

Southwestern Oklahoma State University
College of Pharmacy
Substance Abuse/Misuse/Use Policies (SA/M/UP)

I. SWOSU Substance Abuse/Misuse Standards of Conduct

SWOSU students are required to abide by **The Policy on Drug-Free Schools** as a condition of enrollment. This policy states the illegal manufacture, distribution, possession of or use of illegal drugs on SWOSU property is strictly prohibited. Violation of this policy is considered a major offense and may result in expulsion from SWOSU. Criminal charges or a conviction are not required for sanctions to be imposed.

SWOSU Student Obligations and Regulations state that the consumption or possession of alcoholic beverages, or illegal narcotics in any form, on the campus, at any event sponsored by or for a student organization or other SWOSU sponsored activity for students is forbidden.

SWOSU Student Handbook defines misconduct and provides multiple examples of prohibited activities. Three of these prohibited activities address substance abuse/misuse (SA/M) related activities:

- 1) The unlawful use, sale, possession, distribution, or being under the influence of, or association with narcotics, drugs, marijuana, hallucinogens, or other dangerous drugs while on or off campus is prohibited.
- 2) Drinking, being in possession of, or under the influence of alcoholic beverages on the campus or at university-sponsored events off the campus is prohibited.
- 3) Possession of any form of illegal contraband or paraphernalia which is usually associated with the use of narcotics and/or dangerous drugs is prohibited.

In addition to complying with SWOSU policies the COP is required to adhere by the rules, regulations and policies promulgated by the Oklahoma State Board of Pharmacy (OSBP) to ensure the health, safety and welfare of patients. The COP is also contractually obligated to comply with SA/M and drug testing requirements of SWOSU's pharmacy practice experience sites.

II. COP Substance Abuse/Misuse Evaluation, Treatment & Monitoring Policy

The COP and OSBP are committed to ensuring that students with SA/M problems are not endangering public health, safety and welfare by practicing pharmacy while impaired. The COP is equally committed to helping students overcome SA/M problems and complete their professional education whenever possible. The COP has adopted the following policies and procedures to identify and attempt to assist students with SA/M problems.

The COP has partnered with Oklahoma Pharmacists Helping Pharmacists (OPHP) to help students with evaluation, treatment and monitoring for SA/M disorders. OPHP is a non-profit organization that specializes in assisting pharmacists/student pharmacists get the treatment needed to safely practice pharmacy. OPHP follows their own, independently developed policies and procedures when dealing with pharmacists/student pharmacists with SA/M disorders. To facilitate communication, the COP has a designated COP-OPHP faculty liaison who will serve as the primary contact between the COP and OPHP. In situations where students are not in compliance with OPHP evaluation, treatment or monitoring recommendations, OPHP may

communicate directly with a COP administrator and/or the OSBP. The COP and OPHP will strive to maintain the student pharmacist's right to confidentiality and personal dignity while addressing their SA/M problem. COP students classically gain access to OPHP through one of three processes.

A. SELF-REFERRAL

The student who feels s/he may be impaired calls or contacts the designated COP-OPHP faculty liaison or preferably OPHP (1-800-260-7574 ext. 5773) directly to arrange for an evaluation. Self-referral is the preferred method of OPHP contact and provides the student with the greatest chance for successful recovery, anonymity, and likelihood of completing their degree on time.

B. REPORTING BY A CONCERNED OTHER

A concerned person (fellow student, faculty, preceptor, family, or significant other) is encouraged to contact OPHP directly. The concerned person may contact the designated COP-OPHP faculty liaison for SA/M information and advice on how to address their concerns about a student's possible SA/M. OPHP will collect pertinent information from the concerned party and make a determination if an intervention and evaluation are warranted. If a student cooperates with OPHP, they will retain significant anonymity within the COP and increase the likelihood of completing their degree on time. Students refusing to participate in an evaluation will be treated as outlined in the OPHP Policies and Procedures Manual. (Contact OPHP for a current copy of their Policies and Procedure Manual at <http://www.opha.com/?page=OPHP>)

C. COERCED REFERRALS

Oklahoma State Board of Pharmacy

The OSBP may require that a pharmacy intern submit to an evaluation by OPHP. Failure to cooperate during the evaluation or to comply with OPHP recommended treatment and monitoring may result in the OSBP taking action against an intern's license.

SWOSU COP

The COP may require that a student undergo an OPHP evaluation as a condition of continued enrollment if it is suspected that they have a SA/M issue.

OPHP evaluation may be mandated by the COP if it is believed that a student may be impaired. OPHP lists the following as some possible manifestations of SA/M disorders in students:

- 1) Excessive or unexplained absenteeism or tardiness
- 2) Difficulty with concentration and fine motor skills
- 3) Confusion and difficulty following instructions
- 4) Spasmodic study/work patterns
- 5) Obvious abnormal physical condition or function
- 6) Generally lowered academic or work performance
- 7) Interpersonal relations problems

The COP reserves the right to remove the involved student from IPPE/APPE rotation related activities until the evaluation has been completed and the COP has received the resultant recommendations from OPHP.

D. ROLE OF OPHP:

1. OPHP will perform an intervention if warranted. If not, an evaluation is scheduled and conducted.
2. If treatment or monitoring is recommended, the student will enter into a contract with OPHP outlining what conditions must be met in order to remain in the OPHP program and/or COP.
3. OPHP will determine the type and frequency of required monitoring activities.
4. As part of the evaluation, OPHP will determine if it is in the best interest of the student to continue didactic course work. If OPHP recommends that a student not continue didactic coursework, OPHP will notify the designated COP-OPHP faculty liaison. The COP-OPHP faculty liaison will arrange a meeting with the student and the appropriate COP administrator during which the student will be administratively removed from all ongoing courses.
5. As part of the evaluation, OPHP will determine if it is in the best interest of the student and/or public safety that a student not participate in IPPE/APPE rotation activities. If OPHP recommends that a student not participate in IPPE/APPE rotation activities, they will inform the designated COP-OPHP faculty liaison. The COP-OPHP faculty liaison will inform the appropriate COP administrator and Director of Experiential Education that the student should not participate in IPPE/APPE rotation activities and the student will be administratively removed from all ongoing rotations.
6. OPHP will inform the designated COP-OPHP faculty liaison when a student who was previously evaluated as not being ready to participate in didactic course work and/or IPPE/APPE rotations is deemed ready to resume COP course work and/or rotations. Once the appropriate COP administrator(s) are notified of the student's readiness to resume COP course work and/or rotations, the student will be allowed to enroll for the upcoming semester after completing all necessary forms/applications/etc.
7. OPHP will promptly report any student noncompliance to the designated COP-OPHP faculty liaison. A positive drug or alcohol test or failure to maintain compliance with an OPHP contract will result in notification of the appropriate COP administrator and the OSBP.

III. GENERAL RULES OF THE SUBSTANCE ABUSE/MISUSE/USE POLICY

A. CONSENT TO SEARCH

Affiliated experiential rotation sites retain the right to search any vehicle, pocket, package, purse, or any other personal property brought on site to ensure that the environment is free of illegal drugs or alcohol. SWOSU reserves the right to search

students and their property while on campus if they are deemed to be a danger to themselves or others or if it is suspected that they are engaging in activities that violate the student conduct code.

B. COMPLIANCE

Students refusing to participate fully with OPHP will either be suspended or expelled from the COP.

C. RESPONSIBILITY FOR TREATMENT COSTS

Students are responsible for all costs associated with treatment programs and the fulfillment of monitoring required by OPHP. The initial evaluation and review conducted by OPHP will be performed at no cost to the student.

D. ACADEMIC PROGRESS/LEAVES OF ABSENCE

Appropriate efforts will be made to maintain a student's academic progress. When immediate intervention is necessary, and evaluation and/or treatment must take place during the academic year, the student shall be granted a leave of absence by the designated COP administrator for an appropriate period of time.

Subject to the terms of the student's OPHP contract, some students may continue didactic, IPPE, and APPE course work while in outpatient treatment.

E. RE-ENTRY

If academic progress is interrupted by treatment, re-entry into the COP shall depend on compliance with the terms of their OPHP contract, the recommendations of OPHP, and compliance with all the processes, rules, and regulations for re-entry and participation in the COP professional program.

F. GENERAL LIABILITY OF THE IMPAIRED STUDENT

Compliance with the COP SA/M/UP and participation with OPHP does NOT confer immunity from criminal prosecution, legal action, or protect one's professional license or registration. In addition, all COP rules and regulations (Professionalism, Academic Progression, etc.) supersede the SA/M/UP.

G. RECORDS

To the extent possible records will be confidentially maintained by the COP. Disclosure of confidential information, outside of communication described in this policy between OPHP, OSBP and the COP, generally requires consent of the student or court order. Student records will be maintained for a period of 5 years following graduation or dismissal from the COP, and then be confidentially destroyed. In the event a student is non-compliant with their OPHP contract, COP recovery support for the student may be terminated, and all records may be released to the appropriate COP administrator and the OSBP.

H. CONFIDENTIALITY

COP representatives must hold all information disclosed to them in strict confidence. Knowledge of student impairment or suspected impairment shall be disclosed to other

COP members only for the sole purpose of securing intervention, treatment, support services and when necessary to facilitate academic progression within the COP. Any COP member who violates confidentiality may be subject to discipline or potential litigation for violation of the student's rights.

The designated COP administrator or COP-OPHP faculty liaison may identify students participating in this program to the COP Dean. This information will normally be maintained in confidence by the Dean and not jeopardize the student's participation in rehabilitation, academic progress within the COP, or professional licensure, as long as the student maintains compliance with their OPHP contract.

I. OUTSIDE ASSISTANCE

Nothing in the SA/M/UP shall be construed as prohibiting a student from seeking outside assistance for their SA/M problem. However, if a student is facing disciplinary sanctions, as outlined in this policy, they are required to participate in the OPHP program.

J. EXPERIENTIAL EDUCATION PLACEMENTS

Students who fail drug screens which limit rotation site placement may experience delays in or an inability to complete their degree.

IV. Procedure for COP Student Reporting of Alcohol and Drug Related Offenses

Any COP student arrested or charged with a drug or alcohol related legal offense (e.g. minor in possession, driving under the influence, driving while intoxicated, public intoxication, open container, drug possession, drug paraphernalia possession, etc.) at any time during their COP enrollment must notify, in writing, the Dean within 7 days of the arrest or citation. The Dean will designate a COP administrator to review the situation and notify all other pertinent COP and/or SWOSU officials. The designated COP administrator will meet with the student and may initiate a COP mandated OPHP evaluation referral.

The student is required to notify, in writing, the designated COP administrator within 7 days of any change in the status of the alcohol or drug related charge (e.g. conviction, removal from record, change in charge classification, diversion agreement, etc.).

Any student convicted upon a plea or a verdict of guilty or following a plea of *nolo contendere* to an alcohol related misdemeanor may be placed on non-academic probation for the duration of their enrollment in the COP. This also includes cases in which there is deferred or suspended imposition of sentence.

Any student convicted upon a plea or verdict of guilty or following a plea of *nolo contendere* to a drug related misdemeanor or any felony may be disciplined, up to and including, expulsion from the COP per the COP's Student Handbook Academic Regulations.

If a student's record is legally cleared of a conviction that led to either probation or expulsion from the COP, the COP will defer to the court and the student's enrollment status will be restored to what it was prior to the most recent conviction. In addition, if the student is exonerated of all charges, at the discretion of the COP Dean, the information related to the case may be removed from the student's file.

V. COP Drug Testing Policy

A. PROHIBITED SUBSTANCES

Alcohol - Consumption or being under the influence of alcohol by a student while on campus or performing any IPPE/APPE rotational activity is prohibited.

Illegal Drugs - The use, sale, purchase, transfer, or possession of any illegal drug by a student is prohibited. The presence of any detectable amount of any illegal drug in a student is prohibited.

Legal Drugs – Student use of any illegally obtained prescription drug is prohibited. The use or being under the influence of any legally obtained drug by a student while involved in any COP related activities which negatively impacts performance or patient safety is prohibited. Section VI. **Student Use of Validly Prescribed Mind-Altering Substances Policy** of this document provides further details.

B. COP APPLICANT TESTING

All applicants to the COP must submit to a drug screen test after an offer of admittance has been made. The COP will provide the admitted student with the details necessary (location, forms, and due date) to comply with the required drug screening. Admitted students who do not comply with or fail the pre-admission drug screening will be denied COP admittance. Subsequent satisfactory completion of a drug screen does not guarantee the student admittance into the COP. Students who did not comply with or failed a pre-admission drug screening may reapply, but their applications are generally not looked upon favorably.

C. COP STUDENT TESTING

All COP students will undergo periodic drug testing while in the COP to comply with the COP's contractual agreements with experiential rotation sites. COP students must have a documented negative drug screen, completed within ≤ 12 months, on file with the COP while participating in experiential rotations. Some experiential rotation sites may require more recent, comprehensive or onsite drug testing. If a student is assigned to one of these sites, the student will be provided with directions on how to comply with the rotation sites additional requirements.

D. COP DRUG TESTING PROCEDURE

The COP contracts with an outside vendor(s) to conduct drug testing. The outside vendor(s) will utilize practices consistent with Oklahoma Statutes as outlined in the Standards for Workplace Drug and Alcohol Testing Act. The contracted vendor(s) will be responsible for appropriate sample collection, chain of custody documentation, laboratory testing, result interpretation, result reporting and confidentiality. Drug testing may include the collection of urine, hair, blood or breath. The contracted vendor(s) will have a Medical Review Officer (MRO).

Medical Review Officer (MRO) Responsibilities

1. All preliminary results will be reviewed by the MRO prior to the issuing of a final report. As part of this review, the MRO will provide the student in question the opportunity to explain, in confidence, the preliminary results of the screenings.
2. A student may request a confirmative test on the currently held sample within the time limits specified by the contracted vendor after receiving notice of a positive test. The student shall pay all costs of the confirmative test.
3. The MRO will base their final report upon all information available to them, including preliminary lab results, any explanation provided by the student, evidence regarding drug prescriptions, and the results of any requested confirmative test.
4. The MRO's final report shall detail the presence of alcohol or any drug or its metabolites for which a medically acceptable explanation of the positive result has not been forthcoming for the student. The MRO's final report shall not include any information relating to the student's health or the presence of drugs or their metabolites for which a legal and medically acceptable explanation of a positive result has been forthcoming.
5. The COP will not act against an applicant or student until the MRO issues their final report. All decisions under the SA/M/UP, with respect to students, will be based solely upon the MRO's final report. The COP will not intervene on a student's behalf with the MRO. The COP will not ignore or alter the MRO's final report findings.

E. DILUTE NEGATIVE RESULTS

"Dilute negative" urine test results are not acceptable. Students with "dilute negative" results will be retested and not allowed to participate in any IPPE/APPE experiential rotation activities until an acceptable negative test result is received. Any student caught altering, diluting or substituting urine to be utilized in a COP mandated drug test will be referred to OPHP for a mandatory evaluation and will be subject to COP disciplinary action. Student use of a masking agent is considered alteration of the sample and will result in the student being referred to OPHP for a mandatory evaluation and will be subject to COP disciplinary action. Students with more than one "dilute negative" result will be referred to their primary care physician for medical evaluation of their multiple "dilute negative" results.

F. FOR-CAUSE TESTING**1. Approval to Test For-Cause**

Any faculty member or preceptor who believes that a student is impaired should contact the designated COP administrator for campus-based students or an Experiential Education faculty member for rotation-based students to initiate for-cause testing. The faculty member or preceptor initiating for-cause testing will submit a written summary of the circumstances leading to their request that the student undergo for-cause testing. If the faculty member or preceptor is unwilling to provide the written statement necessary to initiate for-cause testing, they will be encouraged to contact OPHP or the COP-OPHP faculty liaison as outlined in section **II. B.** Anonymous reports of drug or alcohol use by another student are, by themselves, generally insufficient evidence to mandate for-cause testing. The

COP or rotation site requesting for-cause testing will bear the expense of the testing.

2. Triggers to Initiate For-Cause Testing

For-cause testing may be mandated by the COP if it is believed a student may be under the influence of drugs or alcohol, including but not limited to, the following circumstances:

- 1) Drugs or alcohol are found on or about the student's person.
- 2) The student's conduct suggests they are impaired or under the influence of drugs or alcohol.
- 3) A creditable report of drug or alcohol use during COP related activities.
- 4) Information that a student has tampered with drug or alcohol testing at any time.
- 5) Excessive or unexplained absenteeism or tardiness.
- 6) Negative changes in a student's academic, personal and/or professional behavior.
- 7) Legal action or consequences (investigation, arrest, conviction, etc.) related to SA/M.
- 8) If a student is injured at a rotation site.
- 9) If a student is involved in a medication misadventure at a rotation site.
- 10) If drug(s) that a student on rotations had access to are missing.

The involved student may be prohibited from participating in any IPPE/APPE rotation related activities until the for-cause testing results have been reviewed by the COP. If the student tests positive they will immediately be removed from any ongoing experiential rotation and referred to OPHP for a COP mandated evaluation. If the student tests negative the COP may still refer them to OPHP for evaluation if it is deemed in the student's best interest. Otherwise, students testing negative will resume their educational activities.

3. Student Refusal to Submit to For-Cause Testing

Any COP student refusing to comply with appropriately approved for-cause drug testing will be immediately removed from any ongoing IPPE/APPE rotation. The student may schedule a meeting with the designated COP administrator to discuss the circumstances surrounding their refusal to submit to for-cause testing. The designated COP administrator will determine if the student should complete a COP mandated drug screen and/or OPHP evaluation.

G. CONSEQUENCES OF A POSITIVE ON A ROUTINE/PERIODIC COP DRUG SCREENING TEST (Not a for-cause testing situation)

1. Admission Drug Screen

The COP will rescind an offer of admission if an applicant has a positive drug screen, there is evidence of sample tampering, or failure to comply with any mandated drug testing requirements. The applicant may reapply after one calendar year but shall submit evidence of a SA/M evaluation, successful completion of any recommended treatment and a negative drug screen within 30

days of submitting their application. Acceptance into the COP, even after complying with these requirements, is not guaranteed. If accepted into the COP, the student should expect to be referred to OPHP for evaluation and possibly monitoring for the duration of their academic career.

2. **Current Students**

The student will be referred to OPHP for an evaluation. Students refusing to participate fully with OPHP will be expelled. Students who have a second positive drug screen on a routine COP or COP mandated drug test will be expelled. Students expelled for failing to comply with any OPHP recommendation or those presenting with a second positive drug test should have no expectation of re-admittance to the COP.

Students who are in compliance with OPHP recommendations and deemed fit by OPHP to continue their didactic course work will be allowed to continue by the COP. Students should meet with the designated COP administrator to discuss their individual situation in regards to their current course work. The administrative removal of a student based on an OPHP recommendation will not adversely affect a student's standing in the COP. All students, including those with SA/M issues, must comply with the COP Academic Progression and Professionalism Policies to remain in the COP.

Any student with a positive drug screen will be prohibited from participating in any IPPE/APPE rotations. Prior to being eligible to participate in any IPPE/APPE experience the student must complete an OPHP evaluation, fully comply with all OPHP recommendations, and provide the COP with "fit for duty" documentation obtained from OPHP.

VI. **Student Use of Validly Prescribed Mind-Altering Substances Policy**

COP students are **prohibited** from participating in any patient care related activities while potentially impaired, even if the impairment or potential impairment is the result of a legally prescribed medication for which a current valid medical indication exists. Potential impairment is to be determined by drug package warnings, by warnings of the prescribing physician, dispensing pharmacist and/or other reliable and credible sources.

If any question exists about the possibility of impairment, the COP student is responsible for seeking guidance from the designated COP administrator or an Experiential Education faculty member. In some instances, the student may be asked to provide certification from their physician that the use of the legally prescribed drug will have *no* impact upon their ability to function in the didactic and/or experiential setting. The designated COP administrator, in conjunction with Experiential Education faculty when appropriate, may limit student access to didactic and/or experiential settings if they believe that impairment is present or likely to occur. If a faculty member or preceptor believes that the COP student's use of a validly prescribed drug impairs the student's ability to safely fulfill the essential functions of the course/experience, they shall contact the designated COP administrator or an Experiential Education faculty member. Faculty members and preceptors are under no obligation to allow students, who they believe to be a danger or distraction secondary to impairment, access to their classrooms, labs or practice

sites. The COP reserves the right to initiate for-cause testing and/or refer any student exhibiting signs of impairment for a COP mandated OPHP evaluation.

If a COP student's use of a validly prescribed drug impairs their ability to function in the didactic or experiential setting, they will be removed. If a student is being removed secondary to exhibiting signs of impairment, attempts will be made, either by the COP or practice site, to arrange safe transportation for the student.