



Lansing Community College



Employee Substance Abuse and Awareness Policy

LCC is a Drug Free Workplace

The purpose is to ensure a safe environment for employees, students and guests.

Our policy states that any unlawful manufacturer, distribution, dispensation, possession, or use of a controlled substance is prohibited on all College owned or operated property.

As required by the Drug Free Workplace Act, any employee found to be in violation of the above prohibition shall be subject to (1) mandatory participation in drug abuse assistance or rehabilitation program as a condition of continued employment; and/or (2) disciplinary action, up to and including discharge or dismissal.

Furthermore, as a condition of continued employment, any employee who is convicted for a violation occurring in the workplace of any state or federal criminal statute involving manufacturer, distribution, dispensation, use, or possession of any controlled substance shall notify the Director of Human Resources of the conviction no later than five (5) working days after such conviction. Failure to timely report such conviction shall subject an employee to disciplinary action, up to and including discharge. Any employee who is convicted as described above shall be subject to (1) participation in a drug abuse assistance or rehabilitation program as a condition of continued employment; and/or (2) disciplinary action, up to and including discharge.

The College offers educational and referral services to employees aimed at preventing substance abuse and assisting in rehabilitation, if desired, through referral to agencies offering such services. Interested employees should contact the Human Resources Office. All inquiries are confidential.