

<p>Community Corrections Adult Intensive Supervision Standards</p> <p>Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-100</p>
	<p>SECTION:</p> <p>Drug/Alcohol Testing</p>	<p>PAGE:</p> <p>1 of 1</p>
	<p>SUBJECT:</p> <p>Purpose</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring a written statement of purpose, clearly stated goals and measurable objectives for drug/alcohol testing.

DEFINITIONS:

None

DISCUSSION:

The extent to which drug/alcohol testing is used may be determined in part by the agency’s mission statement, availability of resources, drug/alcohol use patterns of clients, and judicial requirements.

Given the correlation between drug/alcohol use and crime, drug/alcohol testing can be an effective case management tool. Drug/alcohol testing goals may aid in case management and may include all or any combination of the following:

- Identification
- Assessment
- Deterrence
- Monitoring
- Treatment

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-101</p>
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	<p>SUBJECT:</p> <p>Purpose</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Open

DEFINITIONS:

DISCUSSION:

REFERENCES:

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-102</p>
	<p>SECTION:</p> <p>Drug/Alcohol Testing</p>	<p>PAGE:</p> <p>1 of 1</p>
	<p>SUBJECT:</p> <p>Authorization for Testing and Client Selection</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring that proper authorization exists for drug/alcohol testing prior to testing a client.

DEFINITIONS:

None

DISCUSSION:

Authorization to conduct drug/alcohol tests can be found in state statutes, court orders, or agency guidelines.

REFERENCES:

KSA 75-5290, *et seq.*

<p>Community Corrections Adult Intensive Supervision Standards</p> <p>Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-103</p>
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	<p>SUBJECT:</p> <p>Authorization for Testing and Client Selection</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice governing the selection and frequency of drug/alcohol testing.

DEFINITIONS:

None

DISCUSSION:

Drug/alcohol testing can be unscheduled or based on “reasonable suspicion.” Staff should be allowed to test when, in their professional opinion, it is in the best interest of the client, the agency, and public safety to do so. Staff should explore a client’s past and current history of use, treatment history, and information received from collateral sources.

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-104</p>
	<p>SECTION:</p> <p>Drug/Alcohol Testing</p>	<p>PAGE:</p> <p>1 of 1</p>
	<p>SUBJECT:</p> <p>Selection of Methodologies</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Open

DEFINITIONS:

DISCUSSION:

REFERENCES:

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-105</p>
	<p>SECTION:</p> <p>Drug/Alcohol Testing</p>	<p>PAGE:</p> <p>1 of 1</p>
	<p>SUBJECT:</p> <p>Selection of Methodologies</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice governing confirmation requirements for drug/alcohol testing. Policy and practice shall be based on current State statute(s) and regulations, and court decisions.

DEFINITIONS:

None

DISCUSSION:

None

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-106</p>
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	<p>SUBJECT:</p> <p>Drug/Alcohol Testing Protocol</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring that agencies designate collection, testing and storage sites.

DEFINITIONS:

None

DISCUSSION:

Storage sites should be secured when staff is not present.

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-107</p>
	<p>SECTION:</p> <p>Drug/Alcohol Testing</p>	<p>PAGE:</p> <p>1 of 1</p>
	<p>SUBJECT:</p> <p>Drug/Alcohol Testing Protocol</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring that universal precaution be taken during all stages of drug testing operations. The following precautions are required:

- Use of rubber gloves during the handling of specimens
- No eating or drinking in the collections or testing area
- No refrigeration of food where chemical and specimens are stored, and
- Wash hands following drug testing operations

DEFINITIONS:

None

DISCUSSION:

None

REFERENCES:

KSA 75-5290, *et seq.*

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	SECTION: Drug/Alcohol Testing	PAGE: 1 of 1
	SUBJECT: Drug/Alcohol Testing Protocol	
	CURRENT VERSION EFFECTIVE DATE: 09-01-2018	

STANDARD:

Agencies shall have written policy, procedure and practice requiring that the instructions for drug testing be made available to staff.

The receipt of instructions shall be documented and placed in each staff member’s personnel file or instructions should be posted in the collection area.

DEFINITIONS:

None

DISCUSSION:

Established procedures help to ensure validity and maintain the integrity of the evidence for future proceedings.

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	CHAPTER: Services	STANDARD NO. 3A-SER-109
	SECTION: Drug/Alcohol Testing	PAGE: 1 of 1
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	CURRENT VERSION EFFECTIVE DATE: 09-01-2018	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring continuous observation of all specimens during collections including contingency for any deviations that may become necessary.

DEFINITIONS:

None

DISCUSSION:

Unless the integrity of the specimen collected is protected, the results of the test may be misleading. The collection process should not be unnecessarily intrusive. However, it is crucial that steps are taken to ensure that the client provides an unadulterated specimen. It is recommended that clients not be allowed to take jackets, purses and other hand-held items into the collections area or testing area.

REFERENCES:

KSA 75-5290, *et seq.*

<p>Community Corrections Adult Intensive Supervision Standards</p> <p>Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-110</p>
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	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring that the collection of urine specimens be observed by staff of the same sex as the client however; staff should consider responsiveness and client preference when collecting specimens from transgender clients.

DEFINITIONS:

None

DISCUSSION:

The collection process should not be unnecessarily intrusive.

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-111</p>
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	<p>CURRENT VERSION EFFECTIVE DATE:</p>	

STANDARD:

Open

DEFINITIONS:

DISCUSSION:

REFERENCES:

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-112</p>
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	<p>SUBJECT:</p> <p>Drug/Alcohol Testing Protocol</p>	
	<p>CURRENT VERSION EFFECTIVE DATE: 09-01-2018</p>	

STANDARD:

Agencies shall have written policy, procedure, and practice requiring that all test results be documented in the Kansas Department of Corrections case management database.

DEFINITIONS:

None

DISCUSSION:

None

REFERENCES:

KSA 75-5290, *et seq.*

Community Corrections Adult Intensive Supervision Standards Kansas Department of Corrections Division of Community Corrections Services	CHAPTER: Services	STANDARD NO. 3A-SER-113
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STANDARD:

Agencies shall have written policy, procedure and practice requiring verification when a client is undergoing medical treatment that requires drug therapy.

Verification shall be documented in compliance with HIPAA.

DEFINITIONS:

None

DISCUSSION:

Verification may consist of viewing medical documentation provided by the client.

REFERENCES:

KSA 75-5290, *et seq.*

<p style="text-align: center;">Community Corrections Adult Intensive Supervision Standards</p> <p style="text-align: center;">Kansas Department of Corrections Division of Community Corrections Services</p>	<p>CHAPTER:</p> <p>Services</p>	<p>STANDARD NO.</p> <p>3A-SER-114</p>
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STANDARD:

Agencies shall have written policy, procedure, and practice requiring that a Chain of Custody form is maintained when a urine sample is being submitted to the laboratory or when confirmation of an on-site test is being requested.

DEFINITIONS:

None

DISCUSSION:

Established procedures help ensure validity and maintain the integrity of the evidence for future proceedings.

REFERENCES:

KSA 75-5290, *et seq.*