
Drug and Alcohol Testing

402.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines regarding drug and alcohol testing of probationers under department supervision, in addition to other individuals as directed by the Court.

402.1.1 DEFINITIONS

Definitions related to this policy include:

Adulterated specimen - A specimen containing a substance that is not a normal constituent or containing an endogenous substance at a concentration that is not a normal physiological concentration.

Diluted specimen - A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

Specimen - Urine or other body fluid or substance used for analysis.

402.2 POLICY

It is the policy of the Humboldt County Probation Department (HCPD) to conduct drug and alcohol testing of probationers to determine compliance with any conditions of supervision concerning drug and alcohol use, and when pursuant to other judicial order.

402.3 RESPONSIBILITIES

The Chief Probation Officer or the authorized designee should develop and maintain procedures for the administration of drug and alcohol tests, including but not limited to:

- (a) Criteria for identifying probationers subject to random, scheduled, and for cause testing. The criteria should include consideration of:
 1. Conditions of supervision.
 2. Probationer factors such as history, current use, and behavior.
 3. Drug and alcohol assessments.
 4. Risk and needs assessments.
 5. Officer observations.
 6. Third-party information, where confirmed if necessary.
- (b) Types of unauthorized substances tested.
- (c) Specimen collection and testing procedures, including:
 1. Identification of approved testing locations.
 2. Approved testing methods.

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3. Compliance with the department's exposure control plan and any applicable occupational safety requirements. (See the Communicable Diseases Policy.)
 4. Supervision of the subject being tested during the collection of a urine specimen by members of the same sex as the subject being tested, or of the same sex with which the subject identifies.
 5. Use of approved testing equipment or devices.
 6. Collection of all specimens in an area free of agents or adulterants to avoid cross contamination or dilution of specimens.
 7. Security procedures to prevent tampering with a specimen.
 8. Establishment of methods to verify that the person appearing for testing is the individual subject to testing.
 9. Establishment of processes, including time frames, for a subject to submit a specimen once a specimen has been requested.
- (d) Procedures for documenting the handling of specimens from the point of collection to disposal (chain of custody).

402.4 COLLECTION AND TESTING GENERALLY

Members who have been trained in department procedures for collecting specimens may collect specimens consistent with the probationer's case management plan, a court order, the random screening protocol, or as otherwise specified in department procedure.

402.4.1 RESPONSIVE ACTION

When a probationer admits to the use of an unauthorized substance, refuses to submit a specimen when required, tests positive for an unauthorized substance, or provides an adulterated or diluted specimen, the supervising officer should consider whether:

- (a) Confirmation testing is appropriate.
- (b) The failure or refusal may be a violation of the conditions of supervision and take further action pursuant to the Violations Policy.
- (c) Modification to the conditions of supervision, including referral for further assessment to determine the need for outpatient or inpatient drug treatment services, would be appropriate.
- (d) A reassessment would be appropriate as provided in the Risk and Needs Assessments Policy.
- (e) Officers may choose to handle a violation of conditions of supervision in an informal manner, in consideration of each person's individual needs, as long as the action complies with court mandates.

If a probationer tests positive, admits use, or refuses to provide a specimen and the officer reasonably suspects the probationer arrived at the testing location or intends to leave the testing

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location by operation of a motor vehicle while impaired, the officer should proceed according to the Violations Policy.

402.4.2 CONFIRMATION TESTS

Officers may perform testing of a probationer despite an admission of use.

When a specimen tests positive or is adulterated or diluted, regardless of any admission of use, reasonable efforts should be made to confirm whether the result occurred during the use of an authorized or prescribed medication or is the result of the use of a prohibited substance. This may include:

- (a) Administration of additional on-site screening.
- (b) Verification of medical prescriptions.
- (c) Submission of an appropriate specimen, following the established chain of custody, to an approved toxicology laboratory for confirmation testing.

402.5 TRAINING

Members should receive training on this policy and related procedures.