

Clay/Becker Drug Court



Participant Handbook

August 2011

THIS BOOK BELONGS TO:

NAME: _____

CD TX PROGRAM: _____

COUNSELOR NAME: _____

PHONE NUMBER: _____

AFTERCARE: _____

COUNSELOR NAME: _____

PHONE NUMBER: _____

MENTOR NAME: _____

PHONE NUMBER: _____

SPONSOR NAME: _____

PHONE NUMBER: _____

Show up, be honest, do your best!

My Phase Progression:

PHASE	1	2	3
DATE			
DATE			
DATE			
DATE			
DATE			

Welcome to Clay/Becker County Drug Court

Drug Court is designed to provide the Court with an alternative to traditional pre-trial monitoring and probation supervision for individuals who have serious problems with substance abuse and are involved with the legal system. Drug Court is a highly structured program that combines intensive supervision, chemical dependency treatment and regular communication between participants and the Court.

Drug Court is unique because it represents a close working relationship between chemical dependency treatment and the criminal justice system. The Court is committed to assisting with the early intervention, treatment and rehabilitation of non-violent offenders who are chemically dependant. It is a great opportunity for those who choose to change circumstances in their lives and break the cycle of chemical dependency.

We hope to see positive changes in your life as you progress through the Drug Court program. The Drug Court team is committed to providing you with support and encouragement as you find your way to a clean and sober life. Our goal is to help you become a sober contributing member of your community.

This handbook will provide information about what is expected of Drug Court participants. You are encouraged to share it with your family and friends for their support and encouragement.

DO NOT LOSE THIS BOOK!

You must take it with you to *all* probation appointments and Drug Court hearings.

(Replacement handbooks are provided at a charge of \$3)

Drug Court program fees will be assessed at the following rates: Phase 1, \$20; Phase 2, \$30; and Phase 3, \$50. Unlike traditional pre-trial or probation supervision, participants will not be charged for drug testing unless samples are positive. Any Phase reset will result in either a \$20 fee or community service hours, determined at the Drug Court Team's discretion. Community Corrections fees will be waived until the completion of the program.

GENERAL RULES

The following rules apply throughout **ALL** phases:

1. You are not to possess or consume **any mood-altering chemicals** not prescribed by a physician. "Possess" means to have on your person, in your home or vehicle. **This includes alcohol and any substances containing alcohol** ("non-alcoholic" beer, cough syrup, and mouthwash). Misuse of over-the-counter and prescription medications are prohibited. **This includes any product that is labeled Not for Human Consumption**

(including but not limited to K2 Spice, Spark, Happy Shaman and all incense or products that contain JWH-018, JWH-073, HU-210, HU-211, CP47, 497 and homologue Mephadrone, 3-4-methylenedioxy-provalerone). Prescription medications must be verified. All efforts must be made to find alternatives to prescribed mood-altering chemicals. If you must have a prescribed mood-altering chemical, you **must submit a letter from a doctor** stating what alternatives were tried, and why the mood-altering chemical is necessary.

2. **DRUG TESTING:** Participants may be contacted by staff at any time, **including weekends and holidays**, and will be required to follow directions regarding reporting for drug testing.
 - Participants are also required to comply with law enforcement requests for drug and alcohol testing.
 - Participants will be charged a fee of \$5 for all positive on-sight tests and \$19 for positive confirmations tests.
3. A **picture I.D. is required** and must be shown to law enforcement officers upon request.
4. You must report any **change of residence** *prior* to moving, and changes in your **work schedule** or employment status immediately.
5. Attend all **Review Hearings** and **office appointments** as scheduled.
6. Random **home and work visits** will be made *anytime* day or night, without prior notice.
7. Complete a weekly work/personal whereabouts schedule and call office if weekly schedule is in need of change.
8. When **away from home overnight** you must provide the address and phone number of the place you are staying, the day and time you are leaving, and the day and time you will be returning to your own residence. An “overnight” is considered any time you are away from home past 1a.m. * **NOTE** * **Phase 1 must have prior approval for overnight stays away from home.**
9. Collateral contacts will be made including, but not limited to, significant others, family, employers, physicians, therapists, and treatment facilities.
10. Agent must approve **out of state travel**. Three weeks notice of out of state travel is required.
11. Obey all state, federal, and local ordinances.
12. The courtroom environment deserves respect. Please wear appropriate clothing. Clothing should be clean and neat. Exception: if you arrive at court directly from doing work at your employment that results in dirty clothing.

Provisional Phase - Mandatory

Mandatory Provisional Admission: Upon agreement of the Team, you shall be required to begin the pre-Drug Court process with mandatory PROVISIONAL admission to Drug Court. You shall take part in the drug court process for at least 6 weeks (excluding in-patient treatment time) on a PROVISIONAL admission. After the 6 weeks have been completed, the Team shall determine if you are eligible for admission into Drug Court. If you are deemed eligible, you must voluntarily agree to enter into the Drug Court programming, and your criminal case must be resolved by way of a plea agreement. Thereafter, and you will begin Phase 1. If you choose not to enter Drug

Court you will not be required to participate and prosecution or sentencing per the Minnesota Sentencing Guidelines shall resume. A different judge shall be assigned to the person if they choose not to continue with Drug Court.

Requirements of Provisional Admission:

- A. Mandatory admission, not voluntary.
- B. Obtain a Chemical Use Assessment and follow all recommendations.
- C. Minimum of Twice Weekly UA/PBT testing.
- D. Minimum of Twice Weekly meetings with probation staff.
- E. Drug Court Review Hearings once a week.
- F. Maintain at least six (6) weeks of sanctionless participation. (excluding in-patient time)
- G. Curfew required.
- H. No overnight stays away from primary residence.
- I. Report all whereabouts to probation agent.
- J. Active Participation in Primary Chemical Dependency Treatment Required.
- K. Upon team referral to Phase I, participation in further Drug Court is voluntary.
- L. Criminal case must be resolved by plea.

PROGRAM PHASES

The program is divided into three phases. Phases 1 and 2 are a minimum of 3 months; Phase 3 is a minimum of 6 months. ***Participants must successfully complete each phase before being moved to the next.***

Phase I - CHOICE

Objective: Establish abstinence and chemical dependency treatment, development of trigger awareness, and identify your support system.

Requirements:

- A. Follow all recommendations of your chemical use assessment and chemical dependency treatment provider.

- B. Meet with probation staff at least twice weekly.
- C. Drug Court review hearings once a week.
- D. Attend support group meetings as required by the drug court team.
- E. Adhere to a scheduled curfew.
- F. Obtain permission from agent for overnight stays away from home. If agent is unavailable, permission must be obtained from another Drug Court team member.
- G. Unless noted in your Weekly Schedule, **WHENEVER leaving your residence** you must call your agent and provide the following information:
 - 1) Location, address and phone number of whereabouts.
 - 2) Your expected return time home.

Advancement requirements:

- Three (3) months sobriety from **all** mood-altering chemicals. (including alcohol)
- Completion of primary chemical dependency treatment.
- Payment of Phase 1 program fee (\$20) and positive drug testing fees owed.
- Obtain a sober sponsor and support system.

My Personal Phase 1 GOALS:

**Phase 1
Notes and Assignments**

Phase II - CHALLENGE

Objectives: Continued abstinence, establishment of recovery and development of educational and/or vocational goals.

Requirements:

- A. Meet with probation staff at least once weekly.
- B. Drug Court review hearings at least twice a month.
- C. Follow all recommendations of chemical dependency treatment provider.
- D. You are required to be either **employed**, doing **volunteer work**, or attending **educational** classes or a combination of these. Exceptions may be made on an individual basis as determined by the Drug Court Team.
- E. **Overnight stays:** permission must be obtained from agent, or in the agent's absence, another Drug Court team member, for overnight stays away from home of more than **one (1) night in a row**. A maximum of **three (3) overnights** per month are allowed with permission, unless otherwise agreed to by the Drug Court Team.
- F. Unless noted in your Weekly Schedule, **WHENEVER leaving your residence** you must call your agent and provide the following information:
 - 1) Location, address & phone number of whereabouts.
 - 2) Your expected return time home.

Advancement requirements:

- Three months of sobriety from **all** non-prescribed mood-altering chemicals.
- Successful completion of Aftercare program.
- Establishment of educational/vocational goals.
- Payment of Phase 2 program fee (\$30) and positive drug testing fees owed.
- Maintain a sponsor and support system.
 - Submission of a **sobriety plan** to the Drug Court Team. This plan will state how you intend to maintain your sobriety after graduation from Drug Court.

My Personal Phase 2 GOALS:

**Phase 2
Notes and Assignments**

Phase III – CHANGE

Objectives: Continued abstinence, pursuit of education and/or vocational goals, and completion of your volunteer project.

Requirements:

A. Meet with probation staff at least twice monthly.

B. Drug Court review hearings at least once a month.

- C. Follow all recommendations of chemical dependency treatment provider.
- D. You are required to be either **employed**, doing **volunteer work**, or attending **educational** classes or a combination of these. Rare exceptions may be made on an individual basis as determined by the Drug Court Team.
- E. Unless noted in your Weekly Schedule, provide the address and phone number of your whereabouts **WHENEVER** you are away from home **between the hours of 9 p.m. and 7 a.m.** or as determined by agent.
- F. **Overnight stays:** permission must be obtained from agent, or in the agent's absence, another Drug Court team member, for overnight stays away from home of more than **two (2) nights in a row**. A maximum of **five (5) overnights**, per month are allowed without permission, unless otherwise agreed to by the Drug Court Team.
- G. Completion of an **Approved Volunteer Project, arranged by the participant and approved by your probation agent**. The number of required hours will be determined by the type of work being done.
- H. Payment of Phase 3 program fee (\$50) and positive drug testing fees owed. Fees **must all be paid within one week of your graduation date**.
- I. Maintain a sponsor and support system.

My Personal Phase 3 GOALS:

Phase3
Notes and Assignments

Achievements and Incentives:

The Drug Court judge will acknowledge your achievements during Drug Court Review Hearings.

Drug Court will also recognize and provide incentives for accomplishments above and beyond the Drug Court requirements that promote drug-free, pro-social, and law-abiding, behavior. The following are some examples of achievements the Court will recognize and possible incentives the Court may use to recognize them.

Examples of achievements:

- Educational achievements including obtaining your GED, High School Diploma, college or vocational credits.
- Vocational achievements including job promotions or a new job with increased responsibilities.
- Volunteer work in the community in addition to the required volunteer project hours.
- Self-improvement classes that build mind, body, or soul.

Examples of incentives:

- Fish Bowl draw for items
- Recognition for progressing through Phases
- Less restrictive curfew
- Decreased frequency of office appointments

Violations and Consequences:

The Drug Court will take into account violations and utilize consequences for noncompliance of program rules. Consequences will be tailored to the needs of each individual participant.

Violations

- Use of non-prescribed mood-altering chemicals (including alcohol).
- Failure to report as directed for drug testing.
- Refusing drug and/or alcohol testing or tampering with sample.
- Failure to follow the recommendations of chemical dependency evaluation or treatment provider.
- Failure to report employment changes.
- Leaving home overnight without providing information.
- New arrests and/or citations.
- Conviction on a new charge.
- Curfew violation.
- Not returning staff phone messages.
- Not reporting schedule changes.
- Not immediately reporting address or phone number changes.
- Uncooperative behavior with Drug Court or chemical dependency treatment staff.
- Failure to attend or verify attendance at support group meetings.
- Failure to be available for random home visits.

Consequences

The program will attempt to use consequences aimed at stabilizing your harmful relationship with drugs, alcohol or non-compliance with Drug Court rules. Multiple minor violations will result in increasingly stronger consequences.

NOTE: Consequences will be based on and tailored to the individual participants needs.

- Verbal warnings
- Jury Box assignment
- A more stringent curfew
- Written assignments
- Increased number of drug tests, office appointments and/or Court review hearings
- Re-set in program
- Immediate incarceration (jail) at time of Review Hearing
- Community Service Work
- Electronic alcohol monitoring
- Electronic House Arrest
- Termination from Drug Court and recommendation for execution of sentence

Graduation Requirements

When you have successfully completed all of the following requirements you will be scheduled for graduation:

- Successful completion of each phase.
- **12 months of sobriety**, abstaining from **all** mood-altering chemicals.
- Completion of educational and/or vocational goals as determined by the Drug Court team (GED, high school diploma, etc.)
- Full-time employment or an approved combination of employment, education and/or volunteer work.
- Completion of Volunteer Project
- Completion or satisfactory achievement of all court ordered special conditions, as determined by the court.
- Fines, restitution payments, and program fees must be paid in full or be up to date.
- Must complete all recommended treatment programming.

On the day of your graduation, you will be asked to address the Drug Court team and participants, to tell your story and how your life has changed since you started the Drug Court program.

At your graduation ceremony, the Judge will present you with a certificate of completion and will recognize your excellent accomplishments.

You are encouraged to invite your family, friends, sponsor, CD counselors, employer, Drug Court Mentor and any others you wish, to your graduation.

MY SOBRIETY PLAN:

NA & AA Attendance Record

COMMITMENT~

*Today I will do
whatever it takes
to stay off drugs
and away
from criminal activity.*