



**PUERTO RICO NATIONAL GUARD
YOUTH CHALLENGE ACADEMY**

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PRYCA

1 April 2023

STANDARD OPERATING PROCEDURES (SOP) FOR DRUG TEST

REFERENCE: CNGB Manual 9350.01, dated 22 March 2023, Enclosure G pages 7-10.

PURPOSE:

The Puerto Rico Youth ChalleNGe Academy is a program for high school dropouts, from the ages of 16 to 18. Candidates/Cadets are required to be free from the illegal use of drugs or substances, alcohol, and tobacco products during the program Residential Phase. This Standard Operating Procedures ensure that all Candidates/Cadets are following guidance established on the CNGBM 9350.01

IMPLEMENTATION: Immediately and is valid until further revision.

APPLICABILITY: The Standard Operating Procedures applies to all Candidates and Cadets of the Puerto Rico Youth ChalleNGe Academy.

PROCEDURE:

a. The Puerto Rico Youth ChalleNGe Academy will comply with the DoD/ NGB Drug-Free policy for all participants. All drug testing will use the Substance Abuse and Mental Health Services Administration of US Department of Health and Human Services (SAMHSA) standard for baseline screening. The enforcement of this policy is based on the proper administration of the following types of drug testing during the Residential Phase:

- (1) Optional Initial Baseline Drug Test.
- (2) Required Random Drug Test.
- (3) The Optional Confirmatory Drug Test.
- (4) The For-Cause Drug Test.

b. The Programs will use urine-based strip tests products for all drug testing.

c. Programs will document all drug test results, positive and negative. Only the

designated medical personnel and the Program Director will have access to the test results.

d. All drug testing will use the Substance Abuse and Mental Health Services Administration of the US Department of Health and Human Services (SAMHSA) standard for baseline screening. The following standards and procedures must be implemented:

(1) Optional Initial Baseline Drug Test (OIBDT). Program Director discretion. If completed, testing must occur within the first 14 days of the Residential Phase. Candidates with a positive test result may remain in the program at the PD discretion and not SIR is required. Any positive results after the optional initial baseline testing period will result in immediate dismissal, unless a Cadet or parent elect to have a Confirmatory Drug Test.

(2) Required Random Drug Test (RRDT). This test will be required every time Cadets have been off campus, and unsupervised by Staff personnel. This includes home pass, medical appointments with parents or guardians, and absent without leave (runaways). To reinforce the programs' commitment to a Zero tolerance for drugs, the Random drug test will be administered for every one-off campus and/or on pass. All drug testing must occur within 36 hours of the return to the Program.

(3) For-Cause Drug Testing (FCDT). This test will be administered to Cadets who show obvious signs of being under the influence of drugs, or where the Program Director has a reasonable suspicion of said Cadet is having used drugs.

The Optional Initial Baseline, the Required Random, and the For Cause drug testing will meet the SAMHSA and the PR Standards. Cutt-off concentrations will be as follows:

Drug	Cut-Off Concentrations (ng/ml)
Mariguana Metabolites	60
Cocaine Metabolites	300
Phencyclidine	25
Amphetamines	1,000
Opiate Metabolites	2,000

(4) Optional Confirmatory Drug Testing (OCDT). This is not an NGB Requirement, but if an applicant, their parent or guardian wish to challenge the results of a drug test, the Program may request an optional Confirmatory drug test opportunity at the expense of the parent. OCDT must be administered with 5 calendar days of the original drug test, and utilizing a new sample an a result in negative test based on cut-off concentrations as follows:

Drug	Cut-Off Concentrations (ng/ml)
Mariguana Metabolites	30 (Delta-9tetrahydrocannaibinol-Carboxylic acid
Cocaine Metabolites	150 (Benzoylecgonine)
Phencyclidine	25
Amphetamines	500
Methamphetamine	500 (Test for 6-AM when morphine concentration exceeds 2,000 nanograms per milliliter
Opiates-Morphine	2000
Opiates-Codeine	2000
6-Acetyl Morphine	10

Candidates or Cadets awaiting the results of an OCDT may remain at the program in a registered or enrolled status pending the outcome of the test. Exception to Policy (ETP) may be submitted to the attention of the Cooperative Agreement Program Manager (CAPM) through the TAG-PR for NGB-J1-Y approval within 14 calendar days after the Confirmatory Drug Test Results are received at the Program.

f. Specific details of how the Test is conducted at the academy are as follows:

(1) The Program' Registered Nurses oversee, conducted, monitor and scheduled the test.

(2) Cadre and others trained staff will be assisting the RN in the administration of the test (serving as screener). The test authorized by the Puerto Rico Youth ChalleNGe Academy is the "Quick Screen Pro Multi Screening Test" that follows the requirements of the SAMHSA (Substance Abuse and Mental Health Services Administration of the US Department of Health and Human Resources).

(3) When the sample is taken, the Candidate / Cadet must maintain the bathroom door open and the Cadre or person in charge has to see that the sample is the urine of the Candidate. The Candidate will witness that the drug test is sealed, and then the process of the test will start. The Candidate will remain present until the results are ready.

(4) Any positive drug test after the Optional Initial Baseline Drug Test (OIBDT) will result in immediate dismissal, unless a Cadet or parent elect to do a Confirmatory Drug Test.

(5) All drug test results will be entered into the Program's Data management reporting system (Cadet' Tracker). Entry at the Cadet's Tracker must include the reason for testing. If the drug test was administered as a required random test, then the date of the unsupervised event that established the test must be entered too. Only Program' medical personnel, Program Director and Deputy Director will have access to the Drug test data. The results of the Candidates/Cadets drug test are kept in a safe place by the nurse, following the HIPPA Law, 104-191 patient confidentiality law and the nursing profession ethics.

g. **PRESCRIBED MEDICATIONS:** Candidates/Cadets who are taking prescribed medications that cause a positive drug test result in any drug testing event will be assessed to determine if the prescription drug is the sole factor in the positive test result. If this is the case, the Cadet may be retained at the Program Director's discretion.

h. **NON-CONTROLLED DRUGS:** The wrongful use of non-controlled drugs and substances (Huffing, sniffing glue, pasting, etc.) is prohibited. Candidates/Cadets who violate this policy may be dismissed at the Program Director's discretion.

Drug-Free Workplace Police briefing must be conducted for Candidates no later than the first full training day of the Acclimation period.


for **Matilde Almodóvar Acosta**

Program Director
Puerto Rico Youth Challenge