

Central School of Practical Nursing



Annual Security Report 2017

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This report is prepared by Central School of Practical Nursing in compliance with the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.**

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Clery Act Requirements

The Clery Act requires CSPN to:

- Publish an annual report by October 1 of every year that includes the last three years of campus crime statistics, as well as numerous security policies and procedures;
- Disclose crimes that occur on the campus;
- Compile a public crime log, which is accessible to the public during all normal business hours. This log will be available within two business days of the request;
- Provide “timely warning” notices for issues that have occurred and anything that poses an ongoing threat;

Reporting a Crime

Students, faculty and staff are encouraged to report all crimes, suspicious behaviors and all other public safety issues to the Independence Police Department at 216/524-1234, or 911. These calls may be placed on any campus phone by picking up the phone, selecting a line, and dialing the number. It is encouraged that these crimes also be reported to the front office staff to ensure they are also recorded in the Campus Safety Log. If preferred, these crimes may be reported to the Executive Director, or the Director of Operations.

Confidentiality Reporting

Crimes maybe reported confidentially, without names given, and without having to pursue action through any judicial system. As per the Clery Act, professional counselors who receive confidential reports are not required to report these crimes to anyone, or include them in the crime log, annual disclosures, or as part of the timely warning system. A professional counselor is: a person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification. On staff, this can be done through, Rachel Roberts MS LPC. If a confidential report is given to anyone else at the School, it will be reported, by laws of the Clery Act, to the police if needed. It will also be placed in the crime log.

Crime Log

CSPN will have a crime log available upon request at the front desks during normal business hours. This log is updated within two days of any issues reported to authorities on campus. The contents of the crime log typically include: date reported, date occurred, location, and nature of each crime occurred.

Security & Access to Building

Central School of Practical Nursing's business hours are Monday-Friday from 8:00 am-3:00 am. Student are permitted in the building from 7:30 am until 4:00 on school days, unless on holidays or breaks, in which the building is locked. The building in which we are located does not open until 7:00 am to the public. Workers of the Summit Complex may get in earlier, with secure access from their access cards. All visitors to the School need to be buzzed into the building and must show a proper form of identification.

Emergency Evacuation Plan

In the event of an emergency necessitating evacuation of the School building, the following plan is to be instituted:

1. Intercom notification to alert students, faculty and staff that an evacuation in progress.
2. Continuous ring of the alarm system siren indicates evacuation is to proceed.
3. Everyone needs to exit the building in a calm, quick, single line manner.
4. It is the responsibility of the faculty to assure safe student evacuation by directing students to follow the evacuation plan. Faculty will follow students when exiting the building.
5. All Central School of Practical Nursing persons are to remain together in the designated area until the executive director advises differently.
6. All Central School of Practical Nursing persons are to exit by two modes, through the front door, student hallway door or student lounge door:
 - Students in Classroom 1 and lab are to exit through the front door.
 - Students in Classroom 2 and library are to exit through the student hallway door.
 - Students in the lounge will exit via the double metal doors. Students in other parts of the building are to exit via the nearest mode.

In the event that the executive director is not on site, the director of operations will assume the responsibilities of the executive director for the purposes of the evacuation plan.

Alcohol & Drug Policy

It is the policy of Central School of Practical Nursing to maintain an educational environment that is free from drug and alcohol use. The possession, use/and or distribution of illicit drugs and alcohol or controlled substance abuse represents a danger to all students and employees of Central School of Practical Nursing, Inc. Drugs and alcohol also lower productivity and the quality of learning in the School setting. CSPN recognizes its responsibility to maintain a drug-free environment. In keeping with the Drug-Free Schools and Communities Act Amendments of 1989, Central School of Practical Nursing will not tolerate the distribution, dispensation, possession or use of illegal drugs, controlled substances, or alcohol in the School environment which includes clinical settings off of CSPN property and any occasion on which an individual is in the role of a student. Central School reserves the right to have students screened for drugs/alcohol whenever there is reasonable suspicion.

Per the guidelines of CSPN's clinical affiliations, all students will be tested for drugs as part of the admissions process. In addition, random drug testing will be conducted throughout the program. Students will be selected by computer for random testing.

The following guidelines are non-negotiable and must be followed under penalty of discipline, up to and including dismissal from CSPN:

- Central School of Practical Nursing has a **zero-tolerance policy** for drug and alcohol abuse.
- Students undergoing drug/alcohol testing must remain with the Director of Student Services or her designee from the time they are notified until they begin the test. Students are **not** permitted to go to lockers, etc.
- Refusal to submit to a drug/alcohol screening **at the time requested** will result in immediate dismissal.
- Any student who tests positive for drugs or alcohol will be dismissed from the nursing program immediately.
- Drug/alcohol testing results are considered final and binding. **The School will neither consider nor grant requests from students to be retested.**
- Students taking controlled prescription drugs, prescribed for them, must disclose to the testing agent the name of the medication and the prescribing physician during testing. If a student tests positive for controlled substances, and no acknowledgement has been made, this will result in immediate dismissal. ******(See below).
- Any attempt to tamper with a specimen will be viewed as a positive test for drugs/alcohol and will result in immediate dismissal. An adulterated specimen will be treated as a positive specimen. Similarly, any specimen that is deemed unacceptable for testing, due to abnormal temperature or other tampering may also result in dismissal.
- Testing must occur in the manner and location prescribed by CSPN in order for the test to be valid.
- Decisions about students under the drug and alcohol policy are final and not subject

to the Grievance Resolution procedures. Additionally, students dismissed under this policy are permanently ineligible to reapply to CSPN.

****Please note:** The following medications are examples of drugs that must be disclosed:

- Opiates/painkillers (examples: Vicodin, Percodan/Percocet, Oxycontin/Oxycodone, Demerol, Suboxone, codeine, morphine, etc.)
- Benzodiazepines/anti-anxiety medications/ hypnotics (examples: Ativan, Xanax, Valium, Ambien, Lunesta)
- Amphetamines/stimulants (examples: Adderall, Ritalin, diet pills)

Please note: The above are examples only, and do not constitute an exhaustive list of controlled medications. If in doubt, ASK about the medication you are taking or have been prescribed.

Crime Statistics

Crimes Reported

Offense	Year	On – Campus	Public Property
Murder/ Non-negligent manslaughter	2014	0	0
	2015	0	0
	2016	0	0
Negligent manslaughter	2014	0	0
	2015	0	0
	2016	0	0
Sexual Assault/ Sex offenses – forcible	2014	0	0
	2015	0	0
	2016	0	0
Sex offenses – Non-forcible (only incest & statutory rape)	2014	0	0
	2015	0	0
	2016	0	0
Robbery	2014	0	0
	2015	0	0
	2016	0	0
Aggravated assault	2014	0	0
	2015	0	0
	2016	0	0
Burglary	2014	0	0
	2015	0	0
	2016	0	0
Motor vehicle theft	2014	0	0
	2015	0	0
	2016	1	0
Arson	2014	0	0
	2015	0	0
	2016	0	0

VAWA Offenses

Offense	Year	On – Campus	Public Property
Domestic Violence	2014	0	0
	2015	0	0
	2016	0	0
Dating Violence	2014	0	0
	2015	0	0
	2016	0	0
Stalking	2014	0	0
	2015	0	0
	2016	0	0

Arrests and Disciplinary Actions

Arrests	Year	On – Campus	Public Property
Weapons: Carrying, Possessing, etc.	2014	0	0
	2015	0	0
	2016	0	0
Drug Abuse Violations	2014	0	0
	2015	0	0
	2016	0	1
Liquor Law Violations	2014	0	0
	2015	0	0
	2016	0	2
Disciplinary Referrals	Year	On – Campus	Public Property
Weapons: Carrying, Possessing, etc.	2014	0	0
	2015	0	0
	2016	0	0
Drug Abuse Violations	2014	0	0
	2015	0	0
	2016	0	0
Liquor Law Violations	2014	0	0
	2015	0	0
	2016	0	0

Hate Crime Statistics 2014-2016

Hate crimes are defined by the Clery Act as any of the reported crimes, in which the victim was targeted because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity or disability.

In the reporting years from 2014-2016, no hate crimes were reported.