

# Rock County Drug Court Treatment Program



## Policies and Procedures Manual

*"Abstinence, Honesty and  
Responsibility"*

July 2023

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## **PROGRAM HISTORY**

Rock County started its Drug Treatment Court program in April 2007 to address the problem of individuals in the criminal justice system with underlying substance use disorders who keep committing crimes due to these underlying factors.

The Rock County Drug Court Program is specifically designed and staffed to handle cases involving justice-involved people with substance use disorders through an intensive, judicially monitored program of drug and alcohol treatment, rehabilitation services, and strict community supervision. The Drug Court concept is based on an innovative program that was first developed in Miami, Florida in 1989. There are more than 4,000 such programs now in operation in jurisdictions throughout the nation.

Drug Courts are built upon a unique partnership between the criminal justice system and drug treatment community, one that structures treatment intervention around the authority and personal involvement of a Drug Court Judge. Drug Courts are also dependent upon the creation of a non-adversarial courtroom atmosphere where a judge and a dedicated team of court officers and staff work together toward a common goal of breaking the cycle of substance use and criminal behavior.

Because of the unique problems and opportunities that present themselves in working with drug/alcohol-involved people, treatment and rehabilitation strategies must be evidence-based and best practice. Drug Court programs must therefore recognize:

- People with substance use disorders are most vulnerable to successful intervention when they are in the crisis of initial arrest and incarceration, so intervention should be immediate and up-front.
- Preventing gaps in communication and ensuring participant accountability are critically important. Therefore, court supervision must be highly coordinated and very comprehensive.
- Substance use disorders are a longstanding, debilitating, and insidious condition, so treatment must be long-term and comprehensive.
- Substance use disorders seldom exists in isolation from other serious problems that undermine rehabilitation, so treatment must include integration of other available services and resources such as educational assessments, vocational assessments/training, and job placement.
- Return to substance use and intermittent advancement are part of the recovery process, so progressive sanctions and incentives must be integral to the Drug Court Program strategy.

In order to improve the overall quality of life in our community, through the utilization and application of scientific data and evidence-based practices, The Rock County Drug Court has identified the following goals:

- Enhance public safety
- Help participants obtain and sustain their recovery
- Hold participants accountable
- Reduce costs to our community

- Provide a fully integrated and comprehensive treatment program
- Enhance personal, academic and employment abilities among participants

### **ADVISORY COMMITTEE**

Rock County's Criminal Justice Coordinating Council acts as the oversight body to the Drug Court. The CJCC was established as a permanent advisory committee to the County Board in May 2006. The CJCC brings stakeholders in the criminal justice system and members of the public together on a monthly basis to discuss issues affecting the criminal justice system, resolve problems, and plan for the future. The committee prides itself on strong collaboration and communication for a more cohesive and effective justice system.

The mission of the CJCC is to increase public safety and enhance the quality of life in Rock County. This is done by:

- Maximizing resources;
- Providing a forum to discuss important issues; and
- Designing interventions and process improvements.

CJCC Purpose:

- Enhance public safety
- Make suggestions to provide better outcomes for justice system users, their families, and the public at large
- Make suggestions for more efficient use of resources
- Increase communication
- Eliminate duplication
- Provide coordination across departments and budget areas
- Provide ongoing oversight for new or alternative programs

The Drug Court team gives updates to and seeks feedback from the CJCC one-two times per year. The CJCC ensures the Drug Court team are adhering to best and evidence-based practices. Major policy decisions about the program (e.g., changes to the mission statement, target population, service location, etc.) are presented to the CJCC for approval.

### **MISSION STATEMENT**

The Rock County Drug Court's mission is to improve overall quality of life in our community, reduce crime and its costs, and improve the lives of participants with substance use disorders, and their families. We will do this through integrated, evidenced-based treatment and court supervision of participants, regardless of and respectful to race, cultural identity, sex, gender identity, ability, and socio-economic class.

## EQUITY AND INCLUSION POSITION

The Rock County Drug Court Treatment Program opposes racial injustice and endorses the development and implementation of policies and practices that promote equity, inclusion, and safety for all community members.

To ensure that all Drug Court participants are afforded equal access to treatment, support, and recovery, (in which their dignity-of-experience and personhood is honored), the Drug Court Treatment Program is committed to supporting people of diverse human and cultural backgrounds, working to eradicate racial injustice, bias, and prejudice that may be found within the justice system.

The Drug Court Team is committed to on-going personal and group trainings on implicit bias, diversity, and racial trauma to guide our practices on equity and inclusion and to adhere to Wisconsin and National Standards in these areas.

### Goals & Objectives

<b>Goals</b>	<b>Objectives</b>
<i>What are the long-term goals of the program/court?</i>	<i>What are the steps or intermediate goals that will support achievement of the long-term goals?</i>
<p>1.</p> <p><b>Reduce recidivism rates for nonviolent offenders in the program and increase public safety.</b></p>	<p>A.</p> <p>65% of program participants will complete their recommended treatment.</p>
	<p>B.</p> <p>65% of all drug tests will be negative while in the program.</p>
	<p>C.</p> <p>75% of program participants will not be convicted of another offense while participating in Drug Court.</p>
	<p>D.</p> <p>95% of program participants develop an aftercare plan before graduation.</p>

	<p>E.</p> <p>70% of program participants will not be convicted of another offense one year after program completion, 65% after two years, and 60% after three years.</p>
	<p>F.</p> <p>80% of program participants will be enrolled in an educational program or be employed full-time by the time they graduate from the program.</p>
<p>2.</p> <p><b>Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions.</b></p> <p><b>**TAD grant “violent offender” language</b></p> <p>Wis. Stat. § 165.95 Alternatives to incarceration; grant program.</p> <p>(1) In this section, "violent offender" means a person to whom one of the following applies:</p> <p>(a) 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.</p> <p>(b) 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.</p>	<p>A.</p> <p>A total of 20 offenders who otherwise would be sentenced to the Rock County Jail will participate in Drug Court during the calendar year.</p> <p>B.</p> <p>A total of 20 offenders who otherwise would be sentenced to prison will participate in Drug Court during the calendar year.</p>

## **DRUG COURT TEAM ROLES AND RESPONSIBILITIES**

The Drug Court Team is comprised of individuals from a variety of disciplines who come together to handle cases involving dependent individuals through an intensive, judicially monitored program of drug and alcohol treatment, rehabilitation services, and strict community supervision.

The Drug Court Team shall consist of the following:

- Circuit Court Judge
- Representative from the District Attorney's Office
- Representative from the Public Defender's Office
- Rock County Human Services
- Rock County Sheriff's Office representative (co-coordinator)
- Wisconsin Department of Corrections, Division of Community Corrections
- Independent Evaluator
- Rock County Justice System Strategist (co-coordinator)

### **Treatment Court Judge**

1. The Judge will ensure a cooperative atmosphere for attorneys, probation officers, law enforcement, and treatment providers to stay focused on the task of providing participants with treatment and rehabilitation opportunities.
2. The Judge will ensure the integrity of the treatment court is maintained by having an understanding of the program's policies and procedures.
3. The Judge will participate as an active member of the Staffing Team and will chair the treatment court team.
4. The Judge will assist in motivating and monitoring the participants of the treatment court.
5. The Judge will gather information from the treatment court team and make all final decisions on incentives, sanctions that effect the participants.
6. The Judge will act as a mediator to develop resources and improve interagency linkages.
7. The Judge will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
8. The Judge encourages participants to succeed, treats participants fairly and with respect and is not intimidating.
9. The Judge emphasizes treatment throughout the participant's time in the treatment court.

### **Ethical Considerations**

- The Judge must show impartiality.
- The Judge must be aware of ex parte communication.
- The Judge must demonstrate judicial authority.
- The Judge must not give up their final decision-making authority.
- The Judge must recognize constitutional rights and follow appropriate legal processes.

### **Treatment Court Co-Coordiators**

1. The Coordinators will assist in providing general oversight to the treatment court to include meeting attendance, grant reporting, and administration of the budget (to include management of contracts), program support, funding solicitation and community outreach. The responsibilities exist for the term of this Agreement, as funding permits.
2. The Coordinators will facilitate communication between team members and partner agencies.
3. The Coordinators will assist with organizing court, events and meetings and compiling supporting materials to disseminate to stakeholders and providers of services to maintain linkages.
4. The Coordinators will ensure the treatment court policies and procedures are updated annually and followed during program operations.
5. The Coordinators will ensure all team members follow confidentiality regulations and all appropriate forms are signed and circulated to the appropriate agencies.
6. The Coordinators will provide oversight of the statistical database and evaluation process of the treatment court.
7. The Coordinators will assist in providing or seeking continuing training for the treatment court team and will ensure all new team members receive a treatment court orientation before participating in their first staffing.

#### Ethical Considerations

- The Coordinators must be knowledgeable of each team members ethical boundaries and how they are incorporated into the treatment court.

#### **Treatment Court Prosecutor**

1. The Prosecutor will be assigned to the treatment court for the term of this Agreement and will participate as an active member of the Staffing Team and the Steering/Planning Team.
2. The Prosecutor will assist in identifying defendants arrested for specific offenses that meet program eligibility requirements.
3. The Prosecutor may help resolve other pending legal cases that affect participants' legal status or eligibility.
4. The Prosecutor will participate as a Team member during pre-court staffings and advocate for effective incentives and sanctions for program compliance or lack thereof.
5. The Prosecutor will participate as a Team member, operating in a non-adversarial manner during court, to promote a sense of a unified Team presence.
6. The Prosecutor will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
7. The Prosecutor agrees that a positive drug test or open court admission of drug possession or use will not result in filing of additional charges.
8. The Prosecutor makes decisions regarding the participant's continued enrollment in the program based on performance in treatment rather than on legal aspects of the case, barring additional criminal behavior.

#### Ethical Considerations

- The Prosecutor must make decisions to protect public safety.

- The Prosecutor must advocate for the victims' interest.

### **Treatment Court Public Defender**

1. The Public Defender will be assigned to the treatment court for the term of this Agreement and will participate as an active member of the Staffing Team and the Steering/Planning Team.
2. The Public Defender will advise the defendant as to the nature and purpose of the treatment court, the rules governing participation, the consequences of abiding or failing to abide by the rules, and how participating or not participating in treatment court will affect his/her interests.
3. The Public Defender will participate as a Team member, operating in a non-adversarial manner during court, to promote a sense of a unified Team presence.
4. The Public Defender will review the participant's progress in the program and advocate appropriately for effective incentives and sanctions for program compliance or lack thereof.
5. The Public Defender will ensure the constitutional rights of the participant are protected.
6. The Public Defender will advocate for the participant's stated interests.
7. The Public Defender will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
8. The Public Defender explains all the rights that the participant will temporarily or permanently relinquish.
9. The Public Defender explains that because criminal prosecution for admitting to substance or alcohol use in open court will not be invoked, the participant is encouraged to be truthful with the team.

### **Ethical Considerations**

- The Public Defender must demonstrate integrity to the client.
- The Public Defender must protect attorney/client privilege.
- The Public Defender must ensure the client's due process rights are protected.

### **Treatment Court Probation Officers**

1. The Probation Officers will be assigned to provide comprehensive case management and field supervision of treatment court participants for the term of this Agreement and to participate as an active member of the Staffing Team and Steering/Planning Team.
2. The Probation Officers will use a validated criminogenic risk/needs assessment tool to be conducted during the referral process to ensure the treatment court is serving the appropriate target population.
3. The Probation Officers will provide coordinated and comprehensive supervision and case management to include telephone contact, office/home/employment visits, as well as random field visits to participants' homes.
4. The Probation Officers will develop effective measures for alcohol and drug testing and supervision compliance reporting that provide the treatment court staffing team with sufficient and timely information to implement sanctions, incentives, and therapeutic interventions.
5. The Probation Officers will monitor/assist the participant compliance and progress to the adherence of the Judgement and Sentence order and program requirements.

6. The Probation Officers will participate in pre-court staffings and will provide updates on all active participants and advocate for effective incentives, sanctions, and therapeutic interventions during staffing.
7. The Probation Officers will coordinate the utilization of community-based services such as health and mental health services, victims' services, housing, entitlements, transportation, education, vocational training, and job skills training and placement to provide a strong foundation for participants.
8. The Probation Officers will utilize and deliver cognitive-behavioral interventions to address criminal thinking and increase a readiness for change.
9. The Probation Officers will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
10. The Probation Officers will develop a written case plan and update based ongoing risk and need assessment.

#### Ethical Considerations

- The Probation Officers must make decisions to protect public safety.
- The Probation Officers must inform the court of non-compliance with judicial orders in a timely manner.

#### **Treatment Court Treatment Provider**

1. The Treatment Provider will participate fully as a Team member, for the term of this Agreement and will work as a partner to ensure the success of treatment court participants.
2. The Treatment Provider will operate in conjunction with the treatment court team for the assessment and placement of participants in the appropriate level of care to meet their treatment needs.
3. The Treatment Provider will utilize a validated clinical screening and assessment tool to ensure appropriate placement of participants.
4. The Treatment Provider will provide progress reports to the Team prior to staffing, so the Team will have sufficient and timely information.
5. The Treatment Provider will advocate for effective incentives, sanctions, and therapeutic adjustments during staffing.
6. The Treatment Provider will provide information to the Team on assessment, basis of alcohol/substance use, the impact of treatment on the participant, and the potential for relapse.
7. The Treatment Provider will ensure all confidentiality forms are signed with the client and the team.
8. The Treatment Provider will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
9. The Treatment Provider manages the delivery of treatment services and administers behavioral or cognitive-behavioral treatments that are documented in manuals and have been demonstrated to improve outcomes.
10. The Treatment Provider provides clinical case management, provides relapse prevention and continuing care and develops a continuing care plan with participants.

### Ethical Considerations

- The Treatment Provider must keep its integrity to the client.
- The Treatment Provider must have a valid release of information executed before sharing patient information.
- The Treatment Provider only needs to share information that is pertinent to court requirements (i.e.; attendance, testing results, where client is in treatment, changes in client treatment).

### **Treatment Court Law Enforcement**

1. Law Enforcement will assist the treatment court team in monitoring of participants and will designate specific officers to perform the service for the term of this Agreement and will assign a representative to participate as an active member of the Steering/Planning Team.
2. Law Enforcement will identify appropriate representatives to participate in the weekly treatment court staffing meetings to provide appropriate information and insight from the law enforcement community's perspective regarding treatment court participants.
3. Law Enforcement will help to identify potential and eligible treatment court participants.
4. Law Enforcement will advocate for effective incentives and sanctions during staffing.
5. Law Enforcement serves as a liaison between the treatment court team and the community and provides information to the treatment court team on community issues related to alcohol and drug use.
6. Law Enforcement will provide information and support to participants in the community, encouraging them to succeed in the treatment court.
7. Law Enforcement will contribute to the education of peers, colleagues, and the judiciary in the efficacy of treatment court.
8. Law Enforcement may assist with home visits.

### Ethical Considerations

- Law Enforcement must protect public safety.
- Law Enforcement is sworn to uphold the law and serve their community.

In creating this partnership and uniting around a single goal of addressing an underlying problem affecting our community, we pledge to enhance communication between courts, law enforcement, advocacy groups, and treatment programs. Through this linkage of services, we expect greater participation and effectiveness in addressing treatment court participants involved in the criminal justice system.

All parties agree to be represented in the treatment court team. The treatment court team will be responsible for modifying and amending this Agreement. The treatment court team will address problems and issues as identified and develop policy and program modifications.

## **PROGRAM STRUCTURE AND INCENTIVES**

The Drug Court program operates as a post-plea, pre-adjudication court or as an alternative to revocation (ATR) through the Department of Corrections. For court-referred clients, upon

successful completion of the program, charges are reduced or dismissed pursuant to the drug court contract. For ATR clients, upon successful completion of the program, their supervision is not revoked.

## **TARGET POPULATION**

The Rock County Drug Court program targets high-risk/high-need clients as determined by use of a validated clinical and criminogenic screening tools, to be high-need (person with moderate to severe substance use disorder) and high-risk (high likelihood to commit another offense).

## **ELIGIBILITY CRITERIA**

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

- An established resident of Rock County
- Court referrals must be Rock County case
- ATR referrals must be supervised by Rock County probation agents
- Must be 18 years of age or older
- Offense results from a crime motivated by substance use disorder
- Each participant will need to meet intensive outpatient (IOP) treatment criteria
- The Drug Court candidate must voluntarily agree to abide by all Drug Court program rules, be willing and physically able to participate in the program, and further agree to abide by any future modifications to said rules while in the Drug Court program
- High-risk/High-need as indicated on validated criminogenic and clinical assessments used by the program

## **DISQUALIFICATION CRITERIA**

- No prior violent felony convictions – WI 941.291(1)(b) **\*\*may be considered on case-by-case basis**
- No convictions for violent misdemeanor offenses within the last three years **\*\*may be considered on a case-by-case basis**
- No indication of the presence of a weapon during the commission of the referring offense
- No prior convictions involving use of dangerous weapon
- Not subject to jurisdiction of juvenile court for the referred case

Admission to Drug Court is subject to approval by the Team. The aforementioned criteria will be used in making that determination.

## **REFERRAL AND ENTRY PROCESS**

Entry into the program requires a Drug Court contract agreement between the Rock County District Attorney's Office, Defense Counsel, the potential participant, and permission from the Rock County Court. Entry also requires a plea of guilty or no contest to referred charges in

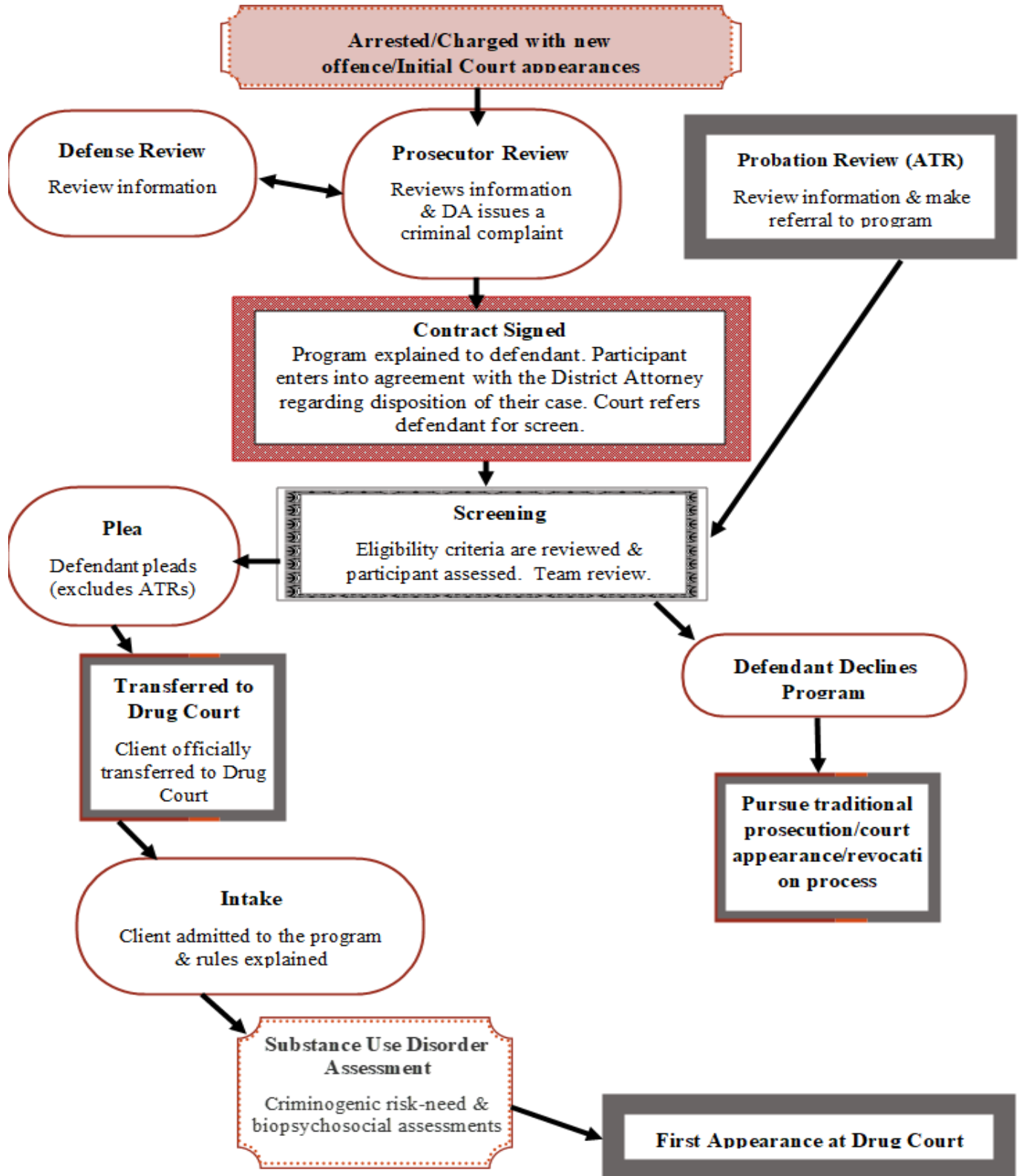
exchange for potential reduction or dismissal of those charges and/or an agreement as to sentencing upon successful completion of the program. Participants may also enter the program through a referral from the Department of Corrections as an Alternative to Revocation (ATR).

In order to determine a potential participant's eligibility for the Drug Court program, they must be screened. Individuals interested in the program shall contact Rock County Treatment Court Services at 608-743-2258 to schedule an appointment. Screenings may also occur at the jail if the candidate is in-custody. Treatment staff will meet with the defendant to conduct a screening, explain the expectations of the program and orientate them to the process. Treatment staff will assess defendants using the DSM 5 and LSI-R: SV at this screening and determine appropriate level of care based on ASAM criteria. All screening information is presented to the team to determine whether the objective eligibility criteria has been met for program entry.

If it is deemed that the potential candidate is appropriate for the program, according to the eligibility standards previously set forth, the potential candidate will then be conditionally admitted to the program. The individual is given an intake date, which is to take place after the potential candidate appears in front of the Court and enters a plea before being transferred to Drug Court.

Upon entrance to the program each participant will receive an individualized criminogenic risk-need assessment and biopsychosocial assessment to determine their treatment and case management needs. Based on these assessments, the individual will be required to participate in treatment groups as recommended by the clinician. Each participant will receive intensive case management to support the individual in the community. Participants are required to submit to random, observed drug testing. Participants are required to appear as scheduled before the Circuit Court Judge presiding over Drug Court for a review of their treatment progress.

## Participant Admittance Chart for Drug Court



## **COURT PROCEEDINGS**

The Drug Court Calendar is a priority and will be a specialized, separate Court, operating on an as needed basis, and dedicated to the evaluation, treatment and supervision of eligible individuals. The Drug Court shall be held on each Thursday, except as ordered by the Court. A closed, confidential staffing will take place at 7:00 am, or as otherwise directed by the Drug Court Judge. Court proceedings will begin promptly at 8:00 am. All Drug Court participants must be in attendance at that time, unless otherwise excused by the Drug Court Judge or the Drug Court clinician. A sanction may be imposed for late arrivals to court sessions.

At the staffing, the treatment staff/case management will advise the Drug Court Team of the progress, regression, and any violations of each Drug Court participant. During each Drug Court hearing, the Drug Court Judge will discuss the case with each Drug Court participant. Participants will receive sanctions, incentives, and therapeutic adjustments using evidence-based practices for modifying and/or sustaining behavior.

### **Rules and Expectations for Court**

- ◆ **NO** cell phones shall be used during court. Phones may be confiscated if they make noise during court proceedings.
- ◆ Minor children will not be permitted, unless prior approval by clinician and/or Court.
- ◆ Be on time.
- ◆ Dress appropriately –**NO** clothing that displays offensive language; advertising alcohol or other drugs.
- ◆ Act appropriately – loud, vulgar, boisterous behavior is unacceptable. Talking should be minimal.
- ◆ Speak respectfully, clearly, and directly to the Court.
- ◆ Attend all court sessions as ordered – failure to appear will result in a warrant being issued.
- ◆ Remain attentive during court proceedings for all participants.
- ◆ No food in the courtroom (unless provided by the court).
- ◆ When in court, it is expected participants will stay the entire session unless excused.

## **INCENTIVES, SANCTIONS AND THERAPUTIC ADJUSTMENTS**

The Drug Court employs a variety of rewards to recognize and reinforce progress and applies a process of graduated sanctions to address non-compliance.

### **Incentives**

The incentives process recognizes the positive achievements of Drug Court participants as they progress through the phases of the program. Behavioral changes that may result in a response are discussed by the staffing team and recommended at the status review hearing. Incentives are responses to compliance, perceived as positive, by the participant. There are high, medium, and low magnitude incentives.

Considerations for these responses include:

- Who the individual is (risk/need)
- What the response magnitude is (low, moderate, high)
- Where they are in the program (phase)
- Which behavior (proximal/distal)

Incentives may include, but are not limited to, the following:

- Verbal praise from the Judge
- Applause/Special Recognition
- Gift Cards
- Star Board
- Certificates of recognition and/or completion
- Advancement to the next Drug Court phase
- Curfew reductions
- Gain of privileges; for example, overnights
- Decrease attendance at Drug Court sessions
- Sobriety and drug free living
- Decreased reporting to Probation
- “Talk and Go”
- Permitted to attend court remotely
- Fishbowl Drawings \*\*

\*\* Fishbowl Drawings: Participants are eligible for fishbowl drawings at every court session if they have met the following criteria since the last court date:

1. Attended all groups
2. Complied with all appointments (cancellations must be approved 24-hours in advance)
3. All drug testing results negative, no missed or dilute drug or alcohol tests
4. Honesty in all interactions

## **Sanctions**

Non-compliance is addressed at status hearings and are most effective when applied immediately. Participants violating the terms and conditions of their enrollment in Drug Court will be required to report in-person to the next scheduled Drug Court docket (or sooner if ordered by the court) so as to address the violation as early as possible. Sanctions are the imposition of a consequence, perceived as negative, by the participant, as a direct result of a prohibited activity. Sanctions are high, medium, and low in magnitude. Considerations for these responses include:

- Who the individual is (risk/need)
- Why the violation happened (circumstance)
- What the response magnitude is (low, moderate, high)
- Where they are in the program (phase)
- Which behavior (proximal/distal)

Sanctions may include, but are not limited to, the following:

- Verbal warning by the Judge
- An essay writing assignment or workbook
- In-court appearances
- Attendance at additional/special Drug Court sessions
- Community service assignments
- Impose/Modify curfew restrictions
- Loss of privileges; for example, overnights, etc.
- Verbal or written apologies to judge, other team members, or group
- Electronic Monitoring
- Warrant for arrest
- Lock-up
- Jail time
- Termination from the Drug Court program

\*\*\*A sanctions matrix is attached to this Policies and Procedures manual, which may be used by the team for sanctioning purposes. The team will use it to guide their decisions, however, each situation will be evaluated on its own merits.

## **Due Process**

The judge shall give the participant an opportunity to respond to any violation(s) during their Drug Court appearance. The participant can deny the allegation(s), offer information regarding what happened, and/or suggest an alternative sanction. The judge shall not impose a sanction until after they have considered the participant's response.

## **Therapeutic Adjustments**

Therapeutic adjustments are treatment-oriented responses for substance use, mental health,

and/or maladaptive behaviors in the Treatment Court Program. They are not considered a sanction or incentive, rather an adjustment/modification in the participant's treatment plan and are based on the recommendations of the treatment professionals. A participant's treatment plan is adjusted based upon their assessed needs.

Therapeutic adjustments are not sanctions and are informed by Treatment Staff. Therapeutic adjustments may include, but are not limited to the following:

- Referral to additional treatment group(s)
- Increased treatment hours or level of care
- Office hours at the treatment office to increase structured time
- Writing assignment or project on a relevant treatment area
- Imposed/increased community support attendance
- Referral to sober living

### **GUIDELINES FOR SANCTIONS**

Sanctions are established with the following goals in mind:

1. To maintain the integrity of Drug Court as a firm dispositional alternative.
2. To minimize subjective evaluation of violations.
3. To foster fairness and consistency in the application of sanctions.
4. To sustain accountability for participants.
5. To create predictability in the imposition of sanctions, and in turn, greater deterrence of future violations.
6. To retain flexibility in determining sanctions without detracting from the above stated goals of firmness, fairness, accountability and predictability.

## GRADUATION CRITERIA

In order to be eligible for graduation a participants must complete a minimum of fourteen (14) months in the program and the following expectations must be met:

◆ **Must remain drug and alcohol free for a minimum of 90 days prior to graduation**

If a participant has a confirmed positive drug test or dilute test within 90 days of anticipated graduation date, program participation will be extended for 90 days from date of the positive drug test.

◆ **No missed drug tests for a minimum of 90 days prior to graduation**

Any missed test will result in a 90-day extension of the program.

◆ **No missed treatment sessions for a minimum of 35 days prior to graduation**

These will not automatically be grounds for denying graduation so long as treatment is successfully completed. Other sanctions will be used for missed treatment sessions. Court reserves discretion to determine whether the contract has been successfully completed.

◆ **No new criminal behavior for a minimum of 90 days prior to graduation**

Participant may not be engaged in any new criminal behavior within the final 90 days of their programming. New charges and arrests may result in a 90-day extension in the program.

◆ **Complete primary course of treatment**

Participant must complete primary course of treatment, including attaining their individual treatment goals, jointly developed by Drug Court staff and the participant. Treatment goals may include the following in addition to SUD treatment: legal, employment, education, financial/money management, housing, medical, mental health, family relationships, community support/recreation and spirituality.

◆ **Compliant with supervision (if applicable)**

◆ **Maintaining pro-social activities and recovery network**

The participant must demonstrate changing people, places, and things by engaging in pro-social activities and maintaining a recovery support network in order to be eligible for graduation.

◆ **Maintaining employment/vocational training/school**

The participant must be engaged and maintaining either employment, vocational training, or schooling for at least 30 days prior to graduation in order to be considered eligible for graduation.

◆ **Able to articulate continuing care plan**

Participants will be required to develop a continuing care plan, which may include continuing individual therapy, medication management, case management, and/or attendance at support groups prior to their graduation. The participant must be able to articulate their continuing care plan for after the completion of the program in order to be eligible for graduation.

◆ **Identified necessary ancillary services**

◆ **Fulfilled any additional conditions set by the Court or Case Manager (if applicable)**

◆ **Completed application for graduation**

The participant must complete and submit the graduation application to the team after the above conditions have been met in order to be eligible for graduation. The team must approve the application prior to the participant being able to graduate.

A graduation ceremony will take place at the participant's final drug court session. Family

members, friends, sponsors, and other supportive individuals are encouraged to attend the graduation ceremony.

### **TERMINATION CRITERIA**

Participants may be terminated from Drug Court for willful failure or inability to comply with the terms and conditions of the program. The Court will consider the following factors: the nature of the violation, the time the participant has been in the program, the number of previous violations, and the participant's desire to achieve sobriety as proved by the nature and quality of prior positive steps to maintain sobriety. A participant may be terminated from Drug Court for the following:

- ◆ Commission of a crime
- ◆ Evidence the participant is involved with selling drugs
- ◆ Failure to attend scheduled Drug Court hearings
- ◆ Continued drug/alcohol use
- ◆ Termination or withdrawal from a required treatment
- ◆ Pattern of non-compliance
- ◆ Exhibiting threatening behaviors/violence
- ◆ A determination by the Drug Court Team that the participant is unable to benefit positively from any further treatment/continuation in the Drug Court Program and the continuation would undermine the ability of other Drug Court Participants to succeed in the program.
- ◆ Any other grounds that the Drug Court team finds sufficient for expulsion.

### **TERMINATION PROCEDURE**

If the Drug Court Team determines that a participant should be terminated from the program, the State will file a Notice and Motion to Terminate from Drug Court. The motion will set forth the Team's reasons for seeking termination and will be scheduled for hearing before a judge who is not currently assigned to preside over Drug Court. Throughout the termination process, the participant will have the following rights:

- To be represented by an attorney. If the participant does not have an attorney, one will be appointed by the State Public Defender's Office subject to its eligibility criteria.
- To written notice of the alleged violations prompting the termination hearing.
- To disclosure of the evidence against the participant.
- To present evidence and to testify at the hearing.
- To call witnesses and to confront and cross examine any adverse witnesses.
- The decision of a neutral judge setting forth his/her findings, the evidence relied upon and the reason for the decision.

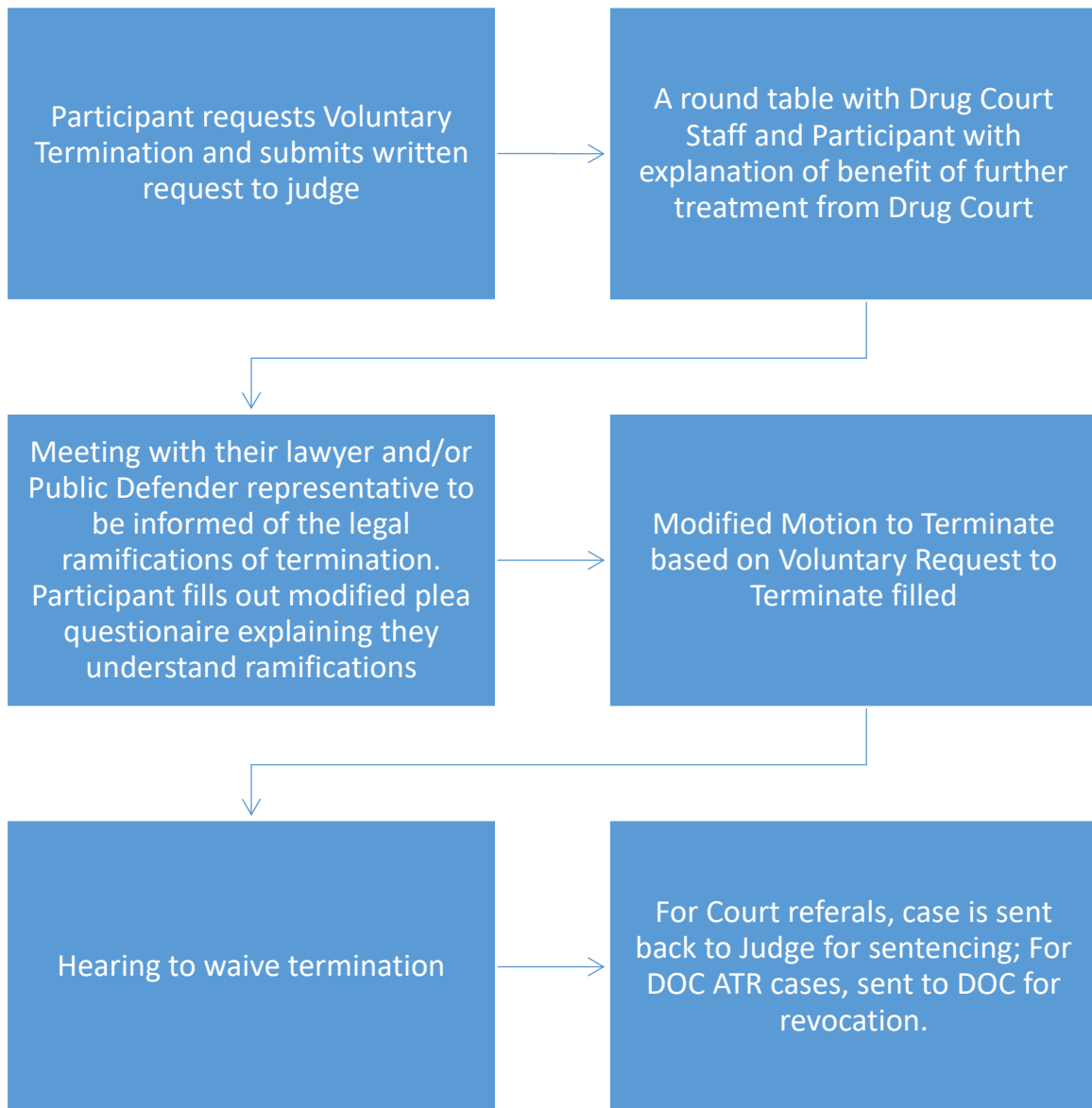
At the hearing, the State will have the burden of showing, by a preponderance of the evidence, that the participant has violated the terms of his/her Drug court contract and that termination is appropriate.

The participant may stipulate to any or all of the violations without waiving the right to contest the termination itself. The participant may also waive the right to the termination hearing in its entirety. If the participant chooses to stipulate to a violation or to waive his/her right to the termination hearing, the Court will engage the participant in a discussion, while on the record, designed to ensure the Court that the participant is making a knowing and voluntary stipulation or waiver. Said stipulation and/or waiver will occur before an uninvolved Judge.

**During the termination process, participants are expected to continue to participate in all program activities.**

### **VOLUNTARY REMOVAL**

The following is to be used for cases where voluntary termination is the only proposed basis for termination. If there are other reasons for termination where voluntary termination is also requested, the procedure for a motion to terminate is to be followed. If a request for voluntary termination is the sole reason for the following termination proceedings, and at any point in the below process the participant wishes to retract the request for voluntary termination prior to the waiver of the termination hearing, the below proceedings shall be stopped and the participant will continue with drug court. During the proceedings below, the participant will be expected to continue with drug court obligations, and will be subject to all drug court rules, including sanctions and/or automatic termination for absconding.



### **AUTOMATIC TERMINATION**

Failure to complete the Global Appraisal of Individual Needs (**GAIN**) Assessment within 30 days of their intake, or absconding from the program for four consecutive court appearances, are grounds for automatic termination from the program and do not require a hearing.

### **READMISSION TO DRUG COURT**

Reapplication to the program will be considered by the team on a case-by-case basis.

## **PROGRAM PHASES**

The Rock County Drug Court Program shall consist of five phases. Each phase will be approximately three months long. Time spent in confinement will not count towards phase advancement.

### **PHASE I – ACUTE STABILIZATION (60 days)**

- Court weekly
- Engaged with treatment
- Comply with supervision
- Develop case plan
- Monday- Saturday sign ins
- Home visits as determined by team
- Weekly Case Management meetings
- Random drug testing
- Address housing
- Complete GAIN assessment (within first 30 days)
- Start changing people, places, and things

Minimum of 14 days sober, 60 days in program since intake, engaged in treatment and compliance with supervision to apply for phase 2

### **PHASE II – CLINICAL STABILIZATION (90 days)**

- Minimum of bi-weekly court appearances
- Engaged with treatment
- Comply with supervision
- Review case plan
- Weekly case management meetings
- Monday- Saturday sign ins
- Home visits as determined by team
- Random drug testing
- Begin developing plan for pro-social activities
- Continue addressing/maintain housing
- Address ancillary services (eg: parenting, family support, DBT, trauma, anger management groups, etc)
- Address financial issues
- Address medical issues
- Demonstrate changing people, places, and things

Minimum of 30 days sober, 90 days in Phase 2, engaged in treatment, and compliance with supervision to apply for phase 3

### **PHASE III – PRO-SOCIAL HABILITATION (90 days)**

- Court appearances minimum of every 3 weeks
- Engaged with treatment
- Comply with supervision
- Minimum of bi-weekly case management meetings
- Home visits as determined by team
- 3 sign-ins per week
- Random drug testing
- Address life skills

- Participate in 3 pro-social activities weekly
- Address ancillary services (eg: parenting, family support, DBT, trauma, anger management groups, etc)
- Address medical
- Maintain Housing
- Address Financial issues
- Demonstrate changing people, places, and things

Minimum of 45 days sober, 90 days in Phase 3, engaged in treatment, compliance with supervision, pro-social activities established, established recovery network, to apply for phase 4

#### PHASE IV – ADAPTIVE HABILITATION (90 days)

- Minimum of Court monthly
- Engaged with treatment
- Comply with supervision
- Review case plan
- Minimum of bi-weekly case management meetings
- Home visits as determined by team
- Random drug testing
- 3 sign ins per week
- Maintain 3 pro-social activities per week
- Maintain housing
- Address financial issues
- Maintain recovery network
- Begin job, vocational training, job search, or schooling
- Address ancillary services (eg: parenting, family support, DBT, trauma, anger management groups, etc)
- Demonstrate changing people, places, and things

Minimum of 60 days sober, 90 days in phase 4, engaged in treatment, compliance with supervision, engaged in pro-social activities and recovery network, addressing employment/education/job training, etc., and addressing ancillary services (additional groups, parenting, family support etc.) to apply for phase 5

#### PHASE V- CONTINUING CARE (90 days)

- Minimum of Court monthly
- Engaged in treatment
- Comply with supervision
- Random Drug Testing
- Review case plan
- Case management meetings as needed
- Home visits as needed
- 2 sign ins per week
- Complete all treatment programs
- Develop continuing care plan
- Maintain recovery network
- Maintain housing
- Addressing financial issues
- Address medical issues
- Maintain employment, vocational training, or school
- Demonstrate changing people, places, and things
- Maintain 3 pro social activities per week
- Complete any other obligations set forth by the case manager or court

Must have a minimum of 90 days sober time, 90 days in phase 5, engaged in treatment,

compliance with supervision, maintaining pro-social activities and recovery network, maintaining employment/vocational training/school, addressing ancillary services, and able to articulate continuing care plan to apply for graduation.

## **TREATMENT PROTOCOL**

Rock County uses a dual treatment-case management model, whereby the case managers are also the treatment providers. The decision to provide services in a dual manner was made at the inception of the program to ensure clients receive evidence-based, cognitive behavioral therapy, following evidence-based curricula with fidelity and appropriate for the substance abusing, criminal justice population. A full clinical GAIN assessment and LSI-R criminogenic risk assessment are conducted at the start of the program and guide the case planning and treatment services, which are provided on an individualized basis based on the results of the assessment.

The Rock County Human Services Department (HSD) provides the case management and treatment services for the Drug Court program and uses motivational interviewing in their interactions with clients. Services are community-based (individual/family therapy and case management), flexible, and responsive to the participant's unique situation. HSD uses the Hazelden created evidence-based Living in Balance curriculum for SUD treatment. It is a research-based, comprehensive, group-oriented treatment framework that emphasizes group process and interaction (discussion, role plays, mindfulness) and uses a bio-psychosocial approach to strengthening neglected areas of an individual's life that have been impacted by substance use. There is also a Living in Balance Co-Occurring Module, which integrates interventions related to co-occurring mental health and substance use disorders.

The cognitive thinking program used by HSD is Moral Reconciliation Therapy (MRT). MRT is a systematic treatment strategy that seeks to decrease recidivism among individuals involved in the criminal justice system by increasing moral reasoning. It is an evidence-based model that has shown significant success with the criminal justice population. Its cognitive-behavioral approach combines elements from a variety of psychological traditions to progressively address ego, social, moral, and positive behavioral growth. MRT takes the form of group and individual counseling using structured group exercise and prescribed homework assignments. HSD also uses the MRT Thinking for Good curriculum to target criminal thinking and MRT's Domestic Violence curriculum, and Staying Quit relapse prevention program. The MRT curriculum also includes a separate MRT Anger Management Model that complements the principles of MRT while focusing explicitly on skills and strategies to manage anger. Other MRT curricula used include job readiness and untangling relationships to address codependency.

HSD also provides Beyond Trauma (Stephanie Covington), Seeking Safety, Women's anger & Trauma (Stephanie Covington), Men's Trauma (Stephanie Covington), EMDR, and Dialectical Behavioral Therapy (DBT) (skills-based CBT intervention) all of which are evidence-based programs. They also run a life skills group.

All participants participate in Living in Balance and MRT. Additional programming is based on individual needs.

Throughout the Drug Court program, participants are matched with services based on their risk/needs level as identified by the assessment tools. Risk levels are not mixed in groups.

The programs used in the Rock County Drug Court program are all evidence-based and staff is formally trained on the curricula. Fidelity to the models is ensured by the treatment supervisor who conducts regular quality assurance reviews of the staff utilizing the curricula.

### **SUPERVISION PROTOCOL**

Supervision is a shared responsibility among all members of the Drug Court staffing team, which is achieved through effective collaboration, decision-making, and rapid response to conditions that may lead to relapse or further criminal activity by program participants. Unique to the treatment court model is the active, personal involvement of the Drug Court judge at weekly hearing with each of the program participants.

The Department of Corrections, Division of Community Corrections (DOC) has primary responsibility for day-to-day supervision of participants who are in the Drug Court program as an ATR. Probation agents will meet with Drug Court participants regularly pursuant to WI DOC Policy. Probation agents will conduct a full criminogenic risk assessment (COMPAS) and develop a coordinating supervision case plan with the client. Probation agents will coordinate with treatment/case management staff to ensure proper information sharing and avoid duplicating services.

### **MEDICATION POLICY**

Participants must notify any doctor, dentist, ER, hospital or medical clinic providing treatment that they are in recovery and may not take narcotic or addictive medications or drugs. If a treating physician wishes to treat a participant with narcotic or addictive medication, the participant must disclose this fact to the Drug Court treatment provider and sign the necessary releases for a line of communication to be established between the treating physician and the Court.

### **TESTING PROCEDURES**

All urine testing, breathalyzer, and oral swab testing will be completed on a random basis. Each participant will be given a Personal Identification Number (PIN) and it is their responsibility to call the Averhealth office on a daily basis. The call line for testing is available from 7AM to 6PM daily. The voice message at the designated number will inform the participant if they are scheduled to test that day or not. If the participant is scheduled to test, they must report to the Averhealth office within their open hours or the drug test will be assumed a miss and presumed to be positive.

Testing will take place under the supervision of an Averhealth technician. Same sex staff will observe/witness collection of all urine drug testing samples when possible. This means staff will accompany the participant into the restroom and observe the test using specific, evidence-based protocols to ensure that altering of the urine sample does not occur.

Participants will have the entirety of open office time to complete the test. If the participant is not able to complete the test in time the test will be considered failed.

All positive tests, dilute tests, missed tests, and unable to provide tests will be reported to the drug court team and Judge for possible sanctions. Drug Court Participants are not allowed to consume “non-alcoholic” beer or use products that contain alcohol, such as, certain cold medications, poppy seeds, food cooked in alcohol, mouthwash, and Kombucha. Any breathalyzer or urine tests that are positive for the presence of alcohol or THC will be deemed a positive test by the Drug Court Team, and any claims that the test may be due to use of alcohol or CBD-based products will not change this determination.

If a participant disputes the results of a test, they may request a confirmation test be done. The participant will be required to pay for the test within 24-hours. After this time, confirmations will not be allowed. The Drug Court Team reserves the right to request a confirmation test be completed when a participant has positive drug test result. Urine tests may also be sent in for confirmation if the urine test appears to be tampered or flushed in any manner.

### **Tampering with Drug-Testing**

Tampering with urine or interfering with drug testing, including ingesting substances in an attempt to alter the result, or putting something in the urine, providing a sample that is not urine or not from the person being tested, or in any other manner is a very serious violation. Success in Drug Court depends on a relationship of trust among staff and participants, as well as the ability for the Court to monitor participants’ progress, and participants are expected to be honest and truthful in their interactions with treatment personnel.

### **Chain-of-Custody**

Averhealth’s chain-of-custody information is included in the appendix.

## **PRE-COURT STAFFING & STATUS HEARINGS**

Staffings will take place Tuesdays at 11am and Thursdays just prior to weekly Drug Court sessions for the team to discuss the progress of treatment court clients. The treatment provider will send out reports to team members detailing the progress of every client who will appear in court that week in advance of the court session. Each participant’s compliance/noncompliance will be discussed with the team. The team will decide whether an incentive/sanction is necessary and make recommendations to the judge who will have the final authority to choose the ultimate response. Pre-court staffings are confidential.

Drug Court occurs immediately following staffing on Thursdays. Participants are expected to be there on time unless other arrangements have been made. Participants must appear in person. All participants are required to sit through/watch the entire court session unless they have received permission to leave early or are a “talk and go.” The judge and the participant will talk about what has been going on since they have been in court last. The judge will give out

incentives and sanctions in at least a 4:1 ratio.

## **CONFIDENTIALITY & RELEASES**

### **Visitors to the Court**

Drug Court hearings are open to the public.

Visitors may be allowed to attend Drug Court staffing sessions. All visitors must request permission to attend staffing prior to the date they would like to attend. The Drug Court Team will approve all visitors. Visitors will be required to sign a confidentiality agreement at each session. Visitors may be asked to leave court at any time.

### **Ethics and Confidentiality**

The participant's identity and privacy will be protected consistent with federal confidentiality laws (42 United States Code (USC) Section 2990dd-2, and the regulations implementing these laws at 42 Code of Federal Regulations (CFR), Part 2) and Wisconsin law. Drug courts and confidentiality laws are designed to achieve the shared goal of encouraging substance abusers to obtain and remain in treatment. The Rock County Drug Court can only function if information is shared among team members.

The goals of the Rock County Drug Court and confidentiality laws are compatible; both seek to help substance abusers overcome their drug addiction, for the benefit of the users themselves and society at large. If a situation exists where Rock County Drug Court practice conflicts with confidentiality laws, then the law prevails. Rock County Drug Court will eliminate any unnecessary conflict by obtaining the participant's consent for information disclosure. The participant will be asked to sign a waiver authorizing the transfer of information among all participating agencies.

### **The General Rule**

Federal confidentiality laws and regulations protect any information about an offender if the offender has applied for or received any SUD-related services from a program that is covered under the law. Services applied for or received can include assessment, diagnosis, individual counseling, group counseling, treatment or referral for treatment. The restrictions on disclosure apply to any information that would identify the individual as someone with a substance use disorder, either directly or by implication. The general rule applies from the time the offender makes their first appointment. It applies to offenders who are mandated into treatment as well as those who enter treatment voluntarily. It also applies to former clients or patients. The rule applies whether or not the person making an inquiry already has the information, has other ways of getting it, has some form of official status, is authorized by State law, or comes armed with a subpoena or search warrant.

Participants will be required to authorize the release of pertinent information to selected persons or agencies. This includes, but is not limited to: Rock County Court, District Attorney, Public

Defender or Defense Attorney, Rock County Human Services, Rock County Sheriff's Office, other Law Enforcement agencies, independent program evaluators (to include TAD funders), Rock County Justice System Manager, Probation/Parole Agents, referring agencies, employers, significant others (or members of household), community support sponsor and any specialized service the participant is receiving. The purpose of this communication is to facilitate treatment coordination between the case managers and the designated person or agency. Case managers shall communicate any information regarding a participant's progress or lack of progress as well as any renewed criminal activity to the appropriate authorities.

Additionally, Drug Court Team members, including treatment staff, may use any public records, including social media, CCAP, news sources, etc., to verify participant information and reports.

If a participant revokes their authorization to release information to the members of the Drug Court team, they can no longer participate in the program and will be terminated pursuant to the termination procedure described above.

All members of the Drug Court Team must hold information discussed during pretrial interviews, assessment, Drug Court Team staffing meetings, Drug court status hearings, and treatment sessions in confidence.

Evaluators, researchers, or personnel from other courts visiting the Drug Court staffing are required to sign a confidentiality agreement that is kept on file by the Justice System Manager.

### **File Management and Record Keeping**

Drug Court files are separate and distinct from Circuit Court files and District Attorney's Office files. All Drug Court files, notes, etc. are confidential and are not to be used in other proceedings involving the participant and are not open to the general public. All such files shall be under the sole and exclusive control of the Drug Court Judge and the assigned representative from the District Attorney's Office, as appropriate, and not the Clerk of Court or other staff members in the District Attorney's Office.

It is the intent of the Drug Court to utilize a dual record keeping system to assure that matters occurring the courtroom are recorded, while team staffing and activities related to treatment are kept in a confidential manner consistent with the appropriate law. The clerk of courts will record the following activities: court orders, sanctions imposed, termination proceedings, graduation, and completion of the program.

Items that will not go into the court file but rather in a separate and confidential treatment court file are: assessment, diagnosis, medical conditions, mental health information, evaluative information on the participant, treatment information, team notes, and case plan. This file will be kept by Drug Court Human Services treatment/case management staff.

The judge will maintain his/her written notes in a file kept in the judge's office.

### **Record Retention Policy**

Wisconsin State Statute 19.21(5)(c) requires records to be retained for seven years after the date of discharge.

## **PARTICIPANTS RIGHTS & GRIEVANCE PROCEDURE**

### **General Grievance Procedure**

Participants have a right to file a grievance if they believe they have been treated unfairly or that there is a conflict existing between the participant and a team member. A grievance is any form of unfair treatment, harassment, bullying, or disrespect. A grievance shall not apply to situations that might result in a participant's termination from the program. All parties involved in the conflict will be questioned and given the opportunity to present their respective arguments. A participant wishing to file a grievance will be directed to contact the Drug Court Administrative Coordinator. If the Coordinator is the source of the complaint, they will be directed to the Drug Court Judge or Presiding Judge for Rock County.

### **Treatment Grievance Procedure**

A specific grievance procedure related to treatment services is included in the appendix.

## **DISPARATE IMPACT STATEMENT**

Rock County Drug Court recognizes it serves a population with diverse ethnic, cultural, and spiritual backgrounds. It seeks to provide equal services for all participants and will not discriminate in admitting or treatment services. The program will use best and evidence-based practices. Further, the Rock County Drug Court will work to honor participants' individual cultural background and encourage their participation in cultural, ethnic, or spiritual celebrations or ceremonies.

## **DATA REPORTING**

Program data is collected in the Human Services Avatar system and the Wisconsin Department of Justice CORE system. HSD treatment/case management staff will enter in identified data into the Avatar and CORE systems regularly and the Sheriff's Office representative will enter in identified data into the CORE system regularly.

## **EVALUATION DESIGN**

Outcome evaluation will occur approximately every five (5) years by the Drug Court's independent evaluator, Dr. Paul Gregory. The report will be given to the OWI Court team and presented to the Drug Court's advisory committee, the CJCC, at a regular meeting, which is open to the public.

Dr. Gregory will work with the Drug Court team to determine specific goals and objectives for measurement, whether a process evaluation or cost-benefit analysis needs to be conducted, and to examine other issues, as necessary.

Policy & Procedure review will occur annually by the entire Drug Court team. Changes and updates will be presented to the CJCC for feedback and approval.

### **FEES & FISCAL MANAGEMENT**

All participants (with the exception of DOC participants) are required to pay a \$100 intake fee, along with \$10 per week for the duration of their programming. All payments are required to be made through a check or money order and all Drug Court fees are non-refundable. It is the participant's responsibility to make a valid effort to keep fees up to date throughout the course of the program. If a participant has not paid off their fees prior to their graduation, the remainder of their fees will be converted to a civil judgement. Should a participant be terminated from the program, any unpaid fees will be added to their court costs at the time of sentencing.

Any participants referred by the Department of Corrections are not responsible for paying Drug Court fees. The Department of Community Corrections will be billed on a monthly basis by the treatment provider.

Funding for the program comes from a Wisconsin Treatment Alternatives and Diversion (TAD) grant, Wisconsin Treatment Alternatives Program (TAP) grant, Rock County tax levy, and participant fees.

### **EMERGENCY FUNDS**

An emergency fund has been established and incorporated into the Drug Court Program. The emergency fund continues as a funding source established through the contract with the treatment providers. The fund, in the amount of \$5,000.00, is designed to be used as a funding source to assist Drug Court participants with emergency needs that may include, but are not limited to: Transportation needs (i.e. bus tokens), food supplies, clothing, shelter, medical needs and for other reasons deemed necessary by the Drug Court Team.

Use of the emergency funds shall be documented and available for review through the treatment provider's financial statements and monthly billing for Drug Court services.

### **COMMUNITY RESOURCES & ANCILLARY SERVICES**

Primary treatment and services will be provided by the Drug Court treatment staff. Referrals to other community organizations may be made depending on need.

### **MEMORANDUM OF UNDERSTANDING**

A memorandum of understanding between all Drug Court team agencies is attached.

## SUMMARY OF PROGRAM RULES

Drug Court participants will be required to abide by the following rules. Requirements of the program can and will change from time to time.

- ◆ Do not use or possess any drugs or alcohol. Sobriety is the primary focus of this program. This includes mood altering prescription drugs including, but not limited to: benzodiazepines (Xanax, Valium), stimulants (Ritalin, Adderall), opiates (Percocet, Tylenol 3), and narcotics (Morphine). This also includes certain cough medications, and other over the counter medications (Dextromethorphan or DXM). Do not use any product containing alcohol, including non-alcoholic beer, Kombucha, and mouth wash. Do not use products containing CBD, including Delta-8 products. Do not use products containing poppy seeds. Use of any of these substances may result in sanctions and continued use may result in being discharged from the program. You must report any use immediately to the Drug Court Case Manager. This includes all prescription drugs and over-the-counter medications.
- ◆ Do not consume mind altering substances – this includes synthetic marijuana, bath salts, etc.
- ◆ Do not associate with people who use or possess drugs, nor be present while drugs or alcohol are being used by others.
- ◆ Do not act as a confidential informant for law enforcement nor assist law enforcement with the purchase of illegal drugs/substances. If approached by law enforcement to act as an informant, explain to them that you are participating in drug court, then report this contact to your case manager and probation agent. (if applicable).
- ◆ Do report police contact of any sort within 24 hours.
- ◆ Do not enter establishments whose primary function is the sale of alcohol such as casinos, liquor stores, bars, etc. You may not purchase alcohol for any reason. You must stay away from environments that may trigger relapse. Exceptions may be made at the discretion of the Drug Court Team.
- ◆ Do attend all ordered treatment sessions. This may include individual and group counseling, educational sessions, and community support meetings.
- ◆ Do notify any doctor, dentist, ER, hospital or medical clinic providing treatment that you are a recovering addict and may not take narcotic or addictive medications or drugs.
- ◆ Do provide Drug Court staff with current address, phone number and contact information during the program.
- ◆ Do take medications as prescribed by Drug Court doctor and/or by an attending physician (if approved by Drug Court team).

## **APPENDIX**

Drug Court Sanction Response Matrix

HSD Grievance Procedure

Averhealth Chain-of-Custody

Averhealth Diluted Test Information

Drug Court MOU

Drug Court Phase/Graduation Applications

Observer's Release

Participant Aftercare Plan

Confidential Information Release Authorization

Telehealth Consent Form

Client Survey