



# Montgomery College



## **Safety and Security**

## **Annual Security Report**

## **January 1–December 31, 2011**

Montgomery College is an academic institution committed to promoting equal opportunity and fostering diversity among its students, faculty, and staff. This report is available in an alternative format upon request, under the American with Disabilities Act, by contacting the Office of Compliance at 240-567-7396.

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## Introduction

Montgomery College's Annual Security Report is prepared and distributed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), as amended by the Higher Education Opportunity Act (HEOA), and all implementing regulations issued by the US Department of Education (34 C.F.R. Part 668.46). The College's Office of Safety and Security composes the Annual Security Report. The Annual Security Report contains three years of selected campus crime statistics and certain campus security policy statements in accordance with the Clery Act. The text for the policy statements are prepared by the Office of Compliance with input and additional information from other College offices. The statistical information is compiled by the Office of Safety and Security based not only on information that it receives directly, but also from crimes reported to (a) campus officials designated as "campus security authorities" (as that term is defined in the regulations) and (b) crimes reported to local law enforcement agencies.

Every year, by October 1, the Annual Security Report will be posted on the College's web page and each member of the College community will receive an e-mail that describes the report and provides the exact web address where the document is posted. A hard copy document will be provided upon request.

## Office of Safety and Security - Procedures

### Reporting a Crime or Emergency

Montgomery College encourages all students and employees to report if they are the victim of a crime, observe a crime in progress, or believe a crime may be in progress. If a life-threatening emergency is taking place, call **9-1-1** first, then call the Office of Safety and Security at the appropriate campus and/or campus security authority.

#### *All local police organizations*

9-1-1

#### *Germantown Campus*

240-567-7777 (on campus, x77777)

282 Sciences and Applied Studies Building (SA)

#### *Rockville Campus*

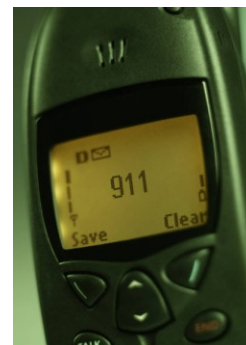
240-567-5111 (on campus, x75111)

101 Counseling and Advising Building (CB)

#### *Takoma Park/Silver Spring Campus*

240-567-1600 (on campus, x71600)

117 Student Services Center (ST)



Students and employees are encouraged to carry a cell phone for reporting emergencies and receiving county and College alerts.

All off-campus locations should call **9-1-1** and then notify the appropriate College administrator. If the emergency is at a Montgomery County Public School (MCPS), call **9-1-1** first and then call MCPS security at 301-279-3232.



Emergency phones are located in all campus elevators and at numerous internal and external locations. These phones will automatically ring in the nearest Office of Safety and Security. Calls made on the emergency phones are recorded.

### Campus Security Authorities (CSAs)

The Clery Act mandates that institutions disclose statistics for crimes reported to local police agencies and crimes reported to CSAs. The intent of including non-law enforcement personnel as CSAs is to acknowledge that many individuals and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

A CSA as defined in the Clery Act is:

- A campus law enforcement unit;

- Any individual or individuals who have responsibility for campus security but who do not constitute a campus security department, such as an individual who is responsible for monitoring entrance into school property, such as an access monitor;

- An individual or organization specified in a school’s campus security statement as the individual or organization to which students and employees should report criminal offenses; or

- An official of a school who has significant responsibility for student and campus activities including, but not limited to, student housing (not applicable at Montgomery College), student discipline, and campus judicial proceedings. An official is not considered a campus security authority when acting as a pastoral or professional counselor. However, Montgomery College does not provide pastoral or professional counseling.

Although we encourage the reporting of campus criminal activity directly to the Office of Safety and Security, in some instances members of the campus community may choose to file a report with one of the other campus security authorities. CSAs should immediately report any reportable incident to the Office of Safety and Security who will prepare an Incident Report. The Office of Safety and Security also sends annual e-mails to CSAs to solicit any reportable crimes. Online training is made available to CSAs with follow-up face-to-face training sessions conducted on each campus to allow CSAs to clarify their roles and responsibilities. The College’s list of CSAs is updated annually. The following is a list of College CSA organizations and titles.

#### Collegewide

Chief of Staff	MK/300	240-567-1796
Senior VP of Student Services	MK/340D	240-567-7267
Human Resources Officer	MK/130	240-567-5382
Diversity Officer	MK/140	240-567-5276
VP and Provost for Workforce Development & Continuing Education	GBTC/442	240-567-2582
Director of Admissions and Enrollment Management	SV/102	240-567-5036
Collegewide Director of Student Financial Aid	SB/107B	240-567-7320
Director of Academic Initiatives	SB/101	240-567-4142
Director of Libraries	MT/111	240-567-7101
Associate Director of Retail Operations	40WG/137	240-567-7656

General Counsel	MK/355	240-567-7998
Refugee Training Center	CF/269	240-567-1404
Director of Child Care Services	40WG/139	240-567-7672
Athletic Director	PE/234	240-567-7587

### **Germantown Campus**

Office of Safety and Security	SA/282	240-567-7777
Safety and Security Manager	SA/277	240-567-7776
Director of Campus Facilities	GB/113	240-567-1917
Collegewide Dean of Student Access and Germantown Dean of Student Services	SA/120	240-567-1993
Associate Dean of Student Services/Chair of BIT	SA/161	240-567-1993
Counselors	SA/120	240-567-1993
Office of Disability Support Services	SA/189	240-567-7770
Student Employment Services Director	SA/122	240-567-6908
Student Services Staff	SA/120	240-567-1993
Campus Student Financial Aid Director	SA/142G	240-567-7811
Campus Registrar	SA/137B	240-567-7817
Office of Student Life	SA/186	240-567-7841
VP and Provost for Germantown Campus	GB/108	240-567-7711

### **Instructional Deans**

Business, Math, Science, Technology	HT/314	240-567-7724
Humanities, Social Sciences, Education	GB/135	240-567-1951
Student Life Club Advisors	SA/186	240-567-7840
Chair of Counseling	SA/175A	240-567-1997
Child Care Center Manager	HS/12	240-567-7875
Center for International and Multicultural Students Counselor	SA/150	240-567-1803
Athletic Coordinator	PG/107	240-567-6969
Baseball Coach	PG/121	240-567-7743
Basketball Coach	PG/122	240-567-6915
Librarians	HS/110	240-567-7858

### **Rockville Campus**

Office of Safety and Security	CB/101	240-567-5111
Safety and Security Manager	CB/109	240-567-5110
Director of Campus Facilities	SW/115	240-567-5015
Collegewide Dean of Student Success and Rockville Dean of Student Services	MT/605	240-567-5052
Associate Dean of Student Services/Chair of BIT	CC/016	240-567-5019
Counselors	CB/215	240-567-5063

Office of Disability Support Services	CB/122	240-567-5058
Office of Student Life	CC/005	240-567-5092
Campus Student Life Club Advisors	CC/005	240-567-5092
Campus Student Financial Aid Director	SV/121	240-567-7326
Campus Registrar	SV/105	240-567-7338
Campus and Community Coordinator	CC/016	240-567-4134
Child Care Center Manager	CH	240-567-5308
Office of International Student Coordinators	SV/115	240-567-5043
Director of Evening and Weekend Office	TC/221	240-567-7525
Athletic Trainer	PE/212	240-567-7574
Golf, Women's Soccer, Volleyball Coaches	PE/214	240-567-4065
Cheerleading Coach	PE/236	240-567-7593
Tennis Coach	PE/243	240-567-7984
Women's Softball Coach	PE/243	240-567-4157
Women's Basketball Coach	PE/246	240-567-7588
Baseball Coach	PE/247	240-567-7985
Men's Basketball Coach	PE/248	240-567-7589
Cross Country/Track and Field Coach	PE/249	240-567-7591
Men's Soccer Coach	PE/255	240-567-7984
VP and Provost for Rockville Campus	MT/102	240-567-5010
Instructional Deans	MT/602- MT/623	240-567-5029
Librarians	MT/107	240-567-7117

### **Takoma Park/Silver Spring Campus**

Office of Safety and Security	ST/117	240-567-1600
Safety and Security Manager	ST/117	240-567-1600
Director of Campus Facilities	P2/124	240-567-1638
Collegewide Dean of Student Engagement and Takoma Park/Silver Spring Dean of Student Services	ST/232	240-567-1469
Associate Dean of Student Services/Chair of BIT	ST/232	240-567-1469
Counselors	ST/122	240-567-1480
Office of Disability Support Services	ST/122	240-567-1480
Campus Student Financial Aid Director	ST/221	240-567-5100
Campus Registrar	ST/122	240-567-1501
Office of Student Life	ST/224	240-567-1490

Student Life Club Advisors	ST/224	240-567-1490
Child Care Center Manager	DC	301-650-1517
International Students Coordinator	ST/146	240-567-1639
Director of Evening and Weekend Office	CM/202G	240-567-3904
VP and Provost for Takoma Park/Silver Spring Campus	ST/306	240-567-1312

**Instructional Deans**

Arts, Humanities and Social Sciences	CF/225	240-567-1364
Health Sciences	HC/419	240-567-5557
Natural and Applied Science, Business Management and Information Science	SS/120A	240-567-1408
Librarians	RC/215	240-567-1540



## General Procedures

While Montgomery College is an open-access campus, some areas of the buildings are restricted to authorized users, currently registered students, faculty, staff, library patrons, and those persons who have contracted for the use of the campus or a facility. If students, faculty, or staff members needs building access after hours, they must come to the Office of Safety and Security to gain admittance. Montgomery College does not have dormitories. All three campuses maintain good lighting throughout the inner campus and parking lots. Controlled access locks limit access to building classrooms and spaces containing valuable property or confidential material. Closed-circuit television monitors are used on a limited basis for asset protection. Security officers maintain regular patrols on the campuses. Each campus Office of Safety and Security operates 24 hours per day, and each security officer has portable radio communication with the Office of Safety and Security, which can summon local public safety agencies as needed. The Office of Safety and Security will provide 24-hour escort service on the campus (upon request).

Montgomery College Safety and Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Montgomery College. Montgomery College security officers have the authority on campus to issue parking tickets, which are billed to financial accounts of students, faculty, and staff. Safety and Security officers do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction on campus. The Office of Safety and Security at Montgomery College maintains a highly professional working relationship with the Montgomery County Department of Police, Rockville City Police, Takoma Park Police, and Maryland-National Capital Park Police. All crime victims and witnesses are strongly encouraged to immediately report the crime to campus Office of Safety and Security and the appropriate police agency. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.



### Emergency Response Partners

Montgomery County Police  
City of Rockville Police  
City of Takoma Park Police  
Maryland-National Capital Park Police  
Montgomery County Fire & Rescue



While Montgomery College and environs are relatively safe, the Office of Safety and Security is committed to promptly informing the College community of incidents that occur on the campuses. In compliance with the "Timely Notice" provisions of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, Montgomery College posts crime alerts for serious crimes that occur within its Clery geography and that may pose an ongoing risk to members of the College community. Through crime alerts, the College seeks to encourage crime prevention and safety practices.

1. Crime Alerts are drafted by the safety and security manager and/or security shift supervisor and approved by the campus facilities director or designee.
2. Notification shall be made by conspicuously posting bright red Crime Alert fliers around campus and the safety and security supervisor or designee transmitting e-mails to employees and to students.

3. Notification shall be made in a timely manner, preferably within a 24-hour period. If the incident is a delayed report (more than 24 hours) by the victim, then the time and date the victim reported the incident will also be included in the report.

The Office of Safety and Security offers assistance in delivering crime prevention programs and materials to employees and students. Examples include distribution of safety flyers, presentations to academic departments, new employee and student orientations, and participation in a student resource fair.

The Office of Safety and Security works closely with local law enforcement agencies that monitor off-campus sites.

It is the policy of each campus safety and security officer to complete a written Incident Report within 24 hours for all reportable incidents pursuant to 20 United States Code Section 1092 (f), the Jeanne Clery Disclosure of Campus Security Policy, and Campus Crime Statistics Act. Each campus safety and security supervisor is responsible for ensuring proper report classification, utilizing the FBI's Uniform Crime Reporting (UCR) procedures. The Rockville Campus safety and security manager prepares the annual Clery Act Report, accumulating data from the Office of Safety and Security records, local law enforcement agencies, and collegewide campus security authorities.

Daily Crime/Incident Logs are maintained at the Office of Safety and Security. Daily Crime/Incident Logs for the most recent 60-day period are open to public inspection during normal business hours. Any portion of the log older than 60 days shall be made available within two business days of a request for public inspection.

The Campus Sex Crimes Prevention Act requires sex offenders to notify states when they enroll or become employees at an institution of higher education. Information provided by the state of Maryland concerning registered sex offenders may be obtained from the Department of Public Safety and Correctional Services. Maryland's sex offender registry can be found online at <http://www.dpsscs.md.gov/onlineservs/socem>.

## **Office of Safety and Security – Services**

### **Visible Uniformed Patrols**

- 24-hour foot patrols
- Motorized marked security vehicles and bicycle patrols

### **Investigative Services**

Campus officers enjoy a close working relationship with police departments in Montgomery County, Rockville City, Takoma Park, and Maryland-National Capital Parks, and work together to solve crimes reported to these organizations.

Officers work closely with the College administration to handle problems.

Every attempt is made to identify perpetrators and recover property.

### **Security Escort Services**

Officers are available 24 hours a day to provide walking escorts.

Call the Office of Safety and Security on the campus you attend.

## **Emergency Response**

Montgomery College has developed a comprehensive Emergency Operations Plan to prepare for and respond to both man-made and natural emergencies occurring on one or more of the campuses or in the local community. The purpose of the Montgomery College Emergency Operations Plan is to provide guidelines, assign responsibilities, and increase awareness in responding to emergencies that may impact the Montgomery College community. The response actions of emergency personnel are guided by the College's commitment to: preventing or minimizing harm or injury to individuals; minimizing damage to College assets; effectively communicating to the College community information concerning a potential emergency, during an emergency, and after an emergency; and restoring normal operations in the shortest possible time frame.

## **Emergency Operations Plan**

The Emergency Operations Plan (EOP) consists of three sections: Emergency Procedures, guidelines for employees and students to follow when reporting or responding to emergencies <http://www.montgomerycollege.edu/emergency>; Emergency Protocols, confidential emergency procedures for College emergency responders; and Emergency Contact Information, critical contact information for College emergency responders.

The EOP is supported by the Emergency Guidelines for Individuals with Disabilities <http://cms.montgomerycollege.edu/EDU/Plain2.aspx?id=4162> and the Continuity of Operations Plan (confidential).

Montgomery College Safety and Security officers will immediately respond to each incident and determine its priority. For all Priority 1 and Priority 2 emergencies, safety and security officers will inform the director of facilities, the emergency planning manager, and the vice president of facilities and Security. Emergencies are classified as Priority 1 (active or imminent life-safety emergency), an incident that has an impact on the life-safety of the College community and possibly the surrounding community; Priority 2 (major emergency), an incident that has an immediate impact or potentially may impact a significant portion of College or campus operations and requires assistance from external organizations; and Priority 3 (minor emergency), an incident limited in scope and area with minimal impact on normal operations and is quickly resolved with internal resources or limited help from external organizations.

## **Incident Command System (ICS)**

The College's approach to managing an emergency is based on the National Incident Management System (NIMS), which includes the Incident Command System (ICS). ICS provides a common organizational structure, common terminology, and common operating procedures; establishes a clear chain of command for effectively managing an incident; and provides for an effective interfacing of College personnel with emergency agencies. Moreover, ICS focuses on the rapid identification of a potential emergency, building evacuation or denial of entry, quick notification of the proper authorities, and initiation of mitigation and recovery efforts in conjunction with emergency agencies.

## Emergency Procedures

Montgomery College's Emergency Procedures include the following procedures and are available at [www.montgomerycollege.edu/emergency](http://www.montgomerycollege.edu/emergency).

Active shooter	Lockdown
Bomb threat	Medical
Campus demonstrations	Pandemic influenza
Crime	Shelter-in-place
Earthquake	Suspicious packages and envelopes
Fire	Swimming pool
Gas leak	Utility outage/building equipment failure
Hazardous material spill or release	Weather
Hostage situation	

## Behavioral Intervention Teams (BIT)

The College has developed collegewide and campus-based Behavioral Intervention Teams (BIT). The purpose of BIT is preventative. The student has not necessarily violated the Student Code of Conduct or other College policies. It is meant to identify students who could benefit from assessment, support, or counseling before a threatening situation might occur. The mission of the Behavioral Intervention Team is to help maintain a healthy and safe environment for all students, faculty and staff; however, BIT cannot guarantee anyone's safety. BIT is not a first-responder group, but with the help of the College community, student behaviors of concern can be identified and addressed in an effort to avert potential problems or incidents.

Campus-based teams are responsible for reviewing, investigating, and assessing behaviors of concern. They evaluate situations to determine risk/threat levels for reported behaviors, decide next steps and, when appropriate, refer students for internal and/or external intervention. BIT also supports first responders by providing follow-up to emergency situations and making recommendations. The campus-based teams meet on a regular basis to discuss and respond to new concerns and follow up on active cases. The campus-based teams can consist of deans/associate deans, counselors, security, instructional faculty, and staff.

An Incident Report Form is used to report a "student of concern" or a student disciplinary issue. The report form can be accessed on College computer desktops. It is also available as a link through the Deans of Student Services web page. The report form is a part of the Maxient Website and is designed to alert and track student incidents. Deans of Student Services and BIT team members will be able to access the report quickly, start a case file, and provide judicial or behavioral intervention as appropriate. Information sessions on how, why, and when to report are available by contacting a dean of student services.

Reporting "cases of concern" via BIT or disciplinary cases via the Student Code of Conduct should never be substituted for calling the Office of Safety and Security or 9-1-1 in emergency situations or health and safety situations that need attention immediately.

## Notifications

The emergency planning manager and the Office of Communications will determine the content of the notification and initiate the notification system, unless a notification will compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Notifications of emergencies and changes to Montgomery College's operational status will be communicated to the entire College community and the larger community outside the College through one or more of the following means:

1. College emergency responders (security officers, campus response, and/or support teams)
2. Montgomery College ALERT. Registered users receive text and e-mail messages. Registration information at: <http://www.montgomerycollege.edu/emergency>.
3. Montgomery College website at: [www.montgomerycollege.edu](http://www.montgomerycollege.edu)
4. MyMC website at <https://mymcprod.montgomerycollege.edu/cp/home/displaylogin>
5. MC Urgent. Faculty and staff e-mail distribution list for emergency and time-critical information.
6. "All students" e-mail. (Currently registered students e-mail distribution list for emergency and time-critical information.)
7. MyMC student e-mail system
8. Montgomery College employee voice mail. From off-site, dial 240-567-1701.
9. Montgomery College employee e-mail. From off-site, <http://mcmmail.montgomerycollege.edu>
10. Montgomery College main phone number at 240-567-5000
11. Montgomery College cable channel 10 in Montgomery County
12. Commercial radio and TV stations

## Evacuation Areas

Each building has been assigned a specific external emergency evacuation area where persons should remain until receiving further instructions. Emergency evacuation area maps are posted in all buildings and on the Montgomery College web page at [www.montgomerycollege.edu](http://www.montgomerycollege.edu) and the College's Emergency web page at [www.montgomerycollege.edu/emergency](http://www.montgomerycollege.edu/emergency).



## Tests

Montgomery College performs an annual announced test of its emergency response and evacuation procedures. The test is documented by recording a description of the exercise, the date, the time, and that it was announced. Prior to the exercise, emergency response and evacuation procedures are publicized.



**Montgomery College Crime Statistics**

**The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)**  
**Data is collected and reported following the FBI uniform Crime Reporting (UCR) system**

**GT = Germantown Campus**

**TPSS = Takoma Park/Silver Spring Campus**

**SWIM = Rockville Swim and Fitness Center**

**40WG = 40 West Gude Drive**

**RK = Rockville Campus**

**GBTC = Gaithersburg Business Training Center**

**OITB = Office of Information Technology Building**

**WHPL = Westfield South**

	VENUE	2009			2010			2011		
		GT	RK	TPSS	GT	RK	TPSS	GT	RK	TPSS
<b>OTHER CRIME:</b>										
<b>Manifesting Hate or Bias</b>	• On Campus	0	4-ra	1-ra	0	0	1-e	1-re	1	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0	0
<b>ARREST FOR:</b>										
<b>Liquor law violations</b>	• On Campus	0	0	0	0	1	6**	0	0	4**
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	2	0
<b>Drug-related violations</b>	• On Campus	0	0	0	0	2	1 3**	0	0	4**
	• In or on a non-campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	3*	2*	0	6*	10*	0	4	0
<b>Weapons possession</b>	• On Campus	0	1	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	1*	0	0	0	0	0	1	0
<b>DISCIPLINARY REFERRALS FOR:</b>										
<b>Liquor law violations</b>	• On Campus	0	2	0	0	5	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0	0
<b>Drug-related violations</b>	• On Campus	0	1	0	0	0	1	0	1	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0	0
<b>Weapons possession</b>	• On Campus	0	0	0	0	2	1	0	1	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0	0

Crimes involving injury that were motivated by hate or bias have a hate crime notation.  
 Race = ra, Gender = g, Religion = re, Sexual Orientation = s, Ethnicity = e, and Disability = d.

### Montgomery College Crime Statistics

**The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)**  
 Data is collected and reported following the FBI uniform Crime Reporting (UCR) system

**GT = Germantown Campus**

**RK = Rockville Campus**

**TPSS = Takoma Park/Silver Spring Campus**

**GBTC = Gaithersburg Business Training Center**

**SWIM = Rockville Swim and Fitness Center**

**OITB = Office of Information Technology Building**

**40WG = 40 West Gude Drive**

**WHPL = Westfield South**

Crime statistics by specific campus and non-campus buildings or property, adjacent property, or adjacent thoroughfares

	VENUE	Germantown Campus 2011		Rockville Campus 2011			Takoma Park/ Silver Spring Campus 2011		
		GT	GBTC	RK	SWIM	OITB	40WG	TPSS	WHPL
<b>CRIMINAL HOMICIDE: Murder and Non-Negligent Manslaughter</b>	• On Campus	0	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>Negligent Manslaughter</b>	• On Campus	0	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>SEX OFFENSES: Forcible</b>	• On Campus	1	1	1*	0	0	0	2**	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>Non forcible</b>	• On Campus	0	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>ROBBERY</b>	• On Campus	1	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>AGGRAVATED ASSAULT</b>	• On Campus	0	0	1	0	0	0	1	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>BURGLARY Forcible (F) and Non Forcible(NF) and Unknown(U)</b>	• On Campus	1	0	3NF	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>ARSON</b>	• On Campus	0	0	0	0	0	0	0	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	0	0	0	0
<b>MOTOR VEHICLE THEFT Attempted Thefts (AT)</b>	• On Campus	1	1	3*	0	0	0	1	0
	• In or on a non campus building or property	0	0	0	0	0	0	0	0
	• On adjacent public property or thoroughfare	0	0	0	0	3*	0	0	0



## **Sexual Offenses – Policies and Procedures**

### **Prohibition**

The College prohibits and will not tolerate sexual offenses by an employee, student, or participant in a College-sponsored program, or by any individual present on the College's premises. For purposes of this policy, the College's premises include any property that it owns or leases or that it has permission to occupy for the purpose of conducting a College-sponsored program.

### **Definition**

Sexual offenses are defined as nonconsensual, physical conduct of a sexual nature, whether with a member of the same gender or the opposite gender.

A forcible sex offense is any sexual act directed against another person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A nonforcible sex offense is an unlawful, non-forcible sexual intercourse, such as: (a) incest (non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law), and (b) statutory rape (nonforcible sexual intercourse with a person who is under the statutory age of consent).

### **General Explanation**

Although, generally, a sexual offense under this policy is sexual contact with another individual that constitutes a criminal offense under the laws of the state of Maryland, certain nonconsensual, physical conduct of a sexual nature may constitute a sexual offense under this policy even though it does not constitute a crime in the state of Maryland. Conviction of a criminal offense is not necessary to a finding of commission of a sexual offense under this policy, whether or not the sexual offense is a crime in the state of Maryland.

A sexual offense includes what is now commonly referred to as "acquaintance rape" or "date rape." For example, if two individuals, consensually, engage in one or more acts of sexual conduct, there will be no sexual offense. However, an individual's consent to engage in one or more acts of sexual conduct does not imply, and shall not be deemed to constitute, consent to engage in any other act of sexual conduct.

Furthermore, an individual will not be considered to have consented to an act of sexual conduct if, for any reason, such individual is incapable of appraising the nature of the conduct or if the person is mentally or physically impaired or is prevented from resisting another individual's demands or requests to engage in such conduct. An individual shall also not be deemed to have consented to engage in sexual conduct if such individual was induced to engage in such conduct because of a promise or threat (by an individual reasonably perceived by the alleged victim to have the authority to effect such promise or threat) to favorably or adversely affect such individual's employment or academic status.

Finally, it is to be noted that a sexual offense will always constitute an act of sexual harassment under the College's Sexual Harassment Policy, although, depending on all surrounding circumstances, an act of sexual harassment that involves physical contact will not necessarily constitute a sexual offense under this policy.

## **College Aid to Victims of a Sexual Offense**

An individual who claims to be a victim of a sexual offense may notify any College administrator or any campus Office of Safety and Security. If a College administrator is notified of the commission of an alleged sexual offense the administrator shall immediately direct that individual to a dean of student development or a campus Office of Safety and Security. The dean of student development or campus Office of Safety and Security shall immediately inform the individual claiming to be a victim of a sexual offense of (1) his or her right to notify the appropriate law enforcement authorities, including the campus security office and local police; (2) his or her right to file criminal charges with the appropriate law enforcement authorities; (3) the importance of preserving evidence necessary to the proof of a criminal sexual offense and prompt notification of law enforcement authorities; and (4) the name and location of the nearest hospitals equipped with the Maryland State Police sexual offense evidence collection kit.

The College shall assist an individual who claims to be a victim of a sexual offense in notifying local law enforcement authorities and in obtaining appropriate medical attention, including obtaining transportation to the nearest hospital equipped with the Maryland State Police sexual offense evidence collection kit, unless such assistance is refused by such individual.

The College shall also provide to an individual who claims to be a victim of a sexual offense access to a professional counselor trained and experienced in dealing with sexual offense crises.

A victim of a sexual offense may request a change in academic situations after an alleged sexual offense. The College will notify the victim of the options for such change(s) and make such changes if the change(s) are reasonably available. To make such a request, students should contact the director of equity and diversity or a dean of student development.

## **Enforcement**

Individuals found to have committed a sexual offense in violation of this policy will be subject to disciplinary action in accordance with College policy/procedure, up to and including dismissal from employment or from such academic or other College-sponsored program in which such individual participates and/or may be barred from College facilities.

Any individual who learns of an alleged incident of a sexual offense shall inform the director of equity and diversity or a dean of student development, who shall be responsible for contacting the alleged victim and, in addition to assisting the alleged victim as provided in this policy, informing the alleged victim of his or her right to file a formal complaint and offering assistance in initiating such a complaint. Failure of a College employee to comply with these requirements will be treated as a failure to fulfill duties and may result in counseling and/or disciplinary action as appropriate.

## **Procedures**

Any individual who believes that he or she has been the victim of a sexual offense in violation of this policy may file a complaint with the College's director of equity and diversity. All complaints will be investigated, and confidentiality will be maintained to an extent consistent with the College's duty to investigate the complaint. During any meeting or hearing conducted during the course of a disciplinary proceeding arising out of an alleged sexual offense, an individual who claims to be a victim of a sexual offense and the individual who is asserted to have committed such offense may have present with him or her a person of his or her choice, provided that the unavailability of such a person who is not a witness shall not be a reason to delay or postpone any meeting or hearing. Both the individual who claims to be a

victim of a sexual offense and the individual who is asserted to have committed such offense shall be informed, in writing, of the outcome of any disciplinary proceeding arising out of a sexual offense.

No person will be retaliated against as a result of bringing a complaint of a sexual offense, except that an individual who files a complaint knowing that complaint to be false will be subject to appropriate administrative action, including dismissal from employment and/or any program of the College in which such individual participates.

## **Educational and Guidance Programs**

The College is committed to preventing sexual offenses on campus. The College president shall designate a College employee who will be responsible for the administration and development of education and guidance programs to promote the awareness of forcible and nonforcible sexual offenses, including date rape and acquaintance rape. Students, employees, and other participants in College-sponsored programs are strongly encouraged to take advantage of these programs to further develop an understanding of what constitutes sexual offenses, steps which may be taken to prevent such conduct, and steps to be taken in the event such conduct does occur.

The College provides counseling and other services that are available to victims of sexual offenses, information about which is available through the director of equity and diversity and the deans of student development. In addition, the director of human resources, the director of equity and diversity, and the deans of student development shall jointly compile a list of resources that, although not provided by the College, are available in the community to victims of sexual offenses, which list shall include the nearest rape crisis centers designated by the state of Maryland.

## **Alcohol and Drug Abuse – Policies and Procedures**

### **Introduction**

This section was developed to provide a comprehensive overview of the health risks and legal implications related to alcohol and other drug use, and to serve as a reference for resources available to all Montgomery College students and employees. Since substance abuse is one of our primary concerns relative to the health and welfare of students and employees, we hope this guide is helpful to all who need assistance.

### **Philosophy**

All students and employees share the responsibility for protecting the Montgomery College environment, and all are expected to exemplify high standards of professional and personal conduct. The illegal or abusive use of drugs or alcohol by students or employees adversely affects the educational environment. Montgomery College is committed to maintaining a learning environment that is free of illegal drug use and alcohol abuse.

In keeping with its primary purpose, Montgomery College will utilize educational strategies as its major approach to this problem. Everyone should be aware, however, that any student or employee who uses illegal drugs or abuses any drug, including alcohol, may be subject to prosecution and punishment by the civil authorities and to disciplinary proceedings by the College. Individuals who are using drugs should stop. This policy does NOT punish people who seek rehabilitation. All information provided by people who voluntarily avail themselves of drug or alcohol counseling or rehabilitation services will be confidential. It will NOT be used against the individual.

## **Policy on Drug and Alcohol Abuse Prevention**

On May 15, 1989, the College Board of Trustees underscored its commitment to drug and alcohol abuse prevention by adopting the following policy:

- I. The Board of Trustees is committed to the education of students, employees, and community members regarding substance abuse prevention, detection, and treatment services; to the continuation of a collegewide substance abuse prevention program and other ongoing efforts that will foster such education; and to the maintenance of a drug-free environment throughout the College.
- II. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited at Montgomery College.
- III. College students and employees are subject to appropriate disciplinary action for violation of this policy, in accordance with College policies and procedures regarding employee discipline and discharge and in accordance with the student code of conduct.
- IV. The College president is authorized to establish procedures to implement this policy.

## **Educational Efforts to Prevent Substance Abuse**

In keeping with its primary mission of education, Montgomery College conducts educational programs aimed at preventing alcohol abuse and illegal drug use. Educational efforts include a variety of educational lectures, presentations, films, and other programs on substance abuse prevention. In general, the programs include information about the incompatibility of the use or sale of illegal drugs with the goals of Montgomery College; the health hazards associated with illegal drug use; the incompatibility of drug abuse with the maximum achievement of educational, career, and other personal goals; and the potential legal consequences of involvement with illegal drugs.

## **Educational Efforts to Prevent Substance Abuse for Students**

Faculty counselors have been increasingly active in conducting substance abuse prevention activities at the College. For example, on March 27, 2012, the Takoma Park/Silver Spring Campus Counseling Department held a Substance Abuse Prevention Workshop in the Student Services Center. The workshop was attended by 43 students. Of the 43 students that attended the workshop, 33 students (77%) completed evaluations of the workshop.

### **Workshop Evaluation Data**

When asked if they would recommend the workshop to someone they knew, 88% responded *yes* and 12% responded *no*.

When asked if they learned things they did not know, 82% responded *yes* and 18% responded *no*.

When asked if they think all college freshmen need to know the workshop information, 97% responded *yes* and 3% responded *no*.

When asked to rank the workshop presentation on a scale of 1–10 (1=poor and 10=excellent), 73% responded in the 8–10 range; 19% responded in the 5–7 range; and 8% responded in the 1–4 range.

## Student Health 101 (SH 101)

The College began providing access to Student Health 101 (SH 101) during the fall and spring 2011 semesters. Student Health 101 is a wellness newsletter that covers topics that impact student success and retention. Monthly issues are updated and can be read online. There is also an informative [Parent Issue](#). Students have access to not only the current SH 101 issue but also to old issues through the archive link: (<http://readsh101.com/a/montgomerycollege.html>). SH 101 is promoted through the First Year Experience Facebook page, and the College's Facebook and Twitter accounts with a few weekly blurbs regarding the topics covered in the current issue. E-mails are sent to students, faculty and staff to promote each monthly issue.

Various issues address drugs and or alcohol use in college. Some of the past archived articles addressing drugs and alcohol include the following: Binge Drinking; Drinking Games: How to Come Out a Winner; Self-Medicating: A Prescription for Disaster; Taking an Honest Look at Binge Drinking; Fighting Prescription Drug Abuse; Alcohol and the Student Body; and Prescription Drug Abuse on Campus.

### Student Health 101 Usage

*We began distributing access to the SH 101 link in November 2011: the usage reports reflect data beginning in November 2011.*

#### *Usage Overview Sample*

Through November 2011, we asked students to report on what they've learned from reading the November issue of *Student Health 101*. Below are results from our students, as a random sample of students provided feedback. Specifically, students who responded selected one of three choices for each article: (1) I read and learned something from this article; (2) I read the article and didn't learn anything; and (3) I didn't read the article.

The data is for the Takoma Park/Silver Spring campus, and the (number) represents the number of responses.

<b>Article Name</b>	<b>Read and Learned from Article</b>	<b>Read and Didn't Learn from the Article</b>	<b>Didn't Read Article</b>
<b>What to Do If You're Thinking of Leaving School</b>	72% (21)	7% (2)	21% (6)
<b>Stealing Your Slumber: 7 Sleep Myths</b>	79% (23)	7% (2)	14% (4)
<b>Deskside Fitness Guide</b>	72% (21)	3% (1)	24% (7)
<b>How to Deal with Loneliness</b>	83% (24)	3% (1)	14% (4)
<b>Nutrition: What's on Your Plate?</b>	86% (25)	7% (2)	7% (2)
<b>Smoking: How to Put Out the Fire</b>	66% (19)	0% (-)	34% (10)

## ALCOHOLEDU®

This academic year the College will launch AlcoholEdu, an online education and prevention program. The online program is scheduled to go live fall 2012. As an account holder, the College will be able to customize AlcoholEdu by adding the school brand, resource links, administrator messages, and survey questions. A more detailed description of AlcoholEdu is provided below:

### What is AlcoholEdu?

- An alcohol prevention program that allows the College to meet *all* students where they are today, helping them make safer and healthier decisions about alcohol in the future
- A program with **demonstrated efficacy** when administered at a population level
- Consultative support from a team of nationally recognized experts
- A strategy to **reduce the College's institutional risk**

AlcoholEdu for College is the only online alcohol prevention program that was designed for Population-Level Prevention®. Its personalized approach provides an experience that impacts both individual behavior and campus culture, reducing the College's institutional risk.

Today, AlcoholEdu is used on hundreds of campuses and by 36% of all first-year students at America's four-year higher education institutions, producing the world's largest database on college students and alcohol. It remains the only program specifically designed for ALL students—whether they are frequent heavy drinkers, light to moderate drinkers, or non-drinkers.

### Unique Program Design

AlcoholEdu for College is a Population-Level Prevention® program that is designed to be given to an entire population of students, such as an entering first-year class. This method creates a learning experience that:

- Motivates behavior change
- Resets unrealistic expectations about the effects of alcohol
- Links choices about drinking to academic and personal success
- Helps students practice safer decision-making
- Engages students to create a healthier campus community

With several published studies and randomized control trials documenting its efficacy, AlcoholEdu has been a critical building block for addressing the epidemic of high-risk drinking on America's college campuses.

### Why have we focused on the misuse of alcohol?

We are often asked, “Why take on an issue as unpopular and seemingly impossible to change as college student drinking?”

Our answer, quite simply, is this: the future of our nation depends upon it.

In recent decades, there has been no greater “black eye” for the United States higher education system

than high-risk drinking on college campuses. It has jeopardized our nation's status as the mecca of quality higher education. It hampers our ability to compete globally and prepare this generation of students to become tomorrow's leaders. Alcohol misuse among college students doesn't just put students at risk, but greatly threatens the ability of institutions of higher education to achieve their organizational objectives:

### **Efficacy Results**

In August 2011, a federally funded, independently conducted randomized control trial involving 30 campuses was released, documenting the **impact of AlcoholEdu for College in reducing dangerous alcohol use by college students, and reducing alcohol-related harms, such as blackouts, drunk driving, and sexual assaults.**

### **Research Findings**

This fully independent, three-year investigation was conducted by a research team at the Pacific Institute for Research and Evaluation (PIRE), led by M. J. Paschall, which secured a multimillion dollar grant from the NIAAA, part of the National Institutes for Health (NIH).

The PIRE study was a multisite randomized control trial, with 15 colleges randomly assigned to have their first-year students take AlcoholEdu for College and 15 comparison schools. PIRE's analysis showed that, during the fall semester that immediately followed AlcoholEdu implementation, the course:

- **Significantly reduced the frequency of past 30-day alcohol use**
- **Significantly reduced the frequency of binge drinking\***
- **Significantly reduced the risk of past 30-day alcohol-related problems**

\* Note: "Binge drinking" is defined as five or more drinks in a row for men, and four or more drinks in a row for women within a 2-hour period.

*Source: Paschall, M.J., Antin, T., Ringwalt, C.L., & Saltz, F. (2011a). Effects of AlcoholEdu for College on alcohol-related problems among freshmen: A randomized multicampus trial. Journal of Studies on Alcohol and Drugs, 72, 642-650.*

As reported above, Montgomery College acquired AlcoholEdu during the summer of 2012. The implementation of AlcoholEdu is slated for this fall for use with first-year students. The College has chosen the post matriculation implementation of the course which would allow students to complete part one of the course in three to four weeks after arriving on campus. The second part is completed 30 days after the deadline for completing part one.

### **Educational Efforts to Prevent Substance Abuse for Employees**

The Office of Human Resources will provide "Lunch and Learn" sessions to educate employees on the risks associated with dangerous behaviors, advising them of leave options and other benefits available to them should they need access, and providing them with resources in the community they can access

should the employee or a family member have an issue with drugs or alcohol. The Faculty/Staff Assistance Program will present drug and alcohol abuse prevention workshops during the annual Staff Professional Day. Brochures and posters placed at strategic points on campus will be used to publicize resources available to employees and students related to drug and alcohol abuse. Monthly tip sheets on drug and alcohol abuse prevention will be featured in Montgomery College's online daily newsletter, *Inside MC Online*. The College Policy on Drug and Alcohol Abuse Prevention is emphasized during new employee orientation and MC management training courses.

### **Counseling and Rehabilitation Services**

Montgomery College provides a free Faculty Staff Assistance Program, which includes a counseling and referral service available to all employees who seek assistance in resolving life's issues and situations including alcohol or drug abuse. The program is provided by an outside vendor and participation is confidential. New employees receive information about the program at orientation. Information on the program's services is provided to employees during the year.

Faculty counselors are available to students for crisis intervention. The focus of these sessions is problem identification and referral.

A listing of local and national resources available to students and employees seeking drug or alcohol counseling and rehabilitation services is provided in the following pages.

### **Disciplinary Actions to Prevent Substance Abuse**

Students and employees are responsible, as citizens, for knowing about and complying with the provisions of federal, state, and local law regarding illegal substances. Any student or employee who possesses uses, or sells alcoholic beverages or illegal drugs is subject to College disciplinary action. Additionally, prosecution and punishment by civil authorities may occur, through enforcement of Maryland and federal laws. This includes enforcement of Maryland's underage drinking law.

The College will initiate its own disciplinary proceedings against a student or employee when the alleged conduct is deemed a violation of College policies and procedures. Penalties will be imposed by the College in accordance with procedural safeguards applicable to disciplinary actions against students and employees. Penalties range from written warnings to expulsions from enrollment and discharge from employment. In accordance with board policy, students are subject to disciplinary action as set forth in the student code of conduct and employees are subject to the sanctions set forth in applicable policies and procedures.

As provided by federal law and regulations, employees participating in a grant-supported activity, who are convicted of a violation of a criminal drug statute occurring in the workplace, must notify the College within five (5) calendar days after such conviction and are subject to appropriate action by the College. The action may be to require satisfactory participation in an approved drug abuse assistance or rehabilitation program or disciplinary action up to and including termination.

The following resources for drug and alcohol addiction services as well as the information concerning commonly abused drugs are provided in compliance with the Clery Act.



## Drug and Alcohol Resources and Clinical Services

### Montgomery College Faculty/Staff Assistance Program

*First Advantage*

1-800-935-9551

[www.fadv.com/eapsap/](http://www.fadv.com/eapsap/)

Hearing Impaired: 1-800-855-2881, then connect to 1-800-935-9551

Available 24 hours a day, 7 days per week

### Montgomery County Department of Health and Human Services

*Behavioral Health – Addiction Services*

255 Rockville Pike #145

Rockville, MD 20850

240-777-1770 or 240-777-4710

<http://www.montgomerycountymd.gov/>

*Behavioral Health - Outpatient Addiction Services*

240-777-1680

*Crisis Center*

1301 Piccard Drive

Rockville, MD 20850

240-777-4000

Available 24 hours a day, 7 days per week

*Mental Health Association of Montgomery County*

1000 Twinbrook Parkway

Rockville, MD 20851

301-738-9697 - Youth Hotline

301-738-2255 - General Hotline

### Substance Abuse and Mental Health Services

**Administration (SAMHSA)**

*Treatment Facility Locator*

<http://dasis3.samhsa.gov/>

Information provided for each organization:

Name, Address, Contact Information

Distance in Miles, Maps

Primary Focus

Services Provided, Type of Care

Special Programs/Groups

Forms of Payment Accepted, Payment Assistance

## NATIONAL HOTLINES

### Alcohol Hotline

*Information and referral 24 hour*

1- 800-ALCOHOL (252-6465)

### Cocaine Addiction

*Information and referral*

1-800-COCAINE (262-2463)

### National Suicide Prevention Lifeline

1-800-273-TALK (8255)

### National Treatment Referral

1-800-662-HELP (4357)

## SELF-HELP GROUPS

### Alcoholics Anonymous

*Self-help group for alcoholic and alcohol abusers*

202-966-9115 (DC, MD, VA)

[www.aa-dc.org](http://www.aa-dc.org)

### Al-Anon /Alateen

*Support group for families of alcoholics*

202-882-1334, MD and DC

202-797-9738 Spanish speaking

703-764-0476 Northern

VA. [www.al-](http://www.al-anon.alateen.org)

[anon.alateen.org](http://www.al-anon.alateen.org)

### Cocaine Anonymous National Referral Line

*Group for cocaine abusers*

800-347-8998 24 hours

202-726-1717 DC, MD, and VA

[www.ca.org](http://www.ca.org)

### Narcotics Anonymous

*Group for narcotics abusers*

202-399-5316 DC and MD

703-532-1255 Northern VA

[www.na.org](http://www.na.org)

## Drug and Alcohol Resources and Clinical Services

**Another Way Inc.**  
11308 Grandview Avenue  
Silver Spring, MD 20902  
**Phone: 301-942-5054**

**Avery House (Group)**  
14705 Avery Road  
Rockville, MD 20853  
**Phone: 301-762-4651**  
(women/children)  
**Phone: 301-762-5613**  
(intermediate care)  
**Phone: 301-279-8828**  
(combined care)

**Bilingual Counseling Center**  
11301 Georgia Avenue  
Silver Spring, MD 20902  
**Phone: 301-942-7821**

**Circle Treatment Center PC**  
424 N. Fredrick Avenue  
Gaithersburg, MD 20877  
www.circle-treatment.com  
**Phone: 301-258-2626**

**Counseling Plus Inc**  
8561 Fenton Street  
Silver Spring, MD 20910  
**Phone: 301-565-9001**

**Family Health Center  
Psychological Services**  
16220 S. Frederick Avenue  
Gaithersburg, MD 20877  
www.sober.com  
**Phone: 301-963-7222**

**Hannah's Aftercare and  
Rehab  
Center**  
1201 Millgrove Road  
Silver Spring, MD 20905  
www.hanahsaftercareandreha-  
centerfaithweb.com  
**Phone: 301-384-1615**

**Journeys Adult Program**  
402 Hungerford Drive  
Rockville, MD 20850  
**Phone: 301-294-4015**

**Kolmac Clinic**  
1003 Spring Street  
Silver Spring, MD 20910  
www.kolmac.com  
**Phone: 301-589-0255**

**Lawrence Court Halfway  
House**  
1 Lawrence Court  
Rockville, MD 20850  
www.vanguardservices.org  
**Phone: 301-251-8920**

**Metro Counseling Service Inc.**  
15719 Crabbs Branch Way  
Derwood, MD 20855  
**Phone: 301-670-6161**

**Montgomery County Dept.  
Health/Human Services/  
Outpatient Addiction Services**  
751 Twinbrook Parkway  
Rockville, MD 20851  
www.montgomerycountymd.gov  
**Phone: 240-777-1680**

**Montgomery General Hospital  
Addiction and Mental Health  
Center**  
18101 Prince Philip Drive  
Olney, MD 20832  
www.montgomerygeneral.com  
**Phone: 301-774-8800**

**Montgomery Recovery  
Services Inc.**  
14636 Rothgeb Drive  
Rockville, MD 20850  
www.drugtreatment.net  
**Phone: 301-762-5300**

**New Beginnings at Potomac  
Valley Nursing and Wellness  
Center**  
1235 Potomac Valley Road  
Rockville, MD 20850  
www.potomacvalley.com  
**Phone: 301-762-0700**

**OACES Corp**  
416 Hungerford Drive, Suite 209  
Rockville, MD 20850  
**Phone: 301-762-1383**

**Potomac Ridge Behavioral  
Health**  
14901 Broschart Road  
Rockville, MD 20850  
**Phone: 301-251-4500**

**Prince George's County  
Addictions Treatment Centers  
(Group)**  
3003 Hospital Drive  
Cheverly, MD 20785  
**Phone: 301-583-5920** (Cheverly)  
**301-856-9400** (Clinton)

**Step Ahead Program of KHI  
Services**  
20528 Boland Farm Road  
Germantown, MD 20876  
**Phone: 240-686-0707**

**Suburban Hospital Addiction  
Treatment Center Outpatient  
Services**  
6001 Montrose Road  
Rockville, MD 20852  
www.suburbanhospital.org  
**Phone: 301-896-2036**

**Suburban Hospital Behavioral  
Health**  
8600 Old Georgetown Road  
Bethesda, MD 20814  
**Phone: 301-896-2564 (or)  
301-896-3100**

**Washington Adventist Hospital**  
7600 Carroll Avenue  
Takoma Park, MD 20912  
www.adventisthealthcare.com  
**Phone: 301-891-7600  
(or) 301-891-5600**

**White Flint Recovery Inc.**  
1335 Rockville Pike  
Rockville, MD 20852  
**Phone: 301-294-6545**

## Alcohol Effects

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, also can lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk of becoming alcoholics than other youngsters.

*Source: Federal Register, Vol. 55, No. 159, Thursday, August 16, 1990, Rules and Regulations, p. 33591*

## Effects of Commonly Abused Drugs

Substances: Category and Name	Examples of <i>Commercial</i> and Street Names	<a href="#">DEA Schedule*</a> / <a href="#">How Administered**</a>	<i>Acute Effects/Health Risks</i>
<b>Tobacco</b>			
Nicotine	Found in cigarettes, cigars, bidis, and smokeless tobacco (snuff, spit tobacco, chew)	Not scheduled/smoked, snorted, chewed	<i>Increased blood pressure, and heart rate/chronic lung disease; cardiovascular disease; stroke; cancers of the mouth, pharynx, larynx, esophagus, stomach, pancreas, cervix, kidney, bladder, and acute myeloid leukemia; adverse pregnancy outcomes; addiction</i>
<b>Alcohol</b>			
Alcohol (ethyl alcohol)	Found in liquor, beer, and wine	Not scheduled/swallowed	<i>In low doses, euphoria, mild stimulation, relaxation, lowered inhibitions; in higher doses, drowsiness, slurred speech, nausea, emotional volatility, loss of coordination, visual distortions, impaired memory, sexual dysfunction, loss of consciousness/increased risk of injuries, violence, fetal damage (in pregnant women); depression; neurologic deficits; hypertension; liver and heart disease; addiction; fatal overdose</i>
<b>Cannabinoids</b>			
marijuana	Blunt, dope, ganja, grass, herb, joint, bud, Mary Jane, pot, reefer, green, trees, smoke, sinsemilla, skunk, weed	I/smoked, swallowed	<i>Euphoria; relaxation; slowed reaction time; distorted sensory perception; impaired balance and coordination; increased heart rate and appetite; impaired learning, memory; anxiety; panic attacks; psychosis/cough, frequent respiratory infections; possible mental health decline; addiction</i>
hashish	Boom, gangster, hash, hash oil, hemp	I/smoked, swallowed	

**Opioids**

Heroin	<i>Diacetylmorphine</i> : smack, horse, brown sugar, dope, H, junk, skag, skunk, white horse, China white; cheese (with OTC cold medicine and antihistamine)	I/injected, smoked, snorted	<i>Euphoria; drowsiness; impaired coordination; dizziness; confusion; nausea; sedation; feeling of heaviness in the body; slowed or arrested breathing/constipation; endocarditis; hepatitis; HIV; addiction; fatal overdose</i>
Opium	<i>Laudanum, paregoric</i> : big O, black stuff, block, gum, hop	II, III, V/swallowed, smoked	

**Stimulants**

Cocaine	<i>Cocaine hydrochloride</i> : blow, bump, C, candy, Charlie, coke, crack, flake, rock, snow, toot	II/snorted, smoked, injected	<i>Increased heart rate, blood pressure, body temperature, metabolism; feelings of exhilaration; increased energy, mental alertness; tremors; reduced appetite; irritability; anxiety; panic; paranoia; violent behavior; psychosis/weight loss, insomnia; cardiac or cardiovascular complications; stroke; seizures; addiction</i>
Amphetamine	<i>Biphetamine, Dexedrine</i> : bennies, black beauties, crosses, hearts, LA turnaround, speed, truck drivers, uppers	II/swallowed, snorted, smoked, injected	
Methamphetamine	<i>Desoxyn</i> : meth, ice, crank, chalk, crystal, fire, glass, go fast, speed	II/swallowed, snorted, smoked, injected	

**Also, for cocaine**—nasal damage from snorting

**Also, for methamphetamine**—severe dental problems

**Club Drugs**

MDMA (methylenedioxy-methamphetamine)	Ecstasy, Adam, clarity, Eve, lover's speed, peace, uppers	I/swallowed, snorted, injected	<b>MDMA</b> —mild hallucinogenic effects; increased tactile sensitivity; empathic feelings; lowered inhibition; anxiety; chills; sweating; teeth clenching; muscle cramping/sleep disturbances; depression; impaired memory; hyperthermia; addiction
Flunitrazepam***	<i>Rohypnol</i> : forget-me pill, Mexican Valium, R2, roach, Roche, roofies, roofinol, rope, rophies	IV/swallowed, snorted	<b>Flunitrazepam</b> —sedation; muscle relaxation; confusion; memory loss; dizziness; impaired coordination/addiction
GHB***	<i>Gamma-hydroxybutyrate</i> : G, Georgia home boy, grievous bodily harm, liquid ecstasy, soap, scoop, goop, liquid X	I/swallowed	<b>GHB</b> —drowsiness; nausea; headache; disorientation; loss of coordination; memo loss/unconsciousness; seizures; coma

## Dissociative Drugs

Ketamine	<i>Ketalar SV</i> : cat Valium, K, Special K, vitamin K	III/injected, snorted, smoked	<i>Feelings of being separate from one's body and environment; impaired motor function/anxiety; tremors; numbness; memory loss; nausea</i>
PCP and analogs	<i>Phencyclidine</i> : angel dust, boat, hog, love boat, peace pill	I, II/swallowed, smoked, injected	<b>Also, for ketamine</b> —analgesia; impaired memory; delirium; respiratory depression and arrest; death
Salvia divinorum	Salvia, Shepherdess's Herb, Maria Pastora, magic mint, Sally-D	Not scheduled/chewed, swallowed, smoked	<b>Also, for PCP and analogs</b> —analgesia; psychosis; aggression; violence; slurred speech; loss of coordination; hallucinations
Dextromethorphan (DXM)	Found in some cough and cold medications: Robotripping, Robo, Triple C	Not scheduled/swallowed	<b>Also, for DXM</b> —euphoria; slurred speech; confusion; dizziness; distorted visual perceptions

## Hallucinogens

LSD	<i>Lysergic acid diethylamide</i> : acid, blotter, cubes, microdot yellow sunshine, blue heaven	I/swallowed, absorbed through mouth tissues	<i>Altered states of perception and feeling; hallucinations; nausea</i>
Mescaline	Buttons, cactus, mesc, peyote	I/swallowed, smoked	<b>Also, LSD and mescaline</b> —increased body temperature, heart rate, blood pressure; loss of appetite; sweating; sleeplessness; numbness, dizziness, weakness, tremors; impulsive behavior; rapid shifts in emotion
Psilocybin	Magic mushrooms, purple passion, shrooms, little smoke	I/swallowed	<b>Also, for LSD</b> —Flashbacks, Hallucinogen Persisting Perception Disorder <b>Also for psilocybin</b> —nervousness; paranoia; panic

## Other Compounds

Anabolic steroids	<i>Anadrol, Oxandrin, Durabolin, Depo-Testosterone, Equipoise</i> : roids, juice, gym candy, pumpers	III/injected, swallowed, applied to skin	<b>Steroids</b> —no intoxication effects/hypertension; blood clotting and cholesterol changes; liver cysts; hostility and aggression; acne; in adolescents—premature stoppage of growth; in males—prostate cancer, reduced sperm production, shrunken
Inhalants	<i>Solvents (paint thinners, gasoline, glues); gases (butane, propane, aerosol propellants, nitrous oxide); nitrites (isoamyl, isobutyl,</i>	Not scheduled/inhaled through nose or mouth	

cyclohexyl): laughing gas,  
poppers, snappers, whippets

testicles, breast  
enlargement; in females—  
menstrual irregularities,  
development of beard and  
other masculine  
characteristics

**Inhalants** (varies by  
chemical)—stimulation;  
loss of inhibition;  
headache; nausea or  
vomiting; slurred speech;  
loss of motor  
coordination;  
wheezing/cramps; muscle  
weakness; depression;  
memory impairment;  
damage to cardiovascular  
and nervous systems;  
unconsciousness; sudden  
death

### **Prescription Medications**

CNS Depressants

Stimulants

For more information on prescription medications, please visit  
<http://www.nida.nih.gov/DrugPages/PrescripDrugsChart.html>

Opioid Pain  
Relievers

*\* Schedule I and II drugs have a high potential for abuse. They require greater storage security and have a quota on manufacturing, among other restrictions. Schedule I drugs are available for research only and have no approved medical use; Schedule II drugs are available only by prescription (unrefillable) and require a form for ordering. Schedule III and IV drugs are available by prescription, may have five refills in 6 months, and may be ordered orally. Some Schedule V drugs are available over the counter.*

*\*\* Some of the health risks are directly related to the route of drug administration. For example, injection drug use can increase the risk of infection through needle contamination with staphylococci, HIV, hepatitis, and other organisms.*

*\*\*\* Associated with sexual assaults.*

## REFERENCE

Paschall, M.J., Antin, T., Ringwalt, C.L., & Saltz, F. (2011a). Effects of AlcoholEdu for College on alcohol-related problems among freshmen: A randomized multicampus trial. *Journal of Studies on Alcohol and Drugs*, 72, 642–650.