

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

DIRECTIVE

No.: 1455

Issued: 5/19/21

Post Until: 6/19/21

**SUBJECT: JUVENILE – TEMPORARY ORAL FLUID TEST DEVICE
UTILIZATION PROTOCOL DURING COVID-19 STATE OF
EMERGENCY**

The purpose of this Directive is to provide guidelines for the temporary use of the Oral Fluid Test Device to collect oral fluids from youth for the purpose of detecting the use and deterring the abuse of controlled substances.

Legal Basis

Youth are required to refrain from using illegal drugs and alcohol and submit to testing when the court ordered conditions of probation reflect any of the following:

- Condition #17 - You must not knowingly drink or possess any alcoholic beverages nor knowingly use or possess illegal drugs or mind-altering substances except as prescribed by a physician
- Condition #19 - You must give a sample of your urine* to test for drugs or alcohol whenever asked
- Condition #20 - You must be randomly tested by Probation for Drugs and Alcohol a minimum of _____ times per month

***Effective Immediately, due to the COVID-19 state of emergency and current Area Office temporary closures, the Probation Department is implementing the following temporary oral fluid sample collection protocol to comply with the court's orders relative to drug testing.**

DPO Responsibilities:

The DPO shall:

- Complete all sections of the Chain of Custody Form
- Have youth complete and sign the "Last Use Questionnaire"
- Have youth initial and date the chain of custody seal (bar code)
- Check the date on the Oral Fluid Test Device to ensure it is not expired
- Instruct youth to open the testing device and observe youth place the oral swab/sponge into their mouth (no chewing or sucking on device)
- Have youth keep the swab/sponge in his/her mouth until the indicator changes to a blue color
- Have youth return the swab/sponge to the container, close it and place the chain of custody seal across the top of the container
- Have youth place the sealed specimen container in the specimen bag along with the original signed chain of custody form
- Mail specimen to Phamatech via prepaid postage UPS bag

MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE

JUVENILE – ORAL FLUID TEST DEVICE (TEMPORARY COVID-19 PROTOCOL)

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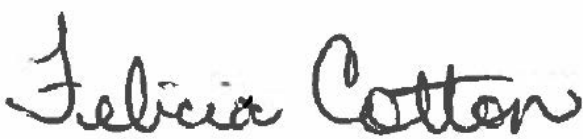
- Record specimen collection in PCMS Case Notes (Appointment>Drug Testing) as follows:
 - On _____ (date/time) at _____ (location of oral test collection), this DPO collected an oral test
- Record test results in PCMS Case Notes (Substance Testing>Negative or Positive) as follows:
 - On _____ (date/time), DPO received results from oral test collected on _____ (date) and the results were negative or
 - On _____ (date/time), DPO received results from oral test collected on _____ (date) and the results were positive for _____ (list substance)
- Report results to the court in subsequent court report (only include Phamatech lab report if requested/ordered by the court)

Specimen Collection Process:

- Ensure youth does not have anything in their mouth (for up to 10 minutes prior to the test)
- Instruct youth to open the sealed Oral Fluid Collection System
- Instruct youth to insert the swab/sponge end of the collection device into their mouth and actively swab for up to 3 minutes (or until the indicator changes color) allowing saliva to completely saturate the collection swab/sponge
- Instruct youth to push the swab/sponge into the collection tube and release it (by pushing the tab on the side of the collection device)
- Instruct youth to close the collection tube and place barcode sticker (from Chain of Custody Form) across the top of the tube, with the letter "A" on top and the ends of the sticker on either side of the collection tube
- Instruct youth to place the sealed collection tube and the Chain of Custody Form into the specimen bag and provide it to the DPO

The results of the collected specimens are validated through the Narcotic Testing vendor and are admissible in court. Testing specimens shall be returned to the area office for mailing after collected to preserve chain of custody requirements.

Questions regarding this Directive should be directed to the Juvenile Consultant at (562) 940-2533.



Felicia Cotton, Deputy Chief
Juvenile Field Services Bureaus



Dalila Alcantara, Deputy Chief
Juvenile Institutions Services

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