
 CEU <i>Universidad Cardenal Herrera</i>	ACTION PROTOCOLS OF THE UNIVERSITY GUIDANCE SERVICE (SOU)	ADDICTION
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ACTION PROTOCOL:

ADDICTION: PREVENTION AND INTERVENTION

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1. DEFINITION AND SCOPE

This protocol is applicable to any student enrolled at CEU UCH and it establishes the procedure to follow when the University becomes aware or suspects that a student is experiencing problems with addictive behaviour.

An addictive behaviour is any activity, substance, object or behaviour that has become the major focus of a person's life to the exclusion of other activities, or that has begun to harm the individual or others physically, mentally or socially. (Ruth C. Engs. 1996, 2014) ¹

Addictive behaviours will be understood as those concerning the use or abuse of:

- Alcohol.
- Drugs or other psychoactive substances
- Online and offline gambling
- Communication technology
- Others

This Protocol concerns both prevention and intervention.

- **PREVENTION:**

The Protocol aims to prevent addiction from occurring. Prompt identification of addictive behaviour may allow us to prevent such behaviour from becoming consolidated. Therefore, early intervention can also be considered to be preventative in nature.


For this purpose, vigilance for warning signs for such behaviour will be maintained (see the Annex for more information).

- **INTERVENTION:**

Intervention by CEU UCH will be undertaken only when the student accepts this voluntarily and it will take the form of providing guidance and support. Mechanisms will be put in place to enable him or her to recognize the symptoms and a recommendation will be made to find external and specialist help.

Information will be provided regarding the resources that are available to him or her and how to access these. (See the Annex for more information.)

¹ Engs, Ruth C. (1996, 2014) WHAT ARE ADDICTIVE BEHAVIORS? Alcohol Research and Health History Webpage: Indiana University, Bloomington, IN. Retrieved from IUScholarWorks Repository: <http://hdl.handle.net/2022/17620>

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2. PROCESS

- **IDENTIFICATION:**

The process may be initiated by the student in question, by a fellow student, by a member of staff (personal tutor, coordinator, vice-dean, lecturer, member of the administrative staff, etc.), a family member or a person external to the University. It may result from disciplinary proceedings being opened in accordance with the Student Regulations.

Whoever the informant may be, the case will be referred to the University Guidance Service, which will make an initial appraisal of the situation and then take appropriate action.

- **ASSESSMENT**


After the initial appraisal, a more in-depth assessment will be carried out and due consideration will then take place of what action the University should take. Possible options include:

- Extraordinary academic measures (temporary suspension, reduction of courses enrolled on, etc.).
- Contact with parents or legal guardian.
- Referral to the Disability Advice and Support Unit (UAPD) due to health problems.

- **INTERVENTION**

Direct intervention may involve a range of actions, at the discretion of the guidance counsellor concerned, including:

- Raising the student's awareness of the addiction.
- Assessment of the actions to take, especially whether the student's parents or guardian should be informed
- Provision of information of the community resources and local sources of support for those with addictions (see the Annex for more information)
- Provision of information regarding the requirements of the Student Regulations and possible disciplinary proceedings

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- Provision of information regarding the risks involved in such behaviour (see the Annex)
- Provision of information regarding the law and possible penalties for illegal drug use and trafficking in Spain (see the Annex)
- Provision of advice to the student regarding stress and anxiety mitigation techniques
- Consideration of possible referral to UAPD due to health problems
- Proposal of extraordinary academic measures (temporary suspension, reduction of courses enrolled on, etc.)


- **MONITORING**

The case will be **monitored** in the following manner:

- Regular contact will be maintained with the student at the guidance counsellor's own discretion
- Report justifying the implementation of academic measures, where this is necessary.
- Monitoring report issued to the dean/vice-dean/Vice-Rector, if required by possible disciplinary proceedings.
- Regular contact with external figures (parents, specialists, etc.), if appropriate.

3. RETENTION OF THE INFORMATION PROVIDED

Type of information	Person responsible
Monitoring register	Guidance counsellor
Monitoring reports	Guidance counsellor

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4. REFERENCES/REGULATIONS

In addition to all students' obligation to comply with the law, article 12 e) of the CEU Cardenal Herrera University's **Student Regulations** categorizes the following as a serious offence: *The use of toxic, intoxicating or psychotropic drugs inside the buildings, premises and other areas which make up the University campus, or presence on campus while clearly under the influence of such substances.* Article 13 h) also categorizes the following as a very serious offence: *The distribution of toxic, intoxicating or psychotropic drugs on the University's facilities.*

The Student Regulations can be found here:

- Student Regulations (Chapter II. Offences and Sanctions)
<https://www.uchceu.com/docs/en/regulations/student-regulations.pdf>

5. ANNEXES

- Signs of drug abuse:
 - o <http://www.pnsd.mscbs.gob.es/ciudadanos/queHacerConsumo/queHacer/signos.htm>
- Community resources and local sources of support for those with addictions:
 - o Addictive behaviour units. Valencian regional health service.
<http://www.san.gva.es/documents/156344/158646/TablaUCAcast.pdf>
 - o Addiction treatment centres. National drug abuse programme:
<http://www.pnsd.mscbs.gob.es/ciudadanos/ayudaCerca/home.htm>
- Information on drugs and other addictive behaviours:
 - o <http://www.pnsd.mscbs.gob.es/ciudadanos/informacion/home.htm>
- Information regarding the law and possible penalties for illegal drug use and trafficking in Spain:
 - o <http://www.pnsd.mscbs.gob.es/ciudadanos/legislacion/delitos/home.htm>