



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. BOX 41100 • Olympia, Washington 98504-1100

May 20, 2019

TO: Employees Responsible for Urine Analysis (UA) Testing

FROM: Robert Herzog, Assistant Secretary- Prisons Division [Signature on file]
Mac Pevey, Assistant Secretary- Community Corrections Division [Signature on file]
Danielle Armbruster, Assistant Secretary- Reentry Division [Signature on file]

Subject: **DOC Policy 420.380 Memorandum**

This memorandum is to advise you of changes that have occurred and change to the above policy as well as upcoming training. This memorandum will serve as the policy directive until the above policy has been revised.

Statewide UA Training

Due to the changes to DOC Policy 420.380 (Drug Alcohol Testing) statewide training will be conducted by our UA Cup vendor Bio-Tech, Cordant Laboratories and subject matter expert staff. It will include but not limited to the changes noted in policy and this memorandum. This is required training for staff who are responsible for conduct UA testing incarcerated individuals. Supervisors & Shift Commander should make every effort to ensure staff attend one of these training sessions. A memorandum from Correctional Manager Roy González, Program Administrator David Phillips, and Security Chief Charlotte Headley will be distributing the details of the training. As we move forward we are certain you will have a lot of questions regarding the changes to the policy and practices. Please direct your questions to these Subject Matter Experts.

Upon completion of the training the curriculum will be added to annual Learning Management Training (LMS).

Reception Center Testing

As of March 18, 2019 newly incarcerated individual admissions and re-admissions/violators began testing onsite using the six panel cup. No testing for Marijuana (THC) will be conducted until 45 days have lapsed since their admission at the reception center, except those violators specifically prohibited by the court, DOC or ISRB. Those individuals at the facility living units continue to be tested for Marijuana using the seven panel cup.

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Work Release Testing

Beginning May 20, 2019 all newly admitted incarcerated individuals coming from county jails (boarders) will also be tested onsite using the six panel cup. No testing for Marijuana (THC) will be conducted until 45 days have lapsed since their admission date. Testing using the seven panel will begin for these new admissions after the 45 days and only as a routine random selection or for cause as outlined in DOC Policy 420.380.

Those individuals that are being re-admitted or admitted as CCD violators will only be tested for THC if their Judgment and Sentence specifically prohibits marijuana use. Otherwise the six panel cup will be used upon re-admission for this population as well.

All other individuals will be tested per the above noted policy utilizing the seven panel cup.

If you have any questions regarding this matter please feel free to contact Work Release Oversight and Compliance Administrator Carrie Trogdon-Oster, for Prisons Security Chief Charlotte Headley, and for CCD Programs Administrator David Phillips.

Laboratory Confirmations

Beginning June 17, 2019 incarcerated individuals in Prison and Work Release whose Urine Analysis (UA) results screen positive, will be allowed to request a laboratory confirmation. If the lab results confirm the positive results then the individual will be charged for the cost of the test. If the results are found to be negative, then the department will bear the cost. Please see form #14-204.

Positive UA Screening Results

Beginning immediately, in Prisons and Work Release, any positive UA testing results are to be reported to the Health Services Unit Nursing Supervisor/Designee, on-call provider, or DOC Headquarters Nurses Desk, to include the type of drug. The Nursing Supervisor or on-call provider will do an immediate assessment to ensure that the individual is not at risk for a negative reaction to cross reactivity of any current medication s/he may be on or, the need to be monitored for the potential of a drug overdose.

Special Collection Procedures

A new process has been developed and needs to be implemented at each facility to accommodate individuals with Parauresis/Shy Bladder or who are transgender.

Prisons

After the random two percent selection of the population has been made via OMNI/STAR, UA Coordinators are to ensure that any individuals selected for random UA testing who have been identified as having shy bladder or who are transgender are to be separated from the list and set aside from the routine testing process. Those individuals will be scheduled for testing on second shift and will be held in an area without restroom privileges. They are to be provided access to water per the UA cup package insert instructions. This will be the individual's programming for the day with the exception that if they can produce a sample they may return to their regular programming at the next scheduled callout. Staff are to allow the individuals the option to sit and provide a sample utilizing a "Urine Hat Specimen Collector" (also known as a hat) if they so choose. Those who fail to provide a sample at the end of the shift are to be returned to their units and the appropriate disciplinary infraction will be submitted.

Work Release

Individuals participating in Work Release who require Special Collection accommodations will be identified during initial classification. Those individuals will be excluded from the routing sample collection and testing process. Upon request these individuals will be directed and restricted to an area without restroom privileges. They are to be provided access to water per the UA cup package insert instructions. The individual's work release plan will be suspended until a urine sample is produced. Staff are to allow the individuals the option to sit and provide a sample utilizing a "Urine Hat Specimen Collector" (also known as a hat) if they so choose. Those who fail to provide a sample at the end of the facility shift are placed on total restriction pending appropriate disciplinary action taken.

Fentanyl Testing

Fentanyl testing strips have been ordered and are now available through your distribution centers. Like other testing strips they are to be used for suspicion only. Prisons Division Correctional Manager Roy González and Community Corrections Division (CCD) Program Administrator David Phillips will be sending out a separate memorandum with the new attached SITR ordering forms.

Quality Assurance

In November 2018 the Department conducted a Quality Assurance audit by an independent contracted consultant. One of the findings was that staff are having difficulty reading the results on the cup when the sample is close to the drug cutoff level on the cup. Part of this issue will be addressed in the statewide training, however the Prisons, Community Corrections, and Reentry Division, will also be conducting a random Quality Assurance check in our divisions to review our staff collection practices and understanding the reading of the cup. Three sites per division will be selected to conduct the check in late September or early October 2019.

Equipment Purchases

There will likely be the purchase of either equipment or additional products for each facility and or field office. Charlotte, Dave, and Roy will be providing specific information of approved supplies and account information of contracted vendors.

cc: All Prisons Division Superintendents
All Community Corrections Field Administrators
All Prisons Division Captains
All Prisons Division Stand-alone Camp Lieutenants
Scott Russell, Deputy Director – Command A
Eleanor Vernell, Deputy Director – Command B
Tom Fithian, Deputy Director – Command C
Donta Harper, Regional Administrator – Northwest Region
Steve Johnson, Regional Administrator – Southwest Region
Kristine Skipworth, Regional Administrator – East Region
Theo Lewis, Reentry Division - Work Release Administrator
Charlotte Headley, Prisons Division - Security Chief
Belinda Stewart, Prisons Division - Correctional Programs Administrator
David Phillips, Community Corrections - Program Administrator
Roy Gonzalez, Prisons Division - Correctional Manager