

## PROCEDURE

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<b>Series:</b>	<b>Operating Procedures</b>	<b>COA:</b>
		<b>CFOP:</b>
<b>Procedure Name:</b>	Court House Drug Screening	
<b>Procedure Number:</b>	OP-1108	
<b>Reviewed Date:</b>	02/15/12, 04/14/2020	
<b>Revision #/Date:</b>	06/28/16	
<b>Effective Date:</b>	12/01/08	
<b>Applicable to:</b>	All BFP FOA Staff and Contract Providers	

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**PURPOSE:** This operating procedure outlines the process regarding the completion of drug testing by the Brevard Family Partnership (BFP) Court Liaison or designee during Court proceedings.

### Drug Testing

- (1) **Instrument:** BFP has implemented a drug testing instrument to provide the dependency court Judge with drug test results within a few minutes of completion of an in-court screen. On site Urinalysis tests are the instrument utilized to obtain drug screen results.
- (2) **Testing:** The selected instrument may be changed by BFP in accordance with the needs of the Court or the clients.
- (3) **Site for Drug Testing:** The Brevard County Courthouse located at 2825 Judge Fran Jamieson Way in Viera, Florida.
- (4) **Request for Drug Testing:** During any judicial proceeding, the Dependency Judge may order a client to undergo drug testing.
- (5) **Steps for Completion of Drug Testing:** The BFP Court Liaison or designee will provide the client with the instrument and verbal instructions for completion of the screen.
- (6) **Outcome:** The results of the screen, as reflected by the screening instrument, will be provided to the Court in accordance with the documentation associated with the instrument and as required by the Court. The form shall be signed by the donor and Test Administrator and provided to all parties by the Court Liaison. The signed results form is efiled by the Court.
- (7) **Procedure Review:** This policy will be reviewed as needed to allow evaluation of the process and an opportunity to update the procedure as applicable.



BY DIRECTION OF THE CHIEF EXECUTIVE OFFICER:

A handwritten signature in blue ink that reads "Philip J. ScarPELLI".

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MR. PHILIP J. SCARPELLI  
Chief Executive Officer  
Brevard Family Partnership Family of Agencies

APPROVAL DATE: 5/20/2020