



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT COMMAND PACIFIC  
HEADQUARTERS, UNITED STATES ARMY GARRISON DAEGU  
UNIT #15746  
APO AP 96218-5746

24 SEP 2021

AMIM-DAG-ZA (600-85)

MEMORANDUM FOR ALL SOLDIERS, FAMILY MEMBERS AND CIVILIAN  
EMPLOYEES TO UNITED STATES ARMY GARRISON (USAG) DAEGU AND AREA IV

SUBJECT: United States Army Garrison (USAG) Daegu Command Policy Letter #21-58,  
Adolescent Support and Counseling Service Command Referral Policy

1. References:

- a. AR 600-85, Army Substance Abuse Program (ASAP), 23 July 2020
- b. USFK Regulation 600-52, Civilian/Family Member Overseas Misconduct, 17 February 2014.

2. Purpose: To establish a Command Referral Policy for adolescent family members, 12-19 years of age, to the Adolescent Support and Counseling Service (ASACS) as a result of incidents of misconduct.

3. Definition: For purposes of this policy, "youth" refers to dependents seventeen (17) years of age and under.

4. Applicability:

- a. This policy applies to adolescent family members, and their sponsors who fall under the jurisdiction of US Army Garrison Daegu (USAG Daegu).

- b. Supplementation by subordinate commanders is prohibited.

5. General:

- a. Substance abuse by adolescent family members poses a significant risk to their health and development. Parents and the community have an obligation to prevent substance abuse and to provide treatment for substance abuse when necessary.

- b. ASACS is a federally-regulated program that provides services to the military under contract. The goal of ASACS is to reduce and prevent if possible problems associated with alcohol or other drug use, as well as other problems that may negatively affect mental, emotional, and behavioral development. Public Law and the U.S. Code of Federal Regulations require ASACS to treat, as confidential, any ASAP/ASACS information or records regarding a client. Client information may not be disclosed without the prior written consent of the client. Assessment and treatment of an individual by ASACS personnel may not be denied or withheld if a client chooses not to consent to release of ASAP/ASACS information.

6. Responsibilities and Procedures:

a. Installation Commander:

(1) We refer to ASACS for assessment of adolescents apprehended by Military Police or other law enforcement agents as a result of, or otherwise identified in, incidents of misconduct involving alcohol or other drug use. The Installation Commander may, at his discretion, refer to ASACS for assessment adolescents apprehended for, or otherwise identified in, incidents of misconduct involving other than alcohol or other drug use (for example assault).

(2) Will designate a Point of Contact (POC) to act as liaison with the ASACS POC, Jasmin Coty, LCSW, CADC-2 (located at DMHS Rm L117, DSN 763-6134, CIV 0503-363- 6134).

(3) May impose administrative sanctions against the adolescent/sponsor should he/she refuse to participate in ASACS recommended treatment. Administrative sanctions, if imposed, will be administered in accordance with USFK Reg. 600-52, Family Member Misconduct, and Standardized Procedure for Processing Civilian/Family Member Misconduct Cases. The Installation Commander may use the results of the ASACS assessment in deciding final disposition of a case.

(4) Will direct the sponsor to contact ASACS to schedule an appointment for assessment within 72 hours of notification of the referral.

b. ASACS:

(1) Will request adolescents or family members sign a consent to release information authorizing ASACS to consult with the Installation Commander. ASACS will release information to the Installation Commander only after receiving a signed release from the adolescent or family members. Information released by ASACS to the Installation Commander will be limited to the following:

- (a) Confirmation of appointments.
- (b) Refusal to participate in ASACS recommended treatment.
- (c) Assessment disposition.
- (d) Recommended Individual Service Plan, if enrolled.
- (e) Referral to another agency.

(2) Will complete a comprehensive psychosocial assessment in accordance with governing regulations and established procedures.

(3) Will not withhold or deny ASACS services if an adolescent or sponsor declines to authorize release of information by ASACS to the Installation Commander.

(4) Will ensure that the Installation Commander's Office has an adequate supply of ASACS literature and information to give to families.

c. Provost Marshal:

(1) Will ensure that the Installation Commander and ASACS are informed upon the identification of an adolescent involved in misconduct involving substance abuse.

(2) Will fulfill his/her responsibilities for referral and disposition of adolescent misconduct according to this Command Policy.

d. Department of Defense Dependents Schools (DoDDS) Daegu Middle High School (DMHS)

(1) Will designate a POC at DMHS. The respective POC will contact the Provost Marshal to advise him/her of any suspected incidents of substance abuse involving a student occurring on campus.

(2) Will contact ASACS in accordance with established existing procedures regarding any suspected incident of substance abuse involving a student occurring on campus.

(3) Will contact the Installation POC to advise him/her of any disciplinary action taken by DoDDS against the student (e.g. suspension) for the suspected substance abuse.

e. Chaplain, USAG Daegu: The Chaplain will be available to provide services to the command-directed adolescents and their sponsor(s). Services may include counseling, spiritual and moral guidance, and parenting skills.

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7. The points of contact for this policy are the ASACS counselor, 763-6134 and the  
USAG Daegu Army Substance Abuse Program (ASAP) Manager, 763-4731

A handwritten signature in black ink, appearing to read 'B. Schoellhorn', with a long horizontal flourish extending to the right.

BRIAN P. SCHOELLHORN  
COL, AR  
Commanding