

STEPHENS COLLEGE

DRUG FREE SCHOOLS AND COMMUNITIES ACT BIENNIAL REVIEW

2022



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Stephens College
Drug Free Schools and Communities Act
2022 Biennial Review

INTRODUCTION

Stephens College is committed to providing a healthy, safe learning environment for its students, faculty staff and guests. Abuse of alcohol and other drugs disrupts this environment and interferes with the academic and personal development of students, and personal and professional development of Stephens College employees. Through education and intervention efforts on alcohol and other drugs, Stephens College upholds institutional policies and abides by city, state, and federal laws and ordinances pertaining to alcohol and other drugs.

The Drug-Free Schools and Communities Act (DFSCA) requires that any institution which receives any form of federal funding adopt and implement programs “to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees of school premises or as part of any of its activities”. The regulations lay out several requirements with which all institutions must comply, including annual notification to students and employees and a biennial review which institutions must complete. Stephens College is in compliance with the DFSCA regulations through the following:

1. The Stephens College Drug-Free Schools and Communities Act Biennial Review, which includes the College’s Drug and Alcohol Policy, can be found in the College’s Consumer and Disclosure Information website, at <https://www.stephens.edu/about-stephens/consumer-information/>.
2. The Stephens College Drug and Alcohol policy is maintained on the College Policies and Procedures site and in the College’s Staff Policy Manual. It will be also be found online in the Annual Security report. Summary information regarding the policy will also be found in updated the Student Handbook (*‘Within the Ivy’*).
3. Included in the online college policy is information for students, faculty and staff regarding:
 - a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of it activities;
 - b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
 - c. A description of applicable legal sanctions under city, state, and federal law and ordinances;
 - d. A description of drug and alcohol treatment programs; and
 - e. A statement of the disciplinary sanctions the college will impose on faculty, staff and students.
4. The above materials are distributed to students through:
 - a. New student orientation Residential Life sessions; and
 - b. Posting on the college web site.

These means of distribution provides reasonable assurance that each student receives the materials annually.
5. The college’s distribution plan makes provisions for students who transfer to or enroll at the college in the spring semester to receive the materials.
6. The above materials are available online to faculty and staff through:
 - a. Postings of policies which are maintained on the college sites.

The means of distribution provides reasonable assurance that each staff and faculty member has access to these materials.

7. The college will conduct biennial reviews of its drug and alcohol prevention programs to determine their effectiveness, implements necessary changes, and ensure that disciplinary sanctions are enforced.

A. DESCRIPTION OF ALCOHOL AND OTHER DRUG PROGRAM ELEMENTS

1. Alcohol Free Options

- All programs geared toward students are alcohol-free. These campus programs include movie nights, student organization events, and athletics events.
- Alcohol-free events and activities are promoted through the Office of Student Development and through Office of Strategic Marketing.
- Community service is part of the orientation schedule for first year and transfer students.
- The Student Union, Silverthorne Arena, Learning Center, and dining commons are alcohol-free areas.
- Consumption of nonalcoholic beverages and food is promoted at all events for students on campus.

Access to Substance –Free Events

Stephens College has made a strong commitment to ensuring that students have access to substance-free events, so therefore, only promotes events that are offered by Stephens College. Below are some websites that offer information on what is available for students:

Stephens College Calendar -	Lists all events on campus -- https://www.stephens.edu/events
Stephens College Athletics -	Lists schedules, scores, and highlights for all sporting events http://www.stephensstars.com/
Theatre Program -	The Stephens College’s nationally ranked theatre program presents several productions throughout the year-- Conservatory for the Performing Arts Stephens College

In addition, Stephens College offers wellness programming throughout the year, including fitness classes, meditation and nutritional education.

2. Normative Environment

The campus creates a social, academic, and residential environment that supports health-promoting norms in the following ways:

- The responsible, private use of alcoholic beverages by persons 21 years of age and older is permitted in the private areas of residence halls; however, no alcohol is permitted in any shared or public space in the residence halls.
- Students are prohibited from manufacturing, selling, delivering, possessing, using, or being under the influence of a controlled substance without legal authorization, and students are prohibited from distributing or providing alcoholic beverages to minors.
- Stephens Security actively enforces alcohol and drug policies and strives to maintain positive relationships with students, encouraging appropriate codes of conduct and open lines of communication.
- Experiential learning and academic rigor require class attendance, academic responsibility, and professionalism, and faculty are encouraged to engage in a high level of contact with

students through office hours, extracurricular activities, and involvement in living/learning communities.

- Faculty and staff are also encouraged to share behavioral or health concerns through the Office for Student Development and through the College's Early Alert system when they observe behavioral indicators, student norms, and cultural attitudes related to high risk and illegal alcohol and drug use. For example, faculty and staff are encouraged to use the online Early Alert form to not only address students' academic concerns but also mental and/or behavioral concerns as well. Once these forms are submitted, the Student Behavioral Intervention Team, a team comprised of both Student Development and Student Success Center Offices, coordinate outreach and support efforts to assist students, some of whom struggle with alcohol and/or drug use.
- The Early Alert system provides outreach to troubled students. Both Student Development and the Student Success Center help to connect students whose midterm GPAs have fallen below at 2.0 to the appropriate services, which may entail counseling services if needed.
- To offset the effects of unstructured time, the College promotes and sponsors alcohol-free late-night events, programs, and opportunities including, but not limited to, midnight breakfasts, movie nights, dances, and residence hall programming. Additionally, the library and Student Success Center tutors maintain late hours.

3. Alcohol Availability

The alcohol and other drug prevention program limits alcohol availability through the following means:

- All community members must follow the alcohol policy outlined in the Drug and Alcohol policy, and *Within the Ivy*.
- Stephens College is a wet campus that does not prohibit alcohol consumption on campus grounds for students of age, while complying with city, state, and federal laws and ordinances. Alcohol cannot be in the presence of minors (i.e., if there is a 21 year old and a 19 year old, the age of the youngest person in the room take precedence).
- Alcohol is permitted in residence halls, however:
 - No one under the age of 21 is allowed to consume or possess alcoholic beverages.
 - No alcohol is allowed in a room where a minor is present even if that person is not consuming alcohol.
 - It is unlawful for anyone to have an open container of alcohol in a public place including hallways, lobbies, or lounges and outside the residence hall.
 - The age of the youngest person in the room takes precedence.
- Alcoholic beverages at a campus event may only be served by a licensed alcohol provider and/or third-party vendor such as American Dining Creations.
- No alcohol is available at Stephens College sponsored athletic events, theatre productions on the residential campus.
- Alcohol use is prohibited in public spaces.
- One exception is that alcohol is served in Okoboji, Iowa, at the Okoboji Summer Theatre, which is owned and operated by Stephens College. Of note is that at this facility, alcohol is licensed and served by staff who have completed online alcohol compliance training (See *Appendix 1-1*) in order to be able to serve alcohol to patrons. In addition, all staff are required to sign a Staff Alcohol/Drug Agreement attesting that they will not provide alcohol to individuals under the age of 21 nor may they partake in the use of illegal substances nor provide them (see *Appendix 1-2*). Students are also required to sign a form relating to a Student Manual which includes information relating to a Drug and Alcohol policy (See *Appendix 1-3*).

4. Marketing and Promotion of Alcohol

Alcohol is not promoted or marketed to students on Stephens College Campus.

- Alcohol advertising is prohibited on the residential campus.
- Alcohol industry sponsorship for on- and off-campus events is prohibited.
- No images of alcohol (e.g., kegs, alcohol containers, or drinking behaviors) are allowed in publications.

5. Policy Development and Enforcement

Alcohol and other drug policies are developed and enforced on- campus through the following means:

- During the course of campus investigations, name, date of birth and address are confirmed for all students and guests.
- Underage students found in possession of alcohol on-campus are reported to the Office of Student Development to address the alleged violation. If found responsible, the student may incur sanctions ranging from a warning to expulsion.
- The improper use or possession of controlled substances or related paraphernalia, including, but not limited to: the improper use, possession for the intent of sale, or distribution of any controlled substance; the use or possession of drug paraphernalia, including but not limited to pipes, water pipes, bongs, roach clips, and vials; the unauthorized use or possession of a hypodermic syringe, hypodermic needle, or any instrument adapted for the administration of controlled substances by injection is considered a violation of the Student Code of Conduct and the student is reported to the Office of Student Development to address the alleged violation. If found responsible, the student may incur sanctions ranging from a warning to expulsion.
- Campus officers patrol campus regularly and document and investigate parties where alcohol is found to be present.
- Campus officers investigate all complaints of underage alcohol consumption on campus.
- Campus officers investigate all complaints of individuals using controlled substances on campus.
- Campus officers routinely work closely with local law enforcement to enforce state and local alcohol and drug laws.
- Campus officers will assist in the prosecution of alcohol and drug related offenses involving students.
- Campus officers will assist with alcohol and drug education programs.
- Campus officers will assist with alcohol and control substance education during the student orientation.
- Campus officers will refer students with suspected alcohol or substance abuse concerns to the campus counseling services.
- Disciplinary sanctions for violation of campus AOD policies are enforced.

B. ALCOHOL AND OTHER DRUG EDUCATION, PROGRAMS, AND SERVICES AT STEPHENS COLLEGE

Student Programming

Stephens College offers a multitude of programming for students which promotes alcohol-free events on campus. Some of these programs are offered on a semester basis and some are recurring.

Prevention, Education & Intervention

1. Individual Alcohol Consultations

Stephens College Counseling Center (SCCC) offers individual alcohol assessment and education when requested, which is available to all currently enrolled Stephens College students. Licensed mental health professionals and advanced graduate students on the Stephens M.Ed in Counseling program facilitate one-on-one confidential sessions. This assessment is designed to assist students in examining their choices and behavior in a non-judgmental and confidential environment. Students may participate voluntarily in these assessments, and participation may also satisfy requirements for alcohol related violations.

2. Individual Marijuana Consultations

SCCC offers individual marijuana assessment and education when requested, which is available to all currently enrolled Stephens College students. Licensed mental health professionals and advanced graduate students on the Stephens M.Ed in Counseling program facilitate one-on-one confidential sessions. This assessment is designed to assist students in examining their choices and behavior in a non-judgmental and confidential environment. Students may participate voluntarily in these assessments, and participation may also satisfy requirements for marijuana related violations.

3. Training for Students, Faculty and Staff

United Educators Alcohol and Drug training—Know Your Limit. Students complete mandatory alcohol and drug training. These courses emphasize a harm-reduction approach that teaches ways to use alcohol responsibly and informs of the misconceptions and dangers associated with the illicit use of opioids. Students may take a self-assessment of alcohol and drug consumption

4. Individual Consultations

At SCCC, students can speak privately and confidentially with a licensed counselor regarding substance abuse; their own or someone else's; use of alcohol, tobacco, and/or other drugs. Sessions are conducted in a caring, non-judgmental atmosphere. No referral is required, and follow-up sessions are available.

5. Athletics – Drug and Alcohol Education Courses

As a member institution of the National Association of Intercollegiate Athletics (NAIA), student athletes are enrolled annually in NAIA Academy courses, which include topics on drug prevention, as well as alcohol, marijuana and tobacco impact on athletic performance. These courses educate student-athletes on how the body reacts to drugs and alcohol, support student athletes in making healthy decisions, and develop effective strategies for dealing with potentially harmful situations.

Resources for Faculty and Staff

The following resources are available to employees at Stephens College:

1. Employee Assistance Program

Boone Hospital Center Employee Assistance Program (EAP) provides a network of specialized services, including short-term counseling, to help individuals and their household members cope with everyday issues such as stress, work/life balance, relationships, depression, drug and alcohol addiction, wellness and the management of adult/elder care responsibilities, among others things. All services are provided at no cost. The counselors are available 24 hours a day, 7 days a week.

2. Outside Providers

Outside providers in the community are available including Narcotics Anonymous, Alcoholics Anonymous and The National Alliance on Mental Illness.

3. Additional community resources for faculty and staff members

Outside community providers include:

Burrell Behavioral Health	Mental Health-Counseling & Psychiatry	(573) 777-7500
Compass Health	Mental Health-Counseling & Psychiatry	(573) 442-1690
Family Counseling Center	Mental Health-Counseling	(573) 449-2581
McCambridge for Women	Substance Treatment	(573) 449-3953
Phoenix Health	Substance Treatment	(573) 875-8880
True North	Domestic Violence Assistance-Shelter & Assistance	(573) 875-1370

Treatment and Recovery

1. Referral to outside treatment providers

Students who have been identified by SCCC counselors as using to excess and engaging in dangerous behaviors related to substance use, will be referred to outside providers. Providers have been identified based on the substances students are using, and which are a best fit based on substance needs.

2. Referral to Recovery Related Meetings

SCCC counselors will refer students to various recovery related meetings in the community including: Narcotics Anonymous, Alcoholics Anonymous, or The National Alliance on Mental Illness,

3. Crisis Services and Same Day Appointments

Typically issues related to increased use of alcohol and other drugs result in the need for mental healthcare that can be available immediately to the student. During the work week, the counseling center is open and counselors are available for students who require crisis and same day appointments. All care is coordinated with both inpatient and outpatient treatment recommendations. For after hours and weekend crisis assistance, Stephens College students are asked to either contact Stephens Security, contact the crisis hotline at 1-800-273-8255, or they are encouraged to go to the hospital for a complete evaluation. Stephens College Counseling Center staff will follow up with students and/or staff involved with the crisis situation the next business day.

4. Campus Narcan Intervention

Stephens College Safety and Security Department recognizes the importance of administering Naloxone (Narcan) in cases of suspected opiate/opioid overdoses on campus. It shall be policy that all Safety and Security Officers be trained in the use of Nasal Naloxone for the treatment of suspected opiate/opioid overdoses. This policy shall be in accordance with Missouri House Bill 1568 and Revised Statute of Missouri 192.206. As stated in law, safety personnel who, acting in good faith and with reasonable care, administers an opioid antagonist to another person whom the person believes to be suffering an opioid related overdose shall be immune from criminal prosecution, disciplinary actions from his/her professional licensing board and civil liability due to the administration of the opioid antagonist.

C. ALCOHOL AND OTHER DRUG POLICES AND DISTRIBUTION MATERIALS

Copies of the Policies Distributed to Students and Employees

AOD policies and related forms available at Stephens College are as follows:

1. Drug and Alcohol Policy (<https://www.stephens.edu/files/resources/drug-and-alcohol-policy.pdf>)
2. Tobacco Free Campus Policy (<https://gateway.stephens.edu/assets/Policies/Tobacco-Free-Campus-Policy.pdf>).
3. Naloxone (Narcan) Policy (<https://gateway.stephens.edu/assets/Policies/Nasal-Naloxone-Policy.pdf>).
4. Automatic External Defibrillator (AED) Policy (<https://gateway.stephens.edu/assets/Policies/AED-Policy.pdf>)
5. Annual Security and Fire Safety Report (<https://www.stephens.edu/about-stephens/consumer-information/>).
6. Physician Assistant Curriculum Catalog - Excerpt (See *Appendix 2*)
7. Okoboji forms and training (See *Appendices 1-1, 1-2, and 1-3*)

Procedures for Distributing Annual Alcohol and Other Drug Policy Notification to Students and Employees

1. The Stephens College Drug and Alcohol policy is included in the College's Drug-Free Schools and Communities Act Biennial Review, which can be found in the College's Consumer and Disclosure Information website, at <https://www.stephens.edu/about-stephens/consumer-information>. The policy is also available for the Stephens College community through the College's password-protected website and in the Staff Policy Manual.
2. The Tobacco Free Campus Policy is available for the Stephens College community through the College's password-protected website and in the Staff policy manual. Summary information is also included for students in the *Within the Ivy*.
3. The College's Naloxone (Narcan) Policy is available for the Stephens College community through the College's password-protected website.
4. The College's Automated External Defibrillator (AED) Policy is available for the Stephens College community through the College's password-protected website.
5. The Annual Security and Fire Safety Report is required per the Jeanne Clery Act to be reported annually in the fall of each calendar year. The report is posted on the Stephens College's Consumer information website at <https://www.stephens.edu/about-stephens/consumer-information/>.
6. The Physician Assistant Curriculum is distributed to students in the program and is also posted online.
7. All Okoboji employees are required to sign a Staff Alcohol/Drug Agreement attesting that they will not provide alcohol to individuals under the age of 21 nor may they partake in the use of illegal substances not provide them. Students are also required to sign a form relating to a Student Manual which includes information relating to a Drug and Alcohol policy.

D. DATA ON FACILITIES, VIOLATIONS, AND SANCTIONS RELATED TO DRUGS AND ALCOHOL

Definitions of Reported Crimes

Alcohol Law Violation

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcohol beverages. For reporting purposes this does not include driving under the influence and drunkenness.

Drug Law Violations

The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Referred for Disciplinary Action

The referral of any person to any official who initiates a disciplinary action of which a record is kept, and which may result in the imposition of a sanction.

Offenses	On Campus Total			Residential Facilities			Non-Campus Property			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Alcohol Arrests	1	0	0	1	0	0	0	0	0	1	0	2
Alcohol Law Disciplinary Action	2	1	0	2	1	1	0	0	0	0	0	0
Drug Law Arrests	1	0	0	1	0	0	0	0	0	3	16	14
Drug Law Disciplinary Action	6	0	0	6	0	0	0	0	0	0	0	0

Appendices



IOWA PROGRAM FOR ALCOHOL COMPLIANCE TRAINING



Why should you participate in I-PACT?

The overall goal of I-PACT is increased voluntary compliance with the state's alcohol laws through education and enforcement. The core objective of the program is to prevent illegal sales of alcohol by educating alcohol sellers and increasing awareness of changes in Iowa's liquor laws.

What will you learn from I-PACT?

The content focuses on key identifying elements of the latest format of Iowa driver's licenses, but also includes information on the previous version of licenses and identification cards. I-PACT covers the Alcoholic Beverage Control Act (Iowa Code chapter 123), valid forms of identification, and how to spot altered and fake IDs. The program focuses on preventing underage sales and sales to intoxicated patrons. Participants will learn techniques for refusing the sale of alcohol with minimal confrontation and how to legally confiscate an altered or fake ID. The training also includes regulations and tips for offsite delivery of alcohol.

Who should take the I-PACT?

All individuals who sell alcohol for on- or off-premises consumption, as well as holders of retail alcohol licenses should take the training. However, anyone who is interested may take the training.



MAKE A PACT

The program asks that a PACT is made by:

- Iowa kids not to consume alcohol products.
- Iowa retailers not to sell alcohol to minors.
- Iowa licensees not to serve alcohol to patrons under 21.
- Iowa's law enforcement to enforce alcohol laws.

CERTIFICATION

After successfully passing the final test, participants will receive a printable certificate of completion. The certification is valid for a period of two years. However, if an individual is cited for a sale-to-minor, the certification is revoked. The training may be taken again for recertification.

SIGN UP

I-PACT is available 24 hours a day, seven days a week, at [I-PACT.com](https://i-pact.com) or through the ABD's web site at <https://abd.iowa.gov>

AFFIRMATIVE DEFENSE

Establishments that choose to participate in the I-PACT training are granted an affirmative defense, which may be used once in a four-year period. A business may avoid civil prosecution if an alcohol sale-to-minor violation occurs in their

establishment. In order for the business to take advantage of the affirmative defense, the employee guilty of the violation must have been I-PACT certified prior to the time the offense occurred. However, the affirmative defense cannot be used if the

employee sold to a minor under the age of 18. Only the business is eligible to avoid a civil penalty; the guilty employee will still be subject to a fine and their I-PACT certification will be revoked.



Civil & Criminal Penalties
Violations for illegal sales of alcohol to minors include a \$500 criminal fine to the clerk, as well as a \$500 civil fine to the retail establishment for the first violation. Subsequent violations can result in higher fines, license suspension or even revocation.



Stephen Larson, Administrator

Find more information at <https://abd.iowa.gov/>

Take the training at [I-PACT.com](https://i-pact.com)

Appendix 1-1

Appendix 1-2



STEPHENS COLLEGE

Okoboji Summer Theatre Staff Alcohol/Drug Agreement

I _____ as an employee of Stephens College and the Okoboji Summer Theatre, am aware that I can never provide alcohol to anyone (students or staff) who is under the legal age of 21.

I also understand that, I may not partake of any controlled substance not prescribed to me by a medical professional (defined as any drug, substance or immediate precursor covered under City, State, or Federal law, including but not limited to, opiates, barbiturates, amphetamines, marijuana, hallucinogens, and prescribed controlled substances), nor can I provide any controlled substance to anyone.

I understand that if I do commit either of these actions, I will render my hiring as null and void and will agree to immediately leave the property when requested.

Signature

Date

**Appendix 1-3
EXCERPT FROM OKOBOJI STUDENT MANUAL**

Drugs/Alcohol: DRUGS ARE ILLEGAL FOR EVERYONE. Anyone using illegal drugs will be sent home. The drinking age for Alcohol is 21. Since the Lakes Area is a college vacation hangout, there are alcohol and drug enforcement agents in the area in plentiful numbers. If you are of legal age and drinking, have a designated driver. If you need a ride home, call the theatre and we will come and get you. If you are of legal age and providing alcohol to minors, **YOU ARE BREAKING THE LAW, and are legally responsible for the minor's actions.** You will be signing an agreement that you and your parents are responsible for the consequences if you are underage and you do consume alcohol anyway. If you are involved with the police **that could be a ticket home depending on the nature of the involvement.** The Stephens administration will decide that on an individual case basis.

Smoking: As theatre students, you obviously DO NOT SMOKE because it is a lethal endangerment to your career as well as to your life, however, if there is anyone who is so blatantly foolish, we do have smoking rules.

EVERY BUILDING AT OKOBOJI IS A SMOKE-FREE ENVIRONMENT. THAT MEANS ALL LIVING SPACES, TOO!!! OST is developing designated smoking areas on the lot in order to balance the needs of the non-smokers, as well as the smokers in our company. Please do not smoke at the picnic tables. When smoking outside anywhere on the lot, please do your best to locate one of these areas and use the cigarette butt cans that are placed there. Smokers should use these cans without exception.

PLEASE TEAR OFF THE FINAL SHEET OF THIS PACKET, SIGN IT AND GIVE IT TO RUTH ANN BURKE. THIS IS A CONTRACT, AN ASSURANCE THAT YOU UNDERSTOOD THE MATERIAL REVIEWED DURING ORIENTATION AND ARE RESPONSIBLILTY FOR UNDERSTANDING THE GOVERNING POLICIES OF THE OKOBOJI SUMMER THEATRE..

I HAVE PARTICIPATED IN THE STUDENT ORIENTATION OF 2018 AND AM AWARE OF ALL THE PERTINENT INFORMATION.

NAME _____

MY AGE IS _____

MY NEXT BIRTHDAY IS _____

Okoboji Summer Theatre Student Code of Conduct 2018

As a representative of Stephens College and the Stephens College Performing Arts program, you are responsible for conducting yourself in a manner that is befitting to the department and within the guidelines of the Student Code of Conduct of the Within the Ivy.. To maintain a safe and productive environment for all students, you will comply and abide by the following guidelines:

1. No use of illegal drugs during the Okoboji experience. The use of illegal drugs is strictly forbidden.
2. Adhere to the legal drinking age of 21. If you are over 21 and provide alcohol to minors, you are breaking the law and in violation of the Code of Conduct. No consumption of alcohol on theatre properties and public spaces (theater, rehearsal rooms, shop, dressing rooms, offices, and common areas) and no inebriated behavior at rehearsals, shop call and/or performances.
3. Review and adhere to the policies related to Title IX, provided by Shannon Walls from Stephens:
 - Policies are online at www.stephens.edu/titleix and are posted on the Call Board
 - What is prohibited
 - Sexual harassment
 - Non-consensual sexual intercourse or contact
 - Sexual exploitation
 - Interpersonal violence
 - Stalking
 - Retaliation for reporting or participating in an investigation
 - Consensual relationships between employees and students
 - Relationships between students are allowed – what is important is consent. The policies outline a lot of great information about consent.
 - All forms of sexual misconduct, including unwanted sexual contact, are strictly forbidden
 - The policies also outline some great tips for risk reduction and bystander intervention. Please take some time to review these important principles and watch out for each other.
 - Should something reach the point where you wish to make a report there are several options:
 - If there is an immediate threat of danger, call 911 immediately.
 - Speak to any of the staff – all staff are considered Mandatory Reporters and what you tell them will be sent to me. I will follow up with you or the person being reported about to offer resources and resolutions.
 - If you do not wish to make a formal report to the institution, you have a few options for confidential reporting:
 - You may contact the Counseling Center on campus at (573) 876-7157 during business hours or call our 24/7 crisis hotline at (800) 395-2132 or RAINN at (800) 656-HOPE (they also have an online chat available at www.rainn.org.) We will post these options on the Green Room bulletin board. We will have a secure space for you to use for tele-counseling with any of these sources or speaking to me.

- If you are a victim or survivor of sexual assault or violence, it is very important that you seek medical care as soon as possible, don't shower, eat or brush your teeth. If you've changed clothes, pack them in a paper bag instead of a plastic bag to preserve evidence.
- Aggressive language or aggressive contact with fellow Okoboji participants is forbidden.
- Guest artist living quarters are not accessible to students.
- In closing, I want to tell you to enjoy this summer. Respect one another. Watch out for one another.

Any violation of this behavioral contract will result in referral to the dean for disciplinary. A second violation will result in immediate dismissal from the Okoboji experience and you will be responsible for all expenses incurred. Furthermore, a violation of this behavioral contract may be subject to further discipline. By signing below, you affirm that you have read the above conditions and understand the conditions of participation set forth by this behavioral contract. You are also acknowledging the consequences of any violations.

I have read the above behavioral contract and agree to abide by them for the entire duration of the Okoboji experience.

Student Signature:

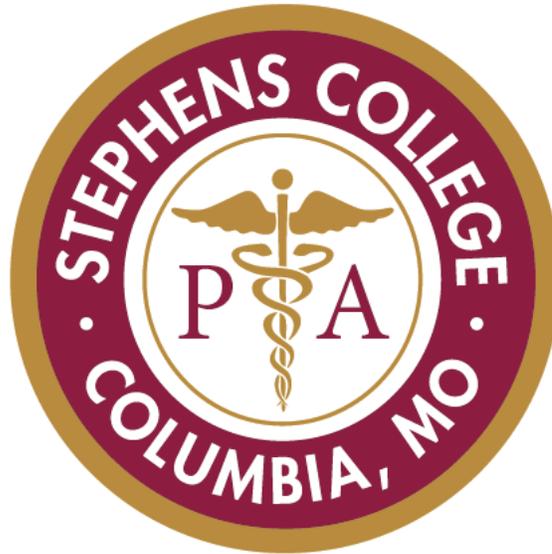
Date: _____

Signature Dean, of the School of Creative and Performing Arts:

Date: _____

Appendix 2
Master of Physician Assistant Studies Student Handbook (Excerpt)

Does Nursing have anything like this?



Master of Physician
Assistant Studies

Student Handbook

Last revised January 2018

VIII. Admissions Policies

ARC PA Standards: A3.15a, b; A3.16

D. Drug Screening

Required drug screening prior to matriculation as well as periodic urine drug screens may be required for all students in the Physician Assistant Program. Admitted students will be required to work with CertifiedBackground.com, the outside agency responsible for completing the urine drug screening for the Physician Assistant program.

Students should be aware that the potential to sit for the Physician Assistant National Certifying Exam (PANCE) might be impacted by a criminal record and/or illegal drug use. Additionally, many state regulatory and governing organizations will not grant a license, registration or other similar professional practice document if there is a positive drug screen or a criminal background check that documents a criminal record. Completion of the Physician Assistant Program at Stephens does not guarantee that a student will meet the licensing requirements of any particular state or agency.

XX. Drug Policy

State and federal law prohibit the possession, use and sale of illegal drugs, including marijuana, and the illegal possession or dispensing of prescription drugs or drug apparatus. Additionally, impairment because of misuse of drugs or alcohol compromises patient safety and the learning environment, and therefore is a breach of the AAPA Physician Assistant Code of Ethics (p. 10). The policy of the Stephens College Physician Assistant Program is that use of illegal drugs or drugs for which the student does not have a valid and current prescription and/or intoxication by or being under the influence of alcohol during any Physician Assistant program session or event will not be tolerated.

Students obtaining positive drug tests at any time during the program will be dismissed from the program. Any student dismissed from the program as a result of positive drug screening will be notified in writing within five (5) working days of receipt of the results of the screen. The student may appeal the decision by following the grievance procedure (Section XXVIIA). Stephens College cooperates with state and federal authorities in their attempts to enforce existing laws regarding drugs. Students are expected to abide by this policy as well as identify and assist impaired colleagues. If a student is aware that another student is using or is under the influence of illegal or unauthorized drugs or alcohol during a Physician Assistant program session or event, the student must report the concern to the program director as soon as possible.

A. Drug Screening

Drug screening prior to matriculation as well as periodic urine drug screens are required for all students in the Physician Assistant Program. Students may also be required to submit to a drug test when Stephens suspects a student may be in violation of this drug policy. To continue in the program, students must obtain drug screens that are negative for illegal and prescription drugs for which the student does not have a valid and current prescription. Refusal of a drug screening will result in dismissal from the Physician Assistant program. Additionally, any deliberate action with the intent to falsify screening results will result in dismissal from the Physician Assistant program.

Students will be required to pay the required fee for the drug screening. Students will report to the program designated laboratory for drug screening within 24 hours of notification. Consent will be obtained at the time of the screening. The students also must take to the lab all prescriptions or medication bottles for medications they are taking that require prescriptions under the law. The laboratory performing the drug screen will perform an initial urine drug screen, and if the results are positive, a second, more sensitive and specific drug screen will automatically be done.

XXI. Readmission to the Physician Assistant Program after a Positive Drug Screen or Criminal Conviction

A student who has been previously dismissed due to a positive drug screen or criminal conviction may submit a new application for admission to the program if he or she can present documented evidence of treatment that was successful in remedying the problem that prompted dismissal. A student who has been dismissed for drug, alcohol or criminal offenses is advised to refer to the Missouri Board of Healing Arts and American Academy of Physician Assistant for practice act rules and regulations. Graduation from the program does not ensure the ability to achieve recognition by state licensure (Physician Assistant) organizations to practice as a certified and licensed physician assistant.

XXV. Student Progress

C. Recommendations and Policies for Dismissal

ARC PA Standard A3.17e Violations that warrant immediate dismissal from the program include, but are not limited to:

- Positive drug test
- Alcohol intoxication and/or being under the influence of alcohol or drugs during program related sessions
- Endangering a patient
- Inappropriate conduct with a patient
- Endangering self or others in the learning environment
- Failure to remediate any course in which a grade of C or better is not obtained
- Multiple and/or significant unprofessional behaviors
- Harassment of any type, including sexual harassment
- Sexual violence
- Academic dishonesty
- Gross conflict of interest
- Any gross violation of the Code of Professional Conduct

In the event of a student offense for which dismissal is warranted, the Program Director will be notified. The Program Director will call a meeting of the Student Progress and Professionalism Committee (SPPC) who are tasked with reviewing the case. The SPPC may make a recommendation for the student's dismissal to the Dean of Health Sciences. The process for appeal of a decision for dismissal is described in the Grievance Procedure section of the handbook (XXVIIA). Students who are dismissed from the

program are eligible to submit a new application if they wish to re enroll. Within the application, the student may submit evidence that he or she has addressed the situation for which they were dismissed.

XXXII. Sexual Offenses Policy

PA students must also comply with the College's Sexual offenses policy (ARC PA Standard A3.17g) as outlined in the manual on page 71.

<https://www.stephens.edu/assets/Docs/Academic/MPA-Student-Handbook-Jan-2018.pdf>