

RSVP Drug Screening Protocol

Overview: In the first 90 days, RSVP clients will be screened for drugs and alcohol on a random basis at least twice per week at the Recovery Specialist's office using the following protocol. Following the first 90 days, RSVP clients will be drug screened randomly at least once per week until their discharge from the program. The results of the drug screens will be graphed and shared with the clients as well as with DCF and the Treatment Provider as described below [see - *Notification of Positive Tests and Failures to Test*]

1. The Recovery Specialist (RS) or designee will inquire about the client's use of alcohol and drugs since the last screening. The RS will record this information on the RSVP Screening History form.
2. If the client admits to any drug use other than Marijuana (THC), the client will be asked to sign an admittance form indicating this and will not be asked to provide a urine specimen.
3. The Recovery Specialist will test for the presence of alcohol of each client using the Breathalyzer and record the results on the RSVP Screening History form.
4. If alcohol is present above the legal limit (0.08) and the client drove him/herself to the office, the client will be asked for her/his car keys and offered assistance in arranging transportation home. If the client refuses this and insists on driving, s/he will be informed that the RS will contact the local police to inform them the individual is driving while under the influence.
5. Unless the client has admitted to drug use other than Marijuana (THC) and signed an admittance form, the Recovery Specialist will then request the client provide a urine specimen for a drug screen. The Recovery Specialist will accompany the client to the restroom and observe the client deposit a specimen into the specimen bottle. At no time shall the Recovery Specialist lose custody of the specimen bottle.
6. When a specimen has been provided, the Recovery Specialist will follow the instructions provided on each test to read the results of the drug screen and photocopy the results for inclusion in the RSVP Screening History logbook and the client's file.
7. The Recovery Specialist will discuss the results of the breathalyzer and drug screen with the client. If the drug screen was positive **and** the client denies any use, then the Recovery Specialist will label the bottle and deposit the bottle into the Toxicology envelope for lab-based GC/MS confirmation.
8. If the client admits to substance use at this point and signs an admittance form, the RS will ask the client to flush the specimen and the test strip and bottle will be discarded by

the Recovery Specialist. The client will be provided with a copy of his/her statement admitting to drug or ETOH use.

9. If the test reveals a negative result, the RS will photocopy of the results and ask the client to flush the specimen. The Recovery Specialist will discard the test strip and bottle. The client will be provided with a negative test receipt.
10. The Recovery Specialist will use the test results and client report to discuss the client's recovery with him/her.
11. The Recovery Specialist will provide a monthly report to DCF, Juvenile Court, the client's attorney, and the child's attorney that includes a summary of the results of all of the alcohol and drug tests conducted in the past month.

Notification of Positive Tests and Failures to Test

The Recovery Specialist is required to inform the DCF Social Worker, Treatment Provider and RSVP Supervisor of all positive tests and failure to tests. If a parent tests **positive** for alcohol and/or drugs, the Recovery Specialist is required to notify the DCF SW within 30 minutes of the test. If the RS is unable to reach the DCF SW, the RS will contact the DCF SW Supervisor and relay the information to her/him. If the Supervisor is not available, the RS will leave the information of the test results on the Supervisor's voice mail. The RS will also notify the Treatment Provider by phone/voice mail of any positive results.