

**TOWSON UNIVERSITY – OFFICE OF HUMAN RESOURCES
POLICY ACKNOWLEDGEMENT FORM**

As an employee of Towson University, I _____, hereby certify that I have received copies of the following:

- Domestic Violence and the Workplace Policy – State of Maryland**
The State of Maryland is dedicated to the prevention and elimination of domestic violence; seeks to create a supportive workplace environment in which employees feel comfortable discussing domestic violence and seeking assistance for domestic violence; and, will take appropriate disciplinary action and/or criminal prosecution against any employee or non-employee who commits an act of domestic violence in state offices, facilities, work sites, vehicles or while conducting any state business.
- Employee Self-Disclosure of Criminal Records Policy – Towson University**
Towson University is dedicated to the prevention and elimination of crime and providing a safe environment for students, faculty, and staff.
- Notice of the Annual Clery Campus Security Report – Towson University**
The “Clery Campus Security Report” contains policies and practices pertaining to campus security, crime reporting, alcohol and drugs, victims’ assistance programs, student discipline, campus resources, community safety alerts, crime prevention, access to campus facilities/properties as well as personal safety tips.
- Maryland Substance Abuse Policy – State of Maryland**
The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited on the States owned or utilized premises and violation of this policy can subject an employee to discipline up to and including termination.
- Substance Abuse Policy & Procedures – Towson University**
In compliance with federal law, the University’s Substance Abuse Policy & Procedures includes the University System of Maryland Substance Abuse Policy, assistance programs, and penalties for substance abuse and associated health risks.
- Medicaid and the Children’s Health Insurance Program (CHIP) Information**
To comply with the Children’s Health Insurance Program Reauthorization Act of 2009, as of July 1, 2010, employers must provide notice to all new employees of opportunities available in the state for group health plan premium assistance under Medicaid and CHIP.
- Sexual Assault: You Are Not Alone – Towson University**
Towson University is committed to assisting individuals who have been recent or distant victims of sexual assault and to working with the University and Towson communities to educate about this issue and prevent future assaults.
- Towson University Emergency Resources Guide**
The Emergency Resources Guide provides recommended procedures for responding to emergencies including fires, damaging storms, civil disturbances, infrastructure failures and medical emergencies.
- Smoke-Free Campus Policy – Towson University**
In an effort to promote a healthy and safe environment for students, faculty, staff and visitors, smoking is prohibited on all property owned, leased or operated by Towson University.
- Towson University Policy on the Reporting of Suspected Child Abuse and Neglect**
The purpose of this policy is to provide guidance to staff, faculty, and students of the Towson University community regarding the mandatory requirements in Maryland law that govern the reporting of suspected cases of child abuse and child neglect, and to affirm the commitment of the University to the protection of the safety and welfare of children who come into contact with the University community.

I acknowledge it is my responsibility to review the above information in its entirety and to familiarize myself with the contents.

Signature

Employee ID

Date

Name (Print)

Department