

Policy Information	
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Approved by:	Executive Committee
Approval Date:	October 16, 2018
Executive Responsible:	Executive Director Human Resources
Administrator Responsible:	Executive Director Human Resources
Date of Next Review:	October 2019

SUBSTANCE USE AND ABUSE POLICY

Policy Statement

The College of New Caledonia is committed to the health, safety and well-being of employees, students, visitors, contractors and members of the public who are present on College grounds and facilities and who participate in College sponsored activities. It is recognized that the use of alcohol or drugs may have serious adverse effects on an employee's health, safety and job performance.

Purpose / Rationale

The Substance Use and Abuse Policy addresses the use of all substances that may cause impairment or present a risk to the health and safety of all persons.

Scope / Limits

This Policy applies to all employees (faculty, staff and administrators), students, contractors and visitors while on College property, at College sponsored activities, and while in any vehicle owned or leased by CNC. In this policy, the terms marijuana and cannabis will be used interchangeably.

Principles/Guidelines

Any person on campus, at a CNC sponsored activity, or using College vehicles must not be impaired by alcohol, illegal or prescription or over the counter drugs or cannabis products.

A person will not be permitted to remain on campus while the person is affected by alcohol, a drug or other substance so as to endanger the person or anyone else.

All employees are expected to be fit for duty when reporting to work and remain fit for the duration of their workday. If an employee is required to take prescription drugs, these drugs should not inhibit their ability to proficiently or safely perform their job functions.

Note: Employees and managers need to consider the effects of prescription and non-prescription drugs, and fatigue, as potential sources of impairment. There is a need to inform of potential impairment from any source, and for adequate supervision of work to ensure reported or observed impairment is effectively managed.

Alcohol, recreational cannabis and illegal drugs

1. Possession, consumption, use, or selling of alcohol, recreational cannabis products, illegal drugs or drug paraphernalia on College property or at College functions is strictly prohibited, except under conditions described below.
2. Students living in on-campus Residence are permitted to possess and consume alcohol in their residence room assigned to them provided they are 19 years of age or older. Alcohol is not permitted in the on-campus Residence common areas.
3. Students living in on-campus Residence are permitted to possess and consume edible marijuana products in their residence room assigned to them provided they are 19 years of age or older. Smoking, vaporizing, or consuming marijuana by means of inhalation is **not permitted** in Residence rooms or anywhere on the Residence property. Any form of marijuana is not permitted in the on-campus Residence common areas.
4. Students living in on-campus Residence are expected to adhere to the provincial and federal regulations on permitted possession amounts. Students are not permitted to grow cannabis plants in their Residence rooms.
5. Use of alcohol for social functions or any circumstances related to the College may be permitted when approved by the College. Approval must be obtained to ensure the use of alcohol does not contravene the intent of this policy.

Use of prescription, OTC drugs and medical marijuana

6. Employees who are under medical direction to use prescription drugs or cannabis for health treatment or who use OTC drugs (e.g. cough

suppressants, pain relievers, antihistamines) that may cause cognitive impairment or affect motor skills must advise their supervisor. The supervisor will assist in determining the health or safety of the employee or others who may be impacted by this impairment and take appropriate steps to mitigate such risk. In cases where long-term medical use of these products is prescribed or directed by medical professionals, the College's duty to accommodate may be under consideration.

7. Students who are under medical direction to use prescription drugs or cannabis for health treatment must advise the Student Services department. The College's duty to accommodate may be under consideration.

Medical Accommodation

Employees who would like to request a medical accommodation for the use of prescription medication can contact the Human Resources department and request a meeting with the Executive Director to discuss. Documented medical need will be assessed and reasonable accommodation made, if CNC can do so without undue hardship.

Students who would like to request a medical accommodation for the use of prescription medication can contact the Student Services department and request a meeting with the Accessibility Services Advisor. Documented medical need will be assessed and reasonable accommodation made, if CNC can do so without undue hardship. Students should refer to the Accommodation for Students with Disabilities policy and procedures for more information.

Definitions

1. Medical marijuana/cannabis

Medical marijuana is a controlled substance obtained at the advice of a physician and requires a prescription. It is used to treat and alleviate symptoms of many serious medical conditions that do not respond to traditional medications.

Medical marijuana is available in various forms, including herbal material, oil, sublingual spray, hash or compressed resin, concentrates, pills, creams, patches, and foods and beverages. In addition, there are forms of medical marijuana in which tetrahydrocannabinol (THC) is not present and, as a

result, does not have the mind-altering effects commonly associated with the use of most cannabis products.

2. Undue hardship

Exists when the costs of providing the requested accommodation would be disproportionate and place an undue burden on the College. A claim of undue hardship would likely be supported if:

- the financial cost of accommodation is such that the operation of the College and/or its programs would be diminished;
- there is a risk to public safety or a substantial risk of personal injury;
- the accommodation would result in a substantial disruption of College operations;
- the request reduces academic standards or requires a substantial alteration of essential course or program requirements.

Legislative and Collective Agreement References

Statutes of Canada 2018, Chapter 16 (Bill C-45)

[Occupational Health and Safety Regulation Part 4 General Conditions, Impairment, Subsection 4.19 and 4.20.](#)

[Human Rights Code](#)

Links to Other Related Policies, Documents and Websites

[CNC Residence Community Standards Handbook](#)

[Manulife Financial – Group Health Benefits](#)

[Homewood Health Employee and Family Assistance Program](#)

[BC Public Service – A Manager’s Guide to Reasonable Accommodation](#)

[Accommodations for Students with Disabilities policy and procedures E-1.09](#)

Policy Amendment Log

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