**SMRCDC YouthBuild Drug and Alcohol Policy**

The SMRCDC YouthBuild Memphis policy includes a forward from the director that explains how the policy was determined, a drug-free workplace combination policy statement and acknowledgement receipt of policy, and an explanation of progressive consequences. The language of SMRCDC’s drug-free workplace statement also AmeriCorps Regulation 2545.205 *(Added to Appendices 12⁄2009)*

Contents:

* The document students had to sign at the beginning of the Youthbuild program
* A sheet explaining the consequences of using drugs or failing a drug test. This sheet was handed out just before the first drug test.
* Our drug and alcohol policy, as excerpted from the participant manual.

# Summary of our first-year experience

Of the nine participants that tested positive for marijuana during the first test, three eventually had to leave but six participated in counseling and drug and alcohol groups and made it back into the full program and eventually graduated. In a nutshell, believing that we are part of the transformation process, we decided to

not dismiss the participants immediately after their first dirty test. If they were willing to go through the process and not be on the worksite (for safety reasons), then we were willing to work with them to help them become drug-free.

We also felt that we would do them a disservice by not testing them because it would do them harm in the graduate opportunity’s component of Youthbuild Memphis. To get through every aspect of Youthbuild Memphis and then not be able to be placed or find work because of that lingering issue would not have helped them at all.

Having evaluated how the drug testing went this year, we have decided that, moving forward, the drug testing would happen much sooner in the program (during mental toughness orientation), and would happen more often during the year.

*Note: The “Drug-Free Workplace” form below should be printed on its own full page.*

**SMRCDC YouthBuild Memphis DRUG-FREE WORKPLACE**

**In accordance with the Drug-Free Workplace Act of 1988 (41 U.S.C. 701), as implemented by 24 CFR Part 24, SMRCDC YouthBuild Memphis shall provide a drug-free workplace, as described below.**

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in all SMRCDC YouthBuild Memphis workplaces. “Workplace” shall be defined as any location where any SMRCDC YouthBuild Memphis activities take place (i.e., classroom, job site, site of community service activities, etc.). Any person who violates this prohibition will face disciplinary action, including possible termination from the SMRCDC YouthBuild Memphis program.

As a condition of participation under the SMRCDC YouthBuild Memphis grant, the participant will:

* 1. Abide by the terms of the statement above; and
	2. Notify the staff, in writing, of the conviction for a violation of a criminal drug statute on the site, no later than five calendar days after such conviction

Any participant of SMRCDC YouthBuild Memphis that commits a criminal drug offense in the workplace may be required to participate in a drug-abuse program in order to remain in the YouthBuild program.

***I understand and agree to the terms presented in this drug-free workplace document.***

Printed name Date Signed name

**Consequences of Violating the Drug-Free Workplace Prohibitions**

# Violation: You used drugs or did not pass a drug test

## You are ineligible for:

* Bonus bucks
* 100% attendance
* GED test reimbursement
* Student of the month for education/counseling (but not for construction/director)

## Initial consequences:

* Two days off work site — One day with stipend, one day without stipend (One day of construction-related work, the other day of drug prevention)

**Future Drug Tests: Jan and May and several in between**

* All who didn’t pass a previous test will be tested again
* Others will be chosen randomly to test again

*It has been recommended that our tests include checks for things that alter drug tests. If you are found to have altered your drug test, or if you refuse to take the test, you will also be pulled from the work site and have your status in the program reviewed by the staff and the Youth Policy Committee.*

# If you do not pass the second test:

* Two days off work site — No stipend except for four hours on Friday (Two days of drug prevention, no construction-related work)

# If you do not pass a third test:

* Meet with staff for review of your status in the program

(SMRCDC YouthBuild Memphis will make recommendations, including a possible increase in counseling or inpatient treatment and possible loss of place in program.)

# Violation: You missed a counseling appointment

* Stipend reduced by three hours

(Four hours for second offense plus staff review of status)

**SMRCDC YouthBuild Memphis** **Drug and Alcohol Policy** (from participant manual)

You are to report to the classroom, work site or any SACA YouthBuild site or activity sober, drug free, and alert and capable of completing assigned tasks.

# Section I: Commitment

SMRCDC YouthBuild Memphis is a drug-free program. A participant’s academic success, construction competencies, and safety all require the clarity and awareness that only sobriety offers.

Participants who have been using drugs prior to making a commitment to the program must be willing to make a commitment to be drug-free. Participants who feel that it’s too difficult to stay clean at any time before or after enrollment are encouraged to talk to one of the staff and ask for help.

Testing positive for drugs does not mean a participant will be removed from the program. It does mean that a participant will be required to make additional commitments to the program to help remove this road- block to success. We are here to support and help all participants. Do not wait to get caught by the random screening. Ask for help now!

# Section II: Substance Abuse

***Testing:*** By committing to SMRCDC YouthBuild Memphis, you are agreeing to random drug testing to ensure your commitment to be drug-free. The program reserves the right to randomly test, especially when there is reasonable suspicion that someone is under the influence of drugs or alcohol.

***Positive testing results:*** Anyone testing positive on a drug test will be referred to our local substance abuse treatment provider, to be interviewed, and assessed so they can determine the most appropriate level of care. A plan will then be developed ranging from self-help peer counseling to an in-house residential treatment program. Substance abuse program recommendations will become additional Youthbuild Memphis program commitments for that person. Attendance in a drug treatment program that conflicts with SMRCDC YouthBuild Memphis activities are considered “excused absences, “but participants forfeit the stipend for that time and not be allowed on the work site until testing negative for drugs.

## Ongoing positive drug tests:

After a second positive test result, staff will meet to determine future eligibility in the program.

## Statement of Alcohol Consumption

Participants over 21 have a legal right to drink while not at a SMRCDC YouthBuild Memphis activity. It is their responsibility, though, to be responsible and not have their alcohol use interfere with the training in any way. There is absolutely no drinking allowed at Youthbuild, including on Youthbuild field trips. If you show signs of being under the influence of alcohol, you will be sent home for the day.

***Statement of Smoking***

 Smoking during SMRCDC YouthBuild Memphis activities is reserved for legally eligible participants and only during staff- approved breaks and at designated locations. Smoking is never permitted inside the work site or in any SMRCDC building.

## Summary of Acceptance and Commitment

By accepting enrollment into the SMRCDC YouthBuild Memphis program a participant is agreeing to:

* random drug testing
* willingly participate with our drug and alcohol abuse partner if recommended
* not abuse alcohol

# Section III: Substance Abuse Prevention Education

Substance abuse prevention education will be provided, and classes will be given through small group

participation. It will include:

* Harmful consequences of drug and alcohol use
* Risk factors in the development of addiction
* Self-awareness
* Problem solving
* Resiliency skills
* Communication skills
* Recovery process
* Tobacco