



Tulsa Police Department

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Policy # 112D

Effective Date 05/29/2004

Policy Name Field Drug Testing

Approved Date 05/07/2004

Approved by *Wendell Franklin, Chief of Police*

Previous Date 08/15/2003

PURPOSE OF CHANGE:

To update the policy format.

POLICY:

Only certified field drug testers will be authorized to perform field drug tests.

SUMMARY: Procedures for performing field drug tests.

APPLIES TO: All police personnel

DEFINITIONS:

FIELD DRUG TESTER – an officer who has been certified by a trainer to perform field drug tests.

LAB TEST – a test performed by a forensic laboratory to determine the presence of a controlled substance in a sample.

TRAINER – an officer who has been certified to instruct additional personnel in the performance of field drug tests.

PROCEDURES:

A. OFFICERS

1. When a suspected controlled substance is seized as evidence in an arrest:
 - a. Make every effort to contact an on-duty field drug tester to test the seized substance.
 - b. Upon completion of the test, turn the suspected controlled substance in to the nearest division property room.
 - c. Attach the completed *Field Drug Test Report* with a copy of the *Property Receipt* to the arrest packet and place it in the intake tray.
 - d. Forward copies of the test report and the property receipt with the original *Lab Request* to the Lab.
2. If an on-duty field drug tester cannot be contacted:
 - a. Follow the procedures for a probable cause arrest.
 - b. Turn the suspected controlled substance in to the nearest division property room.
 - c. Note on the *Incident Report* that a field drug test was not completed at the time of the arrest.
 - d. Upon receipt of the intake packet, the Court Liaison officer will request that SID perform the field drug test.

B. FIELD DRUG TESTERS

1. As soon as possible, field drug testers will proceed to the requesting officer's location and perform a field drug test on the suspected controlled substance.

2. Complete a *Field Drug Test Report*. On the report, document which test was performed, and which controlled substance was identified.
3. Give the original test report to the arresting officer.

C. FIELD DRUG TEST TRAINING

1. Officers who wish to attend training to be certified to perform field drug tests should submit an *Interoffice Correspondence* to the division commander through their chain of command.
2. If approved, the division commander will forward the request to the Chief of Police for final approval. Division commanders should ensure that there are a sufficient number of field drug testers available to cover all shifts and all days.
3. Upon completion of training, the trainer will submit the officer's name to the Lab.

D. LAB

1. Track all field drug testers to ensure continued reliability of their results.
2. Upon receipt of a request, perform a lab test on the suspected controlled substance.
3. If the results from the lab test differ from the results of the field drug test:
 - a. Report all instances to the SID Division Commander.
 - b. Complete an *Interoffice Correspondence* notifying the field drug tester through his/her division commander. Forward a copy to the arresting officer.

REGULATIONS:

1. Only certified field drug testers shall perform field drug tests.
2. Following three instances where the lab test results differ from the results of the field drug test, an officer shall be subject to removal as a Department field drug tester.

REFERENCES:

CALEA 42.2.1