Policies

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.5.9
Title: Employee Alcohol/Drug Use
Authority: Title 59, Chapter 53, Sections 810-860 of the 1976 Code of Laws of South Carolina, as Amended
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 09-09-1993
Last Cabinet Review: 08-14-2019
Last Revision: 08-14-2019

Chairperson

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It is the policy of Horry-Georgetown Technical College to provide a drug free, healthful, safe, and secure work environment. Employees are required and expected to report to work in appropriate mental and physical condition to meet the requirements and expectations of his/her position.

Horry-Georgetown Technical College prohibits the unlawful manufacture, distribution, dispensation, possession or use of narcotics, drugs, other controlled substances or alcohol at the workplace. The workplace means either the agency premises or while conducting agency business away from the agency premises.

Employees of the College must comply with applicable federal and state laws and regulations, including The Drug Free Workplace Act and the American with Disabilities Act.
It is the policy of the South Carolina Technical College System to provide a drug free, healthful, safe and secure work and educational environment. Employees and students are required and expected to report to their work, class, or student activities in appropriate mental and physical condition to meet the requirements and expectations of their respective roles.

The South Carolina Technical College System prohibits the unlawful manufacture, distribution, dispensation, possession or use of narcotics, drugs, other controlled substances and the use of alcohol at the workplace and in the educational setting. Unlawful for these purposes means in violation of federal/state/local regulations, policy, procedures, rules, as well as legal statutes. For purposes of this policy, workplace means either on agency premises or while conducting agency or college business away from the agency or college premises. Educational setting includes both institutional premises or in approved educational sites off campus.

In order to prevent the consequences of alcohol and other drug abuse at the workplace and in the educational setting, the South Carolina Technical College System has implemented this policy to ensure a drug-free work and educational environment.

The South Carolina Technical College System recognizes that chemical dependency through use of controlled or uncontrolled substances, including alcohol, is a treatable illness. The agency supports and recommends employee and student rehabilitation and assistance programs and encourages employees and students to use such programs.

All locations will also implement drug-free awareness programs for employees and students. Such programs will annually ensure that employees and students are aware that:

1. Alcohol and other drug abuse at the workplace and in the educational setting is dangerous because it leads to physical impairment, loss of judgement, safety violations and the risk of injury, poor health, or even death. Health risks and effects of controlled substances and alcohol will be provided to students and employees.

2. Alcohol and other drug abuse can also significantly lower performance on the job and in the classroom, thus impacting on the agency and the college mission as well as seriously affect the student’s educational and career goals.

3. Employees must report any personal conviction under a criminal drug statute, for conduct at the workplace, to their human resource officer within five days. Management must report to granting agencies, any employee conviction for conduct in the work place within ten days of receiving notice.

4. It is a condition of employment and admission that all employees and students must abide by the policy on alcohol and other drug use as well as related procedures/statements/laws/guidelines. Violation of any provisions may result in disciplinary action up to and including termination or expulsion respectively, and may have further legal consequences consistent with federal and state laws and regulations. Additionally, management may require an employee or student to enter an employee/student assistance or drug rehabilitation program as a condition of continued employment or enrollment.

5. Use of employee assistance programs (EAP), student assistance programs (SAP), or drug/alcohol rehabilitation services is encouraged.
ALCOHOL EFFECTS & HEALTH RISKS

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person’s ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants (see chart below) of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

<table>
<thead>
<tr>
<th>DRUG</th>
<th>SOME TRADE OR OTHER NAMES</th>
<th>DEPENDENCE</th>
<th>EFFECTS &amp; HEALTH RISKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>NARCOTICS</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Opium</td>
<td>Dover’s Powder, Paregoric, Paracetalin</td>
<td>High</td>
<td>Euphoria, drowsiness, respiratory depression, constricted pupils, nausea</td>
</tr>
<tr>
<td>Morphine</td>
<td>Morphin MS-Contin Roxanol, Roxanol-SR</td>
<td>High</td>
<td>Slow and shallow breathing, clammy skin, convulsions, coma, possible death</td>
</tr>
<tr>
<td>Codeine</td>
<td>Tylenol/Emprin/Flotin w/Codine</td>
<td>Moderate</td>
<td>Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating</td>
</tr>
<tr>
<td>Heroin</td>
<td>Diacetyl morphine, Horse, Smack</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Hydromorphone</td>
<td>Dilaudid</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Meperidine (Pethidine)</td>
<td>Demerol, Mepergan</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Methadon</td>
<td>Dolophine, Methadone, Methadose</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Other Narcotics</td>
<td>Numorphan, Percodan, Percocet, Tylox, Tussionex, Fentanyl, Darvon, Lomotil, Talwin</td>
<td>High-Low</td>
<td></td>
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<tr>
<td>DEPRESSANTS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chloral Hydrate</td>
<td>Noctec</td>
<td>Moderate</td>
<td></td>
</tr>
<tr>
<td>Barbituates</td>
<td>Amytal, Butisol, Florinal, Loutanate, Nembutal, Seconyl, Tyinal, Phenobarbital</td>
<td>High-Moderate</td>
<td>Slurred speech, disorientation, drunken behavior without odor of alcohol</td>
</tr>
<tr>
<td>Benzodiazepines</td>
<td>Alivian, Dalmane, Diamepam, Librium, Xanax, Valium, Tranxene, Verstran, Halcion, Ceral, Paxipam</td>
<td>Low</td>
<td>Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death</td>
</tr>
<tr>
<td>Methaqualone</td>
<td>Quaalude</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Glutethimide</td>
<td>Doralen</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Other Depressants</td>
<td>Equanil, Miltown, Noludar, Placidyl, Valmid</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>STIMULANTS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cocaine</td>
<td>Coke, Flax, Snow, Crack</td>
<td>Possible</td>
<td>Increases alertness, excitement, euphoria, increased pulse rate &amp; blood pressure, insomnia, loss of appetite</td>
</tr>
<tr>
<td>Amphetamines</td>
<td>Biphetamine, Delcobsen, Desoxyn, Dexedrine, Obetrol</td>
<td>Possible</td>
<td></td>
</tr>
<tr>
<td>Phenmetrazine</td>
<td>Preludin</td>
<td>Possible</td>
<td></td>
</tr>
<tr>
<td>Methylyphenidate</td>
<td>Ritalin</td>
<td>Possible</td>
<td></td>
</tr>
<tr>
<td>Other Stimulants</td>
<td>Addip, Cylert, Didrex, Ionoman, Meflat, Plegine, Sanorex, Tenuate, Teplan, Prelu-2</td>
<td>Possible</td>
<td></td>
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<tr>
<td>HALLUCINOGENS</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>LSD</td>
<td>Acid, Microdot</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Mescaline and Peyote</td>
<td>Mexo, Buttons, Cactus</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Amphetamine Variants</td>
<td>25-DMT, PMA, STP, MDA, MDMA, TMA, DOM, DOB</td>
<td>Unknown</td>
<td></td>
</tr>
<tr>
<td>Phencyclidine</td>
<td>PCP, Angel Dust, Hog</td>
<td>Unknown</td>
<td></td>
</tr>
<tr>
<td>Phencyclidine Analogues</td>
<td>PCE, PCPy, TCP</td>
<td>Unknown</td>
<td></td>
</tr>
<tr>
<td>Other Hallucinogens</td>
<td>Bufotenen, Iogaine, DMT, DET, Psilocybin, Psilocyn</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>CANNABIS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marijuana</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Tetrahydrocannabinol</td>
<td></td>
<td></td>
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<tr>
<td>Hashish</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hashish Oil</td>
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</tbody>
</table>
ALCOHOL

PURCHASE ON BEHALF OF ONE WHO CANNOT LAWFULLY BUY
It is against the law to buy or give beer, wine, and/or alcohol to anyone who cannot buy it for themselves.
Penalty: Fine up to $200 or confinement up to 30 days and mandatory driver’s license suspension of 90 days 6 months.
(Code 6 1-9-60)

PURCHASE/POSSESSION BY A MINOR/MISREPRESENTING AGE
It is against the law to drink or possess any form of alcoholic beverage if you are under the age of 21. It is also against the law to lie or furnish false information concerning age in order to obtain any form of alcoholic beverage.
Penalty: Fine up to $200 for first offense and mandatory driver’s license suspension of 90 days 6 months.
(Code 20-7-370/380, 61-9-50)

TRANSFERENCE OF BEER OR WINE
It is against the law to give or transfer beer or wine to anyone under the age of 21. This includes serving anyone in your home except your child or spouse.
Penalty: Fine up to $200 or confinement up to 30 days.
(Code 6 1-13-287)

CONTRIBUTING TO THE DELINQUENCY OF A MINOR
It is against the law for any person over 18 to knowingly and willfully influence a minor to violate any law or municipal ordinance.
Penalty: Fine up to $3,000 and/or confinement up to three years.
(Code 16-17-490)

POSSESSION OF BEER, WINE, OR LIQUOR
It is against the law to possess beer, wine, or liquor if you are under the age of 21. This includes opened or unopened containers of alcoholic beverage in actual possession or in your immediate surroundings.
Penalty: Fine up to $100 or confinement up to 30 days and mandatory driver’s license suspension of 90 days 6 months.
(Code 6 1-9-87, 20-7-370/380)

SALE TO PERSON UNDER AGE
It is against the law to sell beer, ale, or wine to anyone under 21 years old.
Penalty: Fine up to $200 or confinement up to 60 days.
(Code 61-9-40)

DISORDERLY CONDUCT
Students found on any public highway or in any public place who are intoxicated or disorderly may be charged with disorderly conduct.
Penalty: Fine up to $100 or confinement up to 30 days.
(Code 16-17-530)

ALTERING AND FRAUDULENT USE OF LICENSE
It is against the law to lend, issue, sell or use your license or anyone’s license or a fictitious license (fake ID) for an unlawful purpose.
Penalty: First offense fine up to $200 and or confinement up to 30 days, and mandatory driver’s license suspension for 90 days 6 months.
(Code 56-1-510/515, 61-9-50)

DRIVING UNDER THE INFLUENCE (DUI)
It is unlawful for persons under the influence of alcohol or other drugs to drive.
Penalty: Not less than $200 fine; imprisonment up to 5 years; driver license suspension 6 months permanent.
(Code 56-1-1330, 56-5-2930/2940/2990)

FELONY DRIVING UNDER THE INFLUENCE
If you cause bodily harm or death to someone while under the influence of alcohol, drugs or any combination, you are guilty of a felony DUI.
Penalty: For bodily harm, a mandatory fine up to $10,000 and mandatory confinement up to 10 years. For death, mandatory fine up to $25,000 and mandatory confinement up to 25 years.
(Code 56-5-2945)

CONSENT FOR TESTING
Anyone who drives on South Carolina highways automatically has given consent to a breathalyser test if arrested. If you refuse to submit to a urine and/or blood test your driver’s license will be suspended. There is no law that states that you have to be given a driver’s license, provisional or temporary.
(Code 56-1-1330, 56-5-2930/2940/2950/2990)

OTHER DRUGS

POSSESSION AND DISTRIBUTION OF DRUGS
It is illegal to have, to make, or to intend to distribute any controlled substance, i.e., cocaine, crack, marijuana, etc.
Penalty: Varies depending upon the circumstances under which the arrest was made and the amount of drugs. Fines up to $200,000, confinement up to 30 years, and mandatory driver’s license suspension for 6 months 1 year.
(Code 44-53-370)

DISTRIBUTION OF CONTROLLED SUBSTANCE CLOSE TO A SCHOOL
It is against the law and a separate offense to distribute, sell, make or have a controlled substance within a “specified” distance of schools, technical colleges, and/or colleges/universities.
Penalty: Fine up to $10,000, and/or confinement up to 10 years.
POSSESSION OR SALE OF DRUG PARAPHERNALIA
It is illegal to possess drug paraphernalia; paraphernalia includes, but is not limited to such things as:

“Roach clips” Clips used by dentists to clip bibs around the necks of patients.
“Bong” Pipe that may or may not use water.
“Carburetor” Circulating tube with holes at each end. Tube may be made out of glass or metal.

Penalty Fine up to $500

(Code 44-53-391)
FEDERAL ILLEGAL POSSESSION PENALTIES
CONTROLLED SUBSTANCES

First conviction: Up to 1 year imprisonment and fined at least $1,000 but not more than $100,000, or both. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least $2,500 but not more than $250,000, or both. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least $5,000 but not more than $250,000, or both. There are special sentencing provisions for possession of crack cocaine: mandatory at least 5 years in prison, not to exceed 20 years and fined up to $250,000, or both, depending on amount of crack possessed and number of convictions.

In addition, there is forfeiture of personal and real property used to possess, facilitate, transport, or conceal possession of controlled substances. There are also civil fines of up to $10,000 and denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses. (21 U.S.C. 844 (a); 21 U.S.C. 853(a) (2); 881 (a) (7); 21 U.S.C. 881(a) (4); 21 U.S.C. 844a; 21 U.S.C. 853 a)

FEDERAL TRAFFICKING PENALTIES (Examples)

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1st Offense</td>
<td>2nd Offense</td>
</tr>
<tr>
<td>Marijuana</td>
<td>NMT 5 years &amp; NMT $250,000</td>
<td>NLT 10 years &amp; NMT Life &amp; NMT $4,000,000 (If death/serious injury NLT 20 years)</td>
</tr>
<tr>
<td>Hashish</td>
<td>NMT $250,000</td>
<td></td>
</tr>
<tr>
<td>Hashish Oil</td>
<td>NMT $500,000</td>
<td></td>
</tr>
<tr>
<td>Amphetamines</td>
<td>NLT 5 years &amp; NMT 40 years &amp; NMT $2,000,000 (If death/serious injury NLT 20 years)</td>
<td>NLT 10 years &amp; NMT Life &amp; NMT $4,000,000 (If death/serious injury NLT 20 years)</td>
</tr>
<tr>
<td>Heroin</td>
<td>NMT $500,000</td>
<td></td>
</tr>
<tr>
<td>Cocaine</td>
<td>NMT $1,000,000</td>
<td></td>
</tr>
<tr>
<td>PCP</td>
<td>NMT $500,000</td>
<td></td>
</tr>
<tr>
<td>LSD</td>
<td>NMT $1,000,000</td>
<td></td>
</tr>
<tr>
<td>Cocaine Base</td>
<td>NMT $1,000,000</td>
<td></td>
</tr>
<tr>
<td>Fentanyl</td>
<td>NMT $1,000,000</td>
<td></td>
</tr>
<tr>
<td>Fentanyl</td>
<td>NLT 20 years &amp; NMT Life &amp; NMT $8,000,000 (If death/serious injury NLT Life)</td>
<td>NLT 20 years &amp; NMT Life &amp; NMT $8,000,000 (If death/serious injury NLT Life)</td>
</tr>
</tbody>
</table>

NOTE: NMT - Not More Than; NLT - Not Less Than

LOCAL INFORMATION

Shoreline Behavioral Health Services Commission
2404 Wise Road
Conway, SC 29527
(843) 365-8884

Waccamaw Center for Mental Health
164 Waccamaw Medical Park Dr
Conway, SC 29526
(843) 347-4888
OR
525 Lafayette Circle
Georgetown, SC 29440
(843) 546-6107

Georgetown County Alcohol and Drug Abuse
1423 Winyah Street
Georgetown, SC 29440
(843) 546-6081

Alcoholics Anonymous
Grand Strand Intergroup
24 Hr. Answering Service (843) 445-7119
www.aamyltlebeach.org

Narcotics Anonymous
https://www.na.org/meetingsearch
An EEOI Affirmative Action System (M/F/H)

Horry Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.