FedCure FOIA Litigation
2005-03326
Document Request Query
Response Required by May 14, 2009

Scope: This request applies to the use of Ion Spectrometer Scanning Methods of Visitors from the inception of the program through February 25, 2005. A response to Part A is expected from each facility. Institutions that utilized Ion Spectrometer Scanning Methods on or before February 25, 2005 or Regional/Central Offices that collected or created data or documents related to Ion Spectrometer Scanning Methods on or before February 25, 2005 will need to complete the entire query. The query should be returned to WMoorer@bop.gov

Institution or Office: USP Leesville, SIS Tech
Name of person completing query: D. Mines, SIS Tech

PART A:
Did your institution utilize or did your office collect or create data or documents related to Ion Spectrometer Scanning Methods on or before February 25, 2005. (Check one)
✓ Yes - Continue below
___ No - Stop here and forward this query to WMoorer@bop.gov

PART B:
The request seeks the documents listed below in items A-E. We want to avoid wasting valuable staff time copying documents we may not need. As a result, we ask that for each item below, you note whether the requested documents are maintained in your Institution or Office by circling Yes or No. Please also list the nature of these documents by describing them.

Does your facility have copies of:
A. Manufacturing documents or studies stating the accuracy of the to Ion Spectrometer Scanning Methods: Yes (No)
B. Documents identifying the number of Visitors turned away because of the scanning method: Yes (No) We only keep for two years.
C. Information related to the training methods used for operators: Yes (No)
D. Staff comments regarding training methods used for operators: Yes (No)
E. Records of equipment failure and repairs: Yes (No)

Once we receive your answers to the above query, you may be asked to provide copies of responsive documents. Please make sure any responsive documents are not destroyed in the interim.
FROM: (b)(7)c
TO: (b)(7)c
SUBJECT: Ion Scan 400 B

The IONS SCAN 400 B was employed over the week-end. The machine was started according to instructions and operated well on Saturday April 19, 2003. On the April 20, 2003, the ION SCAN was again started according to instructions. The machine failed to provide a valid confirmation for the presence of the baseline verification material. While attempting to rectify the malfunction through trouble shooting techniques outlined in the 400B Operators Manual it became obvious a "Bake-out" Procedure was needed. This procedure took two hours but did not rectify the malfunction. At that time I contacted the 24-hour technical support line at Smith Detections, the maker of the 400B. I spoke with the technical representative assigned to our machine, a Mr. John Jara. Mr Jara instructed me to see if the condenser tube needed to be changed. I informed him I had already done this procedure, he then asked for me to make sure all o-rings where in place I again had done so earlier but checked again, both were in place. He then asked if I had "Baked-out" the system, I told him I had. Mr. Jara stated we would need to perform a eight hour "Bake-Out" procedure which should fix the air pressure flow malfunction. If it does not He will send a new valve to replace to one which is blocked. Mr. Jara added the machine is designed to stay powered on twenty-four hours a day because it calibrates itself constantly. He felt this is the cause of the blockage and needed to be addressed. I would suggest a area in the front desk be set up to secure the Ion Scan while not in use but have it remained powered on.
MEMORANDUM FROM K. M. WHITE, REGIONAL DIRECTOR

TO: Mid-Atlantic Region Wardens

SUBJECT: Ion Spectrometry Testing

In an effort to standardize the Ion Testing procedures, at a minimum, please ensure your post orders reflect the following procedures and staff are testing individuals in the manner listed.

Visitor testing - All visitors, including contractors and volunteers, except as noted by policy, will be subject to testing through the Ion Spectrometry Device Program.

Test subject selection - Recommended random selection methods include, but are not limited to, the following examples:

(a) "Every third visitor";
(b) "Test four, skip two"; or
(c) "Test two, skip four, test three, skip four."

At a minimum, at least every 5th visitor will be tested.

Two lists should be utilized for testing. One list should be limited to inmate visitors and the second list should contain contractors, volunteers and other individuals that may be subject to testing.

The random selection identified should be utilized independently for each list. For example, every 5th visitor on the inmate visitors' list will be identified as test subjects. As such, every 5th contractor and/or volunteer on the other list will be identified as test subjects. The lists will not be combined or consolidated for testing purposes.
Testing procedures - Gloves will be worn by any staff member handling calibration or test traps. After calibration has been achieved, staff will discard any gloves used during the calibration process. Staff should use no more than two calibration traps during calibration. If the unit does not properly calibrate after the second attempt, the Operations Lieutenant will be notified.

Visitors are free to refuse the test and depart the institution grounds immediately.

Staff will test visitors by passing the hand-held device over:

1. the tops of the front pants pockets,
2. the visitor’s waist area,
3. the pants cuff (or shoe area), and
4. personal identification (both sides).

In accordance with "ISN 8-30-02 CO Tip of the Week" it is strongly recommended Ion Track operators stop swabbing the palms and backs of hands due to false positives attributed to hand lotion being applied and not completely absorbed at the time of the test.

The visitor must remain directly in front of the testing station during all testing procedures.

All testing will be conducted in a professional manner with staff explaining what areas will be tested. At no time will there be any direct physical contact between the staff member and the visitor. The collection device shall be the only direct physical contact.

The initial test result will determine if additional testing is necessary. If the initial test result is negative, the visitor should be permitted entry into the institution if all other entrance procedures are satisfied.

If the initial test result identifies a positive test result, a confirmatory test is necessary. Confirmation testing procedures and further action will be in accordance with P.S. 5520.01, Ion Spectrometry Device Program, section 11-12.

Staff will don new gloves prior to conducting any further tests.

Staff must utilize sound correctional judgement prior to turning away visitors, contractors and volunteers for positive tests. For example, a contract Pharmacist may test positive for narcotics due to the nature of their job and may warrant consideration for authorization to enter the institution.

Should you have any questions, please contact Dave Sturgill, MXRO Correctional Services Administrator, (301) 317-3154.