

# Grant County Treatment Court

Drug Court Program

Participant Handbook



Amended October 24, 2019  
Amended March 7, 2019  
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### Drug Court Information

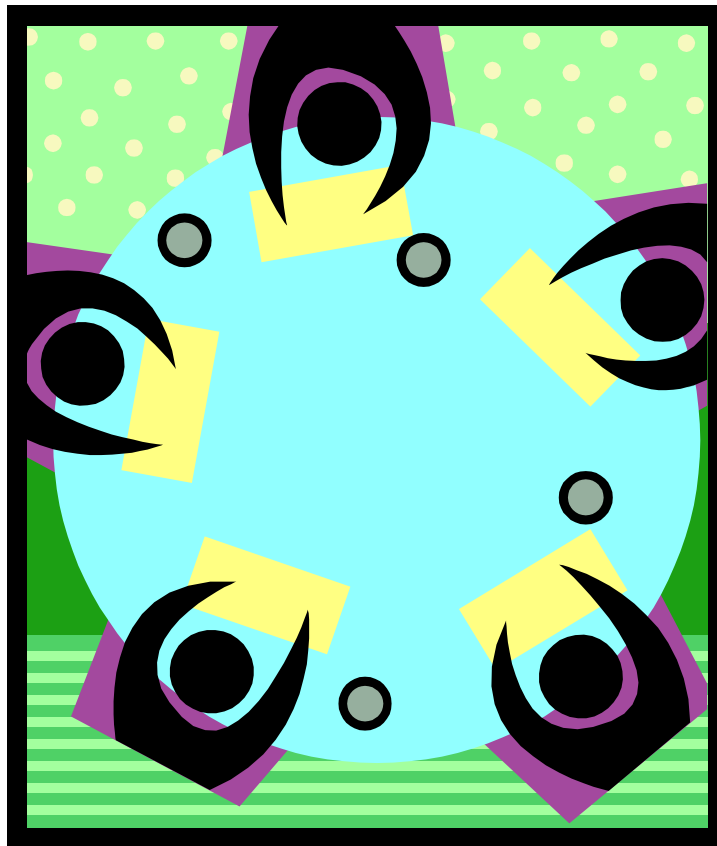
<b>Day and Time of Drug Court:</b> <i>Thursdays at 9:30 a.m.</i>	
<b>Drug Court Judge:</b> <i>Craig R. Day</i>	
<b>Treatment Court Coordinator:</b> <i>Kristin Schier</i>	<b>Phone:</b> <i>608-723-1738</i>
<b>Treatment Court Provider:</b> <i>Keri Fatzinger</i>	<b>Phone:</b> <i>608-723-6357</i>
<b>Probation Agent:</b> <i>Amy Jerrett</i>	<b>Phone:</b> <i>608-379-0674</i>
<b>Sheriff's Office Liaison:</b> <i>Travis Klaas</i>	<b>Phone:</b> <i>608-723-2157</i>
<b>District Attorney:</b> <i>Ian Mickelson</i>	<b>Phone:</b> <i>608-723-4237</i>
<b>Defense Counsel:</b> <i>Trevor Paulson</i>	<b>Phone:</b> <i>608-723-6436</i>
<b>Social Services</b> <i>Bryann McGuire</i>	<b>Phone:</b> <i>608-723-2136</i>
<b>Sponsor:</b>	<b>Phone:</b>
<b>Support Group (i.e. AA, etc.):</b>	
<b>Date Entered Treatment Court:</b>	
<b>Completed Phase 1:</b>	
<b>Completed Phase 2:</b>	
<b>Completed Phase 3:</b>	
<b>Completed Phase 4:</b>	
<b>Completed Phase 5 / Graduation:</b>	

## **Mission Statement**

The Grant County Treatment Court will enhance public safety, preserve families, and improve the quality of life for all residents. By providing cost effective, individualized and comprehensive treatment and rehabilitative services, delivered in a dignified environment, treatment court will enhance participants' ability to break the cycle of addiction.

## **Introduction**

Welcome to the Grant County Drug Treatment Court Program. This handbook is designed to answer questions, address concerns, and provide overall information about the Drug Treatment Court Program. As a participant, you will be expected to follow the instructions given in Drug Court by the Judge and comply with the treatment plan developed for you by the Treatment Provider. This handbook will detail what is expected of you as a Drug Court Participant and review general program information. All participants are encouraged to share this handbook with family and friends.

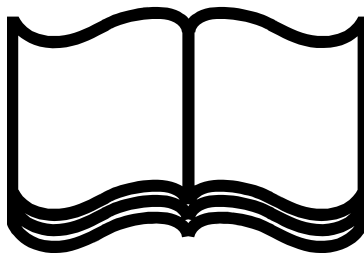


## **Description of the Drug Court Program**

Grant County Drug Treatment Court is a treatment-based alternative to jail, prison, and the standard probation model. The justice system works cooperatively with treatment agencies and other rehabilitation services to provide a participant with all the possible tools required to get into recovery, stay in recovery, and lead a productive, crime-free life.

The key components of the Grant County Drug Treatment Court include:

- ❖ Immediate Intervention - The sooner a person is placed in treatment following a crisis, the more successful the outcome. In Treatment Court, an individual can move from arrest or other court action to Treatment Court and treatment swiftly.
- ❖ Voluntary Entry into the Program - Participants who decide to enter and voluntarily commit to a program are more likely to succeed.
- ❖ Graduated Sanctions and Awards - Participant accountability is an important piece to recovery and continued success.
- ❖ Program Phases for Short-Term Goals - The Drug Court Program is divided into five phases in order to provide short-term goals for the participants to meet. Short-term goals are developed for individuals to have a better chance of success. Participants meet regularly with the Treatment Court Judge to review their progress and address positive and negative behaviors. As the participant successfully completes a phase, he or she is rewarded by not having to continue in such an intensive program.
- ❖ Graduation from the Program - The graduation portion of the Drug Treatment Court is the final phase of the program designating the end of the intensive program and the beginning of the continuing care phase.
- ❖ Continuing Care Phase - Is designed for the participant to continue with their recovery with continued contact with the Treatment Court Provider.



## **Eligibility Standards / Criteria**

Potential candidates meeting the following criteria will be considered for admission to the Grant County Drug Treatment Court Program:

- Current Resident of Grant County.<sup>1</sup>
- 17 years or older.
- DSM-V diagnosis – moderate or severe.
- COMPAS assessment score of general recidivism risk of medium or high and COMPAS assessment score of criminogenic need scales of medium to high.
- Drug driven offense resulting in criminal charges or probation revocation proceedings.

Offenders charged with crimes that involve alleged victims may participate in Treatment Court, subject to victim notification, but may not expect any particular consideration will be given to their participation by either the District Attorney or the court. Alleged victims who may have concerns, reluctance, questions, etc. may be referred to the Treatment Court Coordinator. The Treatment Court Coordinator will meet with the alleged victim to discuss the Drug Treatment Court Program and take any of the alleged victim's concerns to the Treatment Court Team.

Potential candidates meeting the following criteria will be ineligible for admission to the Grant County Drug Treatment Court Program:

- Nonresident of Grant County.
- 16 years or younger.
- DSM-V diagnosis – mild.
- COMPAS assessment score of general recidivism risk of low and COMPAS assessment score of criminogenic need scales of low.
- THC user only.
- The person has one or more prior convictions for a felony involving the use or attempted use of force against another person with the intent to cause death or serious bodily harm.
- The person has been charged with or convicted of an offense in a pending case, and during the course of the offense, the person carried, possessed, or used a dangerous weapon, the person used force against another person, or a person died or suffered serious bodily harm.

## **Drug Court Supervision**

As a Drug Court participant, you will be required to appear in Drug Treatment Court on a regular basis. At each appearance, the Judge will be given a progress report prepared by the Treatment Court Coordinator regarding your alcohol and/or drug test results, attendance, and participation in treatment. The Judge may ask you questions

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<sup>1</sup> Treatment Court may accept Grant County residents with out-of-county charges/convictions. These individuals will be dealt with on a case-by-case basis.

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 graduation. If you are not doing well, the Judge will discuss this with you and the treatment team and determine further action. If you commit program violations, the Court will impose sanctions. With repeated violations of program expectations or a failure to progress satisfactorily, the Court may impose the ultimate sanction of discharge from the program.

Failure to appear in Court on the date and time you are scheduled could result in a warrant being issued for your arrest and you being placed in custody and other sanctions.



### **Program Rules**

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

**1. Honesty – Always tell the truth.**

The concept of honesty must be an underlying foundation before you can start entering recovery. If you are deceiving yourself about the severity and chronicity of your disease, how it has affected you and others, you will be very unlikely to take appropriate action. You must first be honest to yourself and the Drug Court.

**2. Rule of 40.**

Be engaged in activities out of your home for no less than 40 hours per week, such as employment, community service, treatment, job search, etc., unless incarcerated. This will enable you to change destructive lifestyle patterns.

**3. Do Not use or possess any alcohol or other drugs.**

Sobriety is the primary focus of the Drug Treatment Court Program. Maintaining a substance free lifestyle is the most important aspect of your recovery program. Participating in Drug Court requires you to be drug and alcohol free at all times and to not possess drugs (including marijuana and all CBD products), alcohol (including NA Beer), or paraphernalia. You are **NOT** to associate with people who are using or are impaired by alcohol or drugs, nor be present while drugs or alcohol are being used by others, unless an exception is specifically granted to you. If an exception is given, further testing and monitoring may be requested.

**4. Submit to any and all alcohol and drug tests upon request.**

**5. Do not tamper with alcohol/drug testing; this includes diluting urine.**

**6. Attend ALL treatment sessions.**

This includes individual and/or group counseling (Intensive Outpatient and Relapse Prevention), family therapy sessions, community support groups (e.g. AA, NA, or SMART Recovery), and/or self-improvement courses (e.g. anger management, parenting, or relationship counseling) as determined by you and

your Treatment Provider. Missed sessions will result in sanctions, without approval from the Treatment Court Provider.

**7. Attend ALL court sessions and other services**

This includes court sessions, meetings with the Treatment Court Coordinator, meetings with the probation officer and scheduled community service engagements. Failure to appear at a court session may result in an arrest warrant.

**8. Be on time.**

You are expected to be on time to Court and to your treatment sessions. If you are late for treatment appointments, you may not be allowed to attend your counseling session and will be considered non-compliant. Contact the Treatment Court Coordinator and/or your Treatment Court Provider if there is a possibility that you may be late.

**9. Do Not make threats or acts of violence towards other participants and staff.**

Violent or inappropriate behavior will not be tolerated and will be reported to the Court. This could result in termination from the Drug Treatment Court Program.

**10. Act and dress appropriately for court and treatment sessions.**

Act appropriately when in the courtroom. You are expected to respect the Court, Judge, and all Treatment Court personnel. Use respectful language and tone of voice in treatment and in Court. Clothing bearing drugs or alcohol themes or promoting or advertising drug or alcohol use is considered inappropriate. Sunglasses are not to be worn inside the courtroom or treatment center, unless medically approved. Speak with Treatment Court Coordinator if you need assistance with clothing. No eating, chewing gum, talking out of turn, cell phones, pagers, or hats allowed in the courtroom. Use appropriate language with staff and in Court.

**11. Obey all traffic laws.**

Do NOT drive a vehicle if you do not possess a valid driver's license. Participants who drive without a valid license shall be sanctioned by the program.

**12. Pay outstanding traffic fines and court fees.**

Payment of court ordered restitution, fines and court fees is also required while enrolled in the drug treatment court program.

**13. Avoid any premises where the primary purpose of the business is the sale of alcohol.**

**14. Maintain your residence in Grant County throughout the length of the program, unless good cause is shown.**

**15. Follow the Treatment Plan as directed by the Treatment Court Provider.**



**16. Do NOT violate the law.**

If you engage in any criminal act, you can expect a significant sanction.

**17. Relay Police Contact.**

You are to inform any law enforcement officer who comes in contact with you that you are in Drug Treatment Court. Relay police contact to the Treatment Court Coordinator and probation officer within 24 hours of the contact.

**18. Tell the Treatment Court Coordinator and probation officer within 24 hours if you move, change your telephone number, or disconnect your phone. Your place of residence is subject to Treatment Court approval.**

**19. Tell the Treatment Court Coordinator and probation officer within 48 hours if you change employment.**

**20. Get permission from the Treatment Court Coordinator and probation officer before leaving Grant County overnight.**

Treatment Court participants are expected to be in their place of residence during their curfew hours. An exception to this requirement would be when working second and third shift. In emergencies (death or illness of a family member), the Grant County Sheriff's Department dispatch center is to be notified of a deviation from any part of this rule.

**21. Understand that the program is at least 14 months long, and you are expected to compensate the cost of some of your treatment.**

**22. Follow ALL rules of probation.**

**FAILURE TO COMPLY WITH ANY PROGRAM RULES WILL RESULT IN SANCTIONS AND POSSIBLE TERMINATION FROM THE TREATMENT COURT PROGRAM.**

**Drug Court Proceedings**

Drug Treatment Court shall be held on every other Thursday at 9:30 a.m. with the Treatment Court Judge presiding on alternating weeks, except as ordered by the Court. A closed team staffing will take place prior to Court or as otherwise directed by the Drug Court Judge. All drug court participants must be in attendance at times scheduled, unless otherwise excused by the Drug Court Judge or Treatment Court Coordinator. Nothing you say while in Drug Court may be used against you. You will stay for the entire court hearing unless given prior approval to leave early, or treatment is scheduled for that time.

A staffing of the Drug Court Team and the Drug Court Judge shall occur for the one hour immediately preceding Drug Court. At the staffing, the Drug Court Team will advise the Drug Court Judge of the progress or any violation of each Drug Court participant. During each Drug Court session, the Drug Court Judge will discuss the case with each

participant and any relevant party. Sanctions or interventions will be imposed for any violations. All sessions will be on the record.

The Treatment Court Provider and Treatment Court Coordinator shall interact with the Drug Court as needed and give reports on a bi-weekly basis to all members describing compliance or non-compliance of the participant.

### **Confidentiality**

You will be required to sign releases authorizing the disclosure to the Drug Court Team of health, medical, mental health, AODA, criminal, employment, and educational records. You will sign the releases at the time of screening for Drug Court, and it will be updated as necessary. Failure to sign the releases will result in termination from the program.

### **Drug Court Files**

Drug Treatment Court files are separate and distinct from Circuit Court files and District Attorney files. All Drug Treatment Court files are confidential and not open to the general public. All files shall be under the sole control of the Treatment Court Coordinator.

## Program Phases

PHASE ONE	
<b>Length of phase:</b>	A minimum of 60 days.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Honesty.</li> <li>• Bi-weekly appearances before the Drug Treatment Court Judge and Team, unless the team determines more court support is appropriate.</li> <li>• Strict compliance with the recommended AODA treatment plan, as determined by the Treatment provider.</li> <li>• Strict compliance with supervision.</li> <li>• Weekly visits with Drug Treatment Court Probation Agent, or as directed; this includes home visits.</li> <li>• Weekly face-to-face meetings with Treatment Court Coordinator, or as directed.</li> <li>• Strict compliance with alcohol and drug testing – no tampering!</li> <li>• Drug/Alcohol testing to take place every Monday, Wednesday and Friday by Drug Court personnel.</li> <li>• Obtain a medical and mental health assessment, if deemed appropriate by Treatment Provider.</li> <li>• If no healthcare coverage, pursue healthcare coverage.</li> <li>• In person participation in support meetings as determined by your Treatment Provider. Meeting slips are to be turned in to the Treatment Court Coordinator during the Drug Court sessions or at appointments.</li> <li>• Identify other needs and begin to address medical/mental health, living situation, vocational, educational, etc.</li> <li>• A minimum of 14 consecutive days of total abstinence at the time of phasing from the use of alcohol, illegal, or non-prescribed drugs (no misses, dilutes, positives, or admissions).</li> <li>• No unexcused absences from treatment court sessions and scheduled services/appointments for a minimum of 30 consecutive days.</li> <li>• No sanctions/violations for a minimum of 30 consecutive days during the time of phasing.</li> <li>• Completion of ordered jail time, unless specifically excepted by the Court.</li> <li>• Application must be made to the court for phase advancement. The Phase I Phase Change Packet must be submitted 2 weeks prior to phasing.</li> <li>• Curfew at 9:00 p.m.</li> </ul>

<b>PHASE TWO</b>	
<b>Length of phase:</b>	A minimum of 90 days.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Honesty.</li> <li>• Bi-weekly appearances before the Drug Treatment Court Judge and Team.</li> <li>• Strict compliance with the recommended AODA treatment plan, as determined by the Treatment provider.</li> <li>• Strict compliance with supervision.</li> <li>• Weekly visits with Drug Treatment Court Probation Agent, or as directed; this includes home visits.</li> <li>• Weekly face-to-face meetings with Treatment Court Coordinator, or as directed.</li> <li>• Strict compliance with alcohol and drug testing – no tampering!</li> <li>• In person participation in support group meetings as determined by your Treatment Provider. Meeting slips are to be turned in to the Treatment Court Coordinator during the Drug Court sessions or at appointments.</li> <li>• If no healthcare coverage, pursue healthcare coverage.</li> <li>• Based on the identified other needs in Phase 1:</li> <li>✓ If no high school diploma or GED, be attending GED classes. Treatment Court Coordinator will assist with GED Planning.</li> <li>✓ If not employed, be actively seeking employment or attending employment and training programs through Southwest Technical College (SWTC). Treatment Court Coordinator will assist with the referral process.</li> <li>✓ Address living situation, if needed.</li> <li>✓ Address medical and mental health, if needed.</li> <li>• Establish a payment plan for court fines and/or restitution and begin making payments.</li> <li>• A minimum of 30 consecutive days of total abstinence at the time of phasing from the use of alcohol, illegal, or non-prescribed drugs (no misses, dilutes, positives, or admissions).</li> <li>• No unexcused absences from treatment court sessions and scheduled services/appointments for a minimum of 45 consecutive days.</li> <li>• No sanctions or violations 45 consecutive days prior to phasing.</li> <li>• Application must be made to the court for phase advancement. The Phase 2 Phase Change Packet must be submitted 2 weeks prior to phasing.</li> <li>• Curfew at 10:00 p.m.</li> </ul>

**PHASE THREE**

<b>Length of phase:</b>	A minimum of 90 days.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Honesty.</li> <li>• Bi-weekly appearances before the Drug Treatment Court Judge and Team.</li> <li>• Strict compliance with the recommended AODA treatment plan, as determined by the Treatment provider.</li> <li>• Strict compliance with supervision.</li> <li>• Weekly visits with Drug Treatment Court Probation Agent, or as directed; this includes home visits.</li> <li>• Weekly face-to-face meetings with the Treatment Court Coordinator, or as directed.</li> <li>• Strict compliance with alcohol and drug testing – no tampering!</li> <li>• Obtain healthcare coverage or have a reasonable explanation as to why you cannot obtain it.</li> <li>• In person participation in support group meetings as determined by your Treatment Provider. Meeting slips are to be turned in to the Treatment Court Coordinator during the Drug Court sessions or at appointments.</li> <li>• Based on the identified other needs in Phase 1:</li> <li>✓ If no high school diploma or GED, be attending GED classes. Treatment Court Coordinator will assist with GED Planning.</li> <li>✓ If not employed, be actively seeking employment or attending employment and training programs through Southwest Technical College (SWTC). Treatment Court Coordinator will assist with the referral process.</li> <li>✓ Address living situation, if needed.</li> <li>✓ Address medical and mental health, if needed.</li> <li>• Develop and/or identify prosocial activities, such as participation in activities that involve sports (individual or team), reading (book club), crafts, music, dance, and/or theater. Participation in a church group, community club such as the Jaycees’ or Lions’, and/or in a community special event are considered prosocial activities.</li> <li>• Develop a financial plan.</li> <li>• Be current on payment plan with the Clerk of Court or Department of Corrections.</li> <li>• A minimum of 45 consecutive days of total abstinence at the time of phasing from the use of alcohol, illegal, or non-prescribed drugs (no misses, dilutes, positives, or admissions).</li> <li>• No unexcused absences from treatment court sessions and scheduled services/appointments for a minimum of 45 consecutive days.</li> <li>• No sanctions of violations 45 consecutive day prior to phasing.</li> <li>• Application must be made to the court for phase advancement. The Phase 3 Phase Change Packet must be submitted 2 weeks prior to phasing.</li> <li>• Curfew at 11:00 p.m.</li> </ul>

**PHASE FOUR**

<b>Length of phase:</b>	A minimum of 90 days.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Honesty.</li> <li>• Monthly appearances before the Treatment Court Judge and Team, unless the team determines more court support is appropriate.</li> <li>• Strict compliance with the recommended AODA treatment plan, as determined by the Treatment provider.</li> <li>• Strict compliance with supervision.</li> <li>• Weekly visits with Drug Treatment Court Probation Agent, or as directed; this includes home visits.</li> <li>• Bi-weekly face-to-face meeting with the Treatment Court Coordinator, or as directed.</li> <li>• Strict compliance with alcohol and drug testing – no tampering!</li> <li>• Obtain healthcare coverage or have a reasonable explanation as to why you cannot obtain it.</li> <li>• In person participation in support group meetings as determined by your Treatment Provider. Meeting slips are to be turned in to the Treatment Court Coordinator during the Drug Court sessions or at appointments.</li> <li>• Develop a Relapse Prevention Program.</li> <li>• Employed, unless specifically excepted due to retirement, disability, etc.</li> <li>• In school or obtaining GED, or in some vocational or educational program, if needed.</li> <li>• Begin and maintain participating in prosocial activities.</li> <li>• Stable living situation.</li> <li>• Maintain medical and mental health needs, if required.</li> <li>• Address ancillary services as needed (parenting classes, family support, etc.)</li> <li>• Maintain financial plan.</li> <li>• Be current on payment plan with the Clerk of Court or Department of Corrections.</li> <li>• A minimum of 60 consecutive days of total abstinence at the time of phasing from the use of alcohol, illegal, or non-prescribed drugs (no misses, dilutes, positives, or admissions).</li> <li>• No unexcused absences from treatment court sessions and scheduled services/appointments for a minimum of 45 consecutive days.</li> <li>• No sanctions or violations 45 consecutive days prior to phasing.</li> <li>• Application must be made to the court for phase advancement. The Phase 4 Phase Change Packet must be submitted 2 weeks prior to phasing.</li> <li>• Curfew at 12:00 am.</li> </ul>

**PHASE FIVE**

<b>Length of phase:</b>	A minimum of 90 days.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Honesty.</li> <li>• Monthly appearances before the Treatment Court Judge and Team, unless the team determines more court support is appropriate.</li> <li>• Strict compliance with the recommended AODA treatment plan, as determined by the Treatment provider.</li> <li>• Strict compliance with supervision.</li> <li>• Weekly visits with Drug Treatment Court Probation Agent, or as directed; this includes home visits.</li> <li>• Monthly face-to-face meeting with Treatment Court Coordinator, or as directed.</li> <li>• Strict compliance with alcohol and drug testing – no tampering!</li> <li>• In person participation in support group meetings as determined by your Treatment Provider. Meeting slips are to be turned in to the Treatment Court Coordinator during the Drug Court sessions or at appointments.</li> <li>• Obtain healthcare coverage or have a reasonable explanation as to why you cannot obtain it.</li> <li>• Employed, unless specifically excepted due to retirement, disability, etc.</li> <li>• In school or obtaining GED, or in some vocational or educational program, if needed.</li> <li>• Stable living arrangements.</li> <li>• Maintain medical and mental health needs, if required.</li> <li>• Address ancillary services as needed (parenting classes, family support, etc.).</li> <li>• Maintain financial plan.</li> <li>• Court fines and restitution paid in full, unless a maintained payment plan has been established and suitable to the court prior to graduation.</li> <li>• A minimum of 90 consecutive days of total abstinence at the time of phasing from the use of alcohol, illegal, or non-prescribed drugs (no misses, dilutes, positives, or admissions).</li> <li>• No unexcused absences from treatment court sessions and scheduled services/appointments for a minimum of 90 consecutive days.</li> <li>• No sanctions or violations for a minimum of 90 consecutive days.</li> <li>• The Phase 5 Phase Change Packet must be submitted one month prior to phasing to Graduation.</li> </ul>



## **Graduation**

You will graduate from Drug Treatment Court when the following requirements are met:

- Successful completion of all five stages.
- Graduation Application completed, including a definitive aftercare plan (continuing care phase) which will include maintaining sobriety, out-patient counseling, recovery meetings (AA/NA/SMART Recovery), etc.
- Recommendation of the Team.
- Absolute sobriety (to include no positive alcohol/drug tests, including missed or tampered tests, for a minimum of 90 consecutive days).
- Obtained gainful, consistent employment or sufficiently involved in a vocational/educational training program as determined by the Drug Court Team.
- No unexcused absences from scheduled services for 90 consecutive days.
- Have improved stable living arrangements and healthy interpersonal relationships as determined by the Drug Court Team.
- Achieved an understanding of personal problems of addiction, criminal behavior, and relapse prevention as demonstrated through a written graduation application.

The Judge shall declare the participant a graduate of the Drug Treatment Court program. A graduation ceremony will be a celebration of completing all established guidelines. You will be presented with a certificate of completion by the Team.

Upon graduation, all drug court graduates will continue in the Continuing Care Phase of the program.

## **Continuing Care Phase**

The Continuing Care Phase is a six-month transition period in which recent drug court graduates develop healthy practices in maintaining long-term sobriety. To participate, participants agree to keep the following commitments:

- Maintain complete sobriety from drugs and alcohol.
- Meet at least once per month with your treatment provider.
- Attend at least one recovery meeting each week.
- Meet with the probation officer as directed by your agent.
- Maintain stable housing.
- Maintain a weekly work/school schedule.
- Meet with the Treatment Court Coordinator (optional).
- Complete no more than one UA per month (optional).





## **Fees/Costs**

You may be responsible for the following costs:

- Assessment and Treatment
- Fines/Costs
- Drug Treatment Court Program Fees
- Restitution
- Drug/Alcohol Testing supplies
- Lab Rescreens/ Confirmations
- Electronic Monitoring Equipment
  - Global Positioning Units (GPS)
  - Electronic Monitoring
  - Sober Link / Remote Breath
  - SCRAM Units

Failure to Pay Fines - If a Drug Treatment Court participant is delinquent in the payment of fines, the information will be relayed to the Drug Court Team and Judge.

Reduction of Fines, Court Costs – Drug Court participants may perform community service work for a public agency or non-profit charitable organization in lieu of payment of fines. The maximum amount of community service hours shall be one-half of the amounts of the base fine at the rate of \$10 per hour. The participant shall not receive credit for community service hours unless written documentation of the community service, signed by a supervisor, is submitted to the Treatment Court Coordinator or the Clerk of Court's office.



You will be required to attend community support groups while in Grant County Drug Treatment Court. Alcoholics Anonymous, Narcotics Anonymous and SMART Recovery are examples of community support groups. The goal is for you to build a sober support network which will remain in place once you have graduated from Grant County Drug Court. Attendance is verified by a signature from the individual chairing the meeting or an individual attending the meetings. You will be required to get a sponsor and maintain frequent contact with that sponsor.

## Other Programs

The Grant County Drug Treatment Court Team may find other programs which are important for your success in Grant County Drug Court including Victim Impact Panels, Thinking for a Change, employment and/or job training programs, parenting and budgeting classes. You must complete any programs that are ordered by the Grant County Drug Court Judge.

## Incentives and Sanctions



Incentives are responses to compliance, perceived as positive, by the receiver. Incentives in Grant County Drug Treatment Court may include but are not limited to:

RESPONSES TO BEHAVIOR	
ACHIEVEMENTS	INCENTIVES
<ul style="list-style-type: none"> <li>▪ Honesty</li> <li>▪ Attending all court appearances</li> <li>▪ Negative drug/alcohol test results for period of time</li> <li>▪ Attendance and participation in treatment</li> <li>▪ Attendance and participation in support meetings</li> <li>▪ Obtain a sponsor</li> <li>▪ Completion of assignments and step work</li> <li>▪ Employment</li> <li>▪ Job promotion</li> <li>▪ Enrollment in employment and training program</li> <li>▪ Completion of GED</li> <li>▪ College enrollment and attendance</li> <li>▪ Compliance with treatment/supervision plan</li> <li>▪ Artwork, Essays, Journals</li> <li>▪ Stable living</li> <li>▪ Prosocial activities</li> <li>▪ Develop a budget</li> <li>▪ Community Service</li> <li>▪ Phase Advancement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reduced jail time</li> <li>▪ Reduced fines</li> <li>▪ Reduced fees</li> <li>▪ Family incentives</li> <li>▪ Positive team interaction</li> <li>▪ Phasing</li> <li>▪ Assistance with employment</li> <li>▪ Assistance with education</li> <li>▪ Removal of curfew</li> <li>▪ Removal of EMP</li> <li>▪ Reduced supervision</li> <li>▪ Monetary incentives, such as gas cards, gift cards.</li> <li>▪ Gym membership</li> <li>▪ Candy</li> <li>▪ Certificates</li> <li>▪ Notebooks, pens, pencils, dictionary</li> <li>▪ Fishbowl drawings</li> </ul>



Sanctions are the imposition of a consequence, perceived as negative by the receiver, as a direct result of a prohibited activity.

Violations of the rules of the Drug Court Program may result in the immediate imposition of sanctions, as recommended by the Drug Treatment Court Team and determined by the Drug Treatment Court Judge. Sanctions shall be imposed based upon the nature and frequency of violations and on a case-by-case basis. You will have the opportunity to address the court regarding the facts and proposed response, but there will not be a separate formal hearing prior to the imposition of sanction. You agree to accept ordered sanctions as a condition of participation in Drug Treatment Court.

Sanctions in Grant County Drug Court may include but are not limited to:

CHOICES	SANCTIONS
<ul style="list-style-type: none"> <li>▪ Dishonesty</li> <li>▪ Missed or late court appearances</li> <li>▪ Missed or late appointments with Drug staff</li> <li>▪ Missed support group meetings</li> <li>▪ Violation of court order</li> <li>▪ Disobey directive of Coordinator and/or Provider</li> <li>▪ Disobey directive of Probation Agent</li> <li>▪ Positive drug/alcohol test</li> <li>▪ Missed drug/alcohol test (considered a positive drug test)</li> <li>▪ Tampered drug/alcohol test</li> <li>▪ Inappropriate behavior at appointments</li> <li>▪ New OWI or felony conviction</li> <li>▪ Driving while license suspended/revoked</li> <li>▪ Failure to perform sanctions</li> <li>▪ Noncompliance with treatment plan</li> <li>▪ Failure to pay fines/forfeitures</li> <li>▪ Failure to follow DOC Rules</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reprimand from the Judge</li> <li>▪ Write an essay</li> <li>▪ Speak at OWI Treatment Court</li> <li>▪ Life skills assignment</li> <li>▪ Oral apology in court</li> <li>▪ Letter of apology</li> <li>▪ Journaling</li> <li>▪ Day Reporting to Probation, Court or Coordinator</li> <li>▪ Increased court appearances</li> <li>▪ Increased drug/alcohol testing</li> <li>▪ Delay in Phase change</li> <li>▪ Curfew Imposed</li> <li>▪ Community service hours</li> <li>▪ Electronic Monitor</li> <li>▪ Home detention</li> <li>▪ Sentence to Jail</li> <li>▪ Loss of Huber privileges</li> <li>▪ Team intervention</li> <li>▪ Loss of jail stay</li> <li>▪ Expulsion</li> </ul>

The above sanctions maybe employed individually or in combination. If additional jail time is imposed as a sanction, the jail will be credited against any jail time stayed as part of the initial Treatment Court enrollment agreement.

### Expulsion

A Motion for Expulsion may be made by any member of the Drug Court Team. There must be a second to the expulsion motion for the team to consider it. If there is no second to the expulsion motion, then the motion fails.

If there is a second to the expulsion motion, then the Drug Court Judge will inform the participant of the motion at the participant’s session immediately following the staffing. The Drug Court Judge will explain to the participant his/her rights to counsel. Expulsion pleadings will be filed forthwith and delivered to you immediately following the Drug Court session or by the end of the business day, unless extenuating circumstances exist. If you request to be heard, then the Expulsion Conference will be scheduled as soon as possible, ideally within five business days. The Drug Court Judge will not participate at the Expulsion Conference.

The Drug Court Team and the Drug Court participant, with his or her attorney, if represented by counsel, will meet to discuss the Motion for Expulsion. Upon a majority vote of the Drug Court Team, a recommendation regarding expulsion will be made to the Drug Court Judge immediately following the Expulsion Conference.

Voting members include one representative from the following agencies: Probation and Parole, Sheriff's Department, State Public Defender's Office, District Attorney's Office, Treatment Provider, and Treatment Court Coordinator.

If the Drug Court Team recommends expulsion, the matter will be set for a hearing before the Drug Court Judge as soon as possible (usually the same day of the expulsion conference). The Motion for Expulsion hearing will be on the record in open court. The rules of evidence and procedure applicable at a sentencing hearing shall be observed at the Expulsion Hearing.

If the Drug Court Judge agrees that there is a basis to grant the Motion for Expulsion, findings and conclusions will be made on the record, and the Drug Court Participant will be removed from the program and may be returned to Circuit Court for resentencing or the remaining imposed and stayed sentence served.

### **IID Monitoring**

IID (Ignition Interlock Device) events will be monitored by the Treatment Court Coordinator. It is your responsibility to notify the Treatment Court Coordinator of any Missed or Failed Rolling Tests, a High BAC, and/or an Unauthorized Start within 12 hours of the event. Failure to do so will be considered a program violation and subject to sanctions. (If the event occurs during non-business hours or on the weekend, leave a message on the Coordinator's voicemail.) Depending on the event, you may be subject to further testing and/or inquiry per the discretion of the Treatment Court Coordinator and/or the Drug Court Team.



### **Drug and Alcohol Testing Protocols**

Grant County Drug Treatment Court will employ several screening and testing procedures to ensure proper interventions are utilized for assisting each participant in sobriety. Grant County Drug Treatment Court will utilize sweat patches during most of your time in the program. Grant County Drug Treatment Court reserves the right to utilize other forms of drug and alcohol testing as needed.

#### **POLICY:**

A critical component of successful Treatment Court participation is mandatory drug and alcohol screening. You will be regularly drug/alcohol screened. Any member of the Treatment Court Team and any law enforcement officer may request testing at any time. Drug/alcohol screening will take place with the Treatment Court Coordinator and may take place at court, appointments with the provider, group sessions, and/or during a visit with your probation agent. Methods of screening are determined by Treatment Court Team and are not negotiable.

Any detectable level of alcohol, drug or mood altering substances is considered a positive test. This includes prescription medications, prescription medications above the prescribed limit, and over the counter products. This also includes NA Beer and all CBD products.

You shall promptly comply with the testing procedure if directed to test. If a sample is not produced, is not of sufficient quantity, or is adulterated/diluted in any way, it will be treated as a positive sample and reported to the Treatment Court Team. If you fail to appear to test on time or do not appear at all, it will be treated as a positive test.

**COST:**

If you deny drug/alcohol use after a drug/alcohol screen is positive, the screen will be sent to a laboratory for confirmation. You will be charged the cost of the laboratory test if positive, and the amount is expected to be paid within 30 days.

**DRUG/ALCOHOL SCREENING:**

Drug/alcohol screening methods will include urinalysis and sweat patches during most of your in the program. You will be tested every Monday, Wednesday and Friday morning during Phase 1 of drug court. Sweat patches will be applied during Phase 2 of the program and will remain a part of the testing procedure throughout your time in the program. Once you advance to Phase 5 and move towards graduation, your testing will gradually move from sweat patches to weekly/biweekly urinalysis testing. Other testing methods employed in the drug court program are: sober link, remote breath, ankle bracelet, swabs or other clinically accepted means.

**COLLECTION/TESTING:**

All testing methods will be observed. Urinalysis will be observed by the same sex (male-male, female-female). During the urine collection, the participant is not exposed to the view of any person not conducting the urine collection. The urine collection is not reproduced through a visual or sound recording. The participant's genitals, pubic area, buttock, and anus are not subject to any physical inspection beyond observation of the urine collection. (If a tester of the same sex is unavailable, the observation procedure will be modified.) The tester will explain to the participant what is expected. The participant will urinate into the toilet, allowing the tester to hear liquid entering the toilet, then urinate into the cup, then finish urinating in the toilet.

Oral tests will be directly observed by the tester (male or female) while the swab is in the mouth.

**URINE COLLECTION CHAIN OF CUSTODY PROCEDURE:**

- Gloves are worn at all times during the collection process.
- Collection cup remains sealed until the participant is given the test cup.
- Chain of Custody form is completed if there is a positive UA and the participant denies use.
- Collector and participant sign the Chain of Custody form.
- Specimen is kept in participant's sight until the security seal is applied to the collection cup lid.

- Once collection is sealed, the cup is placed in a secured area until the specimen is ready to be shipped to the lab.
- Specimen is mailed at the USPS, Lancaster, Wisconsin.
- The yellow copy of the Chain of Custody is kept in participant's treatment court file.

### **CHAIN OF CUSTODY (COC) PROCEDURE – SWEAT PATCH APPLICATION:**

#### **A. Body Area Selection:**

1. Observer selects the area of the body for patch application and wear. The patch is placed on an area of skin that is free of hair and is not exposed to excessive flexing and wrinkling of the skin or rubbing against clothing and making sure that the skin is smooth and taut when applying the patch. The upper, outer arm is used as the primary application site. If the arm is not acceptable due to excessive hair, scars, or open wounds, the midriff, back, above the waist, or below the rib cage are recommended application areas.

#### **B. Chain of Custody Form – Application:**

1. Observer fills out the left side of the patch Chain-of-Custody form at the time of the patch application.
2. Observer ensures that the information entered in the "Results Name and Address" box is correct, as well as the information in the "Account No." box.
3. Observer fills in the donor's ID number in the box marked "Donor ID" under "Specimen ID Information".
4. Observer enters the donor's name in the box marked "Donor Name" under "Specimen ID Information."
5. Observer writes the PharmChek Patch ID number in the box in the middle left section of the form marked "PharmChek No."
6. Observer writes the application date in the box marked "Date Pharmchek Applied." This date is considered the Drug Test Date.
7. Observer initials the box marked "Observer's Initials."
8. Donor initials the box marked "Donor's Initials."
9. Observer checks the reason for drug testing in the appropriate box for "Treatment Status/Reason for Specimen."

#### **C. Prepare Skin for Patch Application:**

1. It is required that the trained observer wear disposable gloves before preparing and applying the patch to the application site.
2. Observer aggressively cleans an 8x8 inch area, using at least two (2) or three (3) 70% isopropyl alcohol wipes to rid the area of excess oils, dead skin cells, and any contaminants. Observer lets the prepared area dry completely (60 to 90 seconds) before applying the patch.

D. Applying the PharmChek Sweat Patch:

1. Observer removes the patch from the transparent outside envelope.
2. Observer removes the white backing (with the PharmChek logo on it) from the patch.
3. Observer asks the donor to flex arm muscles for the upper arm application. (For the back or midriff application area, donor bends forward (for the back) or backwards (for the midriff).)
4. Observer places the patch over the cleaned and slightly stretched area of the skin.
5. Observer presses the patch onto the skin and gently rubs the area of film around the absorption pad with the index finger for approximately 10 seconds.
6. Observer removes the outer border and presses the border onto the skin and gently rubs the area of the film around the pad and the outside edge of the patch.
7. Observer signs the box marked "Observer's Certification at Pharmchek Application."
8. Observer places the Chain-of-Custody form in the donor's file.

**CHAIN OF CUSTODY (COC) PROCEDURE – SWEAT PATCH REMOVAL:**

A. Chain of Custody (COC) Form - Removal:

1. Observer completes the right side of the Chain-of-Custody at patch removal.
2. Observer writes the date of removal in the box marked "Date Patch Removed."
3. Observer initials the box labeled "Observer's Initials."
4. Donor initials the box labeled "Donor's Initials."
5. Observer compares the number on the patch with the number on the Chain-of-Custody form.

B. PharmChek Patch Examination:

1. Observer examines patch for tampering.
2. If the donor did not complete the wear period, observer completes box 14 and indicates whether the patch "Fell Off" or was "Taken Off." If the patch was "Taken Off," observer indicates whether it was taken off "By Staff" or "By Donor."
3. If the wear period was not completed, observer indicates why the patch was removed. Observer checks the box marked "Skin Irritation," patch "Started to come off," or "Other." If "Other" is checked, observer indicates the reason.
4. Observer inspects the patch for tampering.

5. If observer doesn't suspect tampering, then the "No" box is checked; if observer suspects tampering, then the "Yes" box is checked and observer explains.
6. Observer fills out the box marked "Last Use Questionnaire."

C. PharmChek Patch Removal:

1. Observer has the donor peel down the film from one of the upper corners, just enough to loosen the outer corner. With a gloved hand, observer peels the plastic halfway down until the top edge of the absorption pad is exposed.
2. Observer completes the removal of the absorption pad by using a pair of single-use disposable tweezers and pulls the absorption pad out of the patch and places the absorption pad in the specimen bag.
3. Observer seals the bag by removing the transparent tape across the top of the bag.
4. Observer disposes of the tweezers immediately.
5. Observer removes the transparent covering of the used patch and throws it away.

D. Labeling the PharmChek Patch:

1. Observer peels a barcode label from the chain-of-custody form and places it on the bottom, right-hand corner of the specimen bag.
2. Observer folds the specimen bag one third of the way down and removes the security seal from the chain-of-custody form and places it over the edge of the bag.
3. Observer initials and dates the security seal.
4. Donor initials the security seal.
5. Observer signs the "Observer's Certification at PharmChek Removal."

E. Transporting Specimen to CRL for Analysis:

1. Observer places the sealed specimen bag in the transport bag.
2. Observer places the middle sheet (ply 2) of the PharmChek Chain-of-Custody form in the transport bag.
3. Observer keeps the top sheet for the file.
4. Observer removes the transparent tape from the transport bag and folds the top of the bag over and seals the transport bag.

F. Mailing Envelopes: Observer places the transport bag in a pre-addressed mailing envelope and delivers the envelope to the USPS, Lancaster, WI for mailing.

G. Observer sends an email to MMS Lab with client name, COC and date mailed in.





## Prescription Medication

If at any time you are in need of a prescription, you may be required to disclose your participation in Grant County Drug Court to the Medical Facility / Clinic – Physician. You should discuss whether or not you are in need of disclosure with your Treatment Provider. The Medical Facility / Clinic – Physician will need to complete the Medical/Dental Medication Form.

If you are required to disclose, then you will be required to provide the Treatment Court Provider the signed Medical/ Dental Medication Form **at the next** office visit. The consumption of such prescription will be monitored accordingly by the Treatment Provider for the duration of the prescription / condition.

It is your responsibility to ensure that the medication you are taking or other food, drink or substance he/she consumes will not create a “false-positive” drug/alcohol test result.

If you fail to disclose your participation and provide the required Medical/Dental Medication Form to your Treatment Provider and test positive for a controlled substance, the test will be considered dirty and a sanction may be imposed.

## Conclusion

The goal of the Grant County Drug Treatment Court is to help you achieve a better life and give you the tools necessary to maintain it. The Grant County Drug Court Team is here to guide and assist you, but the final responsibility is yours. To succeed, you must be willing to work with the Grant County Drug Court Team to make the changes necessary to maintain a healthy and Drug-Free life.

# BEST WISHES

# GRANT COUNTY TREATMENT COURT DRUG COURT PROGRAM

## MEDICAL / DENTAL MEDICATION FORM

*"The small expense of restoring an individual to health and usefulness is returned manifold." Dr. Charles H. Mayo*

<b>FROM:</b>	
<i>(Medical Facility / Clinic)</i>	
<i>(Physician's Name)</i>	
<i>(Address, Including City, State, Zip)</i>	
<i>(Telephone)</i>	<i>(FAX)</i>

This notification is to inform you that: \_\_\_\_\_  
*(Name of Drug Court Participant)*

is currently a Grant County Drug participant and is a recovering addict / alcoholic. As part of a structured judicially supervised treatment program, the Grant County Treatment Court participants are frequently subjected to random drug testing. ***Therefore, all medications and treatment procedures should be prescribed with this information in mind.***

Diagnosis / Treatment: \_\_\_\_\_  
*(Please Print)*

\_\_\_\_\_

Prescription: \_\_\_\_\_  
*(Please Specify Medication Type and Dosage)*

Prescription: \_\_\_\_\_

Prescription: \_\_\_\_\_

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Physician*

## **The 10 Key Components of a Drug Court**

1. Drug Courts integrate alcohol and other drug treatment services with justice system case processing.
2. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
3. Eligible participants are identified early and promptly placed in the drug court program.
4. Drug Courts provide access to a continuum of alcohol, drug and other related treatment and rehabilitation services.
5. Abstinence is monitored by frequent alcohol and other drug testing.
6. A coordinated strategy governs drug court responses to participants' compliance.
7. Ongoing judicial interaction with each drug court participant is essential.
8. Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
9. Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
10. Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances treatment court effectiveness.

## SUMMARY OF DRUG COURT PARTICIPANT RULES



1. You will totally abstain from the use of illegal drugs and alcohol, including NA Beer and all CBD products.
2. You will inform all treating physicians that you are a recovering addict and may not take narcotic or addictive medications or drugs.
3. You will attend court sessions and treatment sessions as scheduled.
4. You will submit to random alcohol and drug testing.
5. You will remain clean and sober and law abiding.

### Tips on How to Succeed

#### **BE HONEST – HONESTY IS ESSENTIAL TO RECOVERY!**

- ✓ Keep all my appointments and make all court appearances. Keeping appointments is as important as coming to court.
- ✓ I will be busy with appointments and court dates, so I will put all my appointments on a calendar.
- ✓ I will plan my schedule (work, school, treatment) in advance.
- ✓ I will buy an alarm clock and go to bed early if I have a problem making early appointments.
- ✓ If I have a crisis that prevents me from attending an appointment or court appearance, I will call in advance to inform the coordinator or treatment provider.
- ✓ I will plan ahead for transportation and have a back-up plan to avoid transportation problems.

One day at a time...