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FM COMCOGARD PSC ARLINGTON VA  
TO ALCGPSC  
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ALCGPSC 152/14

SUBJ: FY2015 URINALYSIS DRUG TESTING ALLOCATIONS

- A. Coast Guard Drug and Alcohol Program Manual, COMDTINST M1000.10 (series)
- B. COMDT COGARD WASHINGTON DC 301234Z JAN 14/ALCOAST 031/14
- C. Personnel Security and Suitability Program, COMDTINST M5520.12 (series)
- D. Title 18, U.S. Code, Section 922 (g) and (n)

1. The mandatory drug testing requirements for FY15 remain at 65 percent of active duty/SELRES and 100 percent for new accessions.

FY15 urinalysis drug testing allocations are available at <http://www.uscg.mil/PSC/psd/fs/DrugTesting.asp>. Units shall test 25 percent of their quota every quarter.

2. Urinalysis coordinators (UC) are required to use the DOD web-based Drug Testing Program (DTP) Lite system that generates most required forms and labels. Discrepancy rates continue to be exceedingly high. In FY14, the overall discrepancy rate for the CG as reported by Tripler Army Medical Center (TAMC) was 24 percent, and 7 percent of all samples were rejected (not tested). Many of these discrepancies were administrative in nature and are easily avoidable with the use of DTP Lite. TAMC also mandates use of DTP Lite as the predominant method to select personnel for random testing and for preparing the required testing forms and labels. UCs who do not already have access to the DTP Lite System must create a new account, log into the DTP/NDSP Portal and download the DTP Lite USCG application by visiting <https://iftdtl.amedd.army.mil>. A DTP Lite Quick-Reference Guide from the Army Unit Prevention Leader Handbook is available at <http://www.uscg.mil/PSC/psd/fs/DrugTesting.asp>.

3. Discrepancy codes by unit are included in monthly reports from TAMC and provided to MAJCOMs by PSC-PSD-FS. Discrepancy code descriptions are also available at <http://www.uscg.mil/PSC/psd/fs/DrugTesting.asp>. The major discrepancy codes recorded for the CG for FY14 were BF, FA, FP, FN, GG, LF, LJ, LN, LX, PD, and SE. MAJCOMs and units are encouraged to closely review monthly drug testing reports to ensure specimens are processed IAW REF A and to proactively address reported discrepancies. A Quality Control Checklist for UCs and a list of MAJCOM Coordinator responsibilities are available at <http://www.uscg.mil/PSC/psd/fs/DrugTesting.asp>. PSC-PSD-FS is also working with CG DOL to develop appropriate job aids to better assist our members in the field in FY15.

4. All CG units are required to request every urinalysis sample be tested for SC via a full panel screening memo that must be included inside every urinalysis box of samples in addition to other required forms and documentation. The template for the full panel screening memo is available at <http://www.uscg.mil/PSC/psd/fs/DrugTesting.asp>. TAMC also reports that over 44 percent of CG samples were not tested for synthetic compounds (SC) IAW REF B.

5. All units that receive a positive urinalysis result must report that result to the Coast Guard Investigative Service (CGIS) for entry into National Instant Criminal Background Check System (NICS) IAW with REFS C and D. Upon being notified by units of a positive urinalysis result, CGIS will work with commands to determine if a CGIS investigation is warranted versus a unit investigation outlined in Chap. 3 of REF A. In addition to the requirement for units to report findings of No Drug Incidents IAW Art. 3.B.4.a.(2) of REF A to PSC-PSD-FS, units shall notify PSC-PSD-FS of all positive urinalysis result outcomes.

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6. It is recognized that units with detached duty members and members in DUINS have unique challenges to ensure appropriate testing under the urinalysis testing policy. Commands are encouraged to coordinate support for testing of detached members through formal correspondence with Base and Unit Commanding Officers to ensure detached members in proximity to Coast Guard commands are tested. The use of coordinators and observers as a shared resource is authorized. Such agreements will ensure all CG military members can and should be randomly selected to provide a urinalysis sample if properly chosen to do so. Parent commands retain responsibility for managing the urinalysis testing program for detached duty members and isolated units including all related expenses for supplies and shipping. Parent commands are also responsible for investigating and determining a drug incident as well as any administration or disciplinary action outlined in Chap. 3 of REF A. When units test members not under their administrative control, separate shipping containers with appropriate UIC and BAC codes for those members must be used. Contact CG PSC-PSD-FS for advice/guidance if required.
7. For general urinalysis questions, units should contact their MAJCOM coordinator. PSC-PSD-FS POCs are CWO Antonio Varner, (703) 872-6646, email antonio.varner(at)uscg.mil or SK1 Letroy Burgess, (703) 872-6636, or email letroy.d.burgess(at)uscg.mil.
8. In coordination with CG-133, drug testing procedural and policy changes addressed in this message will be incorporated into a future PSC directive and/or a future change to REF A.
9. RDML Meredith Austin, Commander, CG Personnel Service Center sends.
10. Internet release authorized.

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