



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, III CORPS AND FORT HOOD
1001 761ST TANK BATTALION AVENUE
FORT HOOD, TEXAS 76544-5000

**COMMAND POLICY
DHR-02**

OCT 14 2011

IMWE-HOD-HR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Military Urinalysis Drug Testing Policy

1. REFERENCE.

- a. DoDD 1010.1, Military Personnel Drug Testing Program, 9 December 1994.
- b. AR 600-85, Army Substance Abuse Program (ASAP), 2 February 2009.
- c. Fort Hood Regulation 350-1, III Corps and Fort Hood Training, 17 January 2006.

2. APPLICABILITY. This policy applies to Fort Hood, tenant organizations, and Soldiers.

3. POLICY. Battalion/squadron and unit commander's responsibilities and mandated requirements:

a. Battalion/squadron commanders will appoint two officers or noncommissioned officers (E-5 promotable or above) on orders as the Battalion Prevention Leader (BPL) and alternate BPL, who must be certified through the Unit Prevention Leaders (UPL) training course. Forward the unit appointment orders with completed Local Files Check (DA Form 7281-R), to the Army Substance Abuse Program, Drug Testing Coordinator (DTC).

b. Unit Commanders will appoint two officers or noncommissioned officers (E-5 or above) on orders as the UPL and alternate UPL, who must be certified through the UPL training course. Forward the unit appointment orders, with completed Local Files Check (DA Form 7281-R), to the Army Substance Abuse Program, Drug Testing Coordinator (DTC).

c. Commanders will ensure that the appointed BPL/UPL attends the initial forty (40) hour ASAP Urinalysis Certification Training Course. The certification is valid for 18 months. To maintain certification, the UPL must successfully complete the UPL Certification Exam.

d. The Army Drug Testing Program (DTP) is a battalion-level program, which may, in most cases, be executed at the company level. The only aspects of the program that battalion commanders may not delegate are:

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(1) The order to conduct the test.

(2) The selection of the date and time Soldiers will be randomly tested.

(3) The selection of the date, time, and unit(s) or sub-unit(s) to be tested as a unit sweep (100 percent urinalysis of the Soldiers in a unit or clearly identified sub-unit (company, platoon, section, and so forth). Battalion commanders will randomly select and test 4 percent of their Soldiers each week. A brigade or higher commander may waive the weekly random drug testing for short-term field exercises, block leave, or other similar, short-term events.

e. Upon notification of a positive urinalysis test result, the unit commander or First Sergeant will secure the positive documentation within 24 hours from the Drug Testing Coordinator located in building 2241 and within five working days refer the Soldier to ASAP using DA Form 8003. Soldiers who test positive for illicit drugs for the first time will be evaluated for dependency, disciplined as appropriate, and processed for separation with 30 calendar days of the company commander receiving notification of the positive result. If the positive drug report resulted from the use of a prescription drug, all adverse administrative and legal actions will be suspended. A Medical Review Officer (MRO) will then make the determination if the use of the drug was for legitimate medical purposes. All separation actions will be forwarded to the separation authority, which will make the final determination on separating the Soldier IAW AR 635-200. Retention should be reserved for Soldiers that show clear potential for both excellent future service to the Army and for remaining free from substance abuse. Soldiers diagnosed as drug dependant will be offered rehabilitation prior to separation. If a Soldier tests positive again, the Soldier's chain of command will initiate administrative separation and forward the case to the first general officer in the command for a decision as to the disposition of the action. This disposition authority may not be delegated.

f. Immediately report all offenses involving illegal possession, use, or trafficking in drug paraphernalia to the Provost Marshall for investigation or referral to the US Army Criminal Investigation Division Command (USACIDC). This includes all positives test results, except from a rehabilitation test that requires MRO review, as directed by USAMEDCOM, will not be reported unless the MRO findings determine illegitimate use.

g. Commanders will test all Soldiers returning from leave, newly arriving to the unit, returning from AWOL/DFR and previously tested rejected specimens. These Soldiers will be tested under Inspection Other (IO) code.

h. Commanders will test Soldiers involved in any drug related incident within 24 hours after the Soldier has been identified. Testing code Probable Cause (PO) will be utilized. Commanders will verify that probable cause exists with their servicing Staff Judge Advocate (SJA) prior to ordering the test.

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i. Upon receipt of a blotter report for an alcohol related incident or having knowledge of any other alcohol related incident, the commander will refer Soldiers to the ASAP within five working days, utilizing DA Form 8003. If the Soldier has been involved in two serious incidents of alcohol related misconduct within one year (such as intoxicated on duty or operating a motor vehicle while intoxicated), he/she will be processed for administrative separation (see AR 600-85, para 3-3). Administrative or action under the Uniform Code of Military Justice (UCMJ) will not delay the five working days referral requirement.

j. Based on the Secretary of the Army Policy Letter dated 10 February 2011, there would be no reason to test a Soldier if found possessing/using Spice. The commander should be informed of this policy and work with supporting SJA to pursue UCMJ action if appropriate. Currently, Spice testing is not available as a routine test or probable cause testing for Soldiers. Only CID can request a Spice test as part of an active investigation. If a commander has an urgent need to conduct a probable cause test for Spice and CID is unable to help, contact the Installation Drug Collection Point at (254) 287-4714 to explore other options as a last resort. CID can order a Spice test for the commander as a piece of forensic evidence through the Armed Forces Institute of Pathology. Commander should contact CID to open an investigation. The sample should be collected without delay and should be submitted with the accompanying case ID number assigned by CID.

k. All Soldiers will receive four hours of Drug and Alcohol Abuse Prevention Training annually as outlined in AR 600-85 and Fort Hood Regulation 350-1.

l. Commanders will contact ASAP Prevention Education Branch, at (254) 618-7446 and schedule a one hour class each quarter. If desired, commanders may schedule additional prevention classes, such as training specific to cocaine or marijuana abuse, etc.

4. EXPIRATION. This policy memorandum supersedes DHR-02 dated 2 November 2009, and will remain in effect until superseded or rescinded.


DONALD M. CAMPBELL, JR.
Lieutenant General, USA
Commanding

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