

**CARROLL COUNTY HEALTH DEPARTMENT
BUREAU OF ADDICTION TREATMENT SERVICES
and
Carroll County Drug Treatment Court**

DRUG SCREEN POLICY

Purpose: To outline the procedures to be used to perform instant drug testing.

POLICY: It is the policy of the Carroll County Health Department B.O.A.T.S. to perform on site rapid drug testing for drug court participants.

PROCEDURE:

1. The Carroll County Drug Treatment Court Case Manager will schedule weekly dates and times of drug screens to be performed with each individual participant.
 - a. The Drug Treatment Court Case Manger will contact each urine testing site and relay the schedule for the week.
 - b. If a participant requests a change or fails to show for an appointment they will be referred back to the Drug Treatment Court Case Manager.
2. Remove instant drug testing kit from package in the presence of the participant.
3. Patient is to urinate into the specimen cup.
4. Staff at the location will observe the specimen from body to bottle.
5. If there is not same sex staff available for the collection of the drug screen specimen, the urine will be collected and “not witnessed” will be written on the drug screen result sheet. Drug Treatment Court Case Manager will be notified via fax that screen was not witnessed.
6. Staff will perform an adulterant strip check and results will be documented.
7. The results of the test will be documented on the result sheet.
8. If any tests results are positive the participant will be immediately made aware of the results and the Drug Treatment Court Case Manager will be informed of results via SMART. No retesting is to be performed at alternate sites, positive results are to be handled via chain of command, GCMS technology through a licensed and certified laboratory at the participants expense.

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9. If the patient disagrees with the results they must pay for confirmation by money order \$23.00 for each drug that had a positive result. Contact the Drug Treatment Court Coordinator and make them aware of the positive results and the participants desire to have the test sent out for confirmation.
10. Specimen will be repackaged into separate container and sealed, in the presence of the participant. Seal will be initialed by participant and placed over container then placed in fridge.
11. Participant has no longer than 72 hours from notification of positive result to produce money order to Treatment Court Case Manager.
12. The Drug Treatment Court Case Manager will not send out the specimen until the participant arrives with the money.
13. Participants must comply with all scheduled test times and places however additional drug screens may be requested any time, any drug treatment court team member deems necessary.

Carroll County Drug Treatment Court Coordinator

Date

Carroll County Health Department, Director
Bureau of Addiction Treatment Services

Date