

Fourth Judicial Circuit



Drug & Mental Health Courts of
Duval County, Florida

**Veterans Treatment Court
Participant Handbook**

PROGRAM INTRODUCTION

You are being given an opportunity to participate in the Duval County Veterans Treatment Court program (“VTC”). This program represents a fresh and innovative approach to diverting Veterans from incarceration into treatment. The core mission of VTC is immediate and intensive intervention and treatment after an arrest. VTC relies on the cooperation and collaboration between the criminal justice system, the Department of Veterans Affairs (“VA”), community treatment agencies and YOU. This VTC team will collectively develop a plan to help you gain and maintain stability, improve your mental health, assist you in achieving sobriety and successfully reentering society as a productive individual.

If you have voluntarily signed into VTC and successfully complete the program, the State Attorney’s Office will dismiss these charges against you. If you have been sentenced to VTC and successfully complete this program, you will avoid serving your sentence in prison. You may also have an opportunity to withdraw your original plea and have the sentencing order vacated thus permitting the State Attorney to dismiss the original charge. Please speak to your attorney about this option.

This handbook is designed to answer questions, address concerns and provide overall information about the VTC Program. As a participant, you will be expected to follow the instructions given in VTC by the Judge and comply with the treatment plan developed for you by your treatment team. This handbook will detail what is expected of you as a VTC participant and review general program information. All participants are required to read and abide by all rules and procedures outlined in this handbook and are encouraged to share this handbook with family and friends.

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PROGRAM DESCRIPTION

The Duval County Veteran's Treatment Court ("VTC") is a court-supervised, comprehensive treatment program designed to identify individuals with qualifying criminal charges who: (1) are active military or who have a honorable or general under honorable conditions discharge from military service; (2) have a documented mental health diagnosis, including but not limited to, post-traumatic stress disorder, traumatic brain injury, and/or a substance abuse disorder; and (3) have an existing nexus between the offense or diagnoses and the military service. This program is modeled after existing local Drug and Mental Health Court programs utilizing multiple interventions, including a collaborative approach to treatment and rehabilitation, drug/alcohol testing, regular court appearances and educational opportunities that are intended to provide the skills necessary to maintain a clean and sober lifestyle and to reconnect you with your family and the community. VTC will provide you with the opportunity to receive specialized substance abuse and mental health treatment services, one-on-one veteran peer mentor support, assistance in gaining access to veteran healthcare services and veteran assistance, and will provide community supervision, thus ensuring public safety and accountability. VTC, as with other problem-solving courts, requires a non-adversarial courtroom atmosphere in which dedicated multi-disciplinary teams work together toward the common goal of breaking the cycle of addiction and/or self-neglect.

VTC is a problem-solving treatment court which includes regular court appearances before a dedicated VTC judge, intensive substance abuse and mental health treatment services including, but not limited to individual and group counseling, regular attendance at sobriety support meetings in the community, random and observed drug and alcohol testing, guidance and support of a veteran peer mentor, compliance with medical and other personal appointments/needs, housing assistance and linkage to vocational training, education and/or job placement services. While in VTC you will be supervised by an officer from the Department of Corrections. You will be required to follow all of the VTC rules and participate fully in each aspect of the program. You will also be required to sign all necessary releases needed to gain access to current and prior medical records and service records. VTC is a twelve (12) month (minimum) program but generally lasts for fourteen (14) to seventeen (17) months depending on your individual progress. The maximum amount of time you may be in VTC is twenty-four (24) months. Upon agreeing to the VTC terms set forth in the Participation Agreement that will be presented to you by your attorney, your acceptance into the VTC program will be determined by the VTC judge with recommendations from the VTC treatment team.

The Fourth Judicial Circuit began operating problem-solving courts in 1994 through collaboration among the State Attorney, Public Defender, Department of Corrections, Jacksonville Sheriff's Office, City of Jacksonville and various substance abuse and mental health treatment providers. Since 1994, this collaboration has expanded to include the Clay County Sheriff's Office, Clay County Board of Commissioners, Nassau County Sheriff's Office, Nassau County Board of Commissioners and additional substance abuse and mental health treatment providers. These partnerships have proven effective in providing an opportunity to effect change within the community by following established best practices and utilizing evidence-based treatment initiatives. VTC is another example of the commitment to improve outcomes for those who have honorably served our country.

PROGRAM RULES

You will be required to know and understand the rules listed below upon entering VTC. Citing a lack of knowledge or understanding of any rule will not excuse your failure to follow such rule. Failure to follow these rules will result in sanctions (See **SANCTIONS** on page 12):

1. Sign all agreements and releases necessary for entering the VTC program.

2. Report to court as required.

As a VTC participant, you will be required to appear in court on scheduled dates. At each appearance, the judge will be given a progress report prepared by the treatment team regarding your drug test results, attendance in all program services, compliance with medications and level of 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 (VA provider, veteran mentor, case manager, probation officer, treatment provider as well as representative from other programs ordered by the court and court staff) 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.: positive or missed drug tests, failure to attend individual or group counseling sessions, failure to comply with medications, failure to attend sobriety support meetings, failure to report to your probation officer, etc.) the Court will impose sanctions. (See **SANCTIONS** on page 12). With repeated violations of program requirements, and 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 will result in a warrant for your arrest. If you cannot appear in court as scheduled, you must notify your probation officer or case manager as soon as possible to explain why you cannot appear. Illness (unless admitted to a medical facility) and/or transportation problems will not permit you to miss your scheduled court dates. It is your responsibility to be present for court and to be on time.

3. Report as required and/or requested for drug/alcohol testing.

You will be randomly tested for the presence of drugs and/or alcohol throughout your participation in VTC at a minimum of two times per week. You will be assigned a drug testing color on the day you enter VTC. You may also be directed to test at any time during your participation in VTC by any VTC team member.

- Contact the Drug Testing Color Line 7 days a week by calling (904) 255-1050 each day.
 - It is your responsibility to listen to each recorded message in its entirety and report as directed.
 - When your color is called, report to the Duval County Courthouse, Drug Testing Lab located at 501 West Adams Street, Room 2321, Jacksonville, Florida 32202 between the hours of 8:00 a.m. and 5:00 p.m.
 - You are subject to weekend/holiday testing on a random basis. Testing that occurs on weekends and/or holidays will have reduced hours for reporting. It is your responsibility to listen to the entire recording to ensure you follow the directives provided.
- If you miss a drug test, you are required to report for testing by 10:00am the next day.
- Tampering with any drug/alcohol test will be deemed a positive test and may result in a new arrest/criminal charge and may result in your expulsion from the program (this includes flushing, diluting, using someone else's urine, etc.).

VTC will have access to all drug test results including any failures to test. Additionally, any member of the VTC team may order a drug test at any time. A positive or “dirty” test will not automatically disqualify you from the VTC program; however, sanctions will be imposed. The judge will be reviewing your overall performance in the program when determining sanctions.

4. Do not use or possess any drugs or alcohol.

Sobriety is the primary focus of this program. Maintaining a drug free lifestyle is very important in your recovery process.

- You are prohibited from using or possessing any legal and/or illegal drugs and/or alcohol (in any form).
- You are prohibited from using or possessing certain prescription drugs/medications, even if they are prescribed to you by a doctor i.e.: Amphetamines (i.e.: Adderall, Pseudoephedrine); Barbiturates (i.e.: Fioricet); Benzodiazepines (i.e.: Valium, Xanax); Opiates (i.e.: Tylenol 3, Lortab); Oxycodone (i.e.: Percocet). (See **PROHIBITED DRUG/MEDICATIONS** on page 14)
 - You are prohibited from using or possessing any prescribed and/or over the counter drugs/medications without obtaining approval from VTC prior to purchasing or ingesting.
 - If you must seek medical attention you are required to inform your physician that you are in a drug/alcohol treatment program and cannot be prescribed narcotic/addictive medications.
 - You must submit copies of all medical documentation within twenty-four (24) hours of release to your case manager.
- *You are strictly prohibited from using or possessing any alternative or “replacement” drugs such as Methadone, and Suboxone (aka Buprenorphine) as well as any substance intended to replace an otherwise illegal substance. These drugs are prohibited even if prescribed by a doctor.
- *You are strictly prohibited from using or possessing any and all “designer drugs” that can be purchased legally or illegally. Any and all “smoking mixtures” (other than products specifically designated to contain only tobacco) are strictly prohibited. Any and all products sold or marketed under false pretenses with the warning “not for human consumption” are strictly prohibited. Any and all products manufactured to be a “designer stimulant” or mind-altering substance are strictly prohibited.

** Violation of this rule may result in immediate termination from VTC- regardless of other progress made.*

5. Report to Probation Officer as directed.

If you are in this program on a Felony offense, you will be supervised by a Probation Officer (“PO”) throughout VTC participation. In addition to your assigned Case Manager, the PO will also conduct random announced and unannounced visits to your home or work. Additionally, your person, home and vehicle will be subject to warrantless searches at any time.

- You must report to your PO during the first week of each month.
- If you have a problem getting to your appointment, you are to call your PO. Failure to report as required to your PO or failing to attend a scheduled appointment/visit will result in sanctions and/or fines.
- You must provide 24 hour notice of any cancelled probation appointment.
- You must leave a voicemail or send an email in the event you cannot reach your PO.
- You must inform your PO of any change of address **prior** to changing locations.
- You must inform your PO when you gain and/or change employment.
- You must receive permission from your PO to leave Duval County unless traveling for a VA medical or mental health appointment.

6. Remain in Duval County.

You are required to remain in Duval County. You may be given permission to leave the county for day trips by your probation officer. Overnight travel that requires you to leave the county is not permitted unless approved by the VTC judge and will likely not be approved for anything other than a family emergency and/or death. VTC is a privilege, not a right and offers you an opportunity to receive help, not plan vacations. Medical, Mental Health or other appointments with a VA provider may be attended if out of county. At no time will travel outside of the continental United States be permitted.

7. Attend all treatment sessions.

This includes individual and group counseling sessions, mental health appointments, medical appointments, educational sessions, veteran mentor appointments/activities and sobriety support meetings. If you are unable to attend a scheduled session/appointment, you must contact the individual that your appointment is with. Failure to attend or missing scheduled appointments will result in sanctions, fines and may result in termination from VTC. (See **VTC PHASES** on page 9)

8. Be on time.

If you are late for court, individual and group counseling sessions, mental health appointments, medical appointments, educational sessions, veteran mentor appointments/activities and sobriety support meetings you may not be allowed to attend and will be considered noncompliant.

- Contact the individual you are meeting with if there is a possibility you may be late or have an emergency that will cause you to miss your appointment.
- You must leave a voicemail or send an email in the event you cannot reach someone.

Illness (unless admitted to a medical facility) and/or transportation problems will not be considered valid reasons for you to be late or to miss your scheduled events. It is your responsibility to be present and to be on time.

9. Do not make threats toward other participants, staff or team members or behave in a violent manner.

Violent or inappropriate behavior will not be tolerated and will be reported to the court. This will result in termination from VTC.

10. While in court and/or at treatment centers/services facilities, remain seated and quiet at all times unless otherwise instructed.

It is very important to observe appropriate behavior in court and treatment groups/services for the benefit of yourself and others present. All cell phones and/or electronic devices must be turned off in the courtroom and at group meetings and appointments. If found to be in use, these devices will be removed from your possession, turned in to the judge and will only be returned by the judge.

11. Intimate relationships with any other Problem-Solving Court participant is not allowed.

This includes romantic involvement as well as living with other problem-solving court participants. Other problem-solving courts are programs such as Adult Drug Court, Mental Health Court and Dependency Drug Court.

- Violating this section is grounds for automatic termination from VTC.

12. Dress appropriately for court and treatment sessions.

As a participant, you will be expected to wear a shirt or blouse, pants, dress or skirt. Shoes must be worn at all times. While you may be permitted to dress comfortably and casually for your treatment sessions and doctor appointments; you are not to wear shorts, tank-tops, flip-flops and/or hats when appearing for court. Clothing bearing drug or alcohol related themes or promoting/advertising alcohol or drug use is considered inappropriate. Sunglasses are not to be worn inside court or at treatment

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

13. Do not engage in and/or commit any new criminal offenses.

Warrants and/or new arrests could result in your being terminated from VTC. This includes traffic related offenses. If you do not have a valid driver's license, DO NOT DRIVE. If you would like to obtain and/or regain your driver's license, let us know and we will review your history to see what assistance can be provided once you have demonstrated progress in VTC.

14. Maintain contact with your veteran mentor.

The Veteran's programs or organizations attached to VTC constitute the most significant component of the treatment team. Your VTC mentor is a veteran of the armed services willing to volunteer a significant amount of time to you and the VTC program. Your mentor will maintain contact and provide advice, personal experiences, guidance and recommendations to you to assist you in your recovery. Your mentor will also attend court hearings when necessary.

15. Pay your treatment fees.

You are required to pay certain fees as listed below (minimum total of \$581.20). Failure to pay fees will affect your ability to advance to the next phase and/or successfully complete this program.

- (Felony Only) If you are under any level of probation supervision, you are required to pay the Department of Corrections a Drug Testing Fee of \$31.20.
- You will also be responsible for a \$500.00 mandatory VTC program fee payable in the following manner (must pay each phase balance to be eligible for advancement):
 - Phase 1: Must pay \$50.00 to the Clerk of Court
 - Phase 2: Must pay \$75.00 to River Region Human Services
 - Phase 3: Must pay \$100.00 to River Region Human Services
 - Phase 4: Must pay \$125.00 to River Region Human Services
 - Phase 5: Must pay \$150.00 to River Region Human Services
- You are responsible for a \$50.00 Public Defender application fee if represented by or receive the services of the PD while enrolled in VTC.
- Court Costs/Court Fines that are assessed against you at sentencing must be paid in full, considered compliant, waived, or converted to a judgment prior to program completion.
- Victim restitution must be paid in full prior to program completion.

16 Attend Sobriety Support Meetings as required.

(Substance Abuse and/or Co-Occurring Participants Only) Attending 12-Step meetings such as Narcotics Anonymous and/or Alcoholics Anonymous is required (as applicable) throughout VTC as is involvement with Community-based Veteran organizations. The frequency of attendance requirement for AA/NA is determined by phase. The minimum attendance requirement for each phase is below:

- Phase 1: Daily (1 per day) AA/NA meetings are required during this phase.
- Phase 2: 2 AA/NA meetings are required per week during this phase.
- Phase 3: 3 AA/NA meetings are required per week during this phase.
- Phase 4: 4 AA/NA meetings are required per week during this phase.
- Phase 5: 4 AA/NA meetings are required per week during this phase.

17. Education, Vocation and Employment Programs

Recovery from substance addiction and mental health disorders means developing self-sufficiency and becoming a productive and responsible member of the community. During VTC, you will be expected to be employed or involved in an educational or vocational training program. Your treatment 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.

18. Maintain Confidentiality

State and federal laws require strict confidentiality regarding issues relating to medical, mental health and substance abuse treatment. You will be required to sign a release of information to the VTC team and the VTC may not share your information with outside parties without your consent. You are not to share information pertaining to other participants. Additionally, you are not to share court reports or documents with family and friends. If you have a question about whether your confidentiality is being protected, ask your attorney.

19. Follow the rules/follow instructions as they are given.

It is very important to follow all of the VTC rules. “I’m trying” is not acceptable and may result in your removal from VTC. Examples of violations which could result in termination include multiple missed drug tests, consistently demonstrating a lack of program participation and/or continuously failing to follow instructions of the treatment provider, physician, mentor, probation officer, case manager or the court. There are behaviors that will subject you to immediate termination after only one offense. (See **SANCTIONS** on page 12) If you are here to waste time in an attempt to “fake it til you make it,” this is not the place to do it. All participants will receive a review of progress after six (6) months in VTC to determine if level of participation is meeting expectations.

As you can see from reading the above section, following the rules is in your best interest. As you progress and consistently follow the rules and achieve your goals you will receive incentives from VTC. These incentives are described further in this handbook. In the same manner that poor behavior/choices are sanctioned, good behavior/choices are rewarded. (See **INCENTIVES** on page 13)

VTC PARTICIPATION- THE BASICS

Whether you are in VTC as a pre-trial diversion or as post-plea/probation you are required to participate in and complete specific tasks and services to be considered compliant. Some specific tasks and services that may be utilized are listed below:

- Take prescribed medication(s). **It is your responsibility to tell your doctor about medications prohibited by the VTC program.**
- Attend all recommended or ordered treatment sessions/services including, but not limited to:
 - Anger Management
 - Trauma Counseling
 - Substance Abuse and Mental Health evaluation and treatment
 - Inpatient Substance Abuse treatment
 - Electronic Monitoring
 - Parenting Classes
- Refrain from the use of illegal/prohibited substances including alcohol
- Submit to routine and spontaneous observed urine drug/alcohol screenings
- Attend court
- Pay Restitution

VTC participation begins upon your first appearance at a VTC hearing. VTC participation lasts for no less than twelve (12) months and may continue for up to twenty-four (24) months or as long as the term of probation (if applicable) will allow. While program entry is voluntary (pre-trial diversion only), removal and/or termination of program participation is not. You will be held accountable and be expected to participate in and complete the services being provided. Each service provided is intended to provide relief, treatment and/or further understanding and education of your substance abuse and/or mental health condition.

You will be initially required to attend court bi-weekly and will eventually transition to monthly court appearances. During these appearances, the VTC judge will be updated on all areas of progress, or lack thereof, and he or she will discuss these matters directly with you. You will be required to appear for random, observed urine testing at a minimum of twice per week to monitor for abstinence from alcohol and drugs (testing is required even if substance abuse/misuse is not a factor). You will be required to participate in mentor/peer support services (the core component of a VTC) which provide community support/services tailored to your experiences and exposes you to peers that share a common background.

If you are complying with the program, attending all required appointments/meetings and routinely testing negative on drug/alcohol screens you will generally receive stepped-down reporting, have fewer court reviews/status hearings, and require less frequent probation and behavioral health supervision. If you are not complying with the program, are testing positive for drugs/alcohol on random testing and/or are otherwise not doing well with your treatment plan you will be stepped up in reporting and will have more frequent court reviews/status hearings and/or reporting with probation and behavioral health support.

TREATMENT DESIGN

Your treatment will be provided through a team approach with the combined resources of the Court, probation office, VA, veteran mentors and the assigned treatment staff. The treatment providers will assess what level of treatment will best meet your needs and recommend to VTC that you receive either outpatient or residential treatment. If you are admitted to a residential treatment program, your treatment plan will include the requirements of that program. You will likely have more than one treatment provider with one being your primary VTC provider and the other(s) being therapists and physicians at the VA.

VTC is a five-phase, highly structured treatment program lasting for a minimum of one year. Each phase consists of specified treatment objectives, therapeutic and rehabilitative activities and specific requirements for advancement into the next phase. The core components for each phase are described below. Full phase descriptions follow in the next section.

Phase 1: Intake, Assessment and Orientation

Length: 3 weeks (minimum)

In Phase 1, participants will be assigned probation officer (if applicable), case manager and/or peer specialist. Problems and needs will be assessed and a treatment plan and veteran services plan will begin to be developed, including scheduling of needed VA appointments/services. The actual treatment plan will be developed in phase 2. Participants will complete an orientation/overview of VTC and have an opportunity to ask questions before moving forward with treatment obligations.

Phase 2: Treatment and Personal Goals

Length: 8 weeks (minimum)

In Phase 2, participants will be assigned to a Veteran Mentor and a treatment plan will be developed by the participant and counselor based on needs and reported goals. VTC group treatment sessions and individual treatment sessions will help participants learn about triggers and how to appropriately respond to them in the future. Participants will be fully engaged in VA medical services and mentor services in this phase.

Phase 3: Ongoing Treatment and Life Skills

Length: 10 Weeks (minimum)

In Phase 3, the treatment plan will be updated by the participant and counselor to identify treatment goals and objectives. Counseling and meetings will begin to focus on relapse prevention issues and

help participants identify ways of coping with stressful situations. Participants will continue to be fully engaged in VA medical services and mentor services in this phase.

Phase 4: Relapse Prevention/Treatment Completion

Length: 12 Weeks (minimum)

Phase 4 will focus on relapse prevention and identifying ways of coping with stressful situations. Phase 4 is the final phase of this intensive outpatient treatment program. Once completed, participants will transition into aftercare services as described in the next phase. This phase will begin to prepare participants for transition back into the community with the assistance of continued veteran mentor support, court supervision, drug and alcohol testing and active mental health services.

Phase 5: Aftercare and Alumni

Length: Up to 23 Weeks (8 weeks minimum attendance required to complete)

Phase 5 will address ongoing recovery needs to maintain abstinence from drugs and alcohol and maintain stability of mental health disorders. An increased focus will be placed on daily living skills. This phase will assist participants in the adjustment of returning to the unsupervised community as a productive, successful person able to care for themselves and others. Participants will be active in alumni (veteran) functions in this phase to encourage continued involvement in the recovery and veteran community after completion.

VTC PHASES

Phase 1: Intake, Assessment and Orientation

Length: 3 weeks (minimum)

In Phase 1, you will be assigned a probation officer (if applicable), case manager and/or peer specialist. Your problems and needs will be assessed and a treatment plan will begin to be developed. Your actual treatment plan will be developed in phase 2. You will complete an orientation/overview of the VTC program and have an opportunity to ask questions before moving forward with your treatment obligations.

Phase 1 requirements include:

- Sign formal contract to enter VTC
- Sign release of authorization for military and medical/treatment records and communication
- Receive client handbook/binder and receive drug testing color
- Begin calling drug testing color line daily and appear as required or requested.
- Begin attending daily AA/NA meetings (Substance Abuse/ Co-Occurring Participants Only)
- Attend new client orientation with VTC case manager
- Complete treatment assessment to determine appropriate level of care
- Meet with VA Justice Outreach Specialist to review history and schedule medical and other appointments
- Complete initial report to probation officer (Felony Participants Only)
- Attend VTC court every Wednesday and remain present for the entire session
- Achieve a minimum of fifteen (15) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Pay \$50.00 to the Clerk of Court
- Complete and submit a petition for phase advancement
 - Petition may only be submitted after all phase requirements have been met

Phase 2: Treatment and Personal Goals

Length: 8 weeks (minimum)

In Phase 2, you will be assigned to a Veteran Mentor and your treatment plan will be developed based on your needs and reported goals. Group treatment sessions and individual treatment sessions will help you learn about your triggers and how to appropriately respond to them in the future.

Phase 2 requirements include:

- Receive and sign your formal treatment plan
- Attend and participate in group treatment three (3) days per week, three (3) hours per group or as directed by your primary treatment provider if not River Region Human Services
- Receive assigned veteran mentor
- Begin, at minimum, weekly contact with your veteran mentor
- Attend and participate in at least one (1) individual counseling session per month with your primary treatment provider
- Attend and participate in all services outlined in your treatment plan
- Attend all scheduled VA appointments/services
- Attend veteran functions with your veteran mentor as requested
- Complete all treatment assignments in a timely manner
- Follow directives of your treatment counselors, case manager and/or veteran mentor
- Attend a minimum of two (2) AA/NA meetings per week (Substance Abuse/ Co-Occurring Participants Only)
- Report to your probation officer monthly or as instructed (Felony Participants Only)
- Appear for drug/alcohol testing as required/requested
- Attend court bi-weekly or as instructed
- Achieve a minimum of thirty (30) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Pay \$75.00 fee to River Region Human Services
- Complete and submit petition for phase advancement
 - Petition may only be submitted after all phase requirements have been met

Phase 3: Ongoing Treatment and Life Skills

Length: 10 Weeks (minimum)

In Phase 3, your treatment plan will be updated to identify your treatment goals and objectives. Counseling and meetings will begin to focus on relapse prevention issues and help you identify ways of coping with stressful situations.

Phase 3 requirements include:

- Attend and participate in group treatment two (2) days per week, three (3) hours per group or as directed by your primary treatment provider if not River Region Human Services
- Attend and participate in at least one (1) individual counseling session per month
- Attend and participate in all services outlined in your treatment plan
- Attend all scheduled VA appointments/services
- Attend veteran functions with your veteran mentor as requested
- Complete all treatment assignments in a timely manner
- Follow directives of your treatment counselors, case manager and/or veteran mentor
- Attend a minimum of three (3) AA/NA meetings per week (Substance Abuse/ Co-Occurring Participants Only)
- Obtain a verifiable Sponsor (Substance Abuse/ Co-Occurring Participants Only)
- Report to your probation officer monthly or as instructed (Felony Participants Only)

- Appear for drug/alcohol testing as required/requested
- Attend court monthly or as instructed
- Search for/obtain employment or engage in pursuit of vocational/educational goals
- Achieve a minimum of forty-five (45) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Pay \$100.00 fee to River Region Human Services
- Complete and submit petition for phase advancement
 - Petition may only be submitted after all phase requirements have been met

Phase 4: Relapse Prevention/Treatment Completion

Length: 12 Weeks (minimum)

Phase 4 will focus on relapse prevention and identifying ways of coping with stressful situations. Phase 4 is the final phase of your intensive outpatient treatment program. Once complete, you will transition into aftercare services as described in the next phase.

Phase 4 requirements include:

- Attend and participate in group treatment one (1) day per week, two (2) hours per group or as directed by your primary treatment provider if not River Region Human Services
- Attend and participate in at least one (1) individual counseling session per month
- Attend and participate in all services outlined in your treatment plan
- Attend all scheduled VA appointments/services
- Attend veteran functions with your veteran mentor as requested
- Submit idea/plan for a community project that will be completed by the end of phase 5
- Complete all treatment assignments in a timely manner
- Follow directives of your treatment counselors, case manager and/or veteran mentor
- Attend a minimum of four (4) AA/NA meetings per week (Substance Abuse/ Co-Occurring Participants Only)
- Maintain relationship with and/or obtain a verifiable Sponsor (Substance Abuse/ Co-Occurring Participants Only)
- Report to your probation officer monthly or as instructed (Felony Participants Only)
- Appear for drug/alcohol testing as required/requested
- Attend court monthly or as instructed
- Continue to search for/maintain employment/be engaged in vocational/educational program
- Achieve a minimum of sixty (60) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Pay \$125.00 fee to River Region Human Services
- Complete and submit petition for phase advancement
 - Petition may only be submitted after all phase requirements have been met

Phase 5: Aftercare and Alumni

Length: Up to 23 Weeks (8 weeks minimum attendance required to complete)

Phase 5 will address your ongoing recovery needs to maintain abstinence from drugs and alcohol. An increased focus will be placed on daily living skills. This phase will assist you in your adjustment of returning to the unsupervised community as a productive, successful person able to care for yourself and others. You will participate in alumni functions in this phase to encourage your continued involvement in the recovery and veteran community after you have completed VTC.

Phase 5 requirements include:

- Attend and participate in aftercare groups one (1) day per week, one (1) hour per group or as directed by your primary treatment provider if not River Region Human Services
- Present/lead at least four (4) group sessions (treatment groups or aftercare groups) or as directed by your primary treatment provider if not Duval Behavioral Health Center
- Attend and participate in monthly individual counseling sessions
- Attend and participate in all services outlined in your aftercare plan
- Submit proof of completing the community project approved in phase 4
- Complete all aftercare assignments in a timely manner
- Attend all scheduled VA appointments/services
- Attend veteran functions with your veteran mentor as requested
- Follow directives of your treatment counselors, case manager and/or veteran mentor
- Attend a minimum of four (4) AA/NA meetings per week (Substance Abuse/ Co-Occurring Participants Only)
- Report to your probation officer monthly or as instructed (Felony Participants Only)
- Appear for drug/alcohol testing as required/requested
- Attend court monthly or as instructed
- Maintain employment or be engaged in a vocational/educational program
- Achieve a minimum of ninety (90) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Pay \$150.00 fee to Duval Behavioral Health Center (or remaining balance if lower)
- Pay \$50.00 to the Clerk of Court for the Public Defender application fee
- Pay full probation balance and/or restitution balance and any remaining fine balance
- Complete and submit petition for graduation
 - Petition may only be submitted after all phase requirements have been met

SANCTIONS AND INCENTIVES

SANCTIONS

If you fail to comply with VTC, the VTC judge may, at his/her discretion, order one or more of the following sanctions. This is not a complete list and only represents possible sanctions that you may have imposed if you fail to comply with VTC:

Examples of Typical Infractions/Violations

- | | | |
|--|--|---|
| • Behavioral issues in VTC (poor attitude and/or being disruptive) | • Failing to submit community service hours | • Missing drug test |
| • Failing to attend AA/NA meetings | • Failing to submit AA/NA meeting slips | • Missing medical appointment |
| • Failing to complete community service hours | • Filling prescribed medication without authorization | • Missing mental health appointment |
| • Failing to engage in services/activities with veteran mentor | • Tardiness to and/or absence from court | • Missing probation check-in |
| • Failing to follow counselor/case manager instruction | • Tardiness to and/or absence from treatment group sessions | • Missing treatment group sessions |
| • Failing to follow court instructions and/or orders | • Lying or deliberately omitting information to/from the court | • Missing VA medical appointments/mental health appointment |
| | | • Positive drug test |
| | | • Providing a dilute/altered drug test |
| | | • Use of drugs and/or alcohol |

Examples of Serious Infractions/Violations (may result in immediate removal from VTC)

- | | | |
|---|---|---|
| • Engaging in romantic/sexual relationship with any participant | • Possession and/or Use of synthetic and/or replacement drugs | • Threats of violence or violent behavior |
| • New criminal arrest/offense | • Tampering/Falsifying drug test | • Submitting falsified documents |

Examples of Possible Sanctions/Responses

1st Occurrence

- | | | |
|---|--|---|
| <ul style="list-style-type: none"> • 4-24 hours of community service • Admonishment from Judge • Curfew • Essay on topic related to infraction • Fines | <ul style="list-style-type: none"> • Incarceration • Increased AA/NA meetings • Increased drug testing • Keeping a calendar • Phase extension | <ul style="list-style-type: none"> • PT • Role reversal • Sit in jury box • Stay to the end of court • Verbal and/or written apology |
|---|--|---|

2nd Occurrence

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> • 10-40 hours of community service • Admonishment from Judge • Curfew • Educations workbooks • Essay on topic related to infraction • Fines | <ul style="list-style-type: none"> • Incarceration • Increased contact with treatment • Increased court appearances • Increased drug testing • Increased level of treatment • Increased supervision | <ul style="list-style-type: none"> • Phase extension • PT • Return to lower phase in VTC • Round table with VTC team |
|--|---|--|

3rd and/or Multiple Occurrence

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> • 50-100 hours of community service • Admonishment from Judge • Fines • Incarceration • Increased contact with treatment | <ul style="list-style-type: none"> • Increased court appearances • Increased level of treatment • Inpatient or in-jail treatment • Peer review • Program removal | <ul style="list-style-type: none"> • PT • Re-start of VTC • SCRAM monitor |
|--|---|--|

Automatic Sanctions/Responses to Certain Behaviors

• Missed/Positive drug test
Automatic extension in your current phase regardless of progress. The number of extended days is based on the phase.

• Missed court hearing
A capias (warrant) will be issued for your arrest.

This page provides a list as an example only. The Judge has final determination of all sanctions based on your individual history/previous progress.

INCENTIVES

VTC recognizes the effort that it takes in attempting to improve your behaviors, your choices and ultimately your lifestyle. With that in mind, VTC recognizes all markers of success; even if in a small way. We're proud to support your progress and do our part to keep your spirits lifted as you travel down the road to change. Examples of behaviors/accomplishments that lead to incentives are included below for convenience. This is not a complete list and only represents possible incentives that you may receive if compliant with VTC:

Behaviors/Accomplishments

- 1 day clean and sober
- Assisting others
- Infraction/Violation free for 60+ days
- Maintaining employment
- Monthly report of being clean and sober
- Multi-day clean and sober
- Obtaining drivers license
- Obtaining employment
- Obtaining GED or degree
- Outstanding accomplishment
- Perfect attendance
- Phase completion/advancement
- Recognition of investment in treatment program

Possible Incentives/Responses

- Applause
- VTC outings
- Books
- Candy
- Coffee with the Judge/team
- Curfew extension/removal
- Decreased court appearances
- Early dismissal from court
- Early phase advancement
- Fishbowl drawings
- Gift certificate
- Lunch with the VTC team
- Praise from Judge
- Recognition certificate
- Recommendation letter for job
- Reduction of community service hours
- Reduction of supervision
- Sobriety tokens
- Standing Ovation
- Travel privileges

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 VTC. It will be necessary to discuss your progress toward the goals you initially set and why you believe you have met the graduation criteria. Approval for graduation from the program shall be determined by the VTC judge with input from the VTC team. Your family will be invited to join you in court as the judge congratulates you on successfully completing VTC and achieving your goal to establish a stable life. Upon graduation, your case will be dismissed by the State Attorneys Office if you entered VTC on a pre-trial/diversion basis. If you were sentenced to this program your record relating to the arrest that resulted in your participation in VTC **may be eligible** to be sealed or expunged. After graduation, you will be provided with the necessary paperwork to apply for such relief. However, if you lose this packet, you can request a packet from the Duval County Courthouse to proceed on your own behalf or retain an attorney to represent you.

Fourth Judicial Circuit Problem-Solving Courts Prohibited Drugs/Medications

The list below provides an example of substances and medications that are prohibited in the Problem Solving Courts within the Fourth Judicial Circuit. This is not a complete list. For further clarification of any medication not listed please contact your case manager, the Problem-Solving Courts office or your treatment provider.

Maintaining a drug free lifestyle is very important in your recovery process. Aside from illegal drugs and alcohol (in any form) you are prohibited from using certain prescription drugs and are required to have all prescriptions or over the counter drugs approved prior to purchasing or ingesting anything.

Any and all “designer drugs” that can be purchased legally or illegally are strictly prohibited. Any and all “smoking mixtures” (other than products specifically designated to contain only tobacco- for Adults only) are strictly prohibited. Any and all products sold or marketed under false pretenses with the warning “not for human consumption” are strictly prohibited. In addition, using and/or being in possession of any alternative or “replacement” drugs such as Methadone and/or Suboxone as well as any substance intended to replace an otherwise illegal substance is strictly prohibited and may result in immediate expulsion from the program.

Examples of Prohibited Substances/ Medication Classifications	Examples of substances prohibited in ALL Problem-Solving Court Programs For medications, the brand name is in () if the generic name is also listed. Many OTC Medications are also listed. Examples of “street” names are also included.
Alcohol (In Any Form)	Alcoholic beverages, All medications containing alcohol (Cough Syrups/Liquid-Caps such as Nyquil and Robitussin), Energy drinks containing alcohol
Amphetamine	Adderall, Adipost, Benzedrine, Dexedrine, Dexatrim, Didrex, Phentermine (Adipex), Preludin, Ritalin, Speed, Vyvanse, White, All medications containing Pseudoephedrine (Alka-Seltzer Cold, Claritin-D, Comtrex Acute, Contac Cold Maximum, Dayquil/Nyquil, Dristan Maximum, Krolephrin, Maxiflu, Robitussin, Sinarest, Sudafed, Tavist Allergy, Tylenol Cold or Allergy- <i>There are non-pseudoephedrine “D” versions available in almost all of these</i>)
Barbiturate	Allobarbitol, Barbitol, Butalbital (Fiorinal), Phenobarbital (Luminal)
Benzodiazepine	Alprazolam (Xanax, Niravam), Clonazepam (Clonopin), Chlordiazepoxide (Librium), Diazepam (Valium), Flunirazepam (Rohypnol), Lorazepam (Ativan), Oxaprozin (Daypro), Oxazepam (Serax)
Cocaine	Big C, Crack, Powder, Rock, Snow
Dextromethorphan “DM”	Cold medications such as Alka Seltzer Cold, Coricidin, Dayquil, Dimetapp, Nyquil, Robitussin, Sudafed, Triaminic, Tylenol Cold, Vicks 44. <i>There are non-dextromethorphan “DM” versions available of almost all of these..</i>
Hallucinogens	Dimethyltryptamine (DMT) Ecstasy, Ketamine, LSD, Mushrooms, PCP, Tryptamine,
Methamphetamine	Black Beauties, Chalk, Crank, Crystal, Glass, Ice, Meth, Tweak, Uppers
Miscellaneous Substances	Appetite Suppressants -most are prohibited, Buprenorphine (Buprenex, Subutex, Suboxone), Caffeine Pills, Meperidine (Demerol), Fentanyl (Actiq, Duragesic), Inhalants, Kratom, Methadone, Propoxyphene (Darvocet, Darvon), Steroids, Soma, All Synthetic Substances, Xyrem (GHB) This list includes anything labeled “Not for Human Consumption”.
Opiate	Codeine (Cough meds, Tylenol 3), Heroin, Hydrocodone (Lortab, Loracet, Norco, Vicodin, Vicoprofen), Hydromorphone (Dilaudid), Morphine
Oxycodone	Oxycodone (Oxycontin, Percodan, Percocet, Roxicet, Roxycodone)
Thc (Marijuana)	Blunt, Bud, Dope, Grass, Herb, Joint, Mary Jane, Pot, Reefer, Roach, Weed

VTC TEAM CONTACT INFORMATION

DRUG SCREEN COLOR LINE (7 days a week): (904) 255-1050

Phone line opens at 6:00am. Testing Hours are 8:00am- 5:00pm, unless otherwise noted

Main Problem Solving Courts Office

Duval County Courthouse
501 W. Adams St., # 2321
Jacksonville, FL 32202
Phone: (904) 255-1040
Fax: (904) 255-1051

Teri Roark, Director
Phone: (904) 255-1046
Cell: (904) 412-5808
troark@coj.net

Heather Hosmer, Case Manager
Phone: (904) 255-1041
hhosmer@coj.net

Stacy Roberts, Case Manager
Phone (904) 255-1045
stacyo@coj.net

Stacey Smiley, Case Manager
Mental Health Coordinator
Phone: (904) 255-1044
scobbin@coj.net

Public Defenders Office

407 North Laura Street
Jacksonville, Florida 32202

Richard Gordon
Assistant Public Defender
Phone: (904) 255-4771
Cell: (904) 271-9695
rbg@pd4.coj.net

John Holzbaur
Director of Military Affairs
Phone: (904) 255-4886
jsh@pd4.coj.net

State Attorneys Office

220 East Bay Street, 2nd Floor
Jacksonville, Florida 32202

Mike Hrin, SAO Representative
Phone: (904) 630
Fax: (904) 630-
mhrin@coj.net

Florida Department of Corrections

592 Ellis Road S., Ste. 114
Jacksonville, Florida 32254

Sue Dolinsky, Probation Officer
4613 Phillips Hwy., Ste. 221
Jacksonville, Florida 32207
Phone: (904) 380-2400
Dolinsky.sue@mail.dc.state.fl.us

River Region Human Services

390 Park Street
Jacksonville, FL 32202
or
2981 Parental Home Rd.
Jacksonville, FL 32216
Phone: (904) 899-6300

Kenneth Arnold
Senior Director of Court Services
Phone: (904) 899-6300 ext. 4444
karnold@rrhs.org

Jackie Williams
Director of Court Services
Phone: (904) 899-6300 ext. 4345
Cell: (904) 881-9792
jacqueline.williams@rrhs.org

Veterans Administration

Charlotte Matthews
Veterans Justice Outreach Specialist
Phone: (352) 538-5418
charlotte.matthews@va.gov

Wendy Snee
Veterans Justice Outreach Specialist
Phone: (904) 477-4161
wendy.snee@va.gov

ANCILLARY SERVICES/COMMUNITY RESOURCES

Trinity Rescue Mission

622 W. Union St.
Jacksonville, Florida 32202
Phone: (904) 355-1205 or 356-4033
www.trinityrescue.org

Sulzbacher Center

611 E. Adams St.
Jacksonville, Florida 32202
Phone: (904) 359-0457
www.sulzbachercenter.org

Operation New Hope/Ready4work

1830 N. Main St.
Jacksonville, Florida 32206
www.operationnewhope.com

City of Jacksonville Veterans Affairs
Veterans Resource/Reintegration Center
City Hall, 117 West Duval Street, Suite 175
Jacksonville, FL 32202
Phone: (904) 630-3680
www.coj.net

Second Harvest Food Pantry

1502 Jessie Street
Jacksonville, Florida 32202
Phone: (904) 353-3663
www.wenourishhope.org

Dignity-U-Wear

136 Myrtle Avenue North
Jacksonville, Florida 32204
Phone: (904) 636-9455
www.dignityuwear.org

Jacksonville Vet Center

300 East State Street, Ste. J
Jacksonville, Florida 32202
Phone: (904) 232-3621

Jacksonville OPC

1536 N Jefferson Street
Jacksonville, FL 32209
Phone: (904) 475-5800 or 877-870-5048

Clara White Mission

613 W. Ashley St.
Jacksonville, Florida 32202
Phone: (904) 354-4162
www.clarawhitemission.org

Duval County Health Department

Phone:
900 University Blvd. North
Jacksonville, Florida 32211
Phone: (904) 253-1000
Various Health Services Offered- Medicaid and
Uninsured Accepted
<http://www.dchd.net>

North Florida/South Georgia Veterans Health System

Malcom Randall VA Medical Center
1601 SW Archer Road
Gainesville, FL 32608
Phone: (352) 376-1611 or 1-800-324-8387
Lake City VA Medical Center
619 South Marion Avenue
Lake City, FL 32025
Phone: (386) 755-3016 or 1-800-308-8387
www.northflorida.va.gov