



Drug and Alcohol Abuse Prevention

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Substance Abuse

The following Drug-Free Workplace Policy is to notify all employees and students that pursuant to the Federal Drug-Free Workplace Act of 1988 (Public Law 101-690), California Drug-Free Workplace Act of 1990, and in accordance with the Drug-Free Schools and Communities Act Amendments of 1989, which establishes a drug-free school zone, the L Makeup Institute prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, marijuana, or alcohol in the workplace, on school property, or as part of any school activity.

The drug-free workplace consists of all locations where the L Makeup Institute does business. This includes, but is not limited to, all classrooms, lounge, photography room, all administrative offices, corridors, storage rooms, and any space to be added in the future.

LMI is committed to providing a safe environment as well as protecting the health, safety, and wellbeing of our students and employees. This commitment is jeopardized when anyone engages in use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, controlled substances, or abuses prescription drugs, marijuana, or alcohol. Substance abuse is a significant public health problem, which has a detrimental effect. Therefore, violations of this policy are subject to disciplinary action up to and including termination of employment or enrollment.

Rehabilitation

The L Makeup Institute will reasonably accommodate any employee or student who volunteers to enter an alcohol or drug rehabilitation program, provided the reasonable accommodation does not impose undue hardship on the L Makeup Institute. For the employee, reasonable accommodation could include time off without pay and adjustment of working hours. The employee may use whatever sick time they are entitled. For the student, reasonable accommodation could include an adjustment of school hours or a grant of a Leave of Absence. However, the L Makeup Institute is not obligated to offer an accommodation for any employee or student who has violated any policy that in the L Makeup Institute's sole discretion merits termination of the relationship, before asking for assistance. The L Makeup Institute will take reasonable measures to safeguard the privacy of the employee or student concerning enrollment in an alcohol or drug rehabilitation program. If an employee or student enters a state-approved rehabilitation program, the employee or student shall sign an agreement with the L Makeup Institute, which will include the following:

1. Enroll in and complete the LMI-approved rehabilitation program at the employee's cost.
2. Execute the appropriate release of medical information forms to LMI to monitor the compliance with the rehabilitation program.
3. Ensure the treatment facility provides LMI with the necessary documentation to establish compliance.
4. Abstain from any illegal misconduct.
5. Acknowledge that any future violation of company drug policy shall result in immediate termination.
6. Failure to comply with any provision of the agreement shall result in immediate termination.

Drug Abuse & Addiction Information & Treatment Centers

- Harm Reduction Therapy Center 888-243-4976
- National Institute on Drug Abuse 800-662-4357
- Alcohol Abuse 866-331-5541
- Alcoholics Anonymous 702-796-5222 or 214-824-9437
- Substance Abuse and Mental Health Services Administration (SAMHSA's) National Helpline – 1-800-662-HELP (4357)

- Treatment Access Services 415-522-7100 or 800-750-2727
- The Center for Substance Abuse Treatment and Referral Hotline 800-662-HELP
- Mental Health Crisis Unit 800-273-8255
- Addiction Treatment Services 877-921-9653

Loss of Title IV Eligibility

A student is ineligible to receive Title IV financial aid if the student has been convicted of an offense involving the possession or sale of illegal drugs for the period described below:

	Possession of Illegal Drugs	Sale of Illegal Drugs
1st Offense	1 year from the date of conviction	2 years from the date of conviction
2nd Offense	2 years from the date of conviction	Indefinite Period
3rd Offense	Indefinite Period	Indefinite Period

Policy Distribution Procedures

The L Makeup Institute's Drug-Free Workplace Policy will be distributed to all employees and students on an annual basis using the following procedure:

- Students will receive a statement of the Drug and Alcohol Abuse Prevention availability with a description of its contents during orientation. Annually, the Financial Aid Department will be responsible for distributing the policy to current students. It is also available on our website at www.lmakeupinstitute.com.
- Employees will receive a statement of the Drug and Alcohol Abuse Prevention availability with a description of its contents during the initial agreement of employment. It will be read, and the signature page will be returned with the employment agreement. Annually, the Financial Aid Department will be responsible for distributing the policy to current employees. It is also available on our website at www.lmakeupinstitute.com.

Hard copies of the report may be obtained upon request from the Financial Aid office.

Drug Conviction Notification and Imposed Sanctions

Any employee or student must notify the LMI of any criminal drug statute conviction for a violation occurring no later than five days after such a conviction. Within 30 days after receiving notice of an employee or student conviction, LMI will impose corrective measures on the employee or student convicted of drug abuse violations by:

- 1) Taking appropriate action against the employee or student up to and including termination and referral for prosecution, and/or
- 2) Requiring such employee or student to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Health Risks

The abuse of narcotics, depressants, stimulants, hallucinogens, or alcohol can cause serious detriment to a person's health. The health risks associated with the misuse of the previously mentioned drugs vary, but include, and are not limited to, convulsions, coma, paralysis, irreversible brain damage, tremors, fatigue, paranoia, insomnia, and possible death. Drug and alcohol abuse is extremely harmful to a person's health, interferes with productivity and alertness, and working while under the influence of drugs or alcohol could

be a danger to the employee or student under the influence and fellow employees and students. Described below are some of the additional dangers and symptoms relative to use/abuse:

Marijuana

Commonly known as “pot,” it is a plant with the botanical name of *cannabis sativa*. Pot is almost always smoked but can be ingested. Use causes the central nervous system to become disorganized and confused. Most users experience an increase in heart rate, reddening of eyes, and dryness of the throat and mouth.

Studies have proven that marijuana’s mental effects include temporary impairment of short-term memory and an altered sense of time. It also reduces the ability to perform tasks requiring concentration, swift reactions, and coordination. Feelings of euphoria, relaxation, and bouts of exaggerated laughter are also commonly reported.

Smoking “pot” may cause: brain chemical changes, an altered reality, physically damaged lungs, emphysema, chronic bronchitis, lung cancer, a weakened immune system, damage to sperm in males, irregular menstrual cycles in females, and reduced fertility and sex drive.

Cocaine/Crack

Cocaine is a stimulant drug that is derived from the coca plant. Street cocaine is available in the form of a powder or a “rock” of crack and is most commonly inhaled or smoked. Cocaine increases the heart rate and blood pressure and is very addictive.

Crack is a form of smokable cocaine named for the popping sound it makes when burned. It is a mixture of cocaine, baking soda, and water. It is 5-10 times more potent than cocaine and is extremely dangerous. It has been reported that addiction can occur with as few as two “hits.”

Some of the symptoms of cocaine/crack abuse are: personality changes, unexplained weight loss, excess sniffing and coughing, insomnia, depression, irritability, neglect of responsibility toward work, school, family and friends, and panic attacks.

Alcohol

In small doses, alcohol has a tranquilizing effect on most people, although it appears to stimulate others. Alcohol first acts on those parts of the brain that affect self-control and other learned behaviors; lowered self-control often leads to the aggressive behavior associated with those who drink. Alcohol use can also quickly cause dehydration, coordination problems, and blurred vision.

In large doses, alcohol can dull sensation and impair muscular coordination, memory, and judgment. Taken in larger quantities over a long period of time, alcohol can damage the liver and heart and cause brain damage and a great number of other health, medical, and social issues.

Hallucinogens

These are also known as psychedelics. The effects vary; the same person may have different reactions on different occasions. Most users are affected by changes in time and space perception, delusions, and hallucinations. The effects may be mild or overwhelming, depending on the dose and quantity of the drug. Physical reactions range from minor changes, such as dilated pupils, a rise in temperature and heartbeat, to tumors. High doses can greatly alter the state of consciousness.

After taking a hallucinogenic, the user loses control of thought processes. Although many perceptions are pleasant, others may cause panic or may make a person believe that he or she cannot be harmed. These delusions can be quite dangerous.

Heroin

Heroin is a narcotic that relieves pain and induces sleep. Commonly known as “junk” or “smack,” heroin is a highly addictive depressant and has been considered the cause of many deaths. Obvious symptoms include “pinpoint pupils,” drowsy, lethargic, slurred speech, and an inability to concentrate. Related medications used to treat pain include OxyContin and oxycodone, methadone, and codeine. The abuse of painkillers ranks second only to the abuse of marijuana in the United States.

Heroin users experience a high rate of infectious diseases due to a weakened immune system and dirty needles shared by users. Children can be born addicted or can become addicted from heroin in the mother’s milk.

Crystal Methamphetamine

Crystal methamphetamine is a colorless, odorless, powerful, and highly addictive synthetic (man-made) stimulant. Crystal methamphetamine typically resembles small fragments of glass or shiny blue white “rocks” of various sizes. Like powdered methamphetamine, crystal methamphetamine produces long-lasting euphoric effects. Crystal methamphetamine, however, typically has a higher purity level and may produce even longer lasting and more intense physiological effects than the powdered form of the drug. Crystal methamphetamine use is associated with numerous serious physical problems. The drug can cause rapid heart rate, increased blood pressure, and damage to the small blood vessels in the brain which can lead to stroke. Chronic use of the drug can result in inflammation of the heart lining.

Overdoses can cause hyperthermia (elevated body temperature), convulsions, and death.

Individuals who use crystal methamphetamine also may have episodes of violent behavior, paranoia, anxiety, confusion, and insomnia. The drug can produce psychotic symptoms that persist for months or years after an individual has stopped using the drug.

Crystal methamphetamine users who inject the drug expose themselves to additional risks, including contracting human immunodeficiency virus (HIV). Methamphetamine users also risk scarred or collapsed veins, infections of the heart lining and valves, abscesses, pneumonia, tuberculosis, and liver or kidney disease.

Depressants

Depressants are highly addictive. They are usually known as “downers.” A user may be drowsy, lethargic, suffer from memory loss, and have slurred speech. Many lawful drugs that have a depressant feature are from the family of drugs called barbiturates. More serious effects of the abuse of downers are liver damage, paradoxical anxiety, and excited rage, coma and death.

Ecstasy

(MDMA) Also known as XTC, X, and E, Ecstasy is a mind-altering drug with hallucinogenic and speed-like side effects. Often used at raves, it is taken to promote loss of inhibition, excitedness, euphoria, energy, and sexual stimulation. Ecstasy increases the amount of serotonin in a person’s brain, which causes increased energy and cheerfulness; it also contains anti-coagulative properties, which can cause a person to bleed to death if injured. Ecstasy can also cause serious brain damage in a short time. Side effects of ecstasy are depression, increase in heart rate and blood pressure, muscle tension, nausea, blurred vision,

faintness, chills, brain damage, organ damage, and death. Similar “designer drugs” include MDEA and MDA (also known as “Adam” and “Eve”).

Ritalin

Methylphenidate (Ritalin) is a medication prescribed for individuals (usually children) who have an abnormally high level of activity or attention-deficit hyperactivity disorder (ADHD). It contains amphetamines and can be abused as a stimulant by those other than for whom prescribed. When abused, the tablets are either taken orally or crushed and snorted. Some abusers dissolve the tablets in water and inject the mixture; complications can arise from this because insoluble fillers in the tablets can block small blood vessels.

GHB

Gamma-hydroxyl butyrate is an intoxicating chemical with medical, recreational, and potentially dangerous uses. Its use is illegal for any purpose in the United States. Nicknamed the “date rape drug,” it is a clear liquid often mixed in drinks to promote relaxation or increased sociability. When taken, side effects can be drowsiness, dizziness, vomiting, amnesia, decreased motor skills, slurring of speech, unarousable sleep (coma), and death. GHB was used as a dietary supplement until banned by the FDA. GHB is now illegal in the United States. Common slang names for GHB are G, Liquid X, GBH, Gamma-oh, Blue Verve, Grievous Bodily Harm, Goop, and EZLay.

Synthetic Drugs

Synthetic drugs are chemically laced substances similar to marijuana, cocaine, and methamphetamine that are sold over the counter at some convenience stores, gas stations and tobacco shops.

Based on their chemical make-up, these drugs are commonly divided into two categories:

1. Cannabinoids: Popularly known as K2 or Spice, cannabinoids are chemically formulated versions of synthetic marijuana that consist of lab-manufactured THC.
2. Cathinone’s: Often known as “bath salts,” cathinone’s contain chemical compounds that mimic the effects of cocaine or meth.

Through the drugs’ packaging states, the products are not intended for human consumption, their design, labeling, and marketing clearly allude to the products being smoked and/or inhaled as a drug.

WHY ARE THEY SO DANGEROUS?

One reason that synthetic drugs are extremely dangerous is that buyers don’t know what chemicals they are ingesting. Individual products can contain a vast range of different chemical formulations and potencies, some of which can be two to 500 times stronger than THC.

Signs/symptoms of “bath salts” use

Severe paranoia

Seizures

Violent behavior

Decreased need for sleep

Hallucinations

Lack of appetite

Chest pain

Self-mutilation

Long-term health problems that result from use of “bath salts”

Kidney failure	Long term mental illness
Liver failure	Self-mutilation
Increased risk of suicide	Death

Laws relating to Drug Violations

Attached is a list of violation codes associated with the unlawful manufacture, distribution, dispensing, possession, or use of any controlled substance. Any employee or student violating any of the described laws of the Health and Safety Code or the Business and Professional Code could be subject to fines and imprisonment.

Laws and Penalties

Nevada

Under State Law, alcoholic beverages may not be served or sold to any person under the age of 21. Local authorities will be notified if found drinking under the legal age. The penalty is a fine of \$500 for the first offense and up to \$1,000 for repeat offenses. Under possession laws, if you are caught with any controlled substance, you will face **Class E felony charges** if it is your first or second drug charge. A Class E felony charge carries a mandatory minimum sentence of 1 year in prison and up to a maximum of 4 years in prison. For a third or greater drug offense charge, with possession of any controlled substance, you would be facing Class D felony charges. A Class D felony carries 1 to 4 years in prison with a fine reaching up to \$20,000. Possession laws are mostly similar to federal possession laws in terms of possession, defenses, and penalties definition. Federal law has no separate penalties for possession of marijuana.

Texas

If you're a minor (under 21) and found to be in possession of alcohol, you may face the following penalties: Up to a \$500 fine. A 30 to 180-day driver license suspension. 8 to 40 hours of community service. Texas drug laws, the charges and penalties can vary depending on the amount the person had on them when they were arrested, as well as the type of drug they're charged with possessing. The charges may also be impacted by whether the person was around minors when they had the drugs on them. There are other circumstances that can make the possession a more serious offense.

For small amounts of certain drugs, the person may be charged with a class A, B or C misdemeanor. A class B misdemeanor, for instance, is punishable with a fine of up to \$2,000, jail for up to 180 days, or both. Larger amounts can lead to a felony charge. In Texas, this means a state jail felony, a 3rd-degree felony, a 2nd-degree felony, or a 1st-degree felony, with the 1st-degree felony being the most serious charge. A 2nd-degree felony, for example, is punishable by a fine of up to \$10,000 and between 2 and 20 years in jail.

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.	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life.
II	Cocaine Base 28-279 grams mixture	If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.	Cocaine Base 280 grams or more mixture	If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.
IV	Fentanyl 40-399 grams mixture	Second Offense: Not less than 10 yrs. and not more than life.	Fentanyl 400 grams or more mixture	Second Offense: Not less than 20 yrs. and not more than life.
I	Fentanyl Analogue 10-99 grams mixture	If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Fentanyl Analogue 100 grams or more mixture	If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	
				2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.

Federal Trafficking Penalties

Substance/Quantity

Any Amount of Other Schedule I & II Substances

Any Drug Product Containing Gamma Hydroxybutyric Acid

Flunitrazepam (Schedule IV) 1 Gram

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.

Second Offense: Not more than 30 yrs. If death or serious bodily injury, life 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 I 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, \$50million if other than an individual.
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants Hashish More than 10 kilograms Hashish Oil More than 1 kilogram	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. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life 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) 1 to 49 marijuana plants Hashish 10 kilograms or less Hashish Oil 1 kilogram or less	First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual. Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.