**Evergreen Beauty College** 

# POLICY FOR DRUG AND ALCOHOL-FREE SCHOOL AND WORKPLACE PROGRAM EMPLOYEE/STUDENT

# POLICY

### PURPOSE

Evergreen Beauty College, also referred to as, Evergreen Beauty and Barber College, or Evergreen is committed to providing a school and workplace environment, which ensures the safety and encourages the personal health and productivity of its employees and students. Evergreen Beauty College recognizes that substance abuse is a threat to the safety, health and job performance of its employees and students. Evergreen Beauty College, as well as our clients, expects the highest standards of our employees and students and we will strive to meet and exceed their expectations. The goal of this policy is to balance Evergreen Beauty College's respect for individuals, with the need to maintain a safe, productive, alcohol and drug-free environment. Evergreen Beauty College has established this policy to detect and remove abusers of alcohol and Controlled Substances from the workplace and school environment.

The purpose of this policy is to convey to employees and students Evergreen Beauty College's policy on alcohol and drug use in the workplace. These policies and procedures are not intended to create or alter any existing contract, written or verbal, between Evergreen Beauty College, and its employees, contractors, job applicants, students or student applicants. This policy does not change the at will employment status of employees.

### SCOPE

This policy applies to all departments, all employees, all job applicants, all students and all student applicants. The term employee includes contracted employees. As a condition of employment, employees are required to abide by this policy. As a condition of enrollment, students are required to abide by this policy.

## **PROHIBITED ACTIVITIES**

It is therefore, the policy of Evergreen Beauty College that the following activities are strictly prohibited during working/school hours by all employees and students and that

illegal use of drugs is prohibited at any time.

### It is against company policy:

1. For an employee to work or student to attend class with the presence of a Controlled Substance or Alcohol in your body (as determined by a drug or alcohol test), including their presence as a drug metabolite, unless legally prescribed to her or him.

2. For an employee or student to sell, use, purchase, manufacture or be in possession of an illegal Controlled Substance or drug paraphernalia, while on Evergreen Beauty College time, conducting Evergreen Beauty College business, on Evergreen Beauty College property.

3. For an employee or student to sell, use, purchase, manufacture or be in possession of Controlled Substances, including prescription medications which are controlled substances, on Evergreen Beauty College time, business, property or while attending class, unless the prescription medication is legally prescribed to the employee or student.

4. For an employee or student to operate any equipment while under the influence of any drug, including prescription or over the counter medications, which render the employee incapable of safely and adequately using the equipment or performing any other job duties.

5. For an employee or student to use alcohol, while on Evergreen Beauty College time or on Evergreen Beauty College business, or to report to work or attend class under the influence of alcohol.

6. To consume any alcoholic beverage or alcohol containing liquid within four hours of a scheduled work or class period.

7. For an employee or student to refuse to submit a specimen for controlled substances or alcohol testing when requested by the Company under this policy or for an employee or student to obstruct or not fully cooperate with specimen collection or testing procedures.

8. For an employee or student to have a verified positive drug test.

9. For an employee or student to tamper with substitute or adulterate any specimen collected for drug or alcohol testing. Any sample reported by the laboratory as Substituted or Adulterated will be considered a "refusal to test" or a refusal to submit a valid sample.

### **ACTIONS REQUIRED OF EMPLOYEES OR STUDENTS**

If an employee or student suspects that she/he has a substance abuse problem, the employee or student is expected to contact a counselor acceptable to the Evergreen Beauty College. Any employee or student who voluntarily seeks assistance or rehabilitation for drug or alcohol misuse prior to being subject to testing under this policy shall not be subject to disciplinary action for violation of the Policy, as long as the employee continues to participate satisfactorily in the counseling or rehabilitation program. The employee/student must obtain a work release from the counselor or treatment provider before returning to work or school.

Any investigation by law enforcement or conviction for Controlled Substance or Alcohol activity may be cause for dismissal from employment or school. Failure to report any conviction for illegal drug use or alcohol misuse to Evergreen Beauty College may result in immediate termination from employment or school attendance.

The use of prescription or over the counter medications that may impair an employee or student's ability to safely or adequately perform his/her duties must be reported to the employee's/student's supervisor. Some medication use may require reassignment or temporary leave of absence without pay. Employees and students must take all medication as directed on the medication label and must heed any warnings listed on the medication's label.

# **DISCIPLINARY ACTION**

A prospective employee/applicant who has a positive test or "refusal to test" may not be further considered for employment.

An Employee who Violates this Evergreen Beauty College policy may be immediately removed from duty and subject to disciplinary action up to and including termination.

A prospective student/applicant who has a positive test or "refusal to test" may not be further considered for enrollment to Evergreen Beauty College. Any current student who has a positive test may be required to reimburse Evergreen Beauty College for the cost of the test.

Students who violate this policy ,may be put on permanent probation and are subject to monthly follow-up drug and/or alcohol tests, at the student's expense.

A student's First Violation may result in immediate removal from class attendance, until the student can pass a "return to duty drug" and/or alcohol test, at student's expense.

A student's Second Violation may result in immediate termination from Evergreen Beauty College. A student may apply for re-entry to school after they have been evaluated by a substance abuse counselor acceptable to Evergreen Beauty College and can obtain a written release from the counselor or treatment provider. The release should document the student's compliance and participation with all counseling or treatments recommended by the substance abuse counselor. The student must then pass a return to duty drug and/or alcohol test at student expense.

A Student's Third Violation may result in immediate termination from school and he/she will not be eligible for re-entry.

Employees and students who violate this policy by illegally selling, manufacturing or distributing controlled substances or alcohol may be terminated from employment or enrollment.

# **DRUG TESTING CIRCUMSTANCES**

<u>**Pre-employment Procedures</u>**: Prospective employees or students may be asked to submit to a drug test at Evergreen Beauty College.</u>

Employment or acceptance/enrollment at Evergreen Beauty College will be offered to those who successfully pass the pre-employment drug test. Refusal to consent to a preemployment drug test, or Positive, Adulterated or Substituted test results may terminate any action towards permanent employment or enrollment as a student.

<u>**Post-Accident Tests</u>**: Evergreen Beauty College may require Drug and/or Alcohol testing of any employee or student involved in an on-the-job accident/injury where the following occurs:</u>

A fatality,

An injury to an employee, student, client or other individual that requires medical attention away from the workplace or accident scene, or Damage to Company property that exceeds \$500.00.

Post-accident testing may be required of any individual whose actions or inaction could have reasonably contributed to the cause of the accident.

**<u>Reasonable Suspicion</u>**: Reasonable suspicion Drug and/or Alcohol testing may be done in cases where there is a reasonable belief by a supervisor, that an employee or student may be using a Controlled Substance, using alcohol while at work, or reporting to work under the influence of Alcohol or a Controlled Substance, using prescription drugs illegally or any other violation of company policy. Reasonable suspicion or For-Cause tests may be required when there is any of the following:

- 1. Observable phenomena (actual use, possession, odors, etc);
- 2. Abnormal behavior or physical characteristics; or
- 3. A drug-related investigation, arrest or conviction or an investigation of theft.

**<u>Random Testing</u>**: unannounced random Drug and/or Alcohol testing may be conducted on all employees or students and will be administrated by a third-party administrator. Selection for random testing will be computer generated. All employees/students will have an equal chance of selection in each selection period.

<u>Unit or Blanket Testing</u>: Drug and/or Alcohol testing of all Company employees/ students or all employees/students in one location or job category may be conducted at the discretion of Evergreen Beauty College.

**Return to Duty Testing:** The first Drug and/or Alcohol test after a policy violation, evaluation by a counselor, acceptable to Evergreen Beauty College, and after the counselor has determined that the employee has successfully complied with prescribed education and/or treatment. The test result must be negative before he/she can return to duty or attend class.

**Follow-up Testing:** After a violation of this policy and return to duty, an employee or student is subject to unannounced Drug and/or Alcohol testing, the schedule of follow-up testing will be determined by the EAP/counselor or Evergreen Beauty College.

**<u>Refusal of Testing:</u>** A refusal of testing will be treated a positive test.

# **DEFINITIONS**

"Alcohol" means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol

**"Alcohol use"** means the drinking or swallowing of any beverage, liquid mixture or preparation (including any medication), containing alcohol

"Alcohol Testing" means to be tested by a certified breath-alcohol technician, using a DOT approved breath testing device or a DOT approved initial screening device. Blood and urine alcohol testing may also be used at the discretion of the employer.

"Controlled Substance or drug" means any prescribed drug or controlled substance including those assigned by 21 U.S.C. 802 and includes all substances listed on Schedule I, through Schedule V., as they may be revised from time-to-time (21 CFR 1308), including but not limited to:

Marijuana	Benzodiazepines	narcotics
Cocaine	Barbiturates	Phencyclidine (PCP)
Amphetamines	Opiates and other	and other hallucinogens

"**Drug Testing**" or "**Drug Test**" means the scientific analysis for the presence of drugs or their metabolites in specimens from the human body. Analysis will include separate screening and confirmation tests.

"Employee" means any person or officer in the service of the employer for compensation.

"**Prospective Employee**" means any person who has made a written or oral application to become an employee of the Company.

"**Reasonable Suspicion**" or "**For-Cause Testing**" means an articulated belief, based on recorded specific facts and observations, and reasonable inference drawn from those facts and observations, that an employee or student is in violation of this policy.

"**Sample**" or "specimen" means any sample of urine, blood, breath, saliva or hair used for drug or alcohol testing.

"**On Duty**" means all working hours including meal or break periods, regardless of whether the employee is on the Company premises, and at any time the employee represents the Company in any capacity, including operating company equipment or vehicles.

"Medical Review Officer (MRO)" means a licensed physician with knowledge of drug abuse disorders that is used by the Company to determine and verify if a legitimate or medical explanation exists for a positive, adulterated, substituted or invalid drug test result.

**"Use"** means to consume, sell, purchase, manufacture, distribute, be under the influence of, report to work under the influence of, or be in the possession of drugs or alcohol. The term **use** shall also include the presence of drugs or alcohol in the body of an employee, including the presence as a metabolite, the use of a prescription drug without a valid prescription from a health care provider and not using a prescription drug as prescribed by the authorizing health care provider.

**"Positive Drug Test"** means the drug test levels on both the screening test and the confirmation test are at or above the level recognized as positive by the U.S. Department of Health and Human Services, in it's Mandatory Guidelines for Federal Workplace Drug Testing Programs, or the standard cutoff levels set by the laboratory; and the MRO has verified the test result as positive.

**"Positive Alcohol Test"** means test levels on both the initial test and the confirmation test are .04 percent or greater.

"Adulterated" means a specimen that contains a substance that is not expected to be present in human urine, or contains a substance expected to be present but is at a concentration so high that it is not consistent with human urine.

**"Substituted" means a** specimen with creatinine and specific gravity values that are so diminished or divergent that they are not consistent with human urine.

**"Actual knowledge" means** knowledge by a supervisor that an employee/student has used alcohol or controlled substances based on the supervisor's direct observation of the individual, or an individual's admission of alcohol or controlled substance use. Direct observation as used in this definition means observation of alcohol or drug use and does not include observation of behavior or physical characteristics sufficient to warrant a reasonable suspicion test.

### **MEDICAL REVIEW OFFICER (MRO)**

In the case of a "Positive, Adulterated, Substituted or Invalid" test result, the employee/student or prospective employee/student may have the right to discuss and explain the results, including the right to advise the MRO of any medication prescribed by his/her physician, which may have affected the results of the test.

### CONTESTING A TEST RESULT

If an employee, student or applicant believes the laboratory analysis is in error, he/she will have 72 hours to request the re-analysis of the original urine specimen that was verified as positive, adulterated or substituted. The cost of re-analysis is at employee/student expense. If the secondary laboratory does not detect the same controlled substance, the individual may be reimbursed the cost of re-analysis.

### Confidentiality

All Drug and Alcohol test results may remain confidential to the extent required or allowed by law. Evergreen Beauty College management will determine which persons within the company, or agents of Evergreen Beauty College, have a need to know individual test results.

Test and other records will be maintained in a secure manner so that disclosure of confidential and/or medical information to unauthorized persons does not occur.

#### Facts About Drugs

#### Marijuana

The most commonly-used current drug, this mind altering active agent is obtained from the marijuana (ganja, sensemilla) plant and more than 400 chemical combinations. In minutes the heart rate can be speeded up by up to 50 percent. A sense of euphoria, of heightened mood, can result but as easily, acute anxiety with mood swings can surprise the user. Long-range psychological and physical damage is a risk of beginning causal use.

#### <u>Cocaine</u>

A white crystalline powder extracted from the leaves of the coca plant, in its pure form. The drug is universally mixed with other substances by dealers to increase bulk and profits. These additives are often irresponsible, including even toxins that have the right look and taste. Always risky in use, frequency heightens the danger. Smoking it affects the brain in seconds and even small amounts can result in heart or respiratory failure.

#### Crack

Also called 'rock' it's a purified version of cocaine that is 'smoked' by inhaling the fumes while heating the drug. Dealers sell small chunks for burning with tobacco or marijuana. Crack gives an intense high within seconds that lasts 5 to 7 minutes. Deep depression is chemically the next stage, encouraging repeated resort to the drug. It can cause intense dependency in a short time.

#### Amphetamines

The chemist's magic may place a tempting selection before you. These are amphetamines, dextroamphetamines and methamphetamines - speed white crosses, uppers, dexies, bennies, and crystal, most in tablet or capsule form. They increase heart and breathing rates, raise blood pressure, often cause blurred vision, dizziness, loss of sleep and anxiety. The temporary 'high' upsets the body chemistry, leads to long term damage.

#### Alcohol

May provide a feeling of confidence and being in control. Those likely to be addicted may have an enzyme deficiency which allows them a high rate of consumption without drunkenness, encouraging a belief that since one doesn't get obviously drunk, no harm is done. The tolerance is only on the surface. Liver, brain, heart and stomach destruction goes on even without apparent symptoms. Over time, beer, wine, wine coolers as well as hard alcohol, often cause dependency and may be fatal.

#### Just Say Yes

To your own health and success. You are important!

Yes - to career preparation and you are on the right track. With your teachers' and school staff's concern and help you can be ready soon to set up the lifestyle you want and deserve.

Yes - to a life clear of drug-induced, artificial highs. A good life in itself a natural high.

Yes - to continuing education and training, keeping you current with the needs of the marketplace.

Yes - Say it with someone at this school ready to meet with you! Check with our office: Just ask, "Who Cares?"

#### YOU CAN SAY NO TO CHEMICAL ADDICTION AND THOSE HOPING TO PROFIT FROM YOUR LOSS,

This institution, in keeping with all local, state and Federal laws, prohibits the possession, use or distribution of drugs and alcohol by students, faculty or staff while on school property or when involved in a school sponsored activity. (PL-101-690) Who cares if I do or I don't?

#### We Care ...

Each one of us at some time needs special help. Today might be the right time to act on your life situation. Do please realize how shallow it is to believe "No one cares" whether you can reject a destructive habit. We care. We can help you to meet all personal and career goals.

Not one person doesn't face social pressures because pursued by doubts and haunted by fears while trying to live up to society's expectations. At these times, if a person doesn't quickly find the caring human response that everyone craves, it's tempting to find a chemical substitute. What everyone needs is experienced human assistance.

This school has a program that provides a caring contact when you are ready. This brief survey of addictive substances is meant to encourage you to seek this contact, before it's to late to ask for it.

#### Why The Drug Problem?

More high school and college age students in America are involved with alcohol or illicit drugs than students in any other country in the world. Studies have shown that even where our youth possesses more than those in other parts of the world, something is still missing.

What's missing frequently has no direct connection to alcohol or drugs. But just to have someone CARE about you - someone for you to talk with and to listen carefully - can often be your best deterrent of a chemical dependency. Drugs can never take the place of someone who will really care about you.

#### Myths

#### Dre Time Can't Hart You'

The precise effects, or quality or even composition of the drugs that you might obtain are necessarily unpredictable. Because what dealers package as marijuana, heroin, cocaine or crack and other synthetic drugs take effect in minutes if not seconds, rarely can you "see what it's like" before the drug gets hold. You'll know too late. Extreme bodily harm, even death can be the result.

'The Most Dangerous Drugs

Have Been Outlawed'

Hundreds of new and little understood synthetic drugs are coming onto the street for sale. US News & World Reports notes, "These drugs haven't been tested. No one is even sure about the toxic effects. But people are still lining up to buy them. The public is taking the role of guinea pigs."

#### You Won't Become Addicted With Casual Use

This is a very dangerous myth. Over 2 million cocaine addicts could tell you different. And you may also learn that, "Once you start using crack, you can't stop." Most of the drugs cause intense dependency and addiction within a short period of experiment.

#### You Have To Drink For Years To Become An Alcoholis'

Even a short history of drinking can cause dependency and initial bodily damage, the true harm not appearing at once.

#### Coste

Your personal expense for having a drug habit can be from \$200 to \$3,000 per week. This is just the beginning, and on the dollar value. The coasts are to your future family, family, lifestyle and career prospects as well as your physical well-being and self respect.

The costs will mount. Your physical and mental state will diminish. As tolerance develops with your continued use, the drugs can cause recurrent depression, paranoia, irritability and other problems that you and others will not consequences are fatal.

All this cost can be controlled - can be prevented. You can dedicate yourself to your wellbeing and your career success. Say Yes to your future development instead of to addiction.

#### Warning Signs

- \* Wanting to be intoxicated while sober
- \* Worrying about 'Where to get more'
- \* Deep Depression
- \* Loss of energy and appetite
- Lack of sleep
- \* Sexual indifference
- \* Shifting feelings about oneself

We're all in a process of change, all the time. But you'll be alarmed if you see these cravings and obsessions and deterioration entering your live. Don't just ignore the signs. Find someone who cares and won't condemn, but helps! U.S. DEPARTMENT OF EDUCATION Office of Safe and Drug-Free Schools



# What's the Problem With Alcohol and Other Drugs at College?

What do you really want from a college experience?

How will drinking and other drug use on campus affect your ability to reach your goals?

A 2006 study<sup>1</sup> of college freshmen found that the features students considered most important in choosing a college were its reputation and the job opportunities its graduates received. So, among other considerations, students may want to consider how a reputation for being a "party school" might be viewed by future employers.

In the same study, the students also reported believing that the educational experiences available on U.S. campuses today are among the best in the world.

Students' college experiences may, however, be affected by the choices they and their peers make about the use of alcohol and other drugs. Research has shown that drug use impairs the brain's ability to absorb and process information, and that students who drink heavily earn lower grades.<sup>2</sup>

J. H. Pryor et al., *The American Freshman: National Norms for Fall 2006* (Los Angeles: Higher Education Research Institute, UCA, 2006).
J. S. Fowler et al., "Imaging the Addicted Human Brain," *Science & Practice Properties* 32(2) (2007): 4–16 [J, Williams, L. M. Posell, and H. Wechsler, "Does Alcohol Consumption Reduce Human Capital Accumulation? Evidence from the College Alcohol Study," *Applied Economics* 35(10) (2003): 1227–1239. Students also report the negative effects that other people's drinking and use of other drugs have on their lives, including having to deal with aggressive behavior, property damage, and even the annoyance of having to babysit intoxicated roommates.

College is not all work—students look forward to the fun and lively social atmosphere that a vibrant, diverse campus brings. But for many students alcohol and other drugs aren't part of that social atmosphere; in fact, the majority of college students don't engage in binge or heav drinking and some don't drink at all.<sup>3</sup>

# What are colleges doing to help?

M any campuses make special efforts to ensure that college will be the exciting, enriching experience their students expect and deserve. More and more campuses follow the experts' advice for creating comprehensive programs and policies to prevent the high-risk alcohol and other drug use that could detract from the students' experiences. For instance, many campuses:

- Ensure that the social scene doesn't revolve around drinking and that, if students decide not to drink, there are many alcohol-free things to do and places to go when looking for alternatives;
- Restrict alcohol advertising and promotions on campus, to make sure that a false sense of "everybody does it" doesn't dominate the campus atmosphere;
- Create and follow fair, clear policies that support students who abstain or drink legally and moderately, and discourage high-risk alcohol and other drug use; and
- Provide support and resources for those students who want to address and control their own drinking and other drug use.

<sup>3</sup> Office of Applied Studies, The National Survey on Drug Use and Health Report: Underage Alcohol Use among Full-Time College Students (Rockville, Md.: Substance Abuse and Mental Health Services Administration, 2006).

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# What is the U.S. Department of Education doing to help?

K anowing what risks college students face in an Atmosphere of drinking and other drug use, the U.S. Department of Education's Office of Safe and Drug-Free Schools seeks out and recognizes campuses that take bold steps to improve the environment in which their students live and learn. One way the Department has encouraged effective programs is through its Alcohol and Other Drug Prevention Models on College Campuses, restructured in 2008 as the Models of Exemplary, Effective, and Promising Alcohol or Other Drug Abuse Prevention Programs on College Campuses.

Under this program, campuses that have effective, comprehensive prevention programs are being recognized by the Department and awarded grants to help them maintain, improve, and further evaluate their programs. These grants also help the awardees to disseminate information about their programs to other colleges and universities that might follow suit.

The U.S. Department of Education has recognized a broad range of programs on 38 campuses through this grant competition (34 programs in the years 1999– 2007; 10 in 2008–09).

On the reverse of this page are listed the institutions recognized by the Office of Safe and Drug-Free Schools with grant awards as discussed above. However, in making these awards the U.S. Department of Education does not intend to imply that alcohol and other drug use or related problems at these institutions are any more or less pervasive than at other campuses.

For more information about model programs, visit the Office of Safe and Drug-Free Schools' Web site at http://www2.ed.gov/programs/dvpcollege/index.html

### Award-winning Campus Programs

The Office of Safe and Drug-Free Schools funded 10 campus programs in 2009 and 2008 under the Models of Exemplary, Effective, and Promising Alcohol or Other Drug Abuse Prevention Programs on College Campuses grant program. Awards were for three kinds of programs:

#### **Exemplary Programs**

"Exemplary program' means a program that has a strong theoretical base and demonstrated effectiveness in reducing alcohol or other drug abuse among college students or reducing problems resulting from alcohol or other drug use among college students, using a research design of the highest quality."\*

#### Effective Programs

"Effective program' means a program that has a strong theoretical base and has been evaluated using either an experimental or quasi-experimental research design, with the evaluation results suggesting effectiveness in reducing alcohol or other drug abuse among college students, reducing problems resulting from alcohol or other drug use among college students, reducing risk factors, enhancing protective factors, or resulting in some combination of those impacts."<sup>6</sup>

#### **Promising Programs**

"Promising program' means a program that has a strong theoretical base and for which evidence has been obtained, using limited research methods, that the program may reduce alcohol or other drug abuse among college students, reduce problems resulting from alcohol or other drug use among college students, reduce risk factors, enhance protective factors, or result in some combination of those impacts."\*

\*Reprinted from *Federal Register* 73, no. 63 (Apr. 1, 2008): 17872. Available at http://edocket.access.gpo.gov/2008/pdf/B8-6691.pdf.

#### 2009 Grant Awardees

University at Albany State University of New York (SUNY) Project Director: Dolores Cimini Effective Program

University of California, Santa Barbara Project Director: Merith Cosden Co-Principal Investigator: Ian Kaminsky Effective Program

> University of Florida Project Director: Virginia Dodd Promising Program

University of North Carolina Wilmington Project Director: Rebecca Caldwell Promising Program

University of West Florida

Project Director: Debra Vinci Promising Program

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### 2008 Grant Awardees

University of Houston Promising Program

University of Massachusetts Amherst Exemplary Program University of Pennsylvania

Exemplary Program

University of Wyoming Promising Program

Virginia Commonwealth University Promising Program

#### 1999-2007 Grant Awardees

(Congress did not fund the program in 2002 or 2003.)

- 2007 Michigan State University
- 2006 George Mason University Montclair State University University at Albany, SUNY University of Missouri-Columbia
- 2005 Gonzaga University Hobart and William Smith Colleges Loyola Marymount University The Ohio State University The University of Arizona University of Nebraska-Lincoln Virginia Commonwealth University
- 2004 Grand Valley State University Massachusetts Institute of Technology The University of Chicago
- 2001 Auburn University Boston College Lehigh University San Diego State University Southwestern Indian Polytechnic Institute State University of New York at New Paltz
- 2000 Rutgers University Syracuse University University at Albany, SUNY University of Pennsylvania Washington State University Western Washington University
- 1999 Bowling Green State University Hobart and William Smith Colleges The Pennsylvania State University The University of Arizona University of Missouri-Columbia University of Northern Colorado Utah State University

# ACKNOWLEDGMENT OF RECEIPT OF Evergreen Beauty College's POLICY ON CONTROLLED SUBSTANCES AND ALCOHOL MISUSE

I, the undersigned employee/student or prospective employee/student of Evergreen Beauty College, hereby acknowledge that I have received a copy of the drug and alcohol policy of the Company. I also agree to comply with this policy as a condition of employment or attendance at Evergreen Beauty College. Further, I also understand that this agreement does not create an obligation or contract of employment between Evergreen Beauty College, and myself.

Further, I consent to any request under the Policy for a specimen, for the purpose of detecting the presence of controlled substances/drugs or alcohol and authorize its designated service provider to collect the specimen.

I also understand and consent that the test result may be given to a Medical Review Officer (MRO), designated employer contacts, any authorized agent for Evergreen Beauty College, and/or the third-party administrator. Further, I understand that appropriate action may be taken in conformity with the substance abuse policy, if the test result is not negative.

Name (Please Print)\_\_\_\_\_

Signature\_\_\_\_\_

Date

Supervisor/Admission Signature:\_\_\_\_\_\_