

Lewis County

Adult Drug Court

Participant Handbook

INTRODUCTION

Introduction to Drug Court

You have been arrested for a substance abuse-related crime or have had a substance abuse related violation, and therefore have been identified as a person who may have a substance abuse problem. You are being offered an opportunity to participate in the Lewis County Adult Drug Court Program. The program is designed to help deliver you from your substance addiction. If you successfully complete the program and graduate from Drug Court, you will be released from probation. If you are currently on probation, a recommendation has been made that your probation be revoked and a sentence be imposed in the Department of Corrections.

This handbook is designed to answer questions, address concerns, and provide overall information about the Drug Court Program. As a participant, you will be expected to follow the instructions given by the Drug Court and Staffing Committee and comply with the treatment plan developed for you by your treatment team. This handbook will detail what is expected of you as a Drug Court participant and review general program information.

Program Mission

The mission of the Second Judicial Circuit Adult Drug Court Program of Lewis County is to reduce recidivism, increase public safety, and save public resources by the rehabilitation of substance involved offenders through a collaboration of courts, probation, law enforcement, treatment and community.

Program Goals

- Enhance community safety
- Reduce crime recidivism
- Enable court participants to become responsible and productive members of the community
- Reduce alcohol and substance abuse
- Require participants to obtain GED or other education
- Provide a treatment program that is beneficial to participants – not just punishment
- Reduce cost of prosecution of drug related crimes to society

PROGRAM DESCRIPTION

Program Definition

The Lewis County Adult Drug Court has been developed to help you achieve the goal of sobriety and become a productive, law abiding and taxpaying member of society. This is a voluntary program and, if you qualify for admission, it will be your personal decision to participate. You will have the option of removing yourself from the program at any time. If you choose to

withdraw from the program, your case will proceed as if you had never participated in Drug Court, except all the evidentiary stipulations and confessions will remain in full force and effect for all purposes.

The program involves working with the court, law enforcement, treatment providers, and a staffing committee to assist in your recovery. The responsibility of recovery is yours. To be successful you must be motivated to change your behavior and commit to a drug free life. Your pending drug charge or probation revocation is held in abeyance pending compliance with the conditions of the program and successful graduation from drug court.

It is important to understand that drug court is a long-term commitment and requires considerable effort on your part. You will be involved with Alcoholics/Narcotics Anonymous, group and individual treatment sessions, regular court appearances, supervision by a Drug Court Officer, and must submit to random drug testing.

ELIGIBILITY STANDARDS

Your admission to Drug Court must meet with the approval of the Lewis County Prosecuting Attorney. You, through discussions with your attorney and family, will be asked to agree to certain requirements prior to admission. The staffing committee will make admission recommendations to the Drug Court Judge based on review of your qualifications. The basic eligibility standards are as follows:

- Must be 17 years old or older, a resident of Lewis County, Missouri, with a history of chemical dependence or substance abuse.
- May have been charged with a misdemeanor or felony crimes with no history of violence gang affiliation, or with a pure profit motive in drug dealing.
- Criminal history may include crimes other than drug charges.
- If the arrest is for drug possession, the amount must be consistent with non-commercial use.
- A weapon or violence cannot have been used in commission of the crime.
- There cannot be other felony crimes or misdemeanors pending or charged in the same information that remain unsolved at the time of admission.
- All admissions must have prior screening and approval by the Lewis County Prosecuting Attorney after consultation with the staffing committee.

DRUG COURT PROGRAM RULES

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

1. Do not use or possess any drugs or alcohol or associate with any person possession or using controlled substances. Staying CLEAN and SOBER is the primary focus of this program. Maintaining an alcohol and drug free lifestyle is an important part of the recovery process.
2. Attend all ordered treatment sessions. This includes individual and group counseling, educational, and self help meetings. If you are unable to attend a scheduled session, you must contact the treatment counselor before a session is missed.
3. Report to all appointments as directed. If unable to make an appointment, contact personnel immediately.
4. Be on time to appointments with treatment provider, probation officer and court. If you are late, you may not be allowed to attend the appointment and could be considered noncompliant.
5. Do not make threats toward other participants or staff 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 the Adult Drug Court Program.
6. Dress appropriately for court and treatment sessions. Clothing bearing drug or alcohol related themes or promoting or advertising alcohol or drug use is considered inappropriate. Sunglasses are not to be worn inside the court or treatment center unless medically approved.
7. Always tell the truth. The Drug Court System was established to combine the criminal justice system with the opportunity for substance abuse treatment. Overcoming chemical dependency is not easy. This will take your best effort and truthfulness. Those who are not honest with the Drug Court team will be dealt with appropriately.
8. Complete high school diploma or GED if possible.
9. Seek and maintain employment. If you do not have a job you may be required to perform community service work until employment is obtained.
10. If you come into contact with law enforcement, you must notify them that you are a drug court participant.

DRUG COURT FEES

You will be required to pay certain program fees for your participation in the Lewis County Adult Drug Court Program. The fee will be assessed at \$30 per month payable on the first adult drug court appearance of each month.

Additional fees may be imposed based on your individual treatment requirements.

Special circumstances may allow a waiver of a portion of fees, strictly at the discretion of the drug court team.

If you are terminated or withdraw from the Drug Court Program, no portion of any fee already paid is refundable.

PERSONAL JOURNAL

Upon acceptance in the Adult Drug Court program, you will be expected to keep a journal. The purpose of the journal is to provide the drug court team with your personal perception on drug court related issues, including personal problems of alcohol and drug dependence, and short-term and long-term goals. It is suggested that you keep a notebook or folder for all journal entries. The journal must be brought to every court appearance. No information in the journal may be used against you in your court case and the journal is your property upon completion of the program.

COURT SUPERVISION

As a drug court participant, you will be required to appear in drug court on regularly scheduled dates. Before each appearance, the Judge will be given a progress report prepared by the Staffing Committee. This report will address your compliance with drug testing, attendance and participation in required counseling sessions and other requirements as developed in your personal treatment plan. The Judge may ask 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. As you move through the treatment phases, recognition of incentives will be rewarded. If you are not doing well, the Judge will discuss with you and representatives of the Drug Court Team to determine further action. If you commit program violations, e.g., positive or missed drug/alcohol screens, failure to attend individual or group counseling, self help screenings, failure to report to your drug court officer, etc., the Court may impose sanctions.

Failure to appear in Court on the date and time you are scheduled can result in a warrant being issued for your arrest, unless you have prior permission from the court. If you cannot appear in Court as scheduled, you must notify your Drug Court Officer or treatment team in advance to explain why you cannot appear. Discuss any problems regarding your Court appearances with either your Drug Court Officer or treatment team member.

Warrants, arrests on new charges and/or new probation violations could result in your being terminated from Drug Court. Other violations that could result in termination include: consistently missing drug tests, failing to cooperate with treatment, failure to follow instructions of the Drug Court Officer, violence or threats of violence directed at the treatment team, or drug court participants. The staffing committee will make recommendations regarding termination from the Drug Court Program.

Drug Court Supervision

Another part of Drug Court is supervision by a Drug Court Officer. You will have regularly scheduled meetings to monitor your progress in the various areas. The Drug Court Officer will be in contact with other members of the team and will compile information to be presented to the Judge before your court appearances. In addition to regular office meetings with the Drug Court Officer, you may also be subject to either regular or random home visits. The Drug Court Officer may conduct a portion of the random drug tests that you will be required to provide. Your Drug Court Officer will check on your employment and educational status, and may make inquiries to verify your attendance. The Drug Court Officer will make contact with your treatment providers on a regular basis. The Drug Court Officer may order “bar sweeps” or checks on the other locations where you are not supposed to be. A portion of the Drug Court Officer’s supervision may, at times, be in the company of law enforcement officers. The Drug Court Officer may also order searches of your person, place of residence, business or any vehicle that you own or are operating. This may be done without any warrant, and with or without probable cause for such search. You will be required to follow any directives of your Drug Court Officer. You must report to your Drug Court Officer any law enforcement contacts, change of residence or employment, or change in telephone number within forty-eight (48) hours. You must receive permission from your Drug Court Officer before leaving Lewis County for any reason for a period in excess of twenty-four (24) hours.

1. Treatment Providers:

You will be assigned a treatment provider whose clinical staff includes a qualified Substance Abuse Counselor. The clinical staff will develop a comprehensive treatment plan for you. The treatment plan will be based on a comprehensive assessment which includes an addiction Severity Index, Psychological Assessment, and a Financial and Legal Assessment. All of the assessments will be completed in a timely manner. The treatment plans will be reviewed during staffing with the Drug Court Team and updated at least monthly with input from you. The treatment plan reviews will be documented in your records. All treatment plans will be reviewed with you. Your signature will indicate agreement with the plan.

2. Treatment Plans:

After being chosen as a Drug Court participant, and after you agree to participate you will undergo an assessment interview which will cover your substance use and abuse history, your family situation and history, your school and job history, your social support network, and any emotional or mental health problems you have had in the past or might currently be

experiencing. It is crucial to successful treatment and your ultimate graduation from the Adult Drug Court Program that you be absolutely honest with all members of the Drug Court Team. This is especially true in formulating your treatment plan. Minimizing the extent of your addiction or problems will not help you in any fashion, will be shorten the time it takes you to successfully complete the Drug Court Program or lessen the costs of the program for you. In fact, the opposite is most likely true. This information will then be discussed with you in order to develop your treatment plan, which will influence your treatment schedule. The treatment plan describes the services needed to be successful; it also states what your responsibilities are and what the provider's responsibilities are. This will be presented to the Drug Court Team for final approval.

3. Cost of Treatment Services:

In addition to the Drug Court fee, the cost of treatment services will be determined based on your ability to pay. If you have insurance, that may be used. There may be additional cost in the case of contested urine screen (one that is determined to be positive, that you say is not correct). You may be required to pay for a positive follow-up screen. You will not be charged, if the follow-up screen is negative.

4. Drug Testing

Drug testing is an ongoing part of Drug Court. The results will be shared with the Drug Court Team. The testing staff shall witness the procedure. Any lack of cooperation in this procedure will be considered a failed result. Any evidence of tampering with the sample will be considered a failed result. The provider will test for flushing and tampering with the urine. You will be responsible to get to the testing location to give a urine sample within the appointed time frame. Any sample given outside that time frame will be considered a failed test. A missed test, without prior approval, will be considered a failed result. Drug Testing is used as a no nonsense accountability factor both for drug court participants and the public.

Initial Assessment	Full Drug Screen
Phase I	3 Times Per Week
Phase II	2 Times Per Week
Phase III	1 Time Per Week
Phase IV	1 Time Per Week

The number of tests listed is a minimum and the number may be increased if the Drug Court Team chooses. The court may order you screened during a court status hearing if the drug court team or the Judge deems it necessary.

You are informed of positive results and are required to discuss with the Judge on your next court appearance why the results show positive. Consequences or sanctions are imposed for continuing substance use and continuing relapse.

Invalid drug screens due to specific gravity and/or creatinine level are considered as positives. Tampering with drug screens is a serious violation and could result in program expulsion.

PROCEDURES FOR DRUG TESTING

To determine if you are to give a UA or a BA test for the day proceed as follows:

- Call the Lewis County Sheriff's Office at 573-767-5287 between the hours of 5:00 a.m. and 7:00 a.m.
- The sheriff's office staff will have the schedule for that testing day.
- You must test between 7:00 a.m. and 9:00 a.m. at the sheriff's office. (If you fail to arrive for testing by 9:00 a.m. this will be considered a missed test and will be sanctioned as such).
- If you have relapsed or are on medication, tell the person giving you the test before you test. It is your responsibility to contact your case manager immediately and inform them of the relapse. You must inform them if you are taking any medication.

TREATMENT PROTOCOL

Treatment Phases

The treatment and testing program is an eighteen (18) to twenty-four (24) month four-phase intensive outpatient therapy program combined with frequent drug testing and supervision by the judicial system. Treatment consists of four (4) separate phases that will require you to obtain various levels of success towards your goal of completing the Adult Drug Court Program. Advancement from one treatment phase to the next will require the recommendation from the treatment providers to the Drug Court Team. The Team will review these recommendations prior to your appearance at Drug Court. If approved, you will be allowed to advance to the next treatment phase and eventual graduation from the Adult Drug Court Program.

Phase I Participants

Felony – 12 weeks

Misdemeanor - 3 weeks

Requirements

- Determine if participant is stable or in crisis
- Crisis participant – achieve stability through detoxification, residential treatment or referral to the hospital for a mental health assessment
- Stable participant – goes directly to orientation
- Orientation consists of informing participant of treatment process, goals, and expectations
- Addiction Severity Index assessment completed during orientation
- Attend individual counseling – 2 times per week
- Attend between 10-20 hours of group therapy, education, or self-help groups on a bi-weekly basis (Attend a minimum of one support group meeting per week)
- Submit to random drug testing a minimum of 3 times per week
- Appear in Drug Court weekly

- Have contact with treatment team (defined as Judge, Probation Officer, Counselor, or Drug Court Coordinator) five days per week
- Payment of initial drug court fee

Goals are

- Begin work on abstinence from all mood altering substances
- Progress toward negative drug screens
- Establish a working therapeutic relationship with assigned treatment case manager
- Develop comprehensive treatment plan
- Attendance at community-based 12-step support groups

Phase II Participants

Felony – 24 weeks

Misdemeanor - 8 weeks

Requirements

- Attend individual counseling – 1 time bi-weekly
- Random drug tests 3 times a week
- Appear in Drug Court weekly
- Attend between 10-20 hours of group therapy, education, or self-help groups on a bi-weekly basis (Attend a minimum of two support group meetings per week)
- Have contact with treatment team (defined as Judge, Probation Officer, Counselor, or Drug Court Coordinator) five days per week
- Establish a payment plan for court costs and fines
- Begin working community service hours if assessed
- Start working on obtaining employment
- Begin G.E.D. program
- Payment of weekly drug court fee
- Minimum of 6 weeks clean to advance to next phase

Goals are

- Abstinence from all mood altering chemicals
- Negative drug screens
- Obtainment of a sponsor
- Continued therapeutic working relationship with treatment case manager
- Continued attendance at community-based support group
- Work on obtaining employment or enrollment in school or G.E.D. program
- Complete an in-depth alcohol and/or other drug use and abuse history including predisposing precursors
- Identify the harm or damage done to others and self as a result of alcohol/other drug use (both direct or indirect damage or harm will be explored)
- Learn to identify feelings
- Develop relaxation techniques
- Develop Connections with the recovering community

Phase III Participants

Felony – 24 weeks

Misdemeanor - 8 weeks

Requirements

- Attend individual counseling – once per month
- Have contact with treatment team (defined as Judge, Probation Officer, Counselor, or Drug Court Coordinator) five days per week

- Random drug test 2 times per week
- Appear in Drug Court bi-weekly
- Attend between 6-15 hours of group therapy, education, or self-help groups on a bi-weekly basis (Attend a minimum of three support group meetings per week)
- Have at least one permanent sponsor
- Work community service hours if assessed
- Maintain employment and work on educational requirements
- Payment of weekly drug court fee
- Minimum of 6 weeks clean to advance to next phase

Goals are

- Abstinence from all mood altering chemicals
- Negative drug screens
- On-going work with treatment case manager
- Consistent employment and housing
- Continued attendance at community-based support groups
- Construct a personal Use/Abuse cycle including triggers, seemingly unimportant decisions, high risk factors, abstinence violation effect and finally relapse
- Identify what alcohol/drug use did for you
- Develop new coping strategies to replace the benefits derived from alcohol/drug use
- Complete Anger management/Assertiveness Training
- Become more involved in the recovering community.

Phase IV Participants

Felony – 12 weeks

Misdemeanor - 8 weeks

Requirements

- Attend individual counseling – once per month
- Have contact with treatment team (defined as Judge, Probation Officer, Counselor, or Drug Court Coordinator) three days per week
- Random drug test 1 time per week
- Appear in Drug Court monthly
- Attend between 4-12 hours of group therapy, education, or self-help groups on a bi-weekly basis (Attend a minimum of three support group meetings per week)
- Have at least one permanent sponsor
- Maintain employment and work on educational requirements
- Work community service hours if assessed
- Payment of weekly drug court fee
- Transition to aftercare group
- Minimum of 6 weeks clean to graduate

Goals are

- Abstinence from all mood altering chemicals
- Negative drug screens
- On-going work with treatment case manager
- Consistent 12-step support group attendance
- Consistent employment and housing
- Maintain consistent contact with sponsor
- Complete a “Personal Inventory”
- Demonstrate Empathy for those harmed by your alcohol/drug use

- Develop a Relapse Prevention Plan.
- No positive drug tests for four consecutive months for misdemeanors and six consecutive months for felonies
- Demonstrate ongoing recovery in daily living as evidenced by improved quality of life

Graduation

Requirements

- Clean urine test – 4 months for misdemeanor and 6 months for felony
- Obtained and maintained employment
- Obtained G.E.D. if possible
- Completed recovery plan with counselor
- Participant demonstrates through written graduation application the understanding of personal problems of addiction, criminal behavior, and relapse prevention
- Drug Court Team agrees participant has integrated information given to them to support recovery

Goal is

- Lead a productive drug free life

SANCTIONS AND INCENTIVES

Sanctions and incentives are used as tools by the judge and Drug Court Team to insure participants stay focused on the goal of remaining drug free. Expulsion from the drug court program is used only in extreme cases where previous sanctions and incentives have been used to no avail or the behavior of the participant is likely to harm other participants' physical or mental well being. Sanctions for noncompliance with program requirements become more severe as the frequency and severity of transgressions increase, and include, but are not limited to the following:

Violation	Sanction
1. No Show for Appointments.	1. Action taken case by case. 2. Complete failure to report form placed on next Docket 3. Possible warrant / jail until next Docket.
2. Positive UA. a. Self Report of Relapse. b. Admits to Positive UA. c. Denies Use of Substance.	1. Increased treatment. a. Increased treatment b. 16 hours community work c. Jail time
3. Dilute UA.	1. Considered same as positive UA.
4. Missed UA.	1. Community Service Hours a. 4 hours 1 st offense b. 8 hours 2 nd offense c. Jail 3 rd offense
5. Missed AA or no check sheet turned in	1. Double meetings required and return next Docket 1 st , 2 nd , and 3 rd offense 2. Jail time 4 th offense
6. Forged signatures on documents	1. One day in jail per forged signature
7. Failure to appear for court	1. If a mistake is identified, sanction decided on next docket 2. If deemed as an intended failure to appear, warrant issued and placed in jail until next docket.
8. Late or unprepared for court	1. Moved to end of docket 1 st -2 nd occurrence 2. End of docket & add 4 hours of Community service on 3 rd occurrence 3. End of docket & add 8 hours of Community Service on 4 th occurrence 4. Jail time on 5 th occurrence
9. Absconding	1. Warrant Issued, Jailed till next Docket, Possible Termination and Prosecution
10. New criminal arrest	1. Termination and prosecution

INCENTIVES

Incentives are used as the judge and drug court team determine appropriate, and as participants progress from one treatment phase to the next. They are as follows:

- Judge recognition
- Early advancement to the next stage
- Tangible rewards (meals, movie tickets, gas coupons, phone cards, certificates ect. As available
- Reduced meetings with parole, therapy, or 12-step program
- Reduced hearings
- Early graduation
- Reduction in jail time

Education, Vocation and Employment

Recovery from substance addiction means developing self-sufficiency and becoming a productive and responsible member of community. During the treatment program, you will be expected to be employed and, if appropriate, you may be involved in an educational or vocational training program. If you have not received your high school diploma you will be expected to work toward the completion of high school or completion of GED, unless you are found unable to do so. If you are not employed you will be expected to spend time looking for employment and may be required to provide community service until employment is established. Your treatment team will assist you in obtaining an assessment of your needs and skills and refer you to the proper agencies for education, training and job placement.

Social Services

Upon your entry into the Adult Drug Court Program, your treatment team may assess your housing, transportation, family and general living needs and, when appropriate, refer you to a local, county and/or state agency for assistance. The treatment team may require changes in your living environment to enhance your chances to successfully complete the Adult Drug Court Program.

Graduation

Once you have successfully completed the criteria for each Phase (as described in the Treatment Phase Section), you will advance to the next level and eventually “graduate” from the Program. Advancement through each phase and graduation from the program shall be determined by the Drug Court Team. Your family and friends will be invited and welcomed to join you in Court as the Judge congratulates you on successfully completing the program and achieving your goal of establishing a drug-free life.

Confidentiality

Your identity and privacy will be protected consistent with Federal and Missouri laws. However, you will be required to sign a waiver authorizing the disclosure and transfer of information among all participating Drug Court Personnel.

CONCLUSION

The Lewis County Adult Drug Court hopes this handbook will be helpful to you and answer most of your questions about Drug Court. If you have any additional questions or concerns about the Lewis County Adult Drug Court please discuss these with your Attorney or the Drug Court Coordinator.