



University of Pittsburgh

Office of Human Resources
Office of the Associate Vice Chancellor

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MEMORANDUM

TO: University of Pittsburgh Faculty, Staff, and Student Employees

FROM: Ronald W. Frisch *RWfrisch*

DATE: January 19, 2011

SUBJECT: Drug-Free Workplace/Drug-Free Schools Policy

Following is the University's Drug-Free Workplace/Drug-Free Schools Policy. The annual distribution of this policy continues to be a requirement of the provisions of the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendments of 1989.

Sanctions will be imposed upon employees who violate this policy. Similarly, there are serious sanctions should the University violate this policy. A granting agency may suspend payments under a grant or contract, suspend or terminate the grant or contract, or suspend or debar the grant recipient.

DRUG-FREE WORKPLACE/DRUG-FREE SCHOOLS POLICY

To implement its commitment to provide a drug-free environment for its students, faculty, and staff, the University of Pittsburgh has established the following policy.

The University of Pittsburgh prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on University property or as part of any University activity. Faculty, staff, and students of the University must also comply with the laws of the Commonwealth of Pennsylvania on the possession and consumption of alcohol.

Violation of this policy will result in disciplinary action, including, but not limited to a warning, written reprimand, suspension, dismissal, expulsion, and/or mandatory participation and successful completion of a drug abuse assistance or rehabilitation program approved by an appropriate health or law enforcement agency.

Any University employee paid from federally funded grants or contracts, or any student participating in any federally funded or guaranteed Student Loan Program, must notify the University of any criminal drug statute conviction for a violation occurring at the University or while engaged in University activities. Federal student aid eligibility may be forfeited due to certain drug convictions.

Under the drug-free awareness program, the University will distribute literature informing employees and students of the dangers of drug abuse, and provide information on available drug counseling, rehabilitation, employee assistance programs, and penalties that may be imposed for violation of this policy.

All University employees and students will be given a copy of the Drug-Free Workplace/Drug-Free Schools Policy annually.

A biennial review of the University's program will be conducted to determine the program's effectiveness, to ensure that the sanctions against those who violate the policy are consistently enforced, and to determine the number of drug and alcohol-related violations and fatalities that have occurred on University property or as part of the University's activities, and the number and type of sanctions imposed as a result of such violations.

Upon request, the associate vice chancellor for human resources must provide to the Secretary of Education and members of the general public a copy of this policy and the results of the biennial review.

DRUG-FREE WORKPLACE ACT OF 1988

The Drug-Free Workplace Act of 1988 requires federal grant recipients and certain federal contractors to take action aimed at establishing and maintaining "drug-free" workplaces. The legislation covers any federal contractor, other than an individual, who enters into a contract with any federal agency for the procurement of property or services of a value of \$25,000 or more, all federal grantees, regardless of the value of the grant, and all individual federal contractors, regardless of the value of the contract.

As a federal contractor, the University and its employees who are paid from federally funded grants or contracts are subject to the provisions of this act.

The Act requires persons and entities covered thereunder, other than individuals, to certify to the agency with whom they have contracts, or from whom they have received a grant, that they will establish and maintain a drug-free workplace by:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace and specifying actions that will be taken against employees for violations of such prohibition.
- B. Establish a drug-free awareness program to inform employees about:
 - The dangers of drug abuse in the workplace,
 - The employer's policy of maintaining a drug-free workplace,
 - Any available drug counseling, rehabilitation, and employee assistance program,
 - The penalties that may be imposed upon employees for drug abuse violations.
- C. Making it a requirement that each employee engaged in the performance of a contract or grant is given a copy of the statement required by subparagraph A.
- D. Notifying each employee in a statement required by subparagraph A that, as a condition of employment of such contract or grant, the employee will:
 - Abide by the terms of the statement,
 - Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

- E. Notifying the contracting or granting agency within ten days after receiving notice under subparagraph D from an employee or otherwise receiving actual notice of such employee conviction.
- F. Taking appropriate personnel action, up to and including termination, against employees who serve notice of a conviction under subparagraph D above, or requiring such employees to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency, within 30 days of receipt of such notice.
- G. Making a "good faith" effort to continue to maintain a drug-free workplace through implementation of subparagraphs A, B, C, D, E and F.

DRUG-FREE SCHOOLS AND COMMUNITIES ACT AMENDMENTS OF 1989

The Drug-Free Schools and Communities Act Amendments of 1989 require that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education, state educational agency, or local educational agency must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of drugs and alcohol by students and employees.

As set forth in the statute, the University of Pittsburgh's program is required to provide at a minimum:

- A. An annual distribution, in writing, to each employee and student (regardless of the length of the student's program of study), including:
 - Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs and alcohol by students and employees on its property or as a part of any of its activities,
 - A description of applicable legal sanctions under local, state, or federal law,
 - A description of health risks associated with the use of illicit drugs and the abuse of alcohol,
 - A description of available drug or alcohol counseling, treatment, or rehabilitation or re-entry programs,
 - A clear statement of the disciplinary sanctions that the University will impose on students and employees.
- B. A biennial review by the University of its programs to determine its effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

SOCIAL IMPACT

Substance abuse is a major social and medical problem in the United States. It is known that serious consequences result from substance abuse for the abuser. Abusers create problems for themselves and also for employers, coworkers, classmates, family, and society in general. Substance abuse problems can develop in men and women of all ages, races, and occupations and can have long-reaching effects.

Alcohol is the most commonly used drug in the United States. The results from The United States Substance Abuse and Mental Health Services Administration's National Survey on Drug Use and Health completed in 2006, suggest that over half of individuals 18 years of age and older had consumed alcohol within 30 days of completing the survey.

Alcohol and other drug use are common among college students. Approximately 66.4 percent of college students reported use of alcohol at least once in the past month and nearly 45.5 percent reported binge drinking. In addition, 16.3 percent of young adults, between the ages of 18 and 25 reported marijuana use within the past month. Also among the young adult population, 27.7 percent reported using psychotherapeutic drugs non-medically at some point in their lives.

HEALTH EFFECTS

Drinking contributes to health problems including diseases of the liver, digestive tract, and respiratory, nervous and cardiovascular systems. In addition, accidents and violence are highly correlated with alcohol and drug use and abuse. Adverse consequences of drug abuse include the increased risk of morbidity and diseases such as hepatitis and AIDS, as well as the potential of developing drug dependency. There are also well publicized health risks associated with tobacco use, particularly cancer and heart disease. Among students, problems also can arise from inexperience and lack of control, and substance use can lead to academic problems, injuries, campus crime, legal problems, fights, and interpersonal problems.

In addition to complying with state and federal statutes and regulations, the University has a desire to identify and control, to the extent possible, environmental factors that influence the health and safety of members of the academic community. These environmental factors include the minimization of problems related to alcohol and other drug use.

PREVENTION AND EDUCATION

The University, through its academic and student support centers, will distribute literature informing students of the dangers of drug and alcohol abuse within and outside the campus community, and provide information on available alcohol and drug counseling, rehabilitation, student assistance programs, and sanctions that may be imposed for violation of this policy. The University will distribute literature that informs employees of the dangers of drug abuse in the workplace, and provide information on available drug counseling rehabilitation and employee assistance programs.

The applicable legal sanctions under federal, state, and/or local laws include, but are not limited to, a monetary fine, suspension of motor vehicle operating privileges, imprisonment, community service, counseling/treatment or completion of a mandatory education program.

Alcohol and other drug problems on the University of Pittsburgh campus are addressed through three levels of prevention programming – primary, secondary, and tertiary.

Primary prevention is directed toward creating a supportive campus environment that reinforces non-use of illicit drugs and the responsible, legal use of alcohol. Ideally, these program efforts prevent individuals from ever abusing alcohol and other drugs.

Secondary prevention is the programming designed to identify and assist individuals considered at high risk for developing alcohol or other drug problems. Individuals who exhibit some level of problematic alcohol or other drug use or who come from a family afflicted with substance abuse would be suitable targets for intervention activities.

Tertiary prevention is aimed at individuals already treated for substance abuse and who are in recovery. Program activities should assist these members of the University community in preventing relapse and maintaining their recovery on campus.

Several departments throughout the University support these educational efforts, where appropriate, through program or curriculum development.

PITTSBURGH CAMPUS INFORMATION AND ASSISTANCE FOR ALCOHOL OR DRUG ABUSE

An important step in overcoming any problem is to know where to turn for assistance. Information, counseling, and treatment for alcohol or drug problems are available through resources in the community and costs may be covered by health care benefits. Some of the resources include:

University of Pittsburgh Student Health Service (Students only)

Medical Arts Building, Suite 500
3708 Fifth Avenue
Pittsburgh, PA 15213
412-383-1830

University of Pittsburgh Counseling Center (Students only)

334 William Pitt Union
3959 Fifth Avenue
Pittsburgh, PA 15260
412-648-7930

Life Solutions (Available to all faculty and staff)

Formerly, Faculty and Staff Assistance Program
University Center, Suite 200
120 Lytton Avenue
Pittsburgh, PA 15213
412-647-3327
866-647-3432

Western Psychiatric Institute and Clinic

Center for Psychiatric and Chemical Dependency Services
Oxford Building, Suite 900
3501 Forbes Avenue
Pittsburgh, PA 15213
412-246-5910

Gateway Rehabilitation Center

100 Moffett Run Road
Aliquippa, PA 15001
412-766-8700

Mercy Behavioral Health

1-877-637-2924

Cove Forge

21 Wharton St Suite 120
Pittsburgh, Pa 15203
412-431-3363

Greenbriar Treatment Center

Washington 725-225-9700
Squirrel Hill 412-421-4311
Robinson Twp 412-788-6292
New Kensington 724-339-7180
South Hills 412-885-7180

Turtle Creek Valley MH/MR Alternatives Drug and Alcohol Program

70 South 22nd Street
Pittsburgh, PA 15203
412-381-2100

Turtle Creek Valley MH/MR Inc.

201 East 18th Avenue
Homestead, PA 15120
412-461-4100

519 Penn Avenue, Suite 202
Turtle Creek, PA 15145
412-824-9300

723 Braddock Avenue
Braddock, PA 15104
412-351-0222

Pyramid Healthcare

Birmingham Towers, Suite 321
2100 Wharton Street
Pittsburgh, PA 15203
412-481-1922

For all faculty and staff as well as their dependents enrolled in UPMC Health Plan coverage, a complete listing of behavioral health providers can be found within the link to the Web site below or by calling:

1-877-461-8610

www.upmchealthplan.com/doctor/pdf/COMM%20BH%20100308.pdf