



## Biennial Review Documentation Plan 2020

In order to comply with federal regulations and its value of ensuring a safe and healthy learning environment for its students and to comply with the College's employee and student drug testing policies; Community Higher Ed Institute, with three locations , Community Care College, Clary Sage College, and Oklahoma Technical College complies with the Drug Free Schools and Communities Act (DFSCA). A review of the College's prevention and intervention program will be conducted and a report developed under the supervision of the Human Resource's Department.

Drug-Free Schools and Communities Act (DFSCA) and Drug and Alcohol Abuse Prevention Regulations Part 86, the Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations [EDGAR]), requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, the College must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

In order to comply with the regulations, the College must adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities. Creating a program that complies with the regulations requires that the college does the following:

At a minimum; annually notify each employee and student, in writing, of standards of conduct; a description of appropriate sanctions for violation of federal, state, and local law and campus policy; a description of health risks associated with drug use; and a description of available treatment programs.

- Develop a sound method for distributing annual notification information to every student and staff member each year.
- Conduct a biennial (every 2 years) review on the effectiveness of its Drug and Alcohol Abuse programs and the consistency of sanction enforcement.
- Maintain its biennial review material on file, so that, if requested to do so by the U.S. Department of Education, the campus can submit it.