

GRANT COUNTY ADULT DRUG COURT



Where Treatment and Justice Meet

Participant Handbook

Your Name _____

TABLE OF CONTENTS

Welcome	Page 3
Overview	Page 3
The Drug Court Team	Page 4
Progress Reports	Page 4
Drug Court Hearings	Page 4
Phases of Drug Court	Page 5
Confidentiality	Page 9
Drug Court Program Rules	Page 9
Incentives	Page 11
Sanctions	Page 11
Termination from Drug Court	Page 11
Search and Arrest Requirements	Page 12
Chemical Testing	Page 12
Program Fee	Page 12
Self Help Community	Page 13
Dress Code	Page 13
Graduation	Page 13
Grievance Policy	Page 13
Rules Summary	Page 15

WELCOME

Welcome to the Grant County Adult Drug Court. This handbook is designed to answer your questions and provide overall information about the Drug Court program. As a participant, you will be expected to follow the instructions given in the drug court by the Judge and comply with the treatment plan developed for you by the drug court team.

This handbook will detail what is expected of you as a drug court participant. It will review general program information. If you are reading this handbook, it means that you are interested in being accepted into drug court and, based on a look at your history of drug/alcohol use and other encounters with law enforcement, also means that we are confident that drug court will help you to learn how to make successful choices free of the influences of drugs or alcohol.

OVERVIEW

Drug court is not a right but an opportunity for you to change the direction of your life. Drug Court is a 12 month to 3 year program based on 4 phases with an optional 5th phase. Phase 5 will be utilized if you meet all of the requirements laid out in your treatment plan yet still have conditions of your plea agreement to meet prior to graduation e.g., restitution. The program serves adults (18+) who have pled guilty to one or more non-violent felony offenses and who are determined to be substance dependent. Drug Court is a collaborative effort between in the Circuit and Superior Courts, Prosecutor's Office, Public Defender's Office, Community Corrections, county Sheriff's office, Marion Police Department, Milestone Addictions Services, and Indiana Wesleyan University. By working together, Team members seek to provide a variety of programs and consistent supervision geared toward supporting and helping you maintain a drug-free life. Drug Court involves frequent court appearances, random drug testing as well as group and individual counseling. The Court awards incentives for compliant behavior and imposes sanctions for negative behavior. Participants who do not comply with the rules may be placed in short-term custody, moved back to the previous phase of drug court or a variety of other sanctions. They may also be terminated from Drug Court. If accepted into drug court, you will be expected to follow a case plan.

What is a Case Plan?

Your case plan is developed with you based on assessment results. This plan may require some or all of the following: treatment (outpatient and inpatient), structured living environments, counseling (individual, group, couples, family), pro-social activities, pro social support, educational and vocational programs, job training, budget, and life skills homework. All of the staff working with Drug Court will assist you to be sure you understand your case plan and what is expected of you.

DRUG COURT TEAM

The Drug Court Judge will make final decisions regarding your participation in the Drug Court with input from the Drug Court Team. In addition to the Judge, the Drug Court Team consists of the following members:

- Deputy prosecutor
- Public defender (your attorney)
- Drug court probation officer
- Correctional Services director
- Milestone case manager
- Peer Support Specialists
- IWU students, therapists and evaluators

Prior to the Drug Court session, the Drug Court Team members familiarize themselves with your progress so that they may discuss that progress with you during the Drug Court session.

PROGRESS REPORTS

Before your Drug Court hearing, the Judge will be given a progress report presented by the drug court team. The progress report will discuss your drug testing results, attendance, participation and cooperation in the treatment program, employment or other requirements that may have been imposed. The Judge may ask questions about your progress and discuss any problems you may be having. If you are doing well you may be rewarded with reduced program requirements or, at times, other incentives like gift cards. If your progress reports show that you are not doing well, the drug court team will discuss this with you in court and determine future action, which could include a sanction in order to help you remember your goals in the program. Sanctions can be anything from increased program requirements to jail custody.

DRUG COURT HEARING

As a Drug Court participant, you will be required to appear in Drug Court on a regular basis. The number of times you must appear depends upon the phase of drug court you are currently in. Failure to appear may result in a warrant being issued for your arrest and detention in jail until you can appear before the court. While in court, you will stand behind the podium for each hearing unless called to the bench by the Judge. You must be quiet and attentive in the courtroom so that you can benefit from the interaction between each participant and the Judge. If you have questions about your court appearances you may contact your Case Manager, the Drug Court Coordinator or your attorney. The phases of Drug Court are listed on the next page.

PHASES OF DRUG COURT

Drug court is a 12 month to 3 year program divided into 4 phases with an optional 5th phase. A participant must successfully complete each phase before transitioning to the next phase. Each phase has a key concept or focus.

Phase 1

Key Concept: Stabilization

- detoxification from alcohol and other substances
- identifying and responding to high risk situations
- identification of core attitudes and beliefs that drive behavior

Activities:

- Drug court attendance every week
- Weekly probation appointments
- Network Support
- Random Urine tests
- Treatment groups
- Psychiatric evaluations as requested
- Individual therapy as referred
- Self Help attendance
- Attend pro social activities
- Home visits
- Obtain suitable housing
- Physical health exam
- Curfew 9:00pm.

Advancement Requirements:

- No more than 3 sanctions within 30 days of advancement
- Network support contacts with probation case manager
- Attend pro social events
- Current on self-help/community support meeting attendance
- Can verbalize the impact thinking has on behavior
- Satisfactory phase I participation
- Satisfactory treatment attendance
- Complete treatment goals and objectives for phase I
- Complete phase I tasks as outlined in case plan
- Advancement presentation in court
- Established a plan of payment arrangement for program and treatment fees, child support, and restitution when applicable.

PHASE 2

Key Concepts:

- Coping skills to prevent relapse
- Education /Employment
- Involvement in selfhelp / community support groups

Activities:

- Drug court attendance every other week
- Bi-weekly probation/case management meetings
- Continued network support
- Continued participation in treatment
- Random drug testing
- Self-help attendance
- Education/employment
- Home visits
- Community service if applicable
- Program, treatment, child support, and restitutions payments when applicable
- Curfew 10:00pm.

Advancement Requirements:

- 30 days sobriety/negative screens
- No more than 3 sanctions within 30 days of advancement
- Satisfactory participation in treatment demonstrated by actively engaging in groups and completing assigned tasks.
- Complete phase 2 tasks in case plan
- Advancement presentation in court
- Employed or satisfactory job log or pursuing a course of study
- Working on GED (enrolled and regularly attending classes)
- Treatment fees current (\$250 paid toward drug court fees)
- Has a positive sponsor/mentor contact with probation officer
- Network support contacts with probation
- Can identify themes and patterns in thinking that have resulted in negative behavior
- Attended pro social activities
- Current on self-help meeting attendance
- Demonstrated a history of restitution payments when applicable
- Demonstrated a history of child support payments when applicable

PHASE 3

Key Concepts:

- Develop/ maintain recovery environment
- Practicing positive new behaviors

Activities:

- Drug court attendance every three weeks
- Probation appointments every three weeks
- Continued network support
- Random drug tests
- Participation in treatment /phase 3 activities
- Family participation
- Peer support group attendance and sponsor/mentor meetings
- Working on GED if applicable
- Maintaining employment
- Home visits
- 11:00pm curfew
- Program, treatment, child support, and restitutions payments when applicable

Advancement Requirements:

- 45 days sobriety/ negative screens
- No more than 2 sanctions within 30 days of advancement
- Completed Milestone Standard treatment
- 30 days stable housing
- Satisfactory participation in all referred groups demonstrated by actively engaging in groups and completing assigned tasks
- Able to identify old risk beliefs that resulted into problems as well as new beliefs that will increase probability of success
- Attend pro social activities
- Attend 2 alumni business meetings (work schedules permitting)
- Attend 2 alumni support group meetings (work schedules permitting)
- Complete phase 3 tasks in case plan
- Maintain employment
- GED test when applicable
- Current on treatment fees / \$500 paid toward drug court fees
- Positive sponsor/mentor meeting with probation officer
- Advancement presentation in court
- Current peer support group attendance
- Demonstrated history of restitution payments when applicable
- Demonstrated history of child support payments when applicable

Phase 4

Key Concepts:

- Relapse prevention skills
- Self monitoring
- Mentoring others

Activities:

- Drug court attendance monthly
- Monthly probation appointments
- Continued network support
- Random drug tests
- Participation in treatment/case management appointments
- Participation in alumni group business meeting (work schedule permitting)
- Participation in alumni group support meeting (work schedule permitting)
- Peer support group attendance
- Maintain employment
- GED test if applicable
- Home visits
- Midnight curfew
- Program, treatment, child support, and restitutions payments when applicable

Graduation Requirements:

- All treatment requirements met
- Satisfactory recovery plan presentation
- No more than 2 sanctions within 30 days of advancement
- 60 days sobriety/negative screens
- Maintaining employment
- Complete phase 4 tasks in case plan
- Passed GED test when applicable
- Treatment fees/ program fees paid in full
- Regular alumni business meeting attendance (work schedule permitting)
- Regular alumni support meeting attendance (work schedule permitting)
- Active in peer support community
- Exit interview

PHASE 5 (Optional)

Key Concepts:

- Maintenance of recovery

Activities:

- Random drug screens
- Maintain employment
- Active in alumni and peer support community
- Exit interview

CONFIDENTIALITY

Federal regulations, 42 CFR Part 2, require that your identity and privacy be protected. In response to these regulations, Drug Court and its case managers and treatment providers have developed policies and procedures that guard your privacy. You will be asked to sign a Consent for Disclosure of Confidential Substance Abuse Information. This disclosure of information is for the sole purpose of monitoring your progress, providing effective interventions and exchanging information during hearings and case staffings.

DRUG COURT PROGRAM RULES

As a participant you will be required to abide by the rules outlined in the participant contract, including, but not limited to the following:

1. You must totally abstain from the use of illegal drugs and alcohol, and submit to random alcohol and drug testing.
2. As a participant in Drug Court, you are responsible for what goes into your body that may affect drug test results. You agree to consult with your treating physician about the availability of non-narcotic or addictive medications or drugs as alternatives to any narcotic or addictive drugs which your physician may consider prescribing. You must provide consent to the Drug Court Team for all of your treating physicians which will allow the Team to discuss your medications with your physicians. Prior to taking medication of any kind, even non-prescription medication, you agree to check that it is non-narcotic, addictive, and contains no alcohol. In the event that your treating physician wishes to treat with narcotics or addictive medications, that fact must be disclosed to the Team, a release provided, and you will be required to verify that you are taking those medications as prescribed and for only the duration that is medically necessary. If you are undergoing any medication assisted addiction therapy before entering the Program, you must verify to the Court that it is being provided by a licensed physician and that it is medically necessary. If it is properly verified, the Team will work with your provider to determine the proper course of

therapy while you are in Drug Court. Your misuse or abuse of prescribed medication, delivery of your medication to others, and/or your failure to take medication as prescribed WILL RESULT IN A SANCTION AND COULD RESULT IN TERMINATION FROM THE PROGRAM. You may not take any over the counter substances that contain alcohol, codeine, and ephedrine. READ LABELS! Any synthetic substance used to replace a narcotic or banned substance is also not allowed without the permission of your drug court case manager and/or drug court Judge. You may not consume energy drinks. When in doubt ask your case manager prior to taking any questionable substance.

3. You will not commit another criminal offense.
4. You must attend court sessions, treatment sessions, and probation appointments as scheduled. Attendance is closely monitored and failure to appear may result in a sanction, including a warrant and possible jail time.
5. You will not associate with people, outside of drug court activities, who use or possess drugs, nor will you be present while drugs or alcohol are being used by others. You will not engage in any romantic relationship with another drug court participant. You will not associate with convicted felons, visit any jails or prisons, or convey any messages to any inmate unless approved by the court.
6. You will not purchase, own, or have in your possession a firearm or any other weapon while in the Drug Court program. You will disclose the presence of any weapons possessed by anyone else in your household.
7. Keep the Drug Court team, probation officer, and treatment provider informed of your current address and phone number at all times.
8. You consent to the warrantless search without reasonable suspicion of any place you are visiting or staying, or any location where your personal property may be found. The search may be conducted by any probation officer, field officer, community corrections officer, or law enforcement officer acting on their behalf. You agree to cooperate with such person or persons.
9. You must follow Dress Code for all Drug Court related activities.
10. You must be home by curfew.

11. You must have express permission from the court to travel outside the state of Indiana. Travel requests must be submitted to your case manager and approved by the court.
12. You will abide by any other rules and/or regulations imposed by the Drug Court Team as part of your personal treatment plan.

Incentives

Upon the recommendation of the drug court team, participants may be given rewards or incentives for positive behavior such as: completing assignments, attending pro social activities, positive participation in treatment classes, moving up a phase, etc... Common incentives are as follows:

- Praise by the court/ Judge
- Gift Cards
- Fast Pass in court
- Raised Curfew
- Reduced Jail Time
- Promotion to the next phase
- Certificates of graduation
- Forgiveness of fines

SANCTIONS

Upon the recommendation of the drug court team, participants may be given sanctions for violation behavior such as: Curfew violations, failure to appear for appointments, classes, court hearings, and/or Urine Drug Screens, failure to call for a UDS, not following through with case plan goals or instructions given by case manager, etc... Common sanctions are as follows:

- Increased supervision
- Written Reports
- Saturday Work Crews
- Lower curfews
- Community service
- Home detention
- Jail time

TERMINATION FROM DRUG COURT

Warrants, new arrests or a violation of any aspect of your treatment plan may result in your being terminated from the Drug Court Program. Other violations, which could result in termination, include the following:

- Excessive missing and/or positive drug tests;

- Alternation or attempted alternation of a drug test which can also be a new criminal offense;
- Demonstrating a lack of engagement or progress by failing to cooperate with the case manager or treatment program;
- Violence or threat of violence directed at treatment staff, other participants of the program or other clients of the treatment providers

SEARCH AND ARREST REQUIREMENTS

As a participant in Drug Court, you are required to submit your person, vehicle, place of residence or area to search and seizure of narcotics, drugs or other contraband at any time of the day or night with or without a search warrant. Any law enforcement officer who observes a current participant of Drug Court in any of the following circumstances is authorized to arrest that individual:

- In violation of any criminal law
- Ingesting a controlled substance, marijuana, or alcohol
- Being under the influence of a controlled , marijuana, or alcohol
- Possessing a controlled substance, marijuana, or alcohol, or drug paraphernalia
- Being in the presence of a person in possession of a controlled substance and a reasonable person in a like position would conclude that drugs are present.

Participants detained in jail after arrest will be brought before the drug court Judge for hearing.

CHEMICAL TESTING

You will be drug tested randomly throughout your entire drug court program.

- You will be observed to ensure there is no adulteration of the sample.
- If you miss a test, it will count as a positive (dirty) test.
- If you have a positive test in any drug court phase, the judge, based on recommendations from the case manager or treatment staff, will apply immediate sanctions including time in jail.
- You will be assessed a \$5.00 fee for every urine drug screen
- Denying use after a positive test is dishonest and is viewed negatively by the Team. It is better to be honest but if you choose to deny use staff will submit that test for confirmation. If the confirmation test is positive, you may be assessed a fee of \$20 for that test.
- Drug Tests are conducted at the Grant County Probation department.
- The Drug Test phone number is 765-416-8080. You can call between 7am and Noon.
- If selected for a screen you can report for you screen between noon and 5pm Monday through Friday and 2:00pm-5:00pm on Saturday and Sundays.

PROGRAM FEES

You will be assessed drug court user fees of \$500 as ordered by the court. This fee will include case management and referral services. You will be assessed treatment fees by the Treatment Provider that you are referred to. These fees are separate from drug court user fees. If paying fees are going to be a problem for you, please discuss this with the drug court coordinator as soon as possible.

SELF HELP COMMUNITY

Self-help/community support meeting attendance is a requirement. Statistically those with substance issues who attend self-help groups and become active in the local recovery community increase their likelihood of long-term success. As a participant in drug court, you will be required to actively participate in a recovery community. Actively participating includes obtaining a sponsor, mentor, or accountability to help complete the steps/ principles of your chosen recovery community. Attending recovery sponsored social activities, special meetings, and seminars are highly encouraged. The purpose of these meetings is to provide you with opportunities to develop healthy friendships and supportive relationships, while establishing social ties to the non-using community, and to develop positive leisure activities.

DRESS CODE

As a participant in the Drug Court, you will be required to follow the dress code for all drug court events, including: court, probation appointments, and treatment appointments. Shorts, short skirts, tank tops, ripped pants, sleeveless shirts, saggy pants, any head covering, sandals, and shirts with inappropriate material, are not permitted at any time you are present for a drug court function. Failure to follow the dress code will get you turned away from your appointment and you **will not** get credit for being there. If you have any questions regarding what is appropriate **ASK** your case manager, or probation officer.

GRADUATION

Upon your successful completion of a treatment program and satisfaction of all other court requirements including continued sobriety, you will graduate from Drug Court. Graduation from the Drug Court Program is recognized as a very important event. Your loved ones will be invited to join you at a special ceremony as the Drug Court Team congratulates you for successfully completing Phases 1-5 of the Drug Court Program and achieving your goal to establish a drug-free life. At the time of your graduation, you will receive the benefit of your plea agreement.

GRIEVANCES/INVESTIGATION OF CLIENT RIGHTS VIOLATIONS

If you have a grievance with a staff member, or if you believe your client rights were violated, you may inform the coordinator, Mike Henson, of your complaint. If you believe your grievance was not satisfactorily addressed, you may contact Judge Mark Spitzer, Grant County Drug Court at 765-664-5527. If you believe your grievance was still not satisfactorily addressed, you may contact the United States District Attorneys office at 260-422-2595. The results of client rights investigations will be entered in the client's record and the personnel file of the staff member(s) involved.

CONCLUSION

The goal of the Grant County Adult Drug Court Program is to help you achieve an increased quality of life free of dependence on mind-altering substances and involvement in the criminal justice system. The Judge, court staff and the Drug Court Team are here to guide and assist you, but the final responsibility is yours. To succeed, you must be motivated to make this commitment to a drug free life.

DRUG COURT PHONE NUMBERS

Probation Officer 765-662-9861 x

UDS number 765-416-8080

Milestone Number 765-662-2039

Sponsor/Mentor _____

Other _____

SUMMARY OF DRUG COURT PARTICIPATION RULES

1. You must totally abstain from the use of illegal drugs and alcohol, and submit to random alcohol and drug testing.
2. As a participant in Drug Court, you are responsible for what goes into your body that may affect drug test results. You agree to consult with your treating physician about the availability of non-narcotic or addictive medications or drugs as alternatives to any narcotic or addictive drugs which your physician may consider prescribing. You must provide consent to the Drug Court Team for all of your treating physicians which will allow the Team to discuss your medications with your physicians. Prior to taking medication of any kind, even non-prescription medication, you agree to check that it is non-narcotic, addictive, and contains no alcohol. In the event that your treating physician wishes to treat with narcotics or addictive medications, that fact must be disclosed to the Team, a release provided, and you will be required to verify that you are taking those medications as prescribed and for only the duration that is medically necessary. If you are undergoing any medication assisted addiction therapy before entering the Program, you must verify to the Court that it is being provided by a licensed physician and that it is medically necessary. If it is properly verified, the Team will work with your provider to determine the proper course of therapy while you are in Drug Court. Your misuse or abuse of prescribed medication, delivery of your medication to others, and/or your failure to take medication as prescribed WILL RESULT IN A SANCTION AND COULD RESULT IN TERMINATION FROM THE PROGRAM. You may not take any over the counter substances that contain alcohol, codeine, and ephedrine. READ LABELS! Any synthetic substance used to replace a narcotic or banned substance is also not allowed without the permission of your drug court case manager and/or drug court Judge. You may not consume energy drinks. When in doubt ask your case manager prior to taking any questionable substance.
3. You will not commit another criminal offense.
4. You must attend court sessions, treatment sessions, and probation appointments as scheduled. Attendance is closely monitored and failure to appear may result in a sanction, including a warrant and possible jail time.
5. You will not associate with people, outside of drug court activities, who use or possess drugs, nor will you be present while drugs or alcohol are being used by others. You will not engage in any romantic relationship with another drug court participant. You

will not associate with convicted felons, visit any jails or prisons, or convey any messages to any inmate unless approved by the court.

6. You will not purchase, own, or have in your possession a firearm or any other weapon while in the Drug Court program. You will disclose the presence of any weapons possessed by anyone else in your household.
7. Keep the Drug Court team, probation officer, and treatment provider informed of your current address and phone number at all times.
8. You consent to the warrantless search without reasonable suspicion of any place you are visiting or staying, or any location where your personal property may be found. The search may be conducted by any probation officer, field officer, community corrections officer, or law enforcement officer acting on their behalf. You agree to cooperate with such person or persons.
9. You must follow Dress Code for all Drug Court related activities.
10. You must be home by curfew.
11. You must have express permission from the court to travel outside the state of Indiana. Travel requests must be submitted to your case manager and approved by the court.
12. You will abide by any other rules and/or regulations imposed by the Drug Court Team as part of your personal treatment plan.

One day at a time.....

ACKNOWLEDGEMENT OF ORIENTATION INFORMATION

I have been given a copy of the orientation packet which includes the following:

1. Program purpose and services
2. Rules and disciplinary actions
3. Financial obligations
4. Client Rights

My signature below acknowledges that I have received this packet, and have read it or have had it explained to me.

Client signature

Date