

## Substance Abuse Protocol for Commanders

**When ARNG Soldiers are identified voluntarily/involuntarily as abusing alcohol and/or drugs the unit commander or designated representative will:**

1. Assess for intoxication, and give a breathalyzer, or bring to the nearest Emergency Room if necessary. Call Chaplain or Psychological Health Coordinator if mental health concerns arise.
2. Determine safety concerns (special computer clearance, military equipment, weapons).
3. Automatically refer identified Soldiers to the COARNG SAP using Form 4856.
4. Inform the Soldier they must complete an assessment by a certified or licensed substance abuse/mental health professional and assessment must be returned to the Prevention Coordinator within 30 days. The Soldier must sign a consent to share necessary treatment information.
5. Administratively flag the Soldier and create a profile to initiate the process for separation. Determine soldier's eligibility for access to classified information, weapons and attendance at drill.
6. After 30 days, follow the protocol for providing a formal written counseling statement if the soldier is not complying with the SAP program requirements.
7. Within in 45 days, counsel the Soldiers of their rights, explain the "Limited Use Policy."

**\*Alcohol incident referral** - The commander will refer to SAP all potential alcohol abusers identified by self-referral, alcohol testing, DUI/DWI, investigation, apprehension, underage drinking or other incident involving the use of alcohol.

**\*A unit commander shall:** refer all service members for assessment when substance use is suspected to be a contributing factor in any incident, e.g., DUI, public intoxication, drunk and disorderly, spouse/child abuse and maltreatment, under-age drinking, positive drug test, or when notified by medical personnel.

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