).

It is unlawful for any person to open a container or possess an opened container of intoxicating liquor or marijuana in a way open to the public or a public place other than, in the case of intoxicating liquor, a public place specifically identified and posted as a place where intoxicating liquor may be consumed. Violation of this section shall constitute a civil infraction (KMC 11.84A.050).

RCW Title 66 relating to alcohol beverage control and RCW Title 69 relating to food and drugs possess extensive legal rights and responsibilities for alcohol and other intoxicating substances. Any person convicted under this chapter of violation of any of the provisions adopted in RCW Titles 66 and 69 is guilty of a serious crime as designated in RCW penal codes and KMC penal codes.

### III. Health Risks

<https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>

Health (and other) risks associated with the use of alcohol and other drugs include, but are not limited to: impaired academic or work performance; lost potential; absenteeism from class or work; financial problems; doing things one later regrets; conflicts with classmates, co-workers, families, friends and others; sexual assault, and other sexual violence; unwanted pregnancies; sexually-transmitted diseases; unusual or inappropriate risk-taking which may result in physical or emotional injury to oneself or others, or death; blackouts; hangovers; mood alterations and emotional instability; long-term health problems as described below; psychological or physical dependence as described below; and legal problems including imprisonment.

The use of any mood-altering substance, including alcohol, can lead to psychological dependence, which is defined as a need or craving for the substance and feelings of restlessness, tension or anxiety when the substance is not used. In addition, with many substances use can lead to physical tolerance, characterized by the need for increasing amounts of the substance to achieve the same effect, and/or symptoms when the substance is no longer being used. As tolerance and psychological or physical dependence develops, judgment becomes impaired and people often do not realize they are losing control over the use of the substance and that they need help.

### IV. Drug and Alcohol Programs

#### A. *Employees*

The following programs and services are available for employees:

- Celebrate Recovery, <https://www.celebraterecovery.com/>, Christian 12-step recovery
- The Center, <https://www.aplaceofhope.com/our-programs/addiction/>
- Lakeside-Milam Recovery Center, [www.lakesidemilam.com/](http://www.lakesidemilam.com/)
- Alcoholics Anonymous, <https://www.aa.org/>
- Narcotics Anonymous, <https://www.na.org/>

- Washington Recovery Help Line, 1-866-789-1511 - 24 Hours, [www.warecoveryhelpline.org/](http://www.warecoveryhelpline.org/)
- Drug Help Line in WA State, 206-722-3700, [www.adhl.org/](http://www.adhl.org/)
- Coalition Against Drug Abuse, 1-800-943-0566 - 24 Hour Helpline, [www.drugabuse.com](http://www.drugabuse.com)
  
- All full-time benefit-eligible employees and their family members have access to Chemical Dependency Treatment Programs through Premera Blue Cross:  
<https://www.premera.com/wa/member/support/mental-health/>
  
- Allows the use of accrued paid sick or vacation, if applicable, while seeking treatment for alcohol and other drug problems; unpaid leaves of absence may also be available.

Prevention:

Human Resources provides all staff and faculty training to promote a substance-free workplace. This training was developed to provide employees an understanding of the negative impact alcohol, drugs, and tobacco have in the workplace and identify signs of substance abuse and dependency.

***B. Currently Enrolled Students***

Treatment:

The Northwest University Wellness Center does not offer chemical dependency counseling, treatment, or rehabilitation. However, students with chemical dependency concerns can speak with a Wellness Center counselor for assistance with off-campus referrals. Applicable treatment fees are the student's responsibility. In order to resume services at the Wellness Center, the student must provide documentation from the treatment center from which they obtained rehabilitation confirming that the Wellness Center is the appropriate level of care for the circumstances at the time.

Listed below are examples of referral resources for chemical dependency:

- Meier Clinics Bothell, <http://www.meierclinics.com/>
- The Center, Edmonds, <https://www.aplaceofhope.com/>
- Lakeside-Milam Recovery Center, Kirkland, WA, [www.lakesidemilam.com/](http://www.lakesidemilam.com/)
- Celebrate Recover, <https://www.celebraterecovery.com/>
- Alcoholics Anonymous, <https://www.aa.org/>
- Narcotics Anonymous, <https://www.na.org/>
- Washington Recovery Help Line, 1-866-789-1511 - 24 Hours, [www.warecoveryhelpline.org/](http://www.warecoveryhelpline.org/)
- Drug Help Line in WA State, 206-722-3700, [www.adhl.org/](http://www.adhl.org/)
- Coalition Against Drug Abuse, 24 Hour Helpline, [www.drugabuse.com](http://www.drugabuse.com)

Prevention:

The Wellness Center's main prevention is awareness and psychoeducation. Brochures are available at the Wellness Center. Additional resources are available on the Wellness Center's website (<https://eagle.northwestu.edu/departments/wellness-center/local-resources/#CounselingResources>).

Listed below are examples of resources available:

- College Drinking, <https://www.collegedrinkingprevention.gov/Default.aspx>
- College Survival Guide, <https://psychcentral.com/college/>

## V. Disciplinary Sanctions

### A. Employees

In compliance with the Drug-Free Workplace Act of 1988, 34 CFR Part 84, Subpart F requires certification by schools who receive federal funds that they will maintain a drug-free workplace.

In compliance with this order employees are hereby notified that unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace at Northwest University and if found in violation of the above are subject to immediate termination. The University must receive notification from the employee within five days of any criminal drug statute conviction in the workplace.

Generally, the framework for Northwest University's progressive disciplinary process may include four steps:

1. Verbal notice
2. Written notice
3. Final written warning/probation
4. Termination

However, the University reserves the right to bypass steps in this process depending on the nature or seriousness of the specific incident, the pattern of the employee's past performance and conduct, and/or other reasons as appropriate in the sole discretion of the University. Any prior disciplinary steps may be considered as part of any subsequent actions. Any written warning, memorandum, or other communication regarding the disciplinary matter should be filed in the employee's personnel file. Such documentation should not be purged from that file.

Generally, if an employee's performance or conduct is not acceptable, the supervisor should attempt to find out why and counsel the employee informally. If the unsatisfactory performance or conduct continues, a formal conference between the supervisor and employee may be held. All relevant facts, including the employee's explanation and any mitigating circumstances, should be considered before corrective action (or termination) is taken. If the University determines in its sole discretion that there is not satisfactory improvement or that the conduct in question has been repeated or a single offense is sufficiently serious, the employee may be terminated for cause.

A detailed description of Northwest University's employee disciplinary process can be found here:

<http://eagle.northwestu.edu/departments/employee-manual/disciplinary-process/>

### B. Currently Enrolled Students

Any student who is found in violation of the above stated policy may receive Northwest University disciplinary sanctions, up to and including removal from campus housing, suspension, or dismissal from the university. Guests on any of the Northwest University campuses found in possession of these substances will be asked to leave the campus immediately and their future access to the campuses may be restricted. Violations of city, county, state and federal laws regarding the use of illegal drugs and/or alcoholic beverages may result in referral

to the proper local, state or federal law enforcement authorities as well as the University student accountability processes.

Northwest University reserves the right to conduct a search anywhere on University Property, including any campus residence or any vehicle that is located on University Property. Given the potential threat to student health and safety, searches may especially be used when illegal drugs or alcohol are believed to be present.

## **VI. Annual Notification of the DAAPP**

### ***A. Employee Notification***

Notification of the information contained in the DAAPP will be distributed to all current employees of the University on an annual basis via email. On approximately a monthly basis, all new employees receive access to the DAAPP as part of the online Preventing Discrimination and Sexual Violence training provided to all new employees. The DAAPP is also available for review under the Employee Manuals website.

### ***B. Student Notification***

Notification of the information contained in the DAAPP will be distributed to all currently enrolled students on an annual basis via email. At the start of every semester, all new students receive access to the DAAPP as part of the online Preventing Discrimination and Sexual Violence training provided to all new students. The DAAPP can be accessed on the Student Development, Campus Security, and Human Resources website.

## **VII. Oversight Responsibility**

The Associate Provost and Dean of Student Development shall have administrative responsibility of the DAAPP including, but not limited to: updates, coordination of information required in the DAAPP, coordination of the annual notification to employees and students, and conducting a biennial review. The Director of Human Resources, Director of Security, and Director of Wellness Center will assist the dean in making revisions or updates to the DAAP policies and process, including all compliance with federal laws. Final revisions are taken to the President's Cabinet for approval prior to annual dissemination.