**Departmental Syllabus for course ####
Introduction to Alcohol and Other Drugs**

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| Department: : X  | Effective Date: XReviewed: X |

Course Number and Title: XXX Introduction to Alcohol and Other Drug Use and Disorders
Credit Hours: 3 - Hrs/wk lecture: X Hrs/wk lab: X

Instructor: X Office: X Phone Number: T X Email: X Web Address: X

**I. Course Description**

This course discusses the causes and consequences of addiction as they relate to the individual, family, community, and society. Response alternatives regarding intervention, treatment, education, and prevention are reviewed. Competencies and requirements for licensure in (state name) are explained. Addiction issues related to diverse populations are presented.

**II. Required Background**

Prerequisite: XXXXXX

**III. Texts, Other Reference Materials**

* **Required**: Kinney, J., (2012). *Loosening the Grip* (10th ed.). McGraw Hill Publishing, (ISBN:9780073404684)

**Additional texts and/or reference materials, determined appropriate by the program coordinator, may be required by the course instructor.**

**IV. Methods of Instruction**

 **Instruction, as determined by the instructor, may consist of:**

* Lecture/Discussion
* Student Participation and Reports
* Student Involvement
* Internet assignments/postings

**V. Course Content**

* Requirements and procedures for certification and licensure as presented by the Department of State Health Services and the Texas Certification Board of Addiction Professionals
* Orientation to alcohol and drug issues and problems
* Alcohol, drugs, and the body
* Prevention and client education
* Etiology of alcohol and drug use disorders
* Medical complications
* Case management and record keeping
* Treatment plans, techniques, and approaches
* Special Issues

**VI. Learning Objectives**

**The student will come to understand the causes and consequences of addiction on individuals, families, and the community.**

**Performance Objectives:** Upon successful completion of this course, the student will be able to:

1. Discuss the drug classification system.
2. Describe and discuss the psychological, sociological, and physiological effects of alcohol and other drugs.
3. Discuss services and treatment alternatives for the psychological, sociological, and physical effects of mood altering substances and behaviors.
4. State various models which explain the etiology of addiction.
5. Discuss issues related to drug regulations and enforcement in the United States.
6. Describe the goals of drug intervention, education and prevention strategies.
7. Identify the requirements for licensure and certification in (state name) and the 12 Core functions of the Addiction Counselor.
8. Define ethical standards governing the field of the addiction counselor, including professionalism and confidentiality.
9. Identify diversity issues related to addiction services.
10. Describe the continuum of care as related to the use of alcohol and other drugs.

Additional objectives may be added by the course instructor.

**Measurement of student competency or learning outcome may include:**

* Written Examinations
* Research Paper(s)/Student Presentation
* Class Participation
* Comprehensive Final Examination
* Internet assignments/postings

Additional measurement criteria may be used at the discretion of the instructor.

**SCANS Competencies:** See attached for a list of competencies related to the workplace as outlined by the (state name) Higher Education Coordinating Board.

**VII. Course requirements and grade computation.**

A. College Requirements:

A written, comprehensive final examination, not to exceed two and one-half hours in length, shall be given at the end of each semester for each course at the regularly scheduled time. Any exceptions to these requirements must be approved by the appropriate dean. Other examinations or measures are given/utilized at the discretion of the instructor.

A student who must be absent from a final examination should petition that instructor for permission to postpone the examination. **A student absent without permission from a final examination maybe graded “F.”** Postponed examinations result in a grade of “I” , incomplete. The final exam must be taken within 120 calendar days from the end of the semester or the grade automatically becomes an “F.” (see current XXXXXX College Bulletin, or Faculty Handbook)

B. Departmental Requirement:

Examinations, to include the comprehensive final exam, may consist of essay and/or objective questions, oral examination methods and/or performance measures.

C. Instructor Requirements:

 To be determined by the assigned instructor.

**VIII. College Policies:**

A. XXXXXX College does not discriminate on the basis of race, religion, color, national origin, sex, age, sexual orientation, or disability with respect to access, employment programs or services.

B. Students are urged not to bring children to either a class or a lab. Minors under the age of twelve (12) must not be left unattended on campus. College Academic Council - April, 1998. (**The instructor may set standard for children in the classroom as they determine appropriate.)**

C. ADA Statement: “As per Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, if accommodation is needed contact the Office of DisABILITY Support Services, first floor, Moody Learning Center, Phone:

D. A Rapid Response Team exists for the purpose of responding to emergencies. If you have a disability that will require assistance in the event of a building evacuation, notify Disability Support Services, first floor, Moody Learning Center, Phone: .

E. Academic Dishonesty: Students may be subject to disciplinary proceedings resulting

in an academic penalty or disciplinary penalty for academic dishonesty. Academic Dishonesty includes, but is not limited to, cheating on a test, plagiarism and collusion. For additional information refer to the “Student Code of Conduct” in the San Antonio College Bulletin.

F. Students are required to silence all electronic devices (e.g., pagers, cellular phones, etc.) when in classrooms, laboratories and the library. (College Academic Council, 01/ 2000)

 **(The instructor may set additional requirements determined to be appropriate.)**

G. XXXXXX College Attendance Policy: Regular and punctual attendance at all classes and laboratories, day and/or evening, is required. A student absent for any reason is responsible for all work missed. **Both tardiness and early departure from class are forms of absenteeism.** **The instructor establishes the policy with regard to each.** Absences of each student are recorded without exception. **The counting of absences begins on the first day of class.** A student absent the equivalent of two weeks of instruction in a 16-week semester may be dropped by the instructor. If a student is dropped from a class for excessive absences, the instructor will record a grade of “W’ (withdraw). **It is the student’s responsibility to ensure that the withdrawals have been submitted.**

H. XXXXXX College is a smoke free campus.

I. ACCD DPS Important Phone Numbers:

DPS Emergency number (to report an emergency): XXXXXX

 DPS General number (for information and filing reports) XXXXXX

 Weather number (information during bad weather) XXXXXX

1. Students must also abide by the policies, procedures and rules set forth in the “Student Code of Conduct” and all other policies set forth in the current XXXXXX College Bulletin, and any additional policies, procedures, and rules determined appropriate by the instructor.