

*Boulder County*  
**DUI Integrated Treatment  
Court**

**Participant Handbook  
For Women**

HONESTY \* OPENNESS



WILLINGNESS

SUPPORT

TEAMWORK



## **WELCOME!**

Welcome to the 20<sup>th</sup> Judicial District DUI Integrated Treatment Court (DITC). This handbook is designed for women who have chosen to enter this program. It will provide you with all of the information you need to be successful in the DITC Program. It should serve as a valuable resource during your involvement with us.

The DITC is a voluntary program. As a participant in the DITC, you will need to be motivated to work toward changing your lifestyle and becoming free from alcohol and other drugs. Your commitment to being successful includes accepting and abiding by:

- The instructions given to you by the Judge in court
- The terms and conditions of your probation
- The rules of the DITC, as outlined below
- The treatment components developed by you and your treatment team

### **Commitment = Accomplishment**

This program is for **you**. The DITC Team wants you to succeed and we are here to help you succeed. If you make a commitment to do what it takes to graduate from this program, we believe that you will not only know how to live without addictive substances but that you will experience a general improvement in the overall quality of your life and choices. We wish the best for you on your journey through change!

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## DITC CONTACT INFORMATION

### COURT LOCATIONS:

1777 6<sup>th</sup> Street, Boulder  
1035 Kimbark, Longmont

### Phone Number:

(303) 441-3750  
(720) 564-2522

### TREATMENT AGENCY: Boulder County Public Health/Addiction Recovery Center

3470 Broadway, Boulder, CO 80304  
529 Coffman, Ste 200 Longmont, CO 80501

Judy Brown (DUI Team Leader)  
Doris Rodriguez  
Your Counselor \_\_\_\_\_

(303) 441-1549  
(303) 441-1275  
(303) \_\_\_\_\_

### DITC PROBATION OFFICERS:

Jesse Cain  
Christine Szymczak

(720) 564-2480  
(303) 441-3782

### ITC COORDINATOR:

Harry McCrystal

(303) 441-4912

### DRUG SCREENS:

#### Boulder

Intervention  
5600 Arapahoe, Suite 100, Boulder, CO 80303  
Office Phone: (303) 544-1840

#### Longmont

Intervention  
310 Lashley Street #108, Longmont, CO 80501  
Office Phone: (303) 772-4494

### Client Call-in Line:

(303) 546-2858

Hours (both facilities):

Monday – Friday  
Saturday & Sunday

7:00 AM – 8:00 PM  
8:00 AM – 12:00 PM, 4:00 – 8:00 PM

## MISSION & OVERVIEW

The mission of the DITC is to integrate substance abuse treatment, intensive supervision, and substantial judicial oversight to promote public safety and individual responsibility, to reduce the potential for further driving offenses and to improve the quality of life for women and their families.

The purpose of the DITC is to help women to develop the skills necessary to attain long-term sobriety. You will work closely with a counselor to assess your treatment goals and address any barriers you might have toward recovery. You will progress through five phases in order to successfully complete the program.

## DITC TEAM

**The DITC Judge:** makes all final decisions about your participation and progress in the program. These decisions will be based on information provided by other team members in regularly held staffings that proceed all court appearances. In addition to the Judge, the DITC team consists of:

**District Attorney:** The DITC deputy district attorney represents the people of Boulder County.

**Public Defender or private defense counsel (your attorney):** Your defense attorney will advise you on legal matters.

**DITC Coordinator:** The coordinator acts as a main resource person for the program and works closely with the Judge, probation officers, and treatment providers in overseeing the program's day-to-day operations. The coordinator also works with other community agencies (such as housing programs and medical providers) to ensure clients have the resources they need to be successful in the program.

**Probation Officers:** Your probation officer is your primary contact person throughout the duration of your DITC Program and is also the primary source of information to the DITC team regarding your status in the program.

**Treatment Provider:** You will be completing Level II Therapy requirements in women's alcohol and drug treatment through Boulder County Public Health Addiction Recovery Center (ARC). You and your ARC counselor will assess your needs and determine an individualized treatment plan that will offer you an opportunity to join gender-specific groups that may best suit your needs. Your Driving With Care Level II Education and Driving With Care Therapy is completed in a coed setting.

**Alternative Sentencing providers:** Your Work Release Sentence and Day Reporting Sentence will be with Correctional Management Inc. (CMI), in Boulder or Longmont. These programs will be in regular contact with the DITC regarding your progress.

## **DITC GUIDING PRINCIPLES AND RULES**

All DITC participants will abide by the terms and conditions of probation as well as all conditions outlined in the DITC contract that are reviewed and signed upon entry. These rules are summarized as follows:

1. Abstain from the use of all illegal drugs and alcohol.
2. Submit to all alcohol and drug screens as ordered by your probation officer, treatment provider, or the Court.
3. Inform your health care providers of your substance abuse history so that they can make informed decisions regarding the use of prescription medications.
4. Abide by all rules of your work release and day reporting programs.
5. Be on time and participate in all court dates, treatment sessions, and probation meetings as scheduled.
6. Refrain from association with those using or possessing illegal substances.
7. Refrain from places where drinking alcohol is the main event (i.e. -bars)
8. Inform your probation officer and treatment provider of changes in your address or phone number immediately.
9. Comply with any other conditions as outlined in the terms and conditions of Work Release, Day Reporting, Probation and all others outlined in the DITC contact.

## **CONFIDENTIALTY**

State and federal laws require that your privacy be protected. You will be asked to sign a consent and waiver so that the team members can share information in order to plan your treatment and monitor your progress in the program. You may decline the DITC program if you do not wish for information to be shared about yourself with the DUI Intensive Treatment Court Team as outlined above.

## **DITC COURT HEARINGS**

Upon entering the DITC, participants will typically attend court every other week. Occasionally, participants experiencing difficulty may be required to attend weekly, at least temporarily. As you advance through the phases, you will likely have fewer court appearances. Participants are expected to attend all court appearances, and a warrant for your arrest will be issued if you fail to appear.

## MONITORED SOBRIETY

Since achieving and maintaining sobriety is one of the main goals of the DITC, participants will be tested frequently for alcohol and possibly other substances. Alcohol and drug testing is generally done using breathalyzers, urine screens, saliva samples, and other mechanisms that will help monitor your monitored sobriety. These may include SCRAM, Antabuse, hair follicle tests, or other procedures approved by the court. *Urine screens will be observed to ensure results are valid.* Participants are responsible for the costs of testing, unless other arrangements have been made with your probation officer or treatment provider.

Positive, missed, altered or refused screens will be considered positive and result in sanctions. Specimens found to have abnormal creatinine levels are also subject to sanction.

If for some reason you miss a required monitoring event, ***you should inform your probation officer immediately and submit as soon as possible.***

NOTE: Urine specimens with creatinine levels below 20 mg/dl or above 400mg/dl will be considered invalid and subject to sanction.

You are ultimately responsible for ensuring the screens you provide are valid. You should be aware that prescription drugs, over-the-counter medications, herbal remedies, and dietary or energy supplements could affect your test results. As such, it is your responsibility to learn how the ingredients of a given medicine or supplement might impact results before you start taking them. Be sure to notify your monitoring agency of any medications you are taking at the time of your UA, so that this information can be recorded on the paperwork submitted with your sample.

## PRESCRIPTION DRUG USE

You are asked to refrain from habit-forming drugs. Should the time come that for medical reasons your medical doctor may prescribe such drugs for you, ask about alternatives and contact your probation officer and treatment provider for additional information.

All participants will be expected to inform their health care providers of their substance abuse issues so that informed decisions can be made when prescription medications are being considered. In the event that prescription medications are deemed necessary, participants should make every effort to obtain a non-narcotic alternative, if one is available. Should you be placed on a prescription medication, you must notify your probation officer within 24 hours. Failure to do so will result in a sanction.

NOTE: In an effort to ensure full disclosure, participants are required to provide their health care provider with the ITC Doctor's Notice when attending medical or dental appointments, provided by the probation officer. This form contains the probation officer's contact information and requires the doctor's signature.

Participants with a history of abusing prescription drugs, or who have been prescribed potentially habit-forming medications, may be subject to additional requirements. These may include:

- Being restricted to one prescribing physician.
- Agreeing to work with your physician to discontinue use of a potentially habit-forming medication.

NOTE: Individuals may not possess a medical marijuana certificate while in the program.

### **"DESIGNER" DRUG USE**

The possession or consumption of any "designer" drugs such as "Spice," "bath salts," etc., whether purchased legally or illegally, is strictly prohibited and subject to sanction. Such substances are often sold or marketed under false pretenses and labeled "Not for Human Consumption," though they are purchased for the purpose of getting a "high."

### **INCENTIVES AND SANCTIONS**

Frequent court reviews afford the DITC team the opportunity to respond quickly to participants' behaviors, whether positive or negative. Women who demonstrate progress in treatment may be given rewards. Those participants who continue to use substances or violate program rules will be subject to sanctions.

Incentives used by the Court include:

- Praise by the judge and the court
- Gift certificates and gift cards
- Movie tickets or activity passes
- Promotion to the next phase
- Reduction in court costs or treatment fees

Possible sanctions that can be imposed by the Court include:

- Community Service
- Day Reporting



- Work Crew or Work Release
- Electronic Home Monitoring (EHM)
- Straight jail time

## THE FIVE PHASES OF THE DITC

There are five phases to the DITC program. While the program can be completed in as few as 12 months, successful completion typically takes an average of 16 months. Each phase must be successfully completed before you can advance to the next phase.

The phase lengths below represent the **minimum** amount of time required before advancing to the next phase. Advancement is not “automatic,” and is contingent on several factors including stability, attendance and participation in treatment, sobriety, progress in recovery, and other relevant factors. The DITC Judge in consultation with other team members will make decisions regarding advancement.

Occasionally, clients have unique circumstances that call for special consideration regarding program expectations. Such situations will be considered on a case-by-case basis. *The Judge and/or the DITC team must approve any modifications to phase or treatment requirements.*

### Phase 1: Entry and Orientation (minimum of 3 weeks)

Phase I is the starting point of your involvement in the DITC. It is during this period that you will enter work release for 84 days (although treatment can begin before the work release sentence begins if you are not in custody) and make initial contact with your probation officer and treatment provider.

During this first phase, you are expected to:

- Attend all scheduled court appearances
- Attend all scheduled probation meetings
- Submit to all requested monitoring (UA, BA, swabs, etc.) as directed
- Comply with all goals and rules of your work release program including regular attendance to meetings with your case manager.
- Attend all weekly treatment appointments as identified in your treatment plan.

This weekly schedule usually includes:

- Two groups per week (Including Level II Education)
- Individual/Case Management contact- ½ hour
- Attend community support groups on days that no other treatment contacts are scheduled

**COURT REVIEWS:** You are expected to appear on time for your court status reviews and to be prepared to give the Judge an honest update on how things are going.

**WORK RELEASE:** Your sentence will begin in Work Release (84 days). During this time you will be accountable for understanding and adhering to all aspects of this program and engaging in the services as established by yourself and your case manager who will be assigned to you when you arrive. Your monitored sobriety will occur at this facility during your stay. You will be required to adhere to your established schedule. You will be meeting with your case manager regularly to discuss your employment status, home situation, etc. Work release personnel will also be doing work checks periodically.

**PROBATION:** Your probation officer will review the terms and conditions of probation as well as the requirements of the DITC program.

**MONITORED SOBRIETY:** *You are required to submit to any testing ordered by your probation officer, work release, your treatment agency or the Court. .*

*Even if you are concerned that your test may come back positive, it is very important that you submit anyway! Especially during Phase I, your probation will not be terminated for positive drug tests, provided you submit consistently. You should note, however, that continued or new use would result in sanctions.*

**TREATMENT:** Your treatment intake will occur at Boulder County Public Health/ARC. We have locations in Boulder and Longmont You and your counselor will establish an individualized treatment plan that is based on an assessment of your needs. Therapeutic counseling groups and individual counseling will be offered. Some of the groups available are Recovery Skills, Women's Relapse Prevention, Dialectic Behavior Therapy, Seeking Safety, and Women's Sober Parenting Groups. Limited childcare is available. Psychiatric consultation is also available should you need an assessment for medications.

**SUPPORT GROUPS:** Attendance at community support groups are required and may include AA/NA, Transitional Outpatient groups at the ARC (TOPA), church groups, Phoenix Multisport, meetings with your sponsor, school functions, parent groups, community volunteering activities and/or other supportive groups that are related to sustaining your recovery. In Phase I, you will be expected to attend a support group or activity on each day you do not have treatment scheduled. You are accountable to see that each group you attend is authenticated with a signature of the facilitator or leader of each activity you attend. Your Attendance Verification form needs to be reviewed at each court appearance.

**EMPLOYMENT/EDUCATION/TRAINING:** Your first 84 days of incarceration are in a work release setting. You are required to find and/or maintain suitable employment and adhere strictly to the schedule that is set with you and your work release case manager.

**FINANCIAL OBLIGATIONS:** You will be responsible for meeting any financial obligations to the court as well as to treatment providers. The entire cost of your Level II treatment is \$830.00 and shall be paid in weekly installments of \$25.00 until you have a zero balance. Failure to make satisfactory arrangements to meet these obligations can result in the denial of treatment. You should inform your probation officer and/or treatment provider if you are experiencing financial problems.

*Phase 2: Stability (minimum of 9 weeks)*

During this phase, you are expected to:

- Attend all scheduled court appearances
- Attend all scheduled probation meetings
- Submit to all requested monitoring (UA, BA, ETG's, swabs, etc.) as directed
- Comply with all goals and rules of your Day Reporting program including regular attendance to meetings with your case manager.
- Attend all weekly treatment appointments at the ARC as identified in your treatment plan. These may include:
  - Two groups per week
  - Individual contact (at least twice per month)
- Attend community support groups on days that no other treatment contacts are scheduled

**COURT REVIEWS:** You are expected to appear on time for your court status reviews and to be prepared to give the Judge an honest update on how things are going.

**DAY REPORTING:** During this Phase you will be in Work Release, but may be moving to Day Reporting. The second half of your jail sentence will be carried out in Day Reporting (84 days). During this time you will be accountable for understanding and adhering to all aspects of this program. This program includes being able to arrive daily to your Day Reporting site, adhering to a weekly schedule that is closely monitored, and engaging in the services as established by yourself and your case manager.

**PROBATION:** You will continue to meet with your probation officer on a regular basis. You and your PO will develop a case plan specific to your situation, including monitoring, treatment, employment, etc.

**MONITORED SOBRIETY:** You are required to submit to breathalyzers or drug screens as instructed by your probation officer or Day Reporting Program. Your monitored sobriety will occur at your Day Reporting Facility during your visit.

**TREATMENT:** In Phase 2, you will continue to work with your treatment provider to develop ongoing therapeutic goals in individual and group therapy sessions. Your

treatment continues to be tailored to your specific needs. During this phase, you will also begin any other required treatment, such as domestic violence or parenting classes. The degree of your investment in treatment will be considered a critical measure to your progress in this program.

**SUPPORT GROUPS:** In Phase 2, you will be expected to attend and document at least four (4) support groups per week. You will be expected to bring this form with you every time you come to court.

**HOUSING:** One important aspect of being successful in the DITC is a safe and sober living situation. You may be just getting out of the work release living situation and may experience difficulty with securing a stable residence. One should keep in mind that your home will need to have a landline available for the Day Reporting Program. DITC team may be available to assist you in finding suitable living arrangements.

**EMPLOYMENT/EDUCATION/TRAINING:** You will be expected to maintain suitable employment, or to be attending school or a vocational/training program. (Exceptions to this requirement include stay-at-home parents, those unable to work due to disability, etc.)

**FINANCIAL OBLIGATIONS:** You will be expected to make satisfactory progress toward balances owed to court and providers. Failure to make satisfactory arrangements to meet these obligations can result in the denial of treatment. You should inform your probation officer and/or treatment provider if you are experiencing financial problems.

**SOBRIETY REQUIREMENT:** To be eligible for promotion to Phase 3, you must demonstrate a substantial pattern of sobriety as determined by the treatment team.

### *Phase 3: Sober Living Skills (minimum of 14 weeks)*

Congratulations. You should be proud of your accomplishments thus far. Toward the end of this phase, other participants will look to you for leadership and support. Upon completion of this phase, you will be eligible for graduation. In Phase 3 you are required to:

- Attend all scheduled court appearances
- Attend all scheduled probation meetings
- Submit drug screens (UA, BA, ETG's, swabs, etc.) as directed
- Attend all weekly treatment appointments. These may include:
  - a) A minimum of three (3) community support groups
  - b) At least one women's group per week
  - c) At least one individual session with your counselor per month.

d) Any other services as agreed upon in your case plan

Phase 4: Relapse Prevention (minimum of 14 weeks)

Congratulations. You are more than half way through the DITC! You should be proud of your accomplishments thus far. Toward the end of this phase, other participants will look to you for leadership and support. In Phase 4 you are required to:

- Attend all scheduled court appearances
- Attend all scheduled probation meetings
- Submit drug screens (UA, BA, ETG's, swabs, etc.) as directed
- Attend all weekly treatment appointments. These may include:
  - A minimum of three (3) community support groups
  - At least one women's group per week
  - At least one individual session with your counselor per month.
  - Any other services as agreed upon in your case plan

**COURT REVIEWS:** You are expected to appear in court on time and be ready to update the court and support other participants.

**PROBATION:** You must attend all probation meetings and remain in compliance.

**DRUG SCREENS:** You are required to continue testing as directed by your probation officer.

**TREATMENT:** You are required to continue in treatment as outlined in your case plan.

**SUPPORT GROUPS:** Your connection to a support system is increasingly important in your efforts to maintain long-term sobriety. While you will be required to attend at least three (3) support groups per week, it is recommended you work closely with your treatment provider and/or sponsor to ensure you have an adequate support system in place.

**HOUSING:** You will be expected to maintain safe and sober housing.

**EMPLOYMENT/EDUCATION/TRAINING:** You will be expected to maintain stable employment, or to be attending school or a vocational/training program.

**FINANCIAL OBLIGATIONS:** You will be expected to be making satisfactory progress toward balances owed to the court and to treatment providers.

**SOBRIETY REQUIREMENT:** To move to Phase 5, you must have demonstrated a substantial period of sobriety as determined by the treatment team.

### Phase 5: Recovery Maintenance (minimum of 12 weeks)

Congratulations. You are now in the final phase of the DITC program. Toward the end of this phase, other participants will look to you for leadership and support. Upon completion of this phase, you will be eligible for graduation. In Phase 5 you are required to:

- Attend all scheduled court appearances
- Attend all scheduled probation meetings
- Submit drug screens (UA, BA, ETG's, swabs, etc.) as directed
- Attend all weekly treatment appointments. These may include:
  - A minimum of three (3) community support groups
  - At least one women's group per week
  - At least one individual session with your counselor per month.
  - Any other services as agreed upon in your case plan

**COURT REVIEWS:** You are expected to appear in court on time and be ready to update the court and support other participants.

**PROBATION:** You must attend all probation meetings and remain in compliance.

**DRUG SCREENS:** You are required to continue testing as directed by your probation officer.

**TREATMENT:** You are required to continue in treatment as outlined in your case plan.

**SUPPORT GROUPS:** As you head for graduation, your connection to a support system becomes increasingly important in your efforts to maintain long-term sobriety. While you will be required to attend at least three (3) support groups per week, it is recommended you work closely with your treatment provider and/or sponsor to ensure you have an adequate support system in place.

**HOUSING:** You will be expected to maintain safe and sober housing.

**EMPLOYMENT/EDUCATION/TRAINING:** You will be expected to maintain stable employment, or to be attending school or a vocational/training program.

**FINANCIAL OBLIGATIONS:** You will be expected to be making satisfactory progress toward balances owed to the court and to treatment providers.

**SOBRIETY REQUIREMENT:** To be eligible for graduation, you must have demonstrated a substantial period of sobriety as determined by the treatment team.

## GRADUATION CRITERIA

In order to be eligible for graduation, the following criteria must be met:

- ❖ You have completed all required treatment and progressed through the phases within a reasonable period of time.
- ❖ You have completed all of the terms and conditions of probation;
- ❖ Your efforts toward establishing a solid pattern of consistent sobriety should be showing considerable improvement in all significant areas of your life.
- ❖ You are gainfully and consistently employed or in a vocational /academic training program.
- ❖ You have maintained a stable living situation that is supportive to your sobriety.
- ❖ You will prepare a written assignment, which shows that you understand the seriousness of drinking and driving and why it is important for you to remain in recovery from alcohol and/or other addictive substances.
- ❖ You have a definitive continuing care plan that may include community support meetings, mental health care, outpatient counseling, or group attendance.
- ❖ You have paid all costs not waived by the court in full, or have signed a financial responsibility contract with the Collections Investigator.
- ❖ You have paid all treatment costs in full.

NOTE: Participant may remain on regular probation until all non-waived fees and restitution is paid.

## TERMINATION FROM THE DITC

Participants may be terminated from the program for a variety of reasons, including:

- Voluntary withdrawal by the participant
- Committing a new crime that has been identified as a disqualifying offense
- Violating one or more terms and conditions of probation
- Frequent or ongoing use of illegal substances
- Noncompliance with treatment
- Absconding from probation supervision
- Making threats or engaging in acts of violence toward treatment providers while in the program.

Dismissal from the DITC is at the discretion of the Judge. Upon termination, the participant's case will revert back to the original sentencing judge for resentencing. Straight jail time is the probable result.

## **CONTINUING CARE**

The team strongly recommends that those who successfully complete the program remain involved in support groups and other activities that will assist them in their ongoing recovery efforts. Graduates are also encouraged to maintain their connection with the DITC by attending DITC alumni activities and graduation ceremonies.



## Appendix A

### Women's Program Treatment Levels *Addiction Recovery Center Program Description and Requirements*

#### 1) LEVEL I- ASSESSMENT PHASE 12 WEEKS

- a) Two (2) Groups per week to include:
  - i) Driving With Care Education (DWC Level II Ed)
  - ii) Women's Recovery Skills
- b) A minimum of one individual session (1/2 hour) per week
- c) Community Support groups such as AA, NA, church group, or Phoenix Multi Sport. (Minimum 4 per week)

#### 2) LEVEL II- RECOVERY PHASE 12 WEEKS

- a) Two (2) Groups per week- Based on the assessments and treatment considerations in Phase I. You will enter Relapse Prevention, DBT, Seeking Safety, SSIC, Parenting Sober, in accordance with your needs/desires.
- b) A minimum of two individual sessions (1/2 hour) per week
- c) Community Support groups as agreed upon by client and DITC Team.

#### 3) LEVEL III- RELAPSE PREVENTION PHASE 12-15 WEEKS

- a) Two (2) Groups per week –Usually a continuation of the established group in Phase II
- b) A **minimum** of 1 individual contact per month
- c) Community Support groups as agreed upon by client and DITC Team

#### 4) LEVEL IV - MAINTENANCE PHASE- 12-15 WEEKS

- a) 1 Group per week
- b) A minimum of monthly treatment individual contacts.
- c) Community Support groups as agreed upon by client and DITC Team.

## Appendix B

### USEFUL COMMUNITY RESOURCES

Alcoholics Anonymous, Boulder Area	(303) 447-8201
Boulder County Dept. of Housing & Human Services	
Boulder:	(303) 441-1000
Longmont:	(303) 678-6000
Boulder County Housing Authority	(303) 441-3929
Boulder Housing Partners	(720) 564-4610
Boulder Shelter for the Homeless, Boulder	(303) 442-4646
Boulder Valley Women's Health Center, Boulder	(303) 442-5160
Community Food Share, Longmont	(303) 652-3663
Division of Motor Vehicles, Boulder	(303) 442-3006
Emergency Family Assistance Association, Boulder	(303) 442-3042
Labor Ready, Boulder	(303) 499-9288
Longmont Housing Authority	(303) 651-8581
Mental Health Partners	
Boulder:	(303) 443-8500
Longmont:	(303) 684-0555
Narcotics Anonymous, Boulder Area	(303) 412-2884
OUR Center Day Shelter, Longmont	(303) 772-5529
Parenting Place	(303) 449-0177
People's Clinic, Boulder	(303) 449-6050
RTD Information	(303) 299-6000
Safehouse Progressive Alliance, Boulder	(303) 449-8623
24-Hour Crisis Line:	(303) 444-2424
Safe Shelter of St. Vrain Valley, Longmont	(303) 772-0432
24-Hour Crisis Line:	(303) 772-4422
Salvation Army, Boulder	(303) 440-7126
Workforce Boulder County	
Boulder:	(303) 301-2900
Longmont:	(303) 651-1510