

Drug and Alcohol Policy

The mission statement of Mount St. Joseph University identifies itself as a Catholic, educational community committed to providing an environment and process that foster liberal education with a career orientation. This is best accomplished by the dedication of each of our employees to the highest ethical standards and principles.

Consistent with this statement is the University's concern for the well-being of each employee. This includes providing a safe, secure and drug-free workplace that will support safety and good health for faculty, staff and the community which we serve.

The following outlines the University's policy regarding not only unlawful drug use but also situations involving employees who are under the influence and/or in possession of controlled substances, or alcohol, in accordance with the Drug-Free Workplace Act of 1988 and the Ohio Revised Code Chapters 2925 and 4301 (2008).

1. The unlawful possession, sale, manufacture, distribution, or use of a controlled substance in the workplace is absolutely prohibited. The use or possession of alcohol on the University's property (except in the case of a University-authorized party or celebration) is strictly prohibited. No employee may report to work while under the influence of alcohol or of a controlled substance without a prescription. Violations of this policy will result in disciplinary action up to and including immediate termination.
2. If an employee reports to work and is suspected of being under the influence of alcohol or a controlled substance without a prescription, the University reserves the right to require that the employee submit to an alcohol or drug test at a hospital or doctor's office. Refusal to allow testing will result in discipline, up to and including immediate termination.
3. Mount St. Joseph University has a drug-free awareness program. All employees should know that the dangers of drug abuse in the workplace can create unsafe conditions for them as well as jeopardize the health and safety of all employees. The University requires every employee to cooperate in our policy of maintaining a drug free workplace. Resources are available through our health insurance plan, the CONCERN: Employee Assistance Program, or contact the Office of Human Resources regarding treatment or counseling relating to substance abuse. The University views any violation of the policy on a drug-free workplace as extremely serious, which may result in termination of employment.
4. Each employee must, as a condition of employment, abide by the terms of this policy and report any criminal drug statute convictions to supervision no later than five days after such conviction.

Furthermore, Mount St. Joseph University has a Drug and Alcohol Policy and Guidelines publication, which apply specifically to students and student organizations conducting activities and events. However, adherence to the spirit of the policy and guidelines by all members of the Mount community in all settings is critical to the success of comprehensive drug and alcohol education.

The Drug and Alcohol Policy and Guidelines document, available from the Office of Student Affairs, includes:

Employee Handbook

- Drug and Alcohol Policy and Guidelines
- guidelines for all University events
- disciplinary procedures

Additional literature on the health risks associated with alcohol and drugs, alcohol dependency and abuse, and support services in the Tri-state area can be obtained through the Wellness Center, located in the Harrington Student Center, and are outlined in Mount St. Joseph University Student Handbook. [Alcohol Policy Guidelines for University Events](#) are included as Appendix H of the Employee Handbook.