9/23/13

17TH JUDICIAL DISTRICT ADAMS COUNTY DRUG COURT POLICIES AND PROCEDURES

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**ADVISORY COUNCIL**

This council is comprised of executive level decision makers from local agencies to provide a collaborative structure for supporting the ongoing development of the Adams County Drug Court. The Advisory Council serves in an advisory capacity regarding systemic approaches for improving court practices related to drug court cases.

|  |  |
| --- | --- |
| **Member** | **Agency** |
| Hon. C Vincent Phelps | 17th Judicial District |
| Herb Covey and Chris Kline | Adams County Human Services |
| Mike Garcia | 17th Judicial District Probation |
| Dr. Abigail Tucker | Community Reach Center |
| Commander Jerry Peters | North Metro Task Force |
| Mayor Dick McLean | City of Brighton |
| Dr. Jeremiah “Jerry” Bartley | Private Doctor |
| Jay Tiftickjian | Tiftickjian Law Firm, P.C. |
| Dave Young and Jess Redman | 17th Judicial District Attorney’s Office |
| Scott Evans | Adams County Public Defender’s Office |
| Greg Paulis | BI, Inc. Treatment |
| Undersheriff Roger Engelsman | Adams County Sheriff’s Office |
| Lisandra “Liz” Gonzales | CASA |

**DRUG COURT TREATMENT TEAM**

This committee is comprised of dedicated members representing the court, probation, treatment provider, public defender, district attorney, and law enforcement. These individuals are committed to the multidisciplinary team approach working together to meet the treatment, accountability, and rehabilitation needs of the participant while ensuring public safety and promoting healthier families.

**Adult Drug Court Members**

Hon. Leroy Kirby 17th Judicial District, Division 8

Lt. Rick Benson Adams County Sheriff’s Office

Tiffini Henville BI, Inc. Treatment Center

Katrina Newman BI, Inc. Treatment Center

Dan Kopper 17th Judicial District, District Attorney’s Office

Corinne Magid 17th Judicial District, District Attorney’s Office

David Blackett 17th Judicial District, District Attorney’s Office

Cathlin Sandler Colorado State Public Defender’s Office

Kasha Swiatkowski 17th Judicial District, Probation

Lisa Miller 17th Judicial District, Probation

Don Nissen 17th Judicial District, Probation

Tasha Buettenback 17th Judicial District, Coordinator

Emily Housworth 17th Judicial District, Coordinator

**MISSION STATEMENT**

Adams County Drug Court (ACDC) is committed to an integrated and collaborative effort of treatment, accountability, and rehabilitation of drug dependent offenders which will ensure community safety and create healthy individuals and families while reducing costs and recidivism.

**GOALS & OBJECTIVES**

**GOAL #1: TO IMPROVE THE SYSTEM’S RESPONSE TO OFFENDERS WITH SUBSTANCE AND DRUG ADDICTION ISSUES BY INTEGRATING JUDICIAL SUPERVISION WITH EVIDENCE BASED TREATMENT.**

1. **Objective**

Decrease the number of probation revocations being sentenced to DOC/Community Corrections through offering ACDC as a sentencing alternative.

* 1. **Outcome Measure**

All appropriate participants will be identified and referred for screening.

100% of eligible probation revocation offenders will be screened for ACDC.

30% of eligible and screened participants will be offered ACDC and participate in the program.

1. **Objective**

Improve treatment outcomes through application of evidenced-based treatment.

* 1. **Outcome Measure**

70% of participants will remain in treatment for at least 90 days as measured by provider reports.

70% of participants receiving program services will reduce the frequency of alcohol and drug use as measured by past reported drug use and current drug screens.

60 % of participants will successfully complete treatment as measured by provider reports.

100% of graduates of the program will display application of learned skills for long-term sobriety through a written relapse prevention plan to be presented to the court.

1. **Objective**

Improve life skills of participants.

* 1. **Outcome Measure**

100% of participants will be offered medical and dental care as available and the probation officer will verify and document any use of these resources.

100% of participants will complete a mental health screening and those who are identified with mental health needs, will receive appropriate referral by the probation officer. The probation officer will verify and document these services.

100% of graduates will obtain sober, safe housing as measured by probation officer’s verification.

100% of participants will receive educational or employment services as measured by probation officer’s verification.

100% of graduates will obtain a legal means of support and plan for long-term self-sufficiency to provide for all of his/her basic needs as measured by probation officer’s verification of employment or educational services.

100% of graduates will identify a positive social support system.

1. **Objective**

Provide immediate and intensive court intervention.

* 1. **Outcome Measure**

100% of eligible participants will receive court intervention within two weeks of acceptance into ACDC.

100% of participants will receive intensive supervision including: regular status reviews and meetings with probation officer as determined by phase level, progress tracking through status updates and staffing, and progressive sanctions and incentives.

**GOAL #2: THE ADAMS COUNTY DRUG COURT WILL REDUCE RECIDIVISM THAT IS DRIVEN BY DRUG ADDICTION.**

1. **Objective**

70 % of participants, who maintain in the program over 90 days, will successfully complete the ACDC program.

* 1. **Outcome Measure**

80% of participants will have no new convictions while in the program.

70 % of participants, who maintain in the program over 90 days, will successfully graduate from ACDC.

1. **Objective**

Demonstrate cost effectiveness of ACDC to taxpayer.

* 1. **Outcome Measurement**

100% of ACDC participants will have reduced incarceration days in contrast to a comparison group.

Demonstrate cost savings by number of jail bed days prevented.

Demonstrate cost savings due to reduced recidivism and avoided future costs to criminal justice and social service systems.

**GOAL #3: THE ADAMS COUNTY DRUG COURT WILL ENHANCE PUBLIC SAFETY AND CREATE A SAFER COMMUNITY IN ADAMS COUNTY.**

1. **Objective**

Reduce incidents or occurrences of ACDC participants reoffending or having negative law enforcement or probation contact by 70% while in the program.

* 1. **Outcome Measures**

70% of participants will not have a probation revocation filed during program.

70% of participants will not have arrests with new charges during participation in program.

60% of graduates will not have any arrests one year post graduation.

60% of graduates will not have any felony criminal conviction 3 years post-graduation.

**MODEL AND TARGET POPULATION**

The Adams County Drug Court program will handle probation revocation cases involving felony charges. A maximum of 30 cases will be included in the pilot project. A screening tool will be used by probation to identify high risk, high need offenders and a recommendation will be made to the public defender, district attorney, and Adams County Drug Court (ACDC) judge.

**These guidelines will be used to identify appropriate candidates for the Adams County Drug Court Program ACDC:**

Criminal history score of 1 or greater anda Level of Supervision Inventory (LSI) score of 24 or greater andan assessed treatment level of 4 or greater and display significant disruption in their life due to their drug/alcohol dependence.

Voluntarily agrees to participate in ACDC and is in the contemplative/pre-contemplative stage to address and change chemical dependence issues. Client must have had previous outpatient treatment attempts. Lower level interventions have been exhausted or are not sufficient.

Must have an Adams County case and either be a resident of Adams County or live in close enough proximity to be able to attend all court dates, probation appointments, and fulfill treatment requirements and has reliable transportation to do so.

Has the ability to begin the program immediately. A spot will not be reserved for someone who has new felony charges pending or other court actions (i.e. trial, holds) that prevent immediate release and involvement in the program. A re-referral can be made when appropriate.

Has an ISP or regular adult felony probation violation where a revocation complaint is filed and non-compliance is driven by substance dependency.

Meets DSM IV-R established diagnostic criteria for chemical dependency.

Behavioral Health treatment issues do not exceed the capabilities of the ACDC program and client does not exhibit serious, persistent mental health issues that cannot be stabilized through mental health treatment and appropriate use of psychotropic medications. If the client exhibits serious persistent mental health issues, he/she will be referred for mental health and or psychological evaluation. These cases will be screened by the ACDC treatment team on a case by case basis.

Client does not have an immigration status that would potentially render him/her unable to actively participate in the ACDC program.

Participant does not have a current or previous conviction or deferred sentence for any of the following. **These cases may be evaluated on an individual basis. Each case involving these or related offenses will be evaluated by the entire ACDC team.**

a) Drug manufacturing, sale, or distribution;

b) Crimes involving serious bodily injury or death;

c) Crimes where the facts involve a sex-related criminal offense that is subject to C.R.S. 16-11.7-102;

d) Crimes involving use, possession or threatened use of a firearm or deadly weapon.

Participant is not on parole or interstate compact and is probation eligible.

Participants must be willing to abstain from the use of all illicit substances, alcohol, and non ACDC approved medication. Participants already prescribed certain controlled medications may be required to work with their physicians to shift to a medication with a reduced potential for abuse.

**ENTRY PROCESS AND CONFIDENTIALITY**

This is the process by which the Adams County Drug Court moves offenders from probation revocation to treatment and program entry.

The Adams County Drug Court will require the court, probation, attorneys, and treatment agencies that are responsible for providing legal and treatment services to dependent offenders to coordinate their efforts to ensure that services being provided to the offender are individually based and expedite the most effective outcomes possible.

The Adams County Drug Court will expect that all of the professionals involved in the program will be committed to the philosophy of a drug treatment court and will assist their clients to navigate through the court and service delivery system. The professionals are an integral component to the success of the drug treatment court, and the judge and drug court coordinator will work closely with them to ensure that drug treatment court policies and procedures are followed.

Typical Sequence for Entry into ACDC

1. Probation identifies potential offenders who are in violation of probation where a revocation is to be filed on the basis that such violation is caused by a dependency on alcohol or drugs.  Revocation is staffed with supervisor to initiate pre-screen through ACDC probation officer.
2. Complaint is filed with the court and contains Adams County Drug Court option if offender is eligible for ACDC.
3. Summons or warrant is issued.
4. Revocation advisement will occur in the originating division for the case.  The District Attorney and Public Defender will review the complaint and recommendation to ACDC.
5. If the offender admits to the revocation and wants to participate in the Adams County Drug Court Division, the originating division will transfer the defendant’s case to ACDC for the next staffing date and set a sentencing date in the originating division in the event the offender does not participate in ACDC.
6. The Public Defender will notify the ACDC Public Defender of the referral and the DA will notify the ACDC District Attorney of the referral.  The court clerk will trigger the case for the ACDC Probation Officer.
7. The ACDC Public Defender will meet with offender prior to staffing to provide an overview of the Drug Treatment Court program.
8. Staffing of the offender will occur and if appropriate, he/she will be accepted into ACDC.
9. The ACDC judge will advise the offender and discuss the program.  Offender will make decision about participating in the ACDC program.
10. If offender accepts court sentence to ACDC, date in originating court is vacated.  If offender does not wish to participate, matter is returned to preset sentencing date in originating court.

Alternative sequence, individuals in which pre-screen process had not yet been implemented.

1. Probation complaint is filed with court.
2. Warrant issued or summons.
3. Offender appears before court.  Once offender is found to have violated probation or admits, referral can be made to ACDC for screening and staffing (process combined for expedient treatment option).
4. Originating court would set two dates, staffing and sentencing in ACDC and sentencing in the originating court with all other screens requested by the parties.
5. See steps 8, 9 and 10 above.

**PHASES**

The Adams County Drug Court has five phases. The program takes a minimum of 18 months to complete and we expect that you may stay in one phase longer based on your recovery progress. You will be expected to meet the graduation criteria prior to successfully completing the program.

**Phase One (1 month minimum)**

After you decide to participate in the drug court program you will meet with probation, treatment provider, and drug court team for an orientation. You are expected to:

* Attend court hearings every two weeks.
* Complete the drug and alcohol assessment and evaluation.
* Meet as required with probation (2x/week) and participate in any programs or groups (3x/week) as assigned by probation officer.
* Submit to drug screens as ordered (at least 3x/week).
* Develop a comprehensive treatment plan including steps for addressing relapse.
* Attend ACDC graduation ceremonies (exceptions to be considered on an individual basis).
* Maintain 30 days of sobriety prior to transitioning to Phase II.

**Phase Two (2 months minimum)**

You are expected to:

* Attend court hearings every two weeks.
* Attend probation meetings (1x/week).
* Attend treatment appointments as identified in the treatment plan. After 60 days in the program, participant is responsible for treatment co-payments. These may include:
  + Individual Therapy
  + Group Sessions (3x/week)
  + Family Group Sessions
  + Community Support Groups
* Submit to drug screens as ordered (3x/week).
* Obtain a physical and address health issues.
* Explore issues pertaining to benefits, employment, housing.
* Must be employed for 2 or more weeks prior to transitioning to Phase III.
* Attend ACDC graduation ceremonies IF not employed (exceptions to be considered on an individual basis).
* Maintain 60 days of sobriety prior to transitioning to Phase III.

**Phase Three (3 months minimum)**

You are expected to:

* Attend court hearings every two weeks.
* Attend probation meetings (1x/week).
* Attend treatment appointments as identified in the treatment plan. These may include:
  + Individual Therapy
  + Group Sessions (2x/week)
  + Community Support Groups
  + Family Group Sessions
  + Other Treatment
* Submit to drug screens as ordered (3x/week).
* Maintain stable and sober housing and employment.
* Maintain 90 days of sobriety prior to transitioning to Phase IV.

**Phase Four (3 months minimum)**

You are expected to:

* Attend court hearings every two weeks.
* Attend probation meetings as required in treatment plan.
* Attend treatment appointments as identified in the treatment plan. These may include:
  + Group Sessions (1x/week)
  + Community Support Groups
  + Family Group Sessions
  + Other Treatment
* Submit to drug screens as ordered (2-3x/week).
* Maintain stable and sober housing and employment.
* Maintain 90 days of sobriety prior to transitioning to Phase V.
* Prepare proposal for Phase V “Restorative Justice Project” and obtain approval of proposal from probation officer.

**Phase Five Graduation and Maintenance (six months minimum)**

* Attend all scheduled court appearances.
* Mentor Phase I and II clients.
* Participate in community support groups and aftercare treatment as contained in treatment plan.
* Attend regular probation meetings per treatment and case plan for six months.
* Submit to drug screens as ordered (2-3x/week).
* Complete paying or setting up agreement with collections for payment of court costs, fines, and restitution.
* Complete Restorative Justice Project.
* Maintain 180 days of sobriety prior to graduation.

**Graduation Criteria:**

Participant must have completed all required treatment and phases of the program.

Participant must have completed all the terms and conditions of probation.

Participant must be mentally and emotionally stable.

Participant must have a comprehensive relapse prevention plan.

Participant must have demonstrated a significant and consistent period of sobriety as determined by the treatment team.

Participant must have obtained all medical, dental, community, and other support assistance.

Participant must have maintained a stable living situation and employment that supports sobriety.

Participant must have developed a support system that can help him/her maintain sobriety and assist him/her with any problems that arise.

Participant must have developed a long term sobriety plan that has been approved by the Court.

Participant will verbally petition the court for graduation and include reasons as to why he/she is ready for graduation. Once accepted, the court will formally terminate probation and graduation from ACDC will be celebrated.

**Termination Criteria:**

The Adams County Drug Court Team will assess termination criteria for participants on a case by case basis. The following will be considered:

* Participant is charged with an offense that disqualifies him or her from participation in the program, due to prolonged incarceration or disqualification under the original eligibility criteria.
* Participant fails to appear for court appearances other than those truly beyond his/her control after seeking assistance from the ACDC probation officer. A no-bond warrant will issue and if participant is not arrested within 120 days, participant is terminated from ACDC and the case will be referred back to the original division for resentencing.
* Participant makes threats or engages in acts of violence toward treatment providers or others while in the program.
* If a probation revocation complaint is filed and ACDC is being reconsidered as a sentencing option, the ACDC team will re-staff the case, but the formal re-screening process will not be conducted.
* For purposes of evaluation, unsuccessful termination for non-compliance will be distinguished from termination for good cause.

**SANCTIONS AND INCENTIVES**

Research has demonstrated that a drug treatment court that provides gradually escalating sanctions and incentives will improve outcomes for participants. The purpose of incentives is to provide reinforcement for positive behavior coupled with sanctions for illicit behavior. This system will promote the participant’s rehabilitation and accountability. Incentives and sanctions will be awarded by the ACDC judge. However, the ACDC team may make additional responses based on the participants’ behavior and progress.

Incentives and sanctions will be geared towards each individual’s behavior and will differ in type and timing based on the needs of the participant.

The Adams County Drug Court team will follow these principles for awarding incentives:

1. Participants that meet their treatment goals or that demonstrate target behaviors will be rewarded at drug court reviews.
2. Participants will be clearly informed of observable and measurable treatment goals and behaviors that are targeted for rewards. Re-enforcers will be consistently imposed when a target behavior occurs or a treatment goal is reached.
3. Rewards will be offered as soon as possible after a target behavior is reached or a treatment goal is met.
4. Participants will receive “benchmark” rewards upon completion of each drug court phase. These may include certificates, tokens, or ceremonies.

**Adams County Drug Court Incentives requiring court approval**

* Gift Cards & Raffle Ticket
* ACDC Phase Reward
* Fee Reduction
* Decrease in drug testing or treatment

**Adams County Drug Court Sanctions requiring court approval**

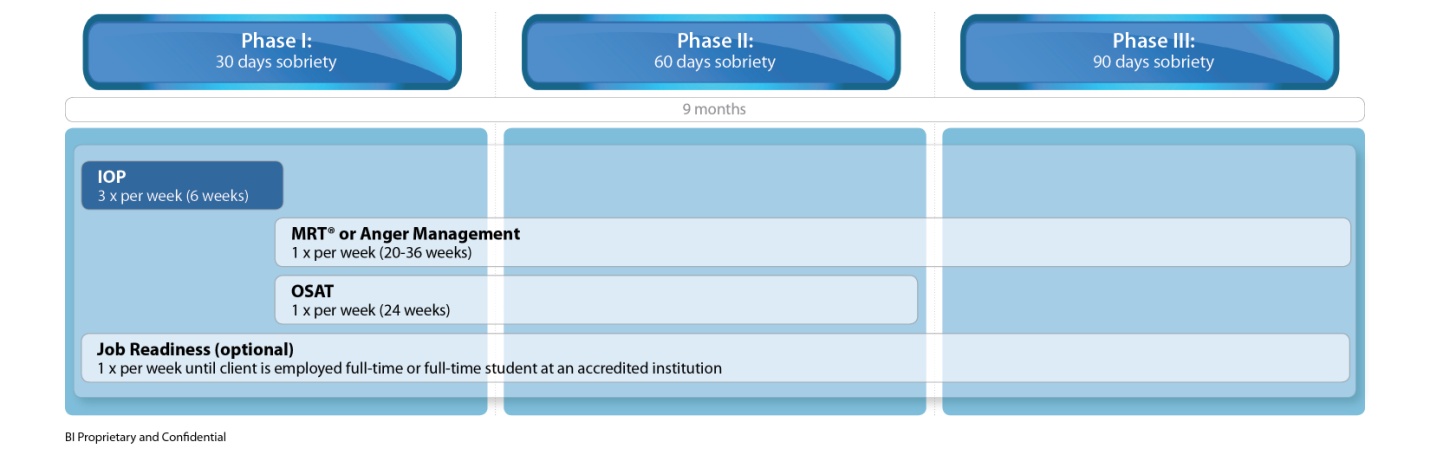
* Electronic Home Monitoring
* Community / Useful Public Service (verification due to probation by Tuesday prior to the next docket).
* Jail
* 30 day “Performance Contract”
* Termination from ACDC
* Phase regression
* Required attendance at ACDC graduation ceremony
* Jury box timeout
* Increased reviews, treatment, or drug testing

**Adams County Drug Court Team Incentive and Sanction Responses**

* Warning
* Daily Check In
* Homework
* Self Help Programs
* Detox
* Treatment/Counseling
* Travel Restrictions /Permissions
* Increased Contacts
* Vouchers for Treatment/Drug Testing
* Dental/Medical Assistance
* Transportation tokens/bus passes
* Graduation/Completion Certificates
* Assistance with Daycare
* Acknowledgment of Clean Time
* Report Cards
* Mentoring Opportunities
* Reduced Supervision
* Wall of Fame Display
* Co-facilitate Treatment/Support Group
* Relapse Prevention Planning

**TREATMENT PROTOCOL**

BI proposes a phased program flow that decreases in intensity as the client progresses through the program. Each phase of the program requires fewer compliance conditions as the client begins to change the thinking process and behavior that contributes to alcohol and drug abuse. Each client should begin the program in phase one. When the client completes the first phase, he or she can progress to the next. This process continues until the client completes the entire program. If the client fails to comply with program requirements, however, he or she is subject to additional sanctions at the discretion of the Adams County Drug Court. This phased program is a proven, evidence-based approach. As described below, the treatment program consists of the following phases:

**

**Phase I and II: Intensive Outpatient**

During phases I and II, clients will begin the Intensive Outpatient (IOP) group.

**Intensive Outpatient (IOP):** specifically targets for high-risk offenders. The IOP group meets three times per week for three hours each session and runs for six weeks, which includes a total of 54 treatment hours minimum. IOP is a state-certified program that uses the Department of Behavioral Health (DBH) approved *Freedom Series* workbooks from The Change Companies and Strategies for Self-Improvement and Change (SSC) curriculum. As a non-profit organization, The Change Companies partners with leading experts in the field to develop evidence-based materials to promote positive behavioral change for offenders attending substance abuse treatment. These certified Journals represent the most accepted evidence-based treatment programs. They focus on the individual’s ability to make a positive change toward rehabilitation. The series includes *Chemical Dependency*, *Denial*, and *Relapse Prevention*. If appropriate, the group may also work through the *Relationships/Communication*, *Self-Worth*, *Family*, and *First Step* workbooks. All treatment workbooks are available in English and Spanish.

Our IOP program specifically addresses the criminogenic needs of high-risk offenders. Through our Intensive Outpatient (IOP) program, clients will learn the necessary coping skills to remain drug and alcohol free. Structured using evidence-based practices and cognitive-behavioral treatment, this program will provide clients with concrete skills to resist cravings for drugs and alcohol, suppress withdrawal systems, and deal with life’s stressors and challenges.

Clients remain in IOP until they have no positive breathalyzers, are working through the journaling requirements, and have participated well in the group. To complete the program, clients must demonstrate abstinence from substance use for 30 days.

Other phase I and II components include intake and orientation, creation of a Treatment Plan based on the client’s ASI, creation of an extensive relapse prevention plan and Job Readiness group (if unemployed). Clients in phases I and II will report in person to the DRC at least three days per week and perform a breathalyzer at each check-in. Clients will also undergo random drug testing. To transition to the next phase II, clients must complete IOP and make progress in their Treatment Plan.

**Phase II and III: Intermediate Supervision**

In phases II and III, clients begin Moral Reconation Therapy (MRT) and Outpatient Substance Abuse Therapy (OSAT) after completing the IOP group.

**Moral Reconation Therapy (MRT):** Moral Reconation Therapy (MRT) is a systematic, step-by-step cognitive skills rehabilitation system designed to confront the thinking errors that prevent offenders from breaking the cycle of criminality. The term “Moral Reconation” refers to Kohlberg’s moral development structure and “conation” is a psychological term for the conscious, decision-making part of the personality. MRT takes approximately 20-36 weeks to complete. Clients will attend MRT group once per week for 1½ hours each group session.

**Outpatient Substance Abuse Therapy (OSAT):** OSAT includes a total of 24 classes spanning a total of 24 weeks. The OSAT group meets once per week for 1½ hours and also uses the *Freedom Series* workbooks from The Change Companies and Strategies for Self-Improvement (SSIC).

Clients in phases II and III will report in person to the DRC at least two days per week and perform a breathalyzer at each check-in. Clients will also undergo random drug testing. At the Adams County Drug Court’s discretion, clients can continue with the Job Readiness program (if unemployed).

We recognize that relapse is an unfortunate part of the journey to recovery. During phases II and III if the client relapses, they may regress back to IOP until they are sober again for two weeks straight.

**Phase IV: Regular Supervision**

Before beginning phase IV, BI staff will re-assess the client to determine whether the client should be placed in Relapse Prevention or Aftercare. Based on the client’s assessment, BI therapists will collaborate with the Adams County Drug Court to review the client’s risk level and place the individual into the appropriate track.

**Aftercare:** Aftercare is a key component of BI's reentry center programming model, as it addresses critical needs of clients transitioning into independent living. Aftercare services include pro-social family and community support, relapse prevention activities, pro-social cognitive decision-making, education and employment assistance, and continued alcohol and drug testing (if applicable). Clients in Aftercare report to the DRC center once per month. Aftercare is provided at no additional cost to the Agency.

**Relapse Prevention:** This group uses the *Relapse Prevention* workbook from The Change Companies. BI counselors also work with their clients to develop a Relapse Prevention plan that identifies triggers and warning signs for relapsing, and how to manage them. The client and counselor also identify the client’s support network and how to make the best use of it. By understanding that relapse prevention is a process, learning to how to motivate themselves, recognizing the warning signs, and preparing themselves, clients can avoid or minimize irresponsible behavior or a return to criminal activity. Clients practice and refine their Relapse Prevention Plan, which gives them a concrete tool and reminds them of the success they have achieved.

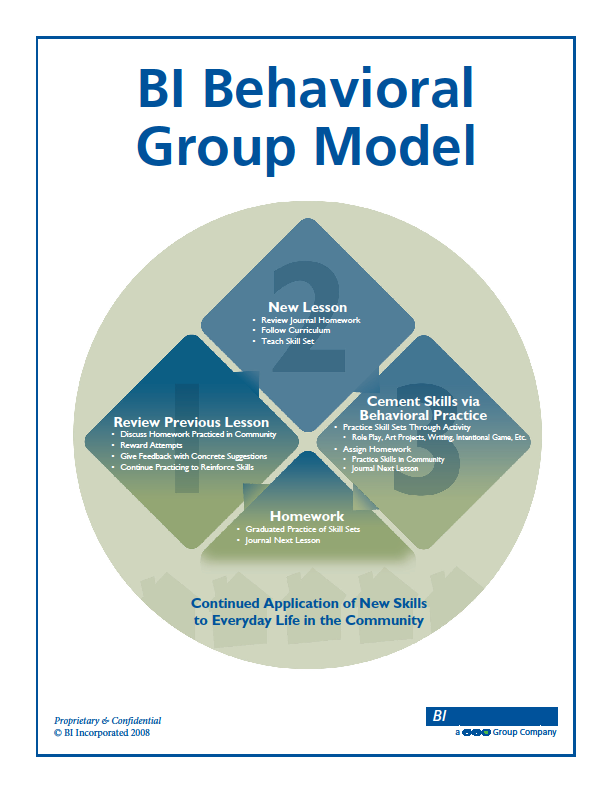
In phase IV, clients will report in person to the DRC at least once per week and perform a breathalyzer at each check-in. Clients will also undergo random drug testing. In order for clients to transition into the final phase of the program, Phase V, they must remain sober for 90 days, complete all classes, and complete their Treatment Plan Goals.

**Phase V: Graduation and Maintenance**

In the final phase of the program, clients will be preparing for their graduation and a lifetime of sobriety. Requirements for the final phase will include developing a maintenance/aftercare plan and completing a community restorative plan.

Upon the client exiting the program, the Substance Abuse Therapist will provide the Adams County Drug Court with a Discharge Summary Report, including recommendations for continued support.

**Group Model:** To facilitate group, BI developed a group model that uses the evidence-based principle of skills training with directed practice. The group model devotes one-third of each session to homework review, one-third to teaching a new skill, and one-third to practicing the new skill in a behavioral manner. Clients then leave group sessions with assigned homework of practicing the new skill set in the community and are required to complete journaling homework. This gives staff another opportunity to teach and clients to learn and practice pro-social behaviors and skills. All treatment groups incorporate this group structure.



**SUPERVISION PROTOCOL**

PROBATION SUPERVISION PROTOCOL

1. The Probation Officer will advise the Adams County Drug Court participant of all Probation Contract /conditions after the participant is advised by defense counsel and agrees to ACDC but prior to sentencing. See Adams County Drug Court Contract for specific conditions.
2. The Probation officer will meet with each participant based on contacts agreed on in the case/treatment plan. The Probation Officer, Counselor, and Client work in conjunction on this plan and the ACDC team approves. Probation Officer duties are listed below but not limited to. See phases for specific contacts.
3. Meets with participant on a weekly basis as a minimum. Visits may be conducted in the office, home, treatment, or employer and may increase in any phase if necessary.
4. Officer will conduct home visits at least monthly and maybe more if necessary.
5. Officer will attend treatment staffings a minimum of bi-weekly and review case/treatment plan.
6. Officer and Probation Supervisor will screen all revocation cases for initial acceptance into Drug Court.
7. Officer will document all attendance, urine and other testing, and maintain narratives in Eclipse and maintain review.
8. Officer may submit reports, other summaries for each participant utilized for team staffings.
9. Officer will present on participant progress at each team staffing prior to court hearing.
10. Officer will contact team immediately if issues of non-compliance arise and will respond accordingly to probation policy and procedure in regards to complaints and warrants.
11. Officer has ability to be on call 24 hours to monitor electronic home monitoring if necessary and curfew if necessary.
12. Officer will work in conjunction with counselors, law-enforcement, participants, vocational agencies, family member to promote positive and sustaining change for participant
13. Officer can facilitate client groups and will provide any adjunct services to participants in addition to their treatment provider that may be needed. Examples are: Cognitive restructuring, relapse prevention, employment group, Recognizing Opportunities for Lifestyle change and Employment (ROLE).
14. Officer will monitor and collaborate with other treatment providers or vocational/educational providers such as: Mental Health, Domestic Violence, DUI conditions, Physicians, GED providers, Vocational Rehabilitation staff, etc. and provide summaries to ACDC team.

**TESTING PROTOCOL**

SUBSTANCE TESTING PROTOCOL

Substance testing will be conducted at treatment agency but can be collected by Probation Officer at the Probation Department at any time.

All results will be entered into the Eclipse DRUG EVENTS screen and shared at staffings with ACDC team. HIPAA releases will have been signed by Adams County Drug Court participant for all team members.

The frequency and type of testing will be case/treatment plan driven and will change depending on phase and mostly on behavior of participant. Frequency may increase or decrease in any phase and different types of testing may be added. Adams County Drug Court participants will be tested throughout the program and in the transition phase. Below are some types of testing that can be used but not limited to:

1. Urine testing. Must be random and observed by same gender staff. Reputable lab with attention to chain of custody and validated testing measures will be used. If a participant produces a UA with low creatinine level and the specimen is too dilute to assure a valid negative result, the participant will not be considered 100% compliant, but will not lose sober days for the first diluted UA. The participant will lose sober days for any and all subsequent dilute samples unless a legitimate medical condition is diagnosed vindicating the dilute urine.
2. Breathalyzers and/or Antabuse. Antabuse requires a medical physical and participant must be cleared by a medical doctor.
3. Swabs and Hair Follicle. Must also be used in conjunction with urine. Not to be used as sole method of testing.
4. Scram or Tad monitors that read alcohol through pores in skin.
5. Blood test if participant so chooses or is deemed necessary by ACDC team.

Narcotic agreement:

Participants must agree to disclose all prescription medications they are given. They will bring in their prescriptions on a weekly basis to show their Probation Officer. Participants that have a history of narcotic or other prescription abuse or dependence will sign a non-narcotic agreement and agree to seek a non-narcotic if medically approved. If for some reason they require a narcotic they will agree to sign a release of information with their physician and use only one physician. If medical issues are beyond the scope of the ACDC team and will render the goal of abstinence from substances impossible, the participant may not be accepted into Adams County Drug Court. Violation of this agreement may lead to termination from the ACDC program.

**EVALUATION PROTOCOL**

Evaluation for process and program goals will be conducted by the Adams County Drug Court Oversight Coordinator in conjunction with the State Court Administrator’s Office. The evaluation will be ongoing and will focus on a process evaluation and performance measurement. The evaluation steps will provide a measure of the Adams County Drug Court’s compliance with the mission statement, goals, and objectives set forth in this Policy and Procedures Manual. The goals and objectives set forth in this manual were identified using available information about treatment and recidivism from current probation data for Adams County. Additionally, the evaluation will provide data and information to members of the Advisory Committee, ACDC Team, and other policy makers on the impact of the Adams County Drug Court on the justice system and community. The evaluation will encompass two evaluative components: process and outcomes.

**Process Evaluation**

1. The process evaluation provides a descriptive “snapshot” of the program and its participants.

2. The process evaluation will assess:

a) The structural design

b) Measure the coverage

c) Describe participants of the recovery court

3. The process evaluation may include:

a) Measurement of the Adams County Drug Court’s compliance with the 10 Key Components of Drug Courts created by the National Drug Court Institute.

b) Number of individuals eligible for the Adams County Drug Court.

c) Number of individuals screened for the Adams County Drug Court.

d) Number of individuals admitted to Adams County Drug Court.

e) Demographic, clinical, and criminal characteristics of participants.

f) Types of therapeutic services and rates of usage for participants.

g) Treatment attendance by participants.

h) Number of drug tests administered.

i) Frequency and types of incentives and sanctions.

k) Description of differences between successful and unsuccessful participants.

l) Description of lengths of stay in program and individual phases.

m) Percentage of participants who graduate from the program.

**Outcome Evaluation**

1. The outcome evaluation will ask: Is the Adams County Drug Court more effective at lessening drug use and reducing recidivism than “business as usual” in the Adams County criminal courts?

2. The outcome evaluation will examine the effect of the Adams County Drug Court on:

a) Participants.

b) The criminal justice system.

c) The community.

3. The Outcome Evaluation may include:

a) Recidivism rates (new arrests, charges) of all ACDC participants in-program and post-program, measured at various intervals.

b) Recidivism rates (new arrests, charges) of dropouts versus graduates, measured at various intervals.

c) Pre-program, in-program, and post-program drug use (measured by drug testing and self-report).

d) Treatment completion rates.

e) Number of drug-free babies born to clients.

f) Jail bed days saved.

g) Elements (e.g. incentives, treatment sessions, court appearances) of program related to successful program completion.