

Drug and Alcohol Abuse Prevention Policy and Procedures

A Guide for Greensboro College Students, Faculty and Staff

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Purpose of Drug and Alcohol Abuse Prevention Program

In an effort to maintain a campus environment that supports and encourages the dissemination of knowledge, the College will provide a drug and alcohol abuse prevention program in compliance with the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendment of 1989. All students and employees share in the responsibility for protecting our environment and are expected to exemplify high standards of professional and personal conduct. The unlawful manufacture, distribution, dispensation, possession or use of alcohol; illegal drugs; or controlled substances by members of the Greensboro College community adversely affects the educational environment. Therefore, the College is committed to having a drug-free campus.

The following material will provide you with information concerning:

- The annual distribution of the policy to each student and employee.
- Standards of conduct that clearly prohibit the unlawful use of alcohol, illegal drugs or controlled substances by students and employees on its property or any college activity.
- A description of applicable legal sanctions under law for the unlawful possession or distribution of illegal drugs or alcohol.
- A description of health risks associated with the use and/or abuse of illegal drugs or the abuse of alcohol.
- And a clear statement that Greensboro College will impose disciplinary sanctions on students and employees for violations of this policy.

All employees and students are expected to adhere to this policy during the course of employment and/or enrollment at Greensboro College.

Drug and Alcohol Abuse Policy

In accordance with the Drug-Free Schools and Communities Act Amendment of 1989 and Drug-Free Workplace Act of 1988, Greensboro College supports and maintains a drug-free living and learning environment and workplace for its students, faculty and staff. As a result, the College strictly prohibits the unlawful manufacture, distribution, dispensation, possession or use of alcohol; illegal drugs; and controlled substances, and possession of drug paraphernalia by students and employees, including volunteers and guests, on College property or at any college-sponsored event on or off campus. Alcohol may be served at college events with prior authorization. The consumption of alcohol at events when the College has authorized such use is permitted only by individuals of legal drinking age.

Any student failing to comply with the policy constitutes a violation of the Greensboro College Student Code of Conduct and offenders will be subject to sanctions, consistent with local, State, and Federal law, up to and including suspension or dismissal.

Any employee in violation of the policy will be subject to disciplinary action up to and including termination of employment. Employees are required to report any drug- or alcohol-related convictions occurring in the workplace to the College no later than five (5) days after such conviction. Such conviction may also result in termination of employment.

The College reserves the right to pass on information regarding possession, use and/or distribution of illegal drugs and drug paraphernalia by any member of its community to local, state, and federal authorities as required. Federal legislation mandates that individuals cannot receive federal aid if they have been convicted of the possession or sale of illegal drugs for an offense that occurred while they were receiving federal student aid.

STUDENTS

Greensboro College Student Conduct Code

Upon enrollment to Greensboro College, students pledge to uphold and abide by the Student Conduct Code. All students are bound under this code and any violation of the Student Conduct Code will be dealt with accordingly. The Student Conduct Code has been established in an effort to promote a balance between the interests of the individual and those of the Greensboro College community. The regulations contained within the Student Conduct Code regarding alcohol, drugs, paraphernalia and controlled substances apply to all students, faculty, staff, alumni, and visitors or guests of the College.

Drug and Alcohol Abuse Prevention Program for Students

All new incoming students are informed of the Drug and Alcohol Abuse Prevention Policy and Procedures during new student orientation and sign a conduct code pledge.

During the fall semester the office of Student Activities provides an alcohol and drug abuse prevention, open to all students to attend.

Resident Advisors are trained annually on By-Stander intervention procedures using the TiPS for the University program.

Student Alcohol Violations

Greensboro College, through education and supervision, affirms, supports, and encourages the position of the United Methodist Church outlined in *The Book of Discipline* with regard to consumption of alcohol and, therefore, recommends abstinence. Recognizing, however, that some responsible individuals consume alcohol and realizing that there are members of the Greensboro College community of legal drinking age, the following policy has been established.

Any failure to comply with the following policy constitutes a violation of the Greensboro College Student Conduct Code.

- 1. Age limitations. The laws of the state of North Carolina pertaining to the possession and use of alcoholic beverages shall be followed specifically. It is illegal for persons under the age of 21 to consume or possess alcohol or for persons of legal drinking age to supply alcoholic beverages to those who have not reached the age of 21. Alcohol may not be consumed or possessed in a room where either student is under the legal drinking age.
- 2. <u>Empty alcohol containers</u>. Empty alcohol containers are prohibited in a room where either resident is under the legal drinking age. The displaying or possession of such containers in

- the residents' room is a violation of the Student Conduct Code. Failure to comply after a request to discard containers will result in an alcohol violation.
- 3. <u>Closed containers</u>. Students may not loiter in public areas while in possession of alcoholic beverages. (A closed container is one on which the seal has not been broken).
- 4. <u>Public display of alcoholic beverages on campus or College-owned property</u>. Alcoholic beverages may not be possessed or consumed by persons of any age outside of individual residence hall rooms, unless at an approved, College-sponsored event.
- 5. <u>Purchase of alcohol with College funds</u>. Neither the College nor any group, which owes its existence to Greensboro College, whether officially or unofficially, formally or informally, will be permitted to use any organizational funds derived from or held by the institution for the purchase of any kind of alcoholic beverage.
- 6. <u>Social functions</u>. Greensboro College does not permit alcoholic beverage at student-sponsored or athletic events on or off campus. All members of the Greensboro College community are responsible for abiding by this policy and the enforcement thereof.
- 7. Alcohol abuse. Unbecoming behavior or any conduct violation committed by a student under the influence of alcohol is not acceptable in the Greensboro College community. Alcohol abuse is considered any use of alcohol by a student which leads to medical consequences or inappropriate behavior. Examples of such include but are not limited to: alcohol poisoning, blackouts, gastritis (vomiting), alcohol-related physical injuries, verbal abuse, physical abuse, property damage, failure to comply with College officials, reoccurring episodes of intoxication or a single episode of intoxication in which the Dean of Students or his/her designee believes that the level of intoxication posed a risk to the student's or other students' health or well-being.
- 8. <u>Binge drinking</u>. Any drinking game or common container found on campus or at a College sponsored off campus event shall be considered to be used for binge drinking. Pong tables/set ups, Beer kegs, bongs/funnels and other common containers are considered a violation.
- 9. <u>Off-campus violations</u>. Although Greensboro College cannot and does not accept responsibility for the conduct of students while they are off College property and cannot regulate the sale of alcoholic beverages to members of the Greensboro College community by the management of off-campus businesses, the College reserves the right to make off-campus conduct by its students a matter of the judicial policy under the Student Conduct Code.

Student Illegal Drugs, Drug Paraphernalia and Substance Abuse Violations

- 1. <u>Substance abuse</u>. Greensboro College has a zero tolerance policy for the use of illegal drugs, drug paraphernalia, and substance abuse of any type. Therefore, any substance, legal or otherwise, that is used for the intention of intoxication/impairment, or misused regardless of intent, and is deemed harmful or potentially harmful to self or others, will be considered substance abuse.
- 2. <u>Illegal drugs</u>. The possession, use and/or distribution of illegal drugs and drug paraphernalia.
- 3. D<u>rug paraphernalia</u>. Prohibited and illegal items include, but are not limited to: any amount of an illicit drug (including seeds), bongs, pot pipes (bowls), rolling papers, scales (electronic or hand-held), blow tubes, etc.

Sanctions Imposed on Students for Violations

- 1. Disciplinary reprimand
- 2. Educational sanction
- 3. Community restitution
- 4. INSIGHT class
- 5. Parent or guardian notification
- 6. Loss of housing privileges
- 7. Required substance abuse assessment and/or counseling
- 8. Disciplinary/Social Probation
- 9. Suspension or dismissal

Refer to the Student Handbook for level of sanction based on first, second and third offense.

EMPLOYEES

Drug and Alcohol Abuse Prevention Program for Employees

All newly hired employees of Greensboro College will be provided a copy of the Drug and Alcohol Abuse Prevention Policy and Procedures during orientation. The Office of Human Resources will explain the policies and procedures in detail and answer any questions.

All employees of Greensboro College will be provided an electronic copy of the Drug and Alcohol Abuse Prevention Policy and Procedures annually.

Violations by Employees

All employees of Greensboro College are responsible for compliance with the Drug-Free Workplace Policy as a condition of continued employment. Violations will be subject to discipline, up to and including immediate termination of employment.

Drug and Alcohol Testing for Employees

Reasonable Cause

Employees who are reasonably suspected of using alcohol or illegal drugs or of abusing controlled substances in the workplace or of performing official duties while under the influence of alcohol, illegal drugs, or abused controlled substances will be required to undergo an alcohol and/or drug test. "Reasonable cause" exists when an employee exhibits behavior that suggest impairment from drug or alcohol use or when job performance or safety is affected. An employee may be requested to take a drug or alcohol test if management officials or supervisors have a reasonable belief that the employee's faculties are impaired while at work due to drug or alcohol use.

Post-accident

Employees may be subject to drug and/or alcohol testing when he/she cause or contribute to accidents that seriously damage a Greensboro College vehicle, equipment or property or result in an injury to himself/herself or another employee requiring offsite medical attention. A circumstance that constitutes probable belief will be presumed to arise in any instance involving a work-related

accident or injury in which an employee who was operating a motorized vehicle is found to be responsible for causing the accident. In any of these instances, the investigation and subsequent testing must take place within two hours following the accident, if not sooner.

Follow-up

Employees who have tested positive for drug and/or alcohol, or otherwise violated this policy, are subject to discipline, up to and including termination. Depending on the circumstances and the employee's work history/record, Greensboro College may offer an employee who violates the policy or tests positive the opportunity to return to work on a last-change basis pursuant to mutually agreeable terms, which could include follow-up drug testing at times and frequencies determined by Greensboro College for a minimum of one year but not more than two years as well as a waiver of the right to contest any termination resulting from a subsequent positive test. If the employee does not comply with the agreed upon terms and conditions, the employee will be subject to immediate termination from employment.

Consequences

Employees who refuse to cooperate in required tests, who use, possess, buy, sell, manufacture or dispense any illegal drug in violation of this policy, or who tests positive for alcohol or illegal drug use under this policy, will be disciplined, up to and including termination. Employees will be paid for time spent in alcohol or drug testing and then subject to unpaid suspension pending the results of the drug or alcohol test. After the results of the test are received, a date and time will be scheduled to discuss the results of the test; this meeting will include the supervisor, a member of the President's cabinet and Human Resources. Should the results prove to be negative the employee will receive back pay for the times/days of suspension.

Confidentiality

Information and records relating to positive test results, drug and alcohol dependencies, and legitimate medical explanations provided to the Office of Human Resources will be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files. Such records and information may be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed when relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee.

Inspections

Greensboro College reserves the right to inspect all portions of its premises for drugs, alcohol or other contraband. All employees, contract employees and visitors may be asked to cooperate in inspections of their persons, work areas and property that might conceal a drug, alcohol or other contraband. Employees who possess such contraband or refuse to cooperate in such inspections are subject to disciplinary action, up to and including termination.

Annual Dissemination

The Office of Student Development will present the Drug and Alcohol Abuse Prevention Policy and Procedures to all new incoming students and provide all Greensboro College students an electronic copy annually at the beginning of each academic year. A link to the Drug and Alcohol Abuse Prevention Policy and Procedures is available on the Greensboro College website.

The Office of Human Resources will provide a written copy of the Drug and Alcohol Abuse Prevention Policy and Procedures to newly hired employees at the beginning of their employment and distribute an electronic copy annually to all Greensboro College employees.

Biennial Review

In an effort to comply with Drug-Free Schools and Campuses Regulations a biennial review will be conducted by Greensboro College. The purpose of the review is to:

- Determine the effectiveness and implement changes to the program if needed
- Ensure that the disciplinary sanctions described in the program are consistently enforced

The Director of Campus Security and Safety, Dean of Students and Director of Human Resources will meet biennially to discuss documented instances where the Drug and Alcohol Abuse Policy has been violated. They will submit their findings to the President's Cabinet and present improvements and/or changes to the program. A report of the biennial review will be available in the Office of Human Resources and the Office of Student Development.

Drug and Alcohol Health Risks

	Signs & Symptoms	Health Effects
Alcohol Alcohol is a depressant that may affect judgment and decision-making abilities, slow down the central nervous system and brain functions, and reduce coordination and reflex actions.	Dulled mental processes Lack of coordination Slowed reaction time Poor judgment Reduced inhibitions	Liver cancer, fatty liver, hepatitis, cirrhosis Increased risk of cancer Kidney disease Ulcers Increased acid in the stomach High blood pressure and strokes Heart muscle disease or heart failure
Marijuana Marijuana is a derivative of the cannabis sativa plant and is illegally used for its intoxicating effects and dreamy state of relaxation and euphoria.	Bloodshot eyes Dry mouth and throat Increased appetite Impaired or reduced short-term memory and comprehension Altered sense of time Alter ability to perform tasks requiring concentration and coordination	Emphysema-like symptoms Respiratory track and sinus infections Lowered immune system response Damage to lungs and pulmonary system
Inhalants Inhalants are mood paltering substances that are voluntarily inhaled. Most substances used are commercial and household products, such as solvents and aerosols, which are easily obtained and are not harmful, if used for the purpose intended and as directed.	Nausea Sneezing Coughing Nosebleeds Fatigue Poor Coordination Loss of appetite Decrease heart and respiratory rates	Hepatitis Brain damage Debilitating effects on the central nervous system Weight loss Fatigue and Muscle fatigue Electrolyte imbalance Permanent damage to nervous system Disorientation, violent behavior, unconsciousness or death

	Signs & Symptoms	Health Effects
Cocaine Cocaine is the most potent stimulant of organic origin and the most widely used of the stimulants. Crack is a form of cocaine.	Dilated pupils Insomnia Loss of appetite Tactile hallucinations Paranoia Seizures Anxiety, agitation Wide mood swings Difficulty in concentration	Elevated blood pressure Elevated heart rate Elevated respiratory rate Elevated body temperature Death by cardiac arrest or respiratory failure
Other Stimulants Stimulants are drugs that stimulate the central nervous system and excite bodily activity. Examples are amphetamines, khat or methamphetamine.	Mood changes Impaired concentration Impaired mental functioning Swings between apathy and alertness Restless, anxious and moody behavior Poor coordination Sleeplessness and anxiety	Increased heart and respiratory rates Elevated blood pressure Sweating, headaches, dizziness Blurred vision Rapid or irregular heartbeat Tremors Physical collapse
Depressants Depressants are drugs that depress the central nervous system, resulting in sedation and a decrease in bodily activity. Examples are barbiturates, GHB, rohypnol® or benzodiazepines.	Slurred Speech Staggered walk Altered perception Mental clouding and drowsiness Respiratory depression	Physical and psychological dependence Tolerance to the drug, leading the user to increase the quantity consumed Coma and death
Hallucinogens Hallucinogens are drugs that distort the senses and often produce hallucinations— experiences that depart from reality. Examples are Ecstasy/MDMA, K2/Spice, Ketamine, LSD, Peyote & Mescaline, Psilocybin, Marijuana/Cannabis, Steroids or Inhalants.	Impaired concentration Confusion and agitation Muscle rigidity Profuse sweating A sense of distance and estrangement Muscular coordination worsens Blocked and incoherent speech Dilated pupils Elevated body temperature Loss of appetite Sleeplessness Tremors	Persistent memory problems Speech difficulties Mood disorders—depression, anxiety and violent behavior Paranoid and violent behavior Hallucinations Increased heart rate and blood pressure Convulsions and coma Heart and lung failure
Narcotics Narcotic analgesics are the most effective compounds used for pain relief. Examples are Opium, Opiates (morphine, codeine, percodan, heroin and dilaudid) and Opioids (Vicodin, Darvon, demerol and methadone).	Feeling of euphoria Drowsiness Nausea and vomiting Constricted pupils Watery eyes and itching Low and shallow breathing Clammy skin Impaired respiration Convulsions	Easy addition Coma Possible death

	Signs & Symptoms	Health Effects
Bath Salts or Designer Drugs Bath Salts are a synthetic stimulant made up of chemicals that stimulate the central nervous system. These substances are usually marketed with the warning "not intended for human consumption."	Agitation, irritability Insomnia, depression and dizziness Paranoia, delusions Nausea and vomiting Sweating Suicidal thoughts Panic attacks Impaired perception of reality Reduced motor control Decreased ability to think clearly	Nosebleeds Chest pains Rapid heart rate Heart attack Seizures Stroke

Federal Trafficking Penalties

F	Federal Trafficking Penalties for Schedules I, II, III, IV and V (except Marijuana)			
Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	First Offense : Not less than 5 yrs, and not more than 40 yrs. If death or serious bodily	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury,
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	million if not an individual.
I	Fentanyl Analogue 10-99 grams mixture	Second Offense: Not less than 10 yrs. and not more than life.	Fentanyl Analogue 100 grams or more mixture	Second Offense: Not less than 20 yrs. and not more than life.
I	Heroin 100-999 grams mixture	of not more than \$8 million if an individual, \$50 million if not an individual.	Heroin 1 kilogram or more mixture	If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	individual, \$75 million if not an individual.
II	Methamphetamine 5-49 grams pure or 100-999 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 gm or more pure or 1 kilogram or more mixture	individual, \$75 million if not an individual.

Federal Trafficking Penalties

Substance/Quantity	Penalty
	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. Or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.
Any Drug Product Containing Gamma Hydroxybutyric Acid	Second Offense: Not more than 30 yrs. If death or serious bodily injury, life
Flunitrazepam (Schedule IV) 1 Gram	imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.

Any Amount Of Other Schedule III Drugs	First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.
	Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.
	Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Any Amount Of All Schedule V Drugs	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.
	Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule 1 Substances		
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	
	Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.	
Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	
	Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50 million if other than an individual.	
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	
Hashish More than 10 kilograms	Second Offense: Not more than 30 yrs. If death or serious bodily injury, life	
Hashish More than 1 kilogram	imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.	
Marijuana Less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if other than an individual. Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other	
1 to 49 marijuana plants	than an individual.	
Hashish 10 kilograms or less		
Hashish Oil 1 kilogram or less		

Federal Trafficking Penalties tables were obtained from the U.S. Drug Enforcement Administration $\underline{\text{http://www.justice.gov/dea/druginfo/ftp3.shtml}}$

North Carolina Controlled Substances Act can be obtained at: http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter 90/Article 5.html

Referral Information for Student and Employee Assistance

ADS - Alcohol and Drug Services	Prevention & Early Intervention Services
1-855-801-9817 or 336-333-6860	Outpatient Counseling
301 E. Washington Street, Ste. 101	Opioid Treatment Program
Greensboro, NC 27401	
www.adsyes.org	
ADS - Alcohol and Drug Services	Prevention & Early Intervention Services
1-855-801-9817 or 336-882-2125	
119 Chestnut Drive	
High Point, NC 27262	
www.adsyes.org	
Cone Health Behavioral Health Hospital	24-hour helpline assistance
1-800-771-2635 or 336-832-9700	24-hour immediate face to face assessment
700 Walter Reed Drive	Chemical dependency program
Greensboro, NC 27403	Day treatment programs
www.conehealth.com/locations/behavioral-health-	Inpatient, short-stay services
<u>hospital</u>	Outpatient counseling services
Fellowship Hall	Inpatient Detoxification
1-800-659-3381	Impatient Hospital Program
5140 Dunstan Road	Residential Program
Greensboro, NC 27405	Partial Hospitalization Program
www.fellowshiphall.com	Intensive Outpatient
	Extended Treatment Program
Ringer Center	Individual Therapy
336-379-7146 (24-hour Helpline)	Alcohol & Drug Treatment
213 E. Bessemer Avenue	Drug Detoxification
Greensboro, NC 27401	
Greater Piedmont Teen Challenge	7 month Residential Program for adult men
1-855 –363-2334 or 336-292-7795	ages 18-45
PO Box 77914	
Greensboro, NC 27417	
<u>www.gpteenchallenge.com</u>	
Hannah's Haven Teen Challenge	9 month Residential Program for women age 18 and
1-855-363-2334 or 336-656-1066	older and 3-6 months non-residential
PO Box 14724	
Greensboro, NC 27415	
www.hannahshaven.net	

Self-Help and Informational Resources

AA - Alcoholics Anonymous	336-854-4278
	www.aagreensboronc.com
NA - Narcotics Anonymous	866-375-1272 (24-hour Helpline)
	www.greensborona.org
Al-Anon Family Groups	888-425-2666
	www.al-anon.org
National Institute on Drug Abuse	www.drugabuse.gov
SAMHSA - Substance Abuse and Mental Health	800-662-4357 (24-hour Helpline)
Services Administration	www.samhsa.gov