



# OREGON YOUTH AUTHORITY



## Policy Statement

### Part II – Youth Services (Facilities)

Subject:

#### Substance Use Screening – Youth (Facilities)

Section – Policy Number:

**D: Health and Mental Health – 2.1**

Supersedes:

**II-D-2.1 (10/11)  
Revision (2/07)  
II-D-2.1 (12/00)**

Effective Date:

**05/29/2019**

Date of Last Review/Revision:

**None**

#### Related Standards and References:

- [ORS 420A.010](#) (Oregon Youth Authority, creation and duties)
- [ORS 420A.125](#) (Youth offenders; intake assessments; reformation plan; placement)
- [OAR 416-435](#) (OYA Transgender, Gender Nonconforming, and Intersex Offenders)
- [OAR 416-470](#) (Prohibited Youth Behaviors and Processing Behavior Violations)
- Performance-based Standards (PbS), *Juvenile Correction and Detention Facilities*; Programming; Health and Mental Health
- American Correctional Association *Standards for Juvenile Correctional Facilities*; 4-JTS-4E-02 (Management of Chemical Dependency)
- [OYA policy](#): I-C-8.3 (Infection Control)  
II-A-1.2 (Preserving Chain of Evidence)  
II-B-2.1 (Behavior Management – Youth Refocus Options)
- [OYA form](#): YA 4407 (Chain of Custody-Urinalysis Testing)

#### Related Procedures:

- None

#### Policy Owner:

Facility Services Assistant Director

#### Approved:

Joseph O'Leary, Director

#### I. PURPOSE:

This policy sets standards for substance use screening youth in OYA facilities.

#### II. POLICY DEFINITIONS: None

#### III. POLICY:

OYA's mission includes holding youth accountable and providing opportunities for reformation in safe environments. Detecting a youth's substance use is an important tool as staff work to fulfill the agency's mission while also providing opportunities for reformation by following case plans and participating in treatment programs. Substance-free facilities help provide positive youth development in safe and secure environments.

The purpose of youth substance screening is to:

- Assess, monitor and treat a youth's substance use;
- Assist in case planning by identifying youth who need substance abuse treatment services or other interventions;
- Deter a youth's substance use;
- Monitor and maintain compliance with court orders, case plans, and substance use treatment programs; and
- Eliminate the presence and use of illegal and prohibited substances in OYA facilities.

#### **IV. GENERAL STANDARDS:**

- A. During a youth's facility intake process, staff must notify the youth of the facility's substance screening procedures and the consequences that may occur if the youth refuses to participate in screening.
1. Random or scheduled youth substance screening is allowed in the following instances:
    - a) As authorized in a case plan or court order;
    - b) In conjunction with a youth's treatment plan;
    - c) Upon intake into a facility;
    - d) Based on safety and security risks to maintain a substance-free facility; or
    - e) When a staff member has reasonable suspicion that a youth is using illegal or prohibited substances. This includes when a youth has been away from a facility and may have had access to illegal or prohibited substances, or when behavior or other evidence suggests the youth may have used an illegal or prohibited substance.
  2. The substance use screening process will ensure the reliability of the screening, accuracy of the results, and the safety of those involved.
    - a) Staff must follow chain of custody procedures as the specimen is processed. The chain of custody requirement ensures the specimen obtained from the youth is the same that is screened, and the result of the screen is what is presented as evidence in court.
    - b) Staff must use OYA form YA 4407 (Chain of Custody – Urinalysis Testing) to document the chain of evidence.

- c) Staff must be instructed on screening methods and procedures prior to conducting a screening.
- d) Staff must follow the manufacturer's recommendations when using screening products.
- e) Following a positive screening, staff may need to conduct a second test to confirm results, especially if the results will be used as evidence in court.
- f) Confirmation tests include:
  - 1) An admission from the youth acknowledging substance use;  
  
Such admission must be in writing and based on informed consent.
  - 2) A second screening using the same methodology; or
  - 3) A second test using a different methodology.  
  
A specimen that screens positive on an initial screen but fails to be confirmed by laboratory testing will be declared negative and treated the same as a specimen that showed negative in the initial screen.
- g) Staff must be respectful of the youth while maintaining the test or screening integrity.
  - 1) Urine sample collection must be monitored by a same-sex staff (except for circumstances described in section B below) in a place and manner that will avoid undue embarrassment to the youth while safeguarding against sample tampering.
  - 2) Once the sample is provided, staff must keep it within their control to minimize tampering opportunities.
- h) Staff must use universal precautions when conducting tests or screenings. See OYA policy [I-C-8.3 \(Infection Control\)](#) for details.

B. Staff must ask a transgender or intersex youth to identify whether the youth prefers that a male or female staff conduct the youth's urine collection process when a urine sample is required for substance use screening.

If the stated preference is not the same sex as the youth, staff will use oral testing (e.g., mouth swab) to complete the substance use screen.

- C. Staff must protect confidential information about screening and results in compliance with OYA policy.
1. Staff must file the lab report in the youth's case file as documentation of the screening and the results.
  2. Appropriate information must be documented on an assessment OYA 4460 Substance Use Screen Report in JJIS.
  3. If results are disclosed, staff must document the disclosure in the youth's case file, including the action taken and to whom and when disclosure was made.
- D. Screening process
1. Staff may expect youth to provide a urine specimen upon request.  
  
If a youth states they are unable to provide a specimen, staff will permit the youth a reasonable timeframe within which to do so.
  2. Staff must document the following information at the time of the specimen collection:
    - a) The youth's name and JJIS number;
    - b) The type of substance(s) for which the screening is administered;
    - c) A list of medications the youth is currently taking;
    - d) Date/time the specimen is collected; and
    - e) The name of the person collecting the specimen.
  3. Staff must document all transfers of specimens using the YA 4407 (Chain of Custody – Urinalysis Testing) or comparable manufacturer's form.
    - a) Staff will review the specimen for evidence of tampering at each transfer of the specimen.
    - b) Staff will immediately report any evidence of tampering to the submitting office.
  4. Staff must notify the youth of the screening results as soon as practicable, but no later than 72 hours after staff receive the results.
    - a) Staff must use positive reinforcement for negative results to encourage continued abstinence.
    - b) Staff must impose graduated refocus options for positive results in compliance with OYA policy II-B-2.1 (Behavior Management - Youth Refocus Options).

The youth behavior violation may be for Medication Abuse or Misuse, or Possession of Contraband That Can Harm Self or Others.

- c) Behavior reinforcement will be imposed at the discretion of the youth's unit leadership team in collaboration with the youth's juvenile parole/probation officer.

**V. LOCAL OPERATING PROCEDURE REQUIRED: NO**