



Alhambra Medical University

**Drug and Alcohol Abuse Program
Biennial Review Report**

December 2017

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Introduction to the Drug-Free Schools and Campuses Act

Alhambra Medical University commits to make a good faith effort to provide a school and workplace free from the illicit use, possession or distribution of drugs and alcohol and is in accordance with the Drug-Free Workplace Act of 1988 (P.L. 100-690), the Drug-Free Schools and Communities Act of 1989 (P.L. 101-226) and 34 Code of Federal Regulation Part 84, Subpart F. As a part of this commitment, Alhambra Medical University monitors the effectiveness and policy enforcement of its prevention program and. This biennial report is a result in compliance to Federal Drug Free Schools and Campuses Regulations.

Biennial Review Process

This report reviews over a time frame from 01/01/2015 to 12/31/2016. The Biennial Review Committee consists of the following individuals:

- David Lee, Ed.D., Academic Vice President
- Winnie Wu, M.S., Director of Financial Aid
- Megan Hah, MSAOM, L.Ac., Dean of Students

In order to meet compliance, the 2017 Biennial Review of the Alhambra Medical University and other drug related policies and programs was conducted in December 2017. This institution keeps track of incidents and gathers reports of conduct violations made by the university personnel and campus securities as well as incidents referred to the following agencies:

Organization	Alcoholic Anonymous (Central office of Los Angeles)
Street Address	4311 Wilshire Blvd., Suite 104
City, State and Zip	Los Angeles, CA 90010
Helpline	(323)963-4343
Toll Free	(800)923-8722
	http://www.aa.org

Organization	Narcotics Anonymous (Regional office)
Street Address	1937 S. Myrtle Avenue
City, State and Zip	Monrovia, CA 91016
Phone number	(626) 359-0084
Helpline:	(626) 584-6910
	http://sgvna.com/

A final copy of the 2017 report is kept on file in the University's student main office as well as in the Financial Aid office for a 2 year time frame. It is also accessible at the university's website at www.amu.edu. The past reports are available upon request at the student's main office.

Annual Policy Notification Process

In January of 2017, Alhambra Medical University posted the updated online catalog (page 53-55) available to all enrolled students, prospective students and employees covering the followings:

- In accordance with the Drug-Free Workplace Act of 1988 (P.L. 100-690), the Drug-Free Schools and Communities Act of 1989 (P.L. 101-226) and 34 Code of Federal Regulation Part 84, Subpart F, this institution is committed to maintaining a drug-free workplace and a drug-free school.
- The unlawful manufacture, distribution, dispensing, possession or use of drugs, alcohol or other controlled substances at this institution is strictly prohibited. Students and employees are required, as a condition of enrollment and/or employment, to abide by this policy.
- Drug and alcohol abuse can lead to liver, heart and other chronic diseases, low birth weight, birth defects and infant mortality in expectant mothers, and death.
- Drug awareness programs, counseling, treatment, rehabilitation and other related services are available on an ongoing basis to students and employees of this institution through:

Organization	Alcoholic Anonymous (Central office of Los Angeles)
Street Address	4311 Wilshire Blvd., Suite 104
City, State and Zip	Los Angeles, CA 90010
Helpline	(323)963-4343
Toll Free	(800)923-8722
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Helpline:	(626) 584-6910
	http://sgvna.com/

Students and employees seeking assistance in overcoming a drug or alcohol related problems are encouraged to contact this organization.

- To the extent allowed by local, state and federal laws, this institution will impose disciplinary action against students and employees for violating these standards of conduct. These actions may include suspension, expulsion, and termination of employment, referral for prosecution and/or required completion of a drug or alcohol rehabilitation or similar program.

A paper copy was also placed at the Main student office and Financial Aid office, students and employees were able to obtain a copy for themselves upon request.

Alcohol and other Drug Prevalence Rate, Incidence Rate and Needs Assessment

For this Biennial Review, there were zero Alcohol and Drug related incidents and/or fatalities on campus and zero sanctions imposed by the school as a result of drug and alcohol-related violations and fatalities.

Alcohol and other Drug Policy, Enforcement & Compliance Inventory & Related Outcomes/Data

1. Federal Drug Free Campus Policy
Alhambra Medical University is compliant with the Drug-Free Workplace Act of 1988 (P.L. 100-690), the Drug-Free Schools and Communities Act of 1989 (P.L. 101-226) and 34 Code of Federal Regulation Part 84, Subpart F, this institution is committed to maintaining a drug-free workplace and a drug-free school.
2. Student Code of Conduct
Student incidents involving drugs and alcohol are referred to the Student Conduct Committee. Information on the use of illicit drugs, including alcohol can be found online in “Catalog” page 53-55.
http://www.amu.edu/resources/Download/MSAOM_Catalog.pdf
3. Financial Aid Drug Convictions Policy
A federal or state drug conviction (but not a local or municipal conviction) can disqualify a student for FSA funds. Convictions only count against a student for aid eligibility purposes (FAFSA question 23c) if they were for an offense that occurred during a period of enrollment for which the student was receiving federal student aid—they do not count if the offense was not during such a period, unless the student was denied federal benefits for drug trafficking by a federal or state judge (see drug abuse hold sidebar). Also, a

conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when she was a juvenile, unless she was tried as an adult.

Alcohol and other Drug Comprehensive Program /Intervention Inventory & Related Process

1. Campus wide awareness event – December 6 2017
School posted Drug and Alcohol awareness flyer at the main office and student bulletin board and included rehab and counseling agency information (see appendix A)

Alcohol and other Drug Comprehensive Program Goals and Objectives for Biennium Period The goal for this Biennium period

- The goal for this Biennium period was to continue ensuring and reinforcing a drug free campus in compliant to the federal policy, as well as to raise awareness of alcohol and other drug preventions.

Alcohol and other Drug Comprehensive Program Strengths and Weaknesses

Strengths

- During this Biennial review period, current policy was reviewed and an updated.
- Current policy was posted on the school website; hard copy was available for students and employees.
- A procedure has been developed to ensure a biennial review occurs every other year (see Appendix B)

Weaknesses

- There can be more campus wide activities/programs.
- There can be distributions of a survey to students and employees to gauge attitudes and awareness related to drugs and alcohol and the school's prevention efforts.

Recommendations for next Biennium

- Alhambra Medical University will continue to discuss and review the current Alcohol and other Drug statements and update as needed.
- More student and employee participation is needed for activities on campus.
- Survey around the campus is needed to better understand the needs and areas to improve.

Appendices

- A. Drug and Alcohol Awareness Flyer
- B. Biennial Review Procedure

Appendix A

Campus Wide Awareness Event

Did you know....

Drug and alcohol abuse can lead to liver, heart and other chronic diseases, low birth weight, birth defects and infant mortality in expectant mothers, and death?

Each year, approximately 5,000 youth under the age of 21 die as a result of underage drinking?

In 2014, 7.1 million people met criteria for an illicit drug use disorder in the past year?

SAY NOT TO DRUGS

For more information, please visit <https://www.samhsa.gov/> or call 1-800-662-4357 (HELP) for the national helpline



**Alhambra Medical
University**

Appendix B
Campus Wide Awareness Event

Biennial Review

In every odd-numbered year, Alhambra Medical University will conduct a full review of its Alcohol and Other Drug Program to:

- Review current policies and implement changes if needed
- Assess its effectiveness and ensure that disciplinary sanctions are being enforced
- Compliant with the federal regulations

The Dean of Students is responsible for conducting, organizing and calling the review as well as appointing tasks to the review committee. The Biennial Committee consists of, at the minimum but not limited to the following:

- David Lee, Ed.D., Academic Vice President
- Winnie Wu, M.S., Director of Financial Aid
- Megan Hah, MSAOM, L.Ac., Dean of Students

The Biennial Review will take place each odd-numbered year, and will take place sometime between June and December. The publication will be available immediately after the final version is completed before the end of the review year. The Review period will cover the two prior calendar years and below is the scheduled review for upcoming years:

- June to December 2019
(Covers calendar year 2017 and 2018)
- June to December 2021
(Covers calendar year 2019 and 2020)
- June to December 2023
(Covers calendar year 2021 and 2022)