

**NEOSHO COUNTY COMMUNITY COLLEGE
MARY GRIMES SCHOOL OF NURSING**

Substance Use and Screening Policy

A. Philosophy

Mary Grimes School of Nursing believes that the unauthorized use of prescription controlled substances, the use of non-prescription controlled substances, illegal substances and/or alcohol is unacceptable in the nursing profession. Furthermore, Neosho County Community College prohibits unlawful manufacture, distribution, possession, use or abuse of alcohol and/or illicit drugs on the college campus, property owned or controlled by the college, or as part of any sanctioned activities.

Mary Grimes School of Nursing supports and ensures compliance with the [Kansas Nurse Practice Act 65-1120](#), the “[Drug-Free Work Place Act of 1988](#)”, the “[Drug Free Schools and Communities Act amendments of 1989](#)” (P.L. 101-226) and the policies of contracting facilities. By so doing, Mary Grimes School of Nursing strives to:

1. protect the health and well-being of the Neosho County Community College nursing students.
2. provide assistance to individuals with substance use related problems.
3. ensure safe provision of nursing care to patients within affiliating clinical agencies.
4. maintain high standards of student conduct while encouraging professional behavior in the classroom, lab and clinical setting.
5. maintain the integrity and reputation of Neosho County Community College and Mary Grimes School of Nursing students.

B. Policy

1. All students, before admission or readmission into the nursing program, must submit to laboratory screening for substances which may include, but are not limited to prescription controlled substances, non-prescription controlled substances, illegal substances and alcohol. Acceptance into the nursing program is conditional, based on completion of the substance/alcohol screening with negative results.
2. Students are required to consent to substance/alcohol screening as a condition of admission to the nursing program. Failure to consent to substance/alcohol screening will disqualify the applicant from admission into the nursing program.
3. By signing the “Substance/Alcohol Screening Agreement Release Form”, students acknowledge receipt, and understanding of, the program policy, and grant consent to participate in laboratory substance/alcohol screening.
4. Additional substance/alcohol screenings of nursing program students may be required for reasons including but not limited to:
 - i. requests/requirements of clinical site facilities,
 - ii. reasonable suspicion
 - iii. after a reportable accident
 - iv. after an injury at a clinical site to any person (e.g. a facility employee, another student, a patient, the student to be tested) when it is possible that the acts or omissions of the student to be tested may have caused or been partially responsible for the injury.
5. Failure to submit to additional substance/alcohol screenings will disqualify the student from participation at any clinical site facility, and as a result, from continued

participation in the nursing program. The incurred cost of all substance/alcohol screenings will be the student's responsibility. Should additional substance/alcohol screenings be required, the cost will be assessed at the time the screening is performed.

C. Procedure

1. Prior to admission
 - a. Students will be given information regarding how to complete their substance/alcohol screen.
 - b. Students will be required to:
 - a.i. sign the "Substance/Alcohol Screening Release Form"
 - b. ii. register for substance/alcohol screen online through the Clinical + Student website
 - c. iii. pay the applicable fees
 - c. Students will receive email from Clinical + Student with instructions regarding screening site and time frame in which screening must take place. (Failure to complete substance/alcohol screen within the allotted time frame will result in additional fees.)
 - d. Substance/alcohol testing results will be forwarded to Neosho County Community College Nursing Program
2. Reasonable suspicion may be invoked by faculty or appropriate practicum/clinical agency personnel, as a result of the student's symptomology, or by an on-the-job injury or accident as required by clinical agency protocol.
3. Upon reasonable suspicion, request/requirement of a clinical site facility, after a reportable accident or after an injury at a clinical site as defined above, faculty will:
 - a. Evaluate the student for indicators of substance/alcohol use by completing a "Reasonable Suspicion Assessment."
 - b. Remove the student from the classroom/practicum (clinical/laboratory and Simulation) setting. The student will not be allowed to return to the classroom/practicum clinical/laboratory until the investigation of reasonable suspicion has been completed. This process may jeopardize successful completion of the program.
 - c. Upon the student's request, discuss the reasonable suspicion with the student in a private setting.
 - d. Inform the student of the need for substance/alcohol testing and assist as needed in making those arrangements.
4. Upon notification that a substance/alcohol screening is required, students will:
 - a. Make appropriate arrangements for transportation at the student's expense to an approved facility that will perform the substance/alcohol testing. A student who has been notified a substance/alcohol screening is required, is encouraged to use third party transportation to the testing facility.
 - b. Complete the required testing within two (2) hours of the notification.
 - c. If a laboratory facility is not available:
 - i. seek immediate assistance from faculty to make arrangements for substance/alcohol testing.
 - ii. schedule an appointment at the earliest possible date and time.
 - d. Reimburse NCCC for any costs incurred by NCCC to enable student to meet student's testing obligations.
5. Students who refuse to timely complete required substance/alcohol screening as provided herein will be dismissed from the nursing program.

Positive Results

The Medical Review Officer (MRO) affiliated with the reference laboratory where screenings are performed will review any non-negative results. Prescription medications are not prohibited under this policy when taken as prescribed under the direction and monitoring of a health care provider (“permitted use”). Students may be required to submit proof of prescription if a medication causes

the student to test positive to a controlled substance. All non-negative substance/alcohol test results which are due to permitted use of a prescribed medication will be reported as a negative result.

1. The nursing director or designee will review all reference laboratory reports. Any student with a positive result will not be admitted to the nursing program, or will not be able to continue to participate in the nursing program.
2. Only the director of nursing and/or designee will have access to the results, but, if required by law or if Neosho County Community College officials deems it appropriate, will notify: (a) government agencies with jurisdiction over drug and alcohol issues (e.g., police, FDA, DEA); and (b) if applicable, any professional licensing boards. Be advised that test results may be used in arbitration, administrative hearings or court cases arising as a result of the individual’s testing.
3. In the event of a positive substance/alcohol screen, the student will be:
 - a. Contacted by the nursing director or designee.
 - b. Required to sign an “Acknowledgement of Substance Test Results” and/or an “Acknowledgement of Alcohol Test Results” form.
 - c. Provided with a listing of Area Student Health Resources for substance use/alcohol rehabilitation services.
 - d. Denied admission to or continuation in the nursing program.

D. Reinstatement into the nursing program

1. Students who have been dismissed from the Nursing Program as a result of a positive substance/alcohol test may apply for readmission one time. If there is a subsequent positive substance/alcohol test after readmission, the student will be dismissed from the Nursing Program permanently.
2. To qualify for readmission, students will be required to:
 - a. Submit an official report from a licensed substance/alcohol abuse counselor indicating successful completion of a treatment program.
 - b. Test negative on pre-admission substance/alcohol screening.
 - c. Submit to random substance/alcohol tests which will be completed at least, but not limited to, one time per semester.
 - d. Pay all laboratory fees associated with scheduled and/or random substance/alcohol testing.

Appeal Process

In the event of a dispute between the student and Neosho County Community College concerning failure to timely obtain a substance/alcohol screening, or permitted use of a prescription medication, the individual may make an appeal following the Student Grievance Process as outlined in the NCCC Student Handbook.

Complete this assessment when reasonable suspicion exists. Reasonable suspicion may be based on student appearance, behaviors, speech and/or performance.

Student's name: _____

Date: _____

Time: _____

Location: _____

Observed behaviors, check all that apply:

Physical Indicators:

- | | |
|---|---|
| <input type="checkbox"/> Dilated pupils | <input type="checkbox"/> Redness of eyes |
| <input type="checkbox"/> Constricted pupils | <input type="checkbox"/> Nasal problems |
| <input type="checkbox"/> Drowsiness | <input type="checkbox"/> Odor of marijuana |
| <input type="checkbox"/> Cold sweat | <input type="checkbox"/> Odor of alcohol |
| <input type="checkbox"/> Tremors | <input type="checkbox"/> Noticeable weight loss |
| <input type="checkbox"/> Rapid breathing | <input type="checkbox"/> Dizziness |
| <input type="checkbox"/> Heavy eyelids | <input type="checkbox"/> Ravenous appetite |
| <input type="checkbox"/> Unsteady walk, stumbling | |

Behavioral Indicators, check all that apply:

- | | |
|--|--|
| <input type="checkbox"/> Depression | <input type="checkbox"/> Wearing sunglasses at inappropriate times |
| <input type="checkbox"/> Moodiness | <input type="checkbox"/> Deteriorating personal appearance or change in appearance after lunch or breaks |
| <input type="checkbox"/> Panic reactions | <input type="checkbox"/> Altercation with others |
| <input type="checkbox"/> Combativeness | <input type="checkbox"/> Unexplained disappearances |
| <input type="checkbox"/> Attempts to avoid instructors | <input type="checkbox"/> Tardiness |
| <input type="checkbox"/> Anxiety | <input type="checkbox"/> Leaving class/lab/clinical early |
| <input type="checkbox"/> Irritability | <input type="checkbox"/> Frequent absences |
| <input type="checkbox"/> Agitation | |
| <input type="checkbox"/> Euphoria | |

Speech Indicators, check all that apply:

- | | |
|--|-------------------------------------|
| <input type="checkbox"/> Thick | <input type="checkbox"/> Rapid |
| <input type="checkbox"/> Slurred | <input type="checkbox"/> Incoherent |
| <input type="checkbox"/> Excessively talkative | |

Performance Indicators, check all that apply:

- Unable to concentrate
- Errors in judgment
- Difficulty understanding and following instructions
- Disregard for other's safety
- Failure to meet deadlines
- Improbable excuses for poor performance
- Loss of interest in work
- Impaired reasoning
- Destruction of property
- Slow or inappropriate reaction

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