

SEBASTIAN COUNTY DRUG COURT

Client Handbook

INTRODUCTION TO DRUG COURT

You have been arrested for a felony crime and have been identified as a person who may have a drug problem. You are being offered an opportunity to participate in the **SEBASTIAN COUNTY DRUG COURT**. This program is designed to help you get off drugs and stay off drugs. If you successfully complete the program, the Court may dismiss these charges against you, based on your plea agreement.

This handbook is designed to answer questions, address concerns and provide overall information about the **SEBASTIAN COUNTY DRUG COURT** program. As a participant, you will be expected to follow the instructions given in Court by the Judge and to comply with the treatment plan developed for you by your treatment team. This handbook will detail what is expected of you as a **SEBASTIAN COUNTY DRUG COURT** participant and review general program information. All participants are encouraged to share this handbook with family and friends.

PROGRAM DESCRIPTION

The **SEBASTIAN COUNTY DRUG COURT** program is a court-supervised, comprehensive treatment program for nonviolent defendants. This is a voluntary program which includes:

1. regular court appearances before a designated Drug Court Judge,
2. Supervision by the Department of Community Corrections,
3. Treatment, which includes drug testing and individual/group counseling, and substance abuse education
4. Regular attendance at 12-step meetings (NA/AA) and obtain a 12 step sponsor

Following arrest, if eligible, you will be offered a choice between Drug Court or prosecution on the pending charges. The Prosecuting Attorney's Office will discuss the Drug Court Program with your attorney. Entry into the Drug Court Program is voluntary and will require that you enter a guilty plea. You will be given a week-long "intake" procedure to meet with Probation Officers and counselors, process all the required paperwork, understand the requirements of the program, and attend your first series of required meetings and testing for drug use. **During the intake process if you decide not to participate in the Drug Court program, you must complete the intake process until the next court date and you are subject to sanctions.** While in Drug Court you will be required to conform to Probation rules and guide lines and a Performance Contract, with specific terms and conditions, set out to govern your actions and responsibilities in Drug Court. A Counselor/Probation Officer will provide supervision and enforcement of these terms and conditions. Supervision will include unannounced home visits during which your person and residence will be subject to search.

Probation Officers have Arrest Power for purposes of enforcement. The Drug Court defense counsel will continue to represent you throughout your participation in Drug Court. The program length, will be determined by participants progress and may be completed no less than **two years**.

Successful completion of the program can result in the charges being dismissed. Failure or termination from the program can result in immediate sentencing to the penitentiary.

If while in Drug Court you become ill and are prescribed Controlled Substances by your physician that will cause a positive Drug Test, By Law we (Drug Court) cannot recommend you not take prescribed medications, however, if you choose to take Prescription medication that result in positive drug test, you will no longer be appropriate for the Drug Court program and therefore will be expelled from the program.

Final determination of entry into the program shall be made by the Drug Court team composed of the Drug Court Judge, the Prosecuting Attorney, public defenders, probation officer/counselor, health care and treatment providers. The Prosecuting Attorney has the final approval power for admission into Drug Court.

SUPERVISION

As a Drug Court participant, you will be required to appear in Drug Court on regularly scheduled dates. Missing a court date will result in an arrest warrant being issued. At each appearance, the Judge will be given a progress report prepared by the Counselor/Probation Officer regarding your drug test results, attendance and participation. The Judge will ask you questions about your progress, and discuss any specific problems you have been experiencing. If you are doing well, you will be encouraged to continue with the program and work with your treatment team toward success. If you are not doing well, the Judge will discuss this with you and the treatment team to determine further action. If you commit program violations, i.e. **Dilute Test** (which is counted as Positive) Positive or missed tests, failure to attend individual or group counseling, 12-step meetings, failure to report to your Counselor/Probation Officer, etc., the Court will impose sanctions. (See SANCTIONS on page 10). With repeated violation of program requirements, and a failure to progress satisfactorily, the Court may impose the ultimate sanction of discharge from the program and imposition of sentence to the state penitentiary.

Arrest for new violations could result in you being terminated from the Drug Court program and the imposition of sentence. If a participant commits the offense of **DWI**, whether or not the offense has been adjudicated, the participant is subject to- sentencing to Regional Correctional Facility, termination or both from the program. Other violations which could result in termination include: missing drug tests, demonstrating a lack of program participation by failing to cooperate with treatment, failure to follow instructions of your probation officer/counselor, violence or threats of violence directed at the treatment team or other clients. All final decisions regarding termination from the program will be made at the discretion of the Drug Court Team.

Drug Court is Voluntary, however, after you plead into Drug Court, you do not have a right to opt out of the program. Your continued participation is at the discretion of the Drug Court Team.

RULES

As a Drug Court participant, you will be required to abide by the following rules:

1. Do not use or possess any alcohol or other drugs.

Sobriety is the primary focus of this program. Maintaining a drug free lifestyle is very important in your recovery process. If you are required to take medication as a result of medical treatment, it will be your responsibility to provide a doctor's letter to substantiate that fact. Medication must be approved by drug court team.

2. Report to the Probation Officer/Counselor as directed.

You must be prepared to provide a urine sample at each visit. You must call UA line every day for schedule of drug testing.

3. Attend all ordered treatment sessions.

This includes individual and group counseling, educational sessions, and 12-step meetings. If you are unable to attend a scheduled session, you must contact your assigned counselor or Probation Officer or both.

4. Be on time. Five Minutes tardiness-You must make up Class.

If you are late, you may not be allowed to attend your counseling session and will be considered non-compliant. Contact your assigned probation officer if there is a possibility you may be late.

5. Do not make threats toward other participants or staff or behave in a violent way.

Violent or inappropriate behavior will not be tolerated and will be reported to the Court. This will result in termination from the **SEBASTIAN COUNTY DRUG COURT** program.

medically approved. Speak with your treatment team if you need assistance with clothing.

6. Dress appropriately for Court and treatment sessions.
As a participant, you will be expected to wear a shirt or blouse, pants, dress, skirt or shorts of reasonable length. Shoes must be worn at all times. Clothing bearing drug or alcohol related themes or promoting or advertising alcohol or drug use is considered Inappropriate. Sunglasses are not to be worn inside court or treatment centers unless Medically approved. Speak with your treatment team if you need assistance with clothing.
7. While in Court, remain seated and quiet at all times.

Cell phone usage including texting is prohibited in **court, group sessions or class.**

Cell phone usage in class or group will result in report to court and \$10 fee payable at next court appearance or confiscation of cell phone.

Cell phones confiscated in Court may be redeemed for a fee of \$10 Cash. for first offense subsequent offenses may result in higher fines at the discretion of the Court.

Any Cell phones not redeemed within 90 days will be sold.

It is very important to observe appropriate behavior in Court and all Drug Court functions for the benefit of yourself and others present.

PROGRAM FEES

As a participant in Drug Court, you will be required to pay the cost of Drug Court supervision and treatment in the amount of \$60 per month made directly to the Department of Community Corrections. A \$20 per month User fee will be paid to the Sebastian County Prosecutors Office. (Total \$80 per Month) **All payments must be made by money order.**

Any fees in arrears more than 30 days must be current on fee report.

Fees must be paid no later than WEDNESDAY for the purpose of Phasing up. Drug Court staff must be satisfied that fees are paid.

TREATMENT PROCEDURES

Your treatment will be provided through a team approach with the combined resources of the Probation Officer and the assigned drug treatment staff. The treatment team will assess what level of treatment will best meet your needs and recommend to the Drug Court Judge that you receive either residential or outpatient treatment. If you are admitted to a residential treatment program, your treatment plan will include the requirements of that program. If you are not admitted into a residential treatment program, a multi-component, outpatient program has been developed which includes:

Treatment Plans

An initial treatment plan will be developed by you and your treatment team following an overall assessment of your problems and needs. The Comprehensive Treatment plan will act as a guide for your initial treatment phase and within it, you will set goals, select methods for meeting those goals, and develop target dates for achieving those goals. The plan will be maintained by your treatment team and will be updated as you progress through the program.

Drug Testing

You will be tested through the entire treatment process. You will be tested a minimum of one time per week. The Drug Court Judge will have access to all drug test results including any failures to test, and may order a drug test at any time. Tampering with the drug/urine test will be deemed a positive test and may result in your expulsion from the program. A positive test will subject you to one of the sanctions set forth on page 10.

Counseling

Substance abuse counseling comprises two separate formats: individual and group. As part of your treatment plan, you will be required to participate in both types of counseling, as determined by your treatment team. Together they are designed to develop self-awareness, realize self-worth, and develop the strength to practice self-discipline. The individual and group counseling sessions will include problem identification and alternative solutions. Your attendance at counseling sessions will be reported to the Judge as part of your progress report. You must have prior permission from your counselor to be excused from a counseling session.

Twelve-Step Meetings

Attendance will be required at 12-step meetings such as Narcotics and/or Alcoholics Anonymous. The frequency of attendance requirements is determined by your progress in the program and your phase level. Attendance is an important part of your recovery process to help familiarize you with the 12-step philosophy, and help you develop levels of trust to learn and create social bonds with other recovering addicts. Your treatment team will provide you with information regarding the time and location of 12-step meetings and will also direct you to special interest and recovery events in the community. (Attendance at Camp outs, bike runs etc. must have prior approval by the team). You must provide proof of attendance to the Treatment team at each appointment or court appearance. Your assigned counselor may also require you to provide proof of attendance on a weekly basis.

TREATMENT PHASES*

The **SEBASTIAN COUNTY DRUG COURT** program is a four-phase, highly structured, treatment program lasting for a minimum of one year, depending upon your individual progress. Each phase consists of specified treatment objectives, therapeutic and rehabilitative activities, and specific requirements for advancement into the next phase. The components and requirements for advancement from each phase are described below.

PHASE I - ORIENTATION , ASSESSMENT AND STABILIZATION- 12 WEEKS (Minimum 90 Days)

Requirements:

- Minimum
- 48 Group sessions (4 time a Week)
- 12 individual sessions-or as dictated by Counselor (1 hour per month)
- 36 drug tests
- 48 outside 12 step meetings (AA/NA)
- Obtain sponsor (Work & Practice Steps 1-3)
- Obtain GED -if needed**
- Court once/week

Advancement Criteria:

- Time frame of abstinence and negative drug test results.
- No unexcused absences from scheduled services.
- Have completed all evaluations, assessments and followed all intake Procedures.
- Obtain employment or entering into or participated in vocational/educational activities.
- Verbal acknowledgment of a desire to learn how to live abstinent of All mood/mind altering substances.
- Provide documentation NA and Mirror Image steps I, II, III
- Supervision/Court fees must be paid
- Group and individual participation is required.

PHASE II - INTENSIVE TREATMENT AND STABILIZATION - 12 WEEKS (90 Days)

In Phase II you will continue with you Case Manager and drug treatment counselors. They will continue to comprise your treatment team. In this phase you will enter into a short term, Minimum of 12 weeks (90 Days), intensive alcohol and other drug treatment, where you will come to learn and understand how denial and addiction work, about the disease concept and recovery process.

Requirements/Minimum

36 group sessions - 3 Weekly
Monthly individual sessions -
24 drug tests
36 outside 12 step meetings (NA/AA) (3 Weekly)
Report to Probation Officer/Counselor as instructed
Formulate personal program goals in conjunction with treatment plan
Work with Sponsor, complete & apply Steps 1-6
Court once every two weeks as ordered by Judge.

Advancement criteria:

No positive drug test results.
No unexcused absences from scheduled services.
Employment
Documented required minimum attendance at 12-step meetings.
Verbal presentation to drug court of extent of substance abuse problem
and a commitment to become drug free.
Group and individual Participation is required.

PHASE III - MATURATION AND TRANSITION - 12 WEEKS (90 Days)

In Phase III our treatment plan will be updated by you and your counselor to identify your treatment goals and objectives. Counseling and meeting will focus on relapse prevention issues and help you to identify ways of coping with stressful situations.

Requirements Minimum:

24 group sessions - Minimum (2 per week)
Monthly individual sessions
12 drug tests
36 outside 12 step meetings (AA/NA) 3 per week
Report to Probation Officer/Counselor as instructed
Review and update treatment plan
Employment and/or education
Court once/month or as ordered by Judge

Advancement Criteria

No positive drug test results.
No unexcused absences from scheduled services.
Employment
Documented required minimum attendance at 12-step meetings.
Sponsor

PHASE IV - TRANSITION/GRADUATION - 12 WEEKS (90 Days)

Phase IV will address your ongoing recovery needs including maintaining total abstinence from all drugs. The focus will be on daily living skills. This phase is designed to support you in your return to the community as a productive and responsible member.

Requirements:

- 12 group sessions (2 per week)
- 30 group hours (10 hours per month)
- Monthly individual sessions
- random drug test
- 36 outside 12 step meetings (NA/AA) 3 per week
- Page 8
- GED, Job, Restitution, Etc.
- Goal setting
- Work with sponsor, complete. apply steps 1-12
- Court once a month

Advancement Criteria:

- No positive drug test results.
- No unexcused absences from scheduled services.
- Obtained gainful, consistent employment
- Documented required minimum attendance at 12-step meetings.
- Maintained a stable living arrangement and healthy interpersonal Relationships as determined by the treatment team.
- Fulfillment of goals as stated in the individual treatment plan.
- Have paid in full, or appropriate payment plan, all Court costs, fees, fines, Restitution and probation fees, user fees and treatment costs.

***You must have no less than 90 consecutive days Clean & Sober in each Phase .**

If you have met your requirements to Phase up, you will do so on your next court date after your 90 days.

All fees must be current and documented on the Fee Report.

AFTERCARE

At the point of graduation, you will continue under Drug Court supervision for potentially an additional 12 months in the Aftercare program. It is the intention of the Drug Court to establish a graduate mentoring program, whereby you will begin to give back assistance to the Drug Court by participating in the following:

1. Random drug testing at least one time a month;
2. Becoming a participant in the aftercare group and attend group meeting a minimum of one time a month; Last Tuesday and/or Wednesday of the Month.
3. Continuing to address individual/personal issues of recovery;-group or individual sessions as needed
4. Continuing 12-step meetings of no less than 2 meetings per week.
5. Beginning mentoring as a big brother, sister becoming an active co-facilitator working under and assisting drug court team in group as approved by team;
6. Being responsible to assist in supervised community service projects/adopt a highway.
7. Must attend court reviews on 5th Fridays of applicable months unless otherwise notified.

SANCTIONS

If you fail to comply with the treatment program, the Drug Court Judge may, at his discretion order one or more of the following/To include all phases including aftercare;

1. Increased drug testing.
2. Writing of an essay on a Drug Court related topic.
3. Increased participation in outpatient individual and/or group counseling.
4. Increased court appearances.
5. Increased AA/NA meetings.
6. Fines
7. Community service
8. Incarceration in the Sebastian County Jail.
9. Rephase to an earlier phase of treatment
10. Extended term of program.
11. Commitment to community residential treatment.
12. Commitment to the Arkansas Department of Corrections.
Regional Correctional Facility - Must provide Certificate of Completion Drug Rehab program at RCF.

ADDITIONAL AFTERCARE SANCTIONS

1. Back to Phase IV
2. 30 Meetings in 30 days

EDUCATION, VOCATION AND EMPLOYMENT PROGRAMS

Recovery from substance addiction means developing self-sufficiency and becoming a productive and responsible member of the community. During the treatment program, you will provide proof of employment, or involvement or participation in an educational or vocational training program. Your Counselor and your probation officer will work to assist you in obtaining an assessment of your needs and skills and will refer you to the proper agencies for education, training and job placement.

SOCIAL SERVICES

Upon you entry into the Drug Court Program, your treatment team will assess your housing, transportation, family and general living needs and when appropriate, refer you to a local, state and/or county agency for assistance.

GRADUATION

Once you have successfully completed the criteria for each phase you will advance to the next level and eventually be a candidate to graduate from the Drug Court Program. It will be necessary to discuss your progress toward the goals you initially set and why you believe you have met the graduation criteria. Advancement from each phase and graduation from the program shall be determined by the Drug Court Judge and Drug Court team. Your family will be invited to join you in Court as the Judge congratulates you on successfully completing the Drug Court Program and achieving your goal to establish a DRUG-FREE LIFE.

CONFIDENTIALITY

Your identity and privacy will be protected consistent with Arkansas law. In response to these regulation and policies, procedures have been developed which guard your confidentiality. You will be asked to sign a waiver authorizing the transfer of information among all participating agencies. An identification/case number will be assigned to you that will be used in all research and evaluation activities to safeguard your identity.

CONTACTS

Shirl Page	Drug Court Coordinator	Courts Building 901 South B Street Room 204	784-1507
Counselors	Dept of Community Correction	809 Garrison	782-2123
Probation Officers	Dept of Community Correction	809 Garrison	782-2123

CONCLUSION

The Drug Court Program has been developed to help you achieve total abstinence from illicit and illegal drugs and all criminal activity. The program is designed to promote self-sufficiency and to return you to the community as a productive and responsible member. The program is voluntary and is your personal choice. The Judge, the court staff and the treatment team are present to guide and assist you, but the final responsibility is yours. You must be motivated to make this change and commit to a **DRUG-FREE LIFE**.

We hope this Handbook has been helpful to you and answered most of your question. If you have any additional questions or concerns about the Drug Court Program, please feel free to ask your treatment team.