

THE COURT OF COMMON PLEAS OF SUSQUEHANNA COUNTY

TREATMENT COURT



PARTICIPANT HANDBOOK

Revised 8/2021

The Susquehanna County Treatment Court Program assists adult offenders who have alcohol and substance use disorders to lead crime and drug free lifestyles. Treatment Court is a specialized program that combines intensive supervision with necessary treatment. Participants will be sentenced to a minimum 12-month period of intermediate punishment supervision, requiring compliance with Treatment Court conditions. Conditions may include drug screenings, drug and alcohol treatment, electronic monitoring, community service, intensive supervision and court appearances before the President Judge.

Participants proceed through Treatment Court in phases, each phase length being determined by the Treatment Court committee. Incentives and sanctions are issued as deemed appropriate by the Treatment Court committee in an effort to encourage positive behavior changes and deter inappropriate conduct. The committee consists of the President Judge, Probation, Law Enforcement, the District Attorney's Office, the Public Defender's Office, Drug and Alcohol Services, Mental Health Service Providers and other Treatment Provider(s). The committee works together to assist program participants in achieving stable and sustained recovery as well as becoming productive members of the community while addressing the individual participant's treatment needs.

VISION

The criminal justice system has become inundated with substance abuse related criminal offenses. Changes in laws and sentencing guidelines have increased the population in our correctional facilities.

To combat this growing issue, hundreds of jurisdictions nation-wide have piloted an innovative approach to handling substance abuse offenders. Treatment Court combines intensive substance abuse treatment with increased court supervision to maximize the chances that addicted defendants will maintain substance and crime free lifestyles. Treatment Court is unique in that it represents a much closer working union between treatment and the criminal justice system than what is traditionally seen in the criminal courts. The end result is a greater likelihood that offenders will remain drug-free and become productive members of society, while avoiding further contacts with the criminal justice system.

For these reasons, the Susquehanna County Court of Common Pleas has instituted the Susquehanna County Treatment Court Program. The crux of the Treatment Court Program is a heightened level of judicial involvement and intensive probation supervision. Direct and frequent contact between the offender and the President Judge motivates program compliance. Additionally, immediate judicial reaction to successes and failures encourages the participant's rehabilitation.

MISSION

The mission of the Susquehanna County Treatment Court Program is to reduce substance abuse, recidivism, and the number of criminal caseloads on the Court's docket. It is the goal of the program to provide repeat drug and alcohol offenders the necessary tools to maximize their ability to lead a crime free life; graduate individuals who are clean and sober, have more job and education opportunities, have better relationships with their families and friends, and have a positive outlook on life.

TREATMENT COURT TEAM

PRESIDENT JUDGE

The Court of Common Pleas Judge hears petitions for acceptance into the program and has the final say as to who will be sentenced into the Treatment Court Program. The President Judge provides supervision for the program and heads the Treatment Court Committee. They are the central figure in a team effort that focuses on participant sobriety and accountability. Due to their leadership position, the Judge will have final vote in the case of a tie. To Treatment Court participants, the Judge assumes a variety of roles, all designed to encourage, punish, motivate, and inspire the participants to complete treatment and remain sober. The Treatment Court President Judge is responsible for staying up to date on current laws, research, and best practices in Treatment Courts. The Treatment Court President Judge shall provide clear incentives and sanctions. They should strive to treat all participants fairly and with respect. The Judge should make every effort to spend an equal amount of time with all participants; specifically, the Judge should spend approximately four (4) minutes per participant in each court session.

DISTRICT ATTORNEY

The District Attorney aids in screening applicants for eligibility, serves on the Committee, attends Treatment Court sessions, and is actively involved in ongoing development of the Treatment Court Program.

PUBLIC DEFENDER

The Public Defender attends Treatment Court sessions, serves on the Committee, advises participants regarding legal ramifications of the proceedings, and is actively involved in ongoing development of the program.

TREATMENT COURT OFFICER

The Treatment Court Probation Officer shall actively oversee the intensive supervision of all Treatment Court participants. Probation shall be responsible for the day-to-day activities of the participants and shall consult with the Treatment Court Judge if problems arise between weekly Treatment Court sessions. Additionally, Probation shall be responsible for the administrative duties associated with the supervision of treatment court participants.

DRUG & ALCOHOL

The Lackawanna/Susquehanna County Office of Drug and Alcohol Programs along with the Case Manager through TREHAB will be part of the Treatment Court Committee; provide weekly updates on participant progress and work closely with Adult Probation and treatment provider(s). The Case Manager meets with clients, conducts evaluations, determines level of care, and refers individuals to treatment provider(s). The Lackawanna/Susquehanna County Office of Drug and Alcohol Programs along with the Case Manager through TREHAB shall be responsible for administrative duties related to treatment and shall have the responsibility for eligibility recommendations to the Treatment Court committee.

TREATMENT PROVIDER(S)

Treatment provider(s) are a member of the Treatment Court committee and attend regular Court sessions. Participants receive substance abuse treatment based on a standardized assessment of their treatment needs. Treatment is not provided to reward, punish or serve other non-clinically indicated goals. Treatment providers are trained and supervised to deliver a continuum of evidence-based interventions that are documented in treatment manuals. Treatment providers monitor and report behaviors of participants and provide weekly treatment updates to the Treatment Court Committee. Providers will utilize medically assisted treatment (MAT) whenever it is felt to be necessary in support of the participant's recovery. In addition to drug and alcohol treatment providers, Mental Health Providers will participate in the Team as needed to address the co-occurring needs of clients.

LAW ENFORCEMENT

A Detective in the Susquehanna County District Attorney's Office will serve as the Law Enforcement Team Member and will participate in Team meetings and court sessions as needed.

Every effort will be made by the entire Treatment Court Committee to forge a bond with the community. The team members will regularly participate in community out-reach programs with local agencies and community members.

ELIGIBILITY

To be eligible for the Susquehanna County Treatment Court Program, participants must be a substance dependent adult charged with a non-violent, non-drug trafficking, Level 2, Level 3 or Level 4 offense, and a resident of Susquehanna County. Priority placement in the program will go to DUI and drug offenses, however, other offenses motivated by substance abuse may be considered. Defendants must voluntarily agree to participate in, and be subject to rules, regulations and sanctions of Treatment Court. There will be no voluntary withdrawal from the program allowed. Additionally, individuals must be determined to need treatment, and charged with the following offenses:

DUI

- Non ARD offenders M1, M2

Disqualifying factors

1. Charged with Aggravated Assault by Vehicle
2. Charged with Homicide by Vehicle
3. Defendants will not be accepted if they have any felony convictions for assaultive behavior.
4. Defendants will not be accepted if they have any convictions for sexual behavior.

DRUG OFFENSES

- Possession offenses
- Manufacture/Delivery offenses if determined to be in need of treatment.

Disqualifying factors

1. High Volume traffickers.
2. Offenders subject to 2+ year mandatory minimum sentences
3. Defendants will not be accepted if they have any felony convictions for assaultive behavior.
4. Defendants will not be accepted if they have any convictions for sexual behavior.

All criminal charges pending against the applicant in any jurisdiction must be resolved at or before sentencing to the Treatment Court program. Applicants must be eligible for an Intermediate Punishment and Treatment Court sentence on all charges to which the applicant is sentenced as part of any plea agreement. The applicant will not be ineligible for a Treatment Court sentence if other charges for which the applicant would be ineligible for a treatment court sentence are dismissed as part of any plea agreement.

The Treatment Court Committee will not discriminate against or deny applicants admission into the program due to the applicant's race, ethnicity, gender, sexual orientation, sexual identity, physical or intellectual disability, religion, or socioeconomic status. All Treatment Court Program applicants receive the same opportunities as other citizens to participate and succeed in the Treatment Court Program.

The Treatment Court Committee may find other circumstances concerning the case or the offender which disqualify the offender from participation in the Treatment Court Program. Eligibility is not an entitlement to this Program. The Treatment Court Committee may exercise its discretion to not recommend admission into the Treatment Court Program for any offender who otherwise is eligible.

CONDITIONS AND RULES GOVERNING TREATMENT COURT PROGRAM

You have been assigned to the Treatment Court Program unit of the Susquehanna County Probation Department. This unit has been established to assist you in refraining from drug and alcohol use. Further, it is our intention to assist you in a lifestyle that will reduce the chance of you using any non-prescribed chemical substances.

You are under sentence and supervision of the Probation Department of Susquehanna County until the expiration of your Treatment Court Program or further order of the court. The Probation Department has the power at any time during this period, in the case of violation by you or any of the conditions of your Treatment Court Program, to cause your detention in a county prison and make a recommendation to the court, which may result in the revocation of your participation in the Treatment Court Program and your commitment to a penal correctional institution to serve your sentence. You are subject to the following conditions:

1. You will report regularly either in person or in writing to your probation officer, according to the schedule established by your probation officer. The responsibility to report falls on you, the probationer. As of today's date, you agree to meet with your probation officer as directed.
2. You will comply with all Federal, State, County and Municipal Criminal Laws and abide by any written instructions of the Susquehanna County Probation Department and the Court of Common Pleas. Furthermore, you will notify your probation officer immediately if: (a) you had any contact with any law enforcement agency, (b) you are arrested or if you are under investigation by any law enforcement agency, or (c) if you are cooperating with any law enforcement agency.
3. You understand that your probation officer will make supervision visits to your home or place of employment. Prior to changing your residence, you must have the permission of my probation officer. You understand that any overnight stay at a location other than my approved residence must be approved in advance by my probation officer.
4. You will make an effort to obtain and maintain employment and to support your dependents. You will immediately notify your probation officer should you lose or change employment.
5. You will abstain from the unlawful possession, use or sale of narcotics, controlled substances, other dangerous drugs, inhalants and any other mood-altering chemicals that are not prescribed for me by a physician. When requested by my probation officer, any other law enforcement officer, or any corporation contracted to perform collection of urine samples. I will submit to a urine drug screen test, and any other physical or scientific testing to determine the presence and amount of drugs or alcohol. You understand that

refusal to submit to such testing will be a violation of your probation. You understand that any abnormal result may be considered a positive test. If you contest a positive test, you understand that you will be responsible for the cost of additional tests.

6. You will abstain from alcohol and drug use and not possess alcohol; if medication needs to be prescribed by a doctor; your probation officer must be notified prior to usage.
 - A. You will not possess any controlled substance nor will you possess or consume a prescribed medication that has not been prescribed to you.
 - B. You will notify all medical/dental professionals that you are not allowed to consume or possess any addictive medication or any narcotics without your probation officer's knowledge. You will provide your physician with a copy of the letter provided by the Treatment Court Program and provide the Treatment Court Committee with proof thereof.
 - C. You will not enter any establishment whose primary business is the sale of alcoholic beverages.
7. You will refrain from any assaultive behavior, which threatens or presents a clear and present danger to others. You will immediately notify police if you are a victim of an assaultive behavior and file a report. You understand that it is your right to not press charges.
8. You will comply with the following special conditions imposed by the Court or any Treatment Court Program conditions which are imposed by your probation officer and/or my treatment counselor.
 - A. You will perform community service hours as directed and required by each Phase of the program and turn logs into the Probation Department by 3:00 pm on the first Monday of each month. You will participate in any and all mandatory community service projects throughout the program.
 - B. You understand you will still abide by any policy and procedure changes that may occur in the Treatment Court Program.
9. You will not have in your possession, or allow to be at my premises, any firearms or other deadly weapons (as defined by the Pennsylvania Crimes Code.*) including, archery equipment, any paint ball guns, ammunition or archery arrows. Premises is defined as the dwelling in which you reside and its property boundaries.
10. My daily travel is limited to the adjoining counties. Travel into Broome County New York for shopping or visitation is allowed. Any travel beyond these counties must be approved in advance. Travel outside the state of Pennsylvania must be approved, in writing, with a travel permit issued by my probation officer prior to my departure. Travel to Canada, for any reason, is prohibited by the Canadian Government while you are on probation. Your

probation officer cannot allow you to visit Canada, unless you have permission of the Canadian Government.

11. You will pay all fines, costs and restitution in full or in installment payments as determined by the Susquehanna County Collection Department. You understand that if said costs are not paid in full prior to the expiration of your probation, you are obligated to continue making regular payments or be subject to contempt proceedings. You understand that if the Collection Department declares your payments delinquent, the balance due may be turned over to a collection agency resulting in an additional 25% added to the balance.
12. You will attend a treatment program and follow all recommendations until released by the treatment staff and your probation officer.
 - A. You will attend AA/NA meetings with frequency directed by treatment and/or probation officer and will turn in the proof of AA/NA sheets weekly, before 3:00 pm on every Monday.
 - B. You understand the Lackawanna/Susquehanna Office of Drug & Alcohol Programs must approve all programs (ie, vocational, educational, medical, psychiatric) prior to you attending them.
13. You understand that you must attend any medical/psychiatric treatment/evaluation and follow all recommendations until released by medical staff and Lackawanna/Susquehanna Office of Drug & Alcohol Programs.
14. You will abstain from the use and possession of any ephedrine-based products. You will ask your probation officer for an approved list of safe over-the-counter medications.
15. You will not act as an agent for any law enforcement agency while participating in the Treatment Court Program.
16. You agree that the results of any testing to determine the presence and amount of drugs or alcohol will be admissible in Court and hereby consent to having these results offered as evidence, without any testimony from the staff of the testing facility.
17. You understand and agree that you are not to consume any products that contain poppy seeds. You understand that any positive drug tests due to the consumption of poppy seeds will be considered a violation of your Treatment Court conditions.
18. You agree that your probation officer may search your person, place of residence, or vehicle, without a warrant, if the officer has reasonable suspicion that you are in violation of probation.
19. You agree that your probation officer may search you and/or your possessions, and understand that he/she may arrest you for any violation without a warrant, if he/she has reasonable suspicion that you are in violation of your probation.

20. You understand that prior to each Treatment Court session; the committee will meet to review your progress so they may discuss it with you during the Treatment Court session. This review includes your drug testing results, attendance, participation and cooperation in the treatment program, employment or other requirements that may have been ordered. These updates will come from the probation department and treatment provider(s). You understand this information will be passed to the Judge without the presence of your attorney. You understand that sharing this information is legal and necessary, as it allows the judge to determine incentives, sanctions, and direction for your case.
21. If at any time during the course of your participation in the Treatment Court Program, you become uncooperative, or display a negative attitude with regard to this program or working with the assigned probation officer or treatment staff, your case will be reviewed by the Treatment Court Committee and your participation may be terminated and your case returned to the Court of Common Pleas.
 - A. You will follow all court etiquette rules as outlined in the Participant Handbook, including refraining from the use of cell phones and other electronic devices during Treatment Court hearings and functions.
22. You will notify your probation officer of ANY drugs prescribed to you by a physician BEFORE you begin taking them, and provide written notification to my physician that you are on probation, as well as any addiction(s), and sign release(s) to permit the Susquehanna County Probation Department to discuss your case. In the event that you are taking prescription medication, you agree to execute any releases requested by your probation officer to verify the existence of a prescription and the need for the medication with your physician.

If you violate the Rules and Conditions governing the Treatment Court Program and/or Susquehanna County Probation, violate the conditions of the sentencing order, or are arrested on new criminal charges, the Susquehanna County Probation Department has the authority to arrest you as a probation violator, and either remand you to the Susquehanna County Correctional Facility or lodge a detainer against you, if already incarcerated. This detainer would prevent your release until taken before the Court. You understand that following the appropriate hearings, the Court may revoke my probation, and you may be committed to a correctional facility for such time as may be specified by the Court, in accordance with Pennsylvania Criminal Law.

TREATMENT COURT HEARINGS

In Court, the Judge may ask you about your progress and discuss any difficulties that you might be having. You will be called forward individually, providing you with the opportunity to speak directly to the Judge.

If you are doing well, the Judge may recognize your progress and achievements in a number of ways. The Judge can praise you, or provide you with other incentives or rewards. If you are struggling with program conditions, the Judge will talk to you about ways you can get back on track. The Judge may decide that serious consequences are required to help you comply with the rules of the program. Referred to as sanctions, these consequences are intended to help you to more fully understand that you are accountable to the program and to yourself. Sanctions can range from increased levels of monitoring, changes in your program requirements, increased attention to your treatment sessions and may also include jail time.

You must arrive at court before the session begins, and remain in the courtroom until dismissed by the Judge. If you are late to court, you may be subject to immediate sanction by the court. Court sessions are held weekly at the Susquehanna County Courthouse or as determined by the Treatment Court Judge. These meetings are currently held on Wednesdays at 8:30 a.m. You are required to attend Treatment Court hearings as directed. If you fail to appear at these hearings the Presiding Judge will issue a Bench Warrant for your arrest.

COURT ETIQUETTE/CONDUCT

You are expected to maintain appropriate behavior at all times in the courtroom and courthouse. Any violation of the following rules will be reviewed by the Treatment Court Committee and you may be subject to sanction.

- ❖ Be respectful to the Judge, Treatment Court Committee, court staff, and other participants. Maintain a respectful attitude at all times in the courthouse and courtroom. Disruptive behavior such as talking, laughing, shouting or creating other loud disturbances in the courtroom will not be tolerated. Offenders may be removed from the building and the Judge may hold violators in contempt of court. Mild-toned conversations may be held in the lobbies, hallways and other common areas. You may show support and encouragement to fellow participants by applause, but only during appropriate times.
- ❖ Participants are not permitted to have food, beverages, chewing gum, tobacco, and newspapers/magazines in the courtroom. Smoking is not permitted in the courthouse.

ADDRESSING THE COURT

- ❖ Address the Judge as “Your Honor” or “Judge.”
- ❖ Speak in a loud, clear voice so you can be heard by the Judge, the Treatment Court Committee, and your fellow participants.
- ❖ Only one person may address the court at a time.
- ❖ When speaking to the Judge, Treatment Court Committee and court staff, do so with courtesy and respect.

- ❖ Refrain from the use of profanity.

DRESS CODE

Participants are expected to wear respectable, appropriate attire. Items not to be worn:

- ❖ Hats and bandanas
- ❖ Shirts with language or graphics that are vulgar, sexually explicit, or may otherwise be offensive
- ❖ Clothing promoting drug or alcohol use
- ❖ Attire that is revealing or provocative
- ❖ Extremely baggy shorts or pants

ELECTRONIC DEVICES

- ❖ Participants must comply with any Order or Policy regarding electronic devices instituted by the Court of Common Pleas of Susquehanna County.

TESTING FOR ALCOHOL AND OTHER DRUGS

1. The Treatment Court Committee stands by the validity of the drug testing program.
2. Methods of testing are determined by the Treatment Court Committee and are not negotiable.
3. Drug testing from outside agencies will not be accepted.
4. Participants will be directly observed by a person of the same gender to ensure freedom from errors.
5. Any detectable level of alcohol, drug or mood-altering substances is considered a positive test.
6. Any of the following will count as a positive test:
 - Missing a test
 - Providing a tainted, dilute or substituted specimen.
 - Stalling- If a participant is unable to provide a sample within a reasonable amount of time (normally 15 minutes), or if it is not of sufficient quantity to test.
 - Any attempt to alter the results of a test.

The use of illegal drugs will result in a sanction. This is not intended as punishment; however, as a tool to encourage sobriety. The goal of drug testing is to hold Treatment Court Program Participants responsible for their sobriety and measure their progress in recovery.

SUSQUEHANNA COUNTY TREATMENT COURT DRUG TESTING POLICY:

Treatment Court Participants will be subject to random drug testing throughout the Treatment Court Program. Drug testing will be available seven (7) days a week, although the hours and availability may alter on a daily basis. Participants in the Treatment Court Program will be subject to a random urine drug testing by the Susquehanna County Probation Department, and their treatment provider.

DRUG TESTING PROTOCOL:

Individuals involved in the Susquehanna County Treatment Court Program will be subject to random drug testing throughout the program. Individuals will be tested at least two days a week at the discretion of the Adult Probation Department.

Individuals may dispute a positive drug test. The sample along with a chain of command form will be sent to Confirm Bioscience. A \$50 sanction will be assessed for every lab confirmed positive test.

The collection of the urine sample will be directly observed by a person of the same gender to ensure freedom of errors. In addition to random urine drug testing, Treatment Court Program Participants may be required to wear an alcohol monitor (through Vigilant) and other testing mechanisms. Individuals in the Treatment Court Program will pay additional costs related to these monitors.

OVER-THE COUNTER MEDICATIONS

You are responsible for any medication you consume without a doctor's prescription. There are some over-the-counter medications with ingredients which may result in positive or false-positive drug test result. You are responsible for reading the labels of any over-the counter medications you are considering to determine if they contain prohibited ingredients. It is encouraged that you consult with the Treatment Court committee before taking any medication.

There are also some plant products which may result in positive drug tests, such as poppy seeds, hemp products, or coca leaves. As with medications, you are responsible for what you ingest. All positive drug test results where a claim is made regarding plant products will remain positive for the indicated drug.

PRESCRIPTION MEDICATIONS

All prescription medications must be reviewed and approved by the Treatment Court committee before you may use them. You must tell your medical and dental care providers that you are a chemically dependent person pursuing recovery. As a participant in the Treatment Court Program, you are given a copy of a letter you must provide to your physician, outlining to them that you cannot take mood/mind altering substances as it will endanger your recovery and may result in a positive test. Prior to being prescribed any medication, you need to explore with your care provider the availability of a non-narcotic or non-controlled substance to address your needs.

The Treatment Court committee and/or Judge reserve the right to require that you provide a statement from your care provider affirming that the dialogue did occur. You must understand that unapproved use of a prescription medication may delay your advancement in, or completion of, the Treatment Court Program, whether or not that medication was validly prescribed.

MEDICAL EMERGENCY

If you are given drugs as the result of a medical emergency, you must get a record from the treatment facility as to what and how much you were given and notify the Treatment Court committee as soon as possible. For purposes of Treatment Court, a medical emergency is a sudden and unexpected medical condition, or the worsening of a condition, which poses a threat to life, limb or sight, and requires immediate treatment; or, a sudden, extremely painful condition which requires immediate treatment to alleviate suffering. You usually get emergency care at a hospital emergency room. Conditions that require emergency care include loss of consciousness, shortness of breath, chest pain, uncontrolled bleeding, sudden or unexpected weakness or paralysis, poisoning. Pregnancy-related medical emergencies involve a sudden and unexpected medical complication that puts the mother, the baby, or both, at risk.

IN CASE OF MEDICAL EMERGENCY OR URGENT MATTERS

During business hours of the Probation Department, you are to contact the Treatment Court Probation Officer, at the Probation Department, or on his/her cell phone number. If unavailable, you are directed to leave a message regarding the issue. If you do not hear back from the Officer within a reasonable amount of time, you must call the Probation Department and request to speak to the Chief. If unavailable, you are requested to ask for Supervisor, or

Administrative Officer. During non-business hours, and/or holidays and weekends, you are directed to contact the Susquehanna County Emergency number, and request to speak to the Probation Officer On-Call. The Treatment Court Probation Officer is not available twenty-four (24) hours a day. Be advised that leaving a message with an issue or request will not constitute as approval.

IMPORTANT POINTS TO REMEMBER:

- ❖ **PERSONAL RESPONSIBILITY:** You and you alone, are responsible for what goes in your body. Do not come to Treatment Court with an explanation that illegal or prohibited drug use is anyone's fault but yours. **NO EXCUSES!**
- ❖ **OTHER PEOPLES MEDICATIONS:** Never, ever take any medication that has been prescribed for someone else (your mother, brother, girlfriend...). Using medication that has been prescribed to another person is a violation of federal law and Treatment Court rules.
- ❖ **WHEN YOU ARE NOT SURE:** When you are in doubt, **DO NOT TAKE IT.** Ask your doctor, treatment provider or probation officer. If you have any questions at all about any medication you are taking, contact a member of the Treatment Court Committee.
- ❖ **READ THE LABEL:** Read the label when you buy cough syrup, cold medicine, mouthwash or other over- the- counter liquids. **MAKE SURE THEY DO NOT CONTAIN ALCOHOL.** Listerine contains alcohol. Dayquil/ Nyquil contain alcohol. There are over-the counter products available that do not contain alcohol.
- ❖ **ASK THE PHARMACIST:** If you have trouble reading a product label or are in doubt about the ingredients, take it to the pharmacist and ask him/ her to check the ingredients.

SAFE OVER-THE-COUNTER-MEDICATIONS

Pain Relief/Analgesics:

- Tylenol
- Aleve
- Anacin
- Aspirin
- Ibuprophen (Motrin and Advil)
- Midol
- Pamprin

***Absolutely No "PM" Medications or Cold/Allergy Medication**

Expectorant/Cough:

- Mucinex
- Diabetic Tussin
- Breonesin Capsules

***Absolutely No D/DM Medications**

Nausea/Vomiting/Diarrhea:

- Donnagel
- Pepto-Bismol
- Emetrol
- Kaopectate
- Immodium
- Ginger Capsules

Laxatives/Stool Softeners:

- Miralax
- Metamucil

Sleep Aides:

- Melatonin
- Sleepy time/Chamomile Tea

PHASE DESCRIPTIONS & ADVANCEMENT CRITERIA

Phase I* (Minimum of 3 months, at the discretion of the committee) –Phase I will include assessment and evaluation, referral to the appropriate level of care, and service planning.

- Appear weekly in Court or as instructed by the Court
- Upon entering program, required 90 AA/NA meetings, or approved alternative meetings in 90 days (90/90). Proof of AA/NA meeting sheets must be turned in weekly, before 3:00 pm every Monday
- Upon completion of 90/90, required minimum of 5 AA/NA meetings, or approved alternative meetings weekly. Proof of AA/NA meeting sheets must be turned in weekly, before 3:00 pm every Monday
- Obtain a sponsor within 30 days of entering the program – maintain weekly contact
- Obtain and maintain appropriate and stable housing
- Obtain and maintain appropriate employment / schooling
- Electronic Monitoring as directed by the Court
- Alcohol monitoring device as directed by the Court
- Curfew as directed by the Probation Department accompanied with “Application for a Curfew”
- Random Drug Testing
- Meaningful participation in recommended drug and alcohol treatment
- Meaningful participation in recommended mental health treatment
- Compliance with the Treatment Court Contract
- Completion of a minimum of 20 hours community service
- Develop a safe and sober social network
- Intensive supervision: minimum of two in-person contacts per week by Treatment Court Probation Officer or at the discretion of the Probation Department and the Courts.
 - Weekly contact with Case Manager

Advancement Criteria

- 90 consecutive days of total abstinence from use of drugs & alcohol
- Completion of a minimum of 20 hours community service
- Compliance with Treatment Court contract including being current with fines
- Participant must complete an Application for Advancement form including: 1 letter of recommendation and a list of accomplishments and goals
- Completion of recommended level of care and Phase I

***Length of Phase will be determined by the Treatment Court committee on a case-by-case basis. Participant must apply and be accepted by the committee before movement to Phase II of the program and recommended level of care.**

Phase II* (Minimum of 3 months, at the discretion of the committee)

- Appear bi-weekly in Court or as instructed by the Court
- Required minimum of 5 AA/NA, or approved alternative meetings weekly. Proof of AA/NA meeting sheets must be turned in weekly, before 3:00 pm every Monday.
- Maintain weekly contact with sponsor
- Maintain appropriate and stable housing
- Maintain appropriate employment / schooling
- Possible removal of electronic monitoring
- Random drug testing
- Possible removal of alcohol monitoring device if utilized
- Curfew as directed by the Probation Department accompanied with “Application for a Curfew”
- Continue active participation in any and all recommended drug and alcohol treatment
- Meaningful participation in recommended mental health treatment
- Continued compliance with the Treatment Court Contract
- Completion of a minimum of 40 hours community service
- Maintain contact with safe and sober social network
- Intensive supervision: minimum of two in-person contacts per week by Treatment Court Probation Officer or at the discretion of the Probation Department and the Courts
 - Weekly contact with Case Manager

Advancement Criteria

- 120 consecutive days of total abstinence from use of drugs & alcohol
- Completion of a minimum of 40 hours community service
- Compliance with Treatment Court Contract
- 50% of court costs/fines paid
- Participant must complete an Application for Advancement form including: 1 letter of recommendation and a list of accomplishments and goals
- Completion of recommended level of care and Phase II
- Make every attempt to schedule or complete other special court ordered conditions.

*** Length of Phase will be determined by the Treatment Court committee on a case-by-case basis. Participant must apply and accepted by the committee before movement to Phase III of the program and recommended level of care.**

Phase III* (Minimum of 3 months, at the discretion of the committee) – The focus of Phase III is to transition the offender out of the program with the goal of living independently with their acquired support system. During this time, long-term goals for the offender should be discussed by the committee and planning for the offender’s future graduation should take place.

- Appear every third week in Court or as instructed by the Court
- Required minimum of 5 AA/NA or approved alternative meetings weekly. Proof of AA/NA meeting sheets must be turned in weekly, before 3:00 pm every Monday.
- Maintain weekly contact with sponsor
- Maintain appropriate and stable housing
- Maintain appropriate employment / schooling
- Random drug testing
- Continue active participation in any and all recommended drug and alcohol treatment
- Meaningful participation in recommended mental health treatment
- Continued compliance with the Treatment Court Contract
- Completion of a minimum of 60 hours community service
- Maintain contact with safe and sober social network
- Possible involvement in Treatment Court Alumni
- Intensive supervision: minimum of one in-person contact per week by the Treatment Court Probation Officer or at the discretion of the Probation Department and the Courts.
 - Weekly contact with Case Manager

Transition* (The final 3 months of the Program)

The purpose of the transition period is to help the participant adjust from the obligations of Treatment Court, into life after Treatment Court. The hope is that they adjust to the transition while still having supports in place. This phase will also allow the participants to earn additional incentives, such as approval of travel passes and approval to eat at restaurants licensed to serve alcohol (with conditions).

- 180 consecutive days of total abstinence from use of drugs and alcohol
- Community service as determined by the Treatment Court Committee
- 75% of fines/restitution paid
- Requires the completion of an application. The application will require participants to submit a written update on their court ordered conditions and needs to include a detailed plan to complete any conditions prior to their max date.
- Attend a minimum of three (3) AA or approved alternative meetings a week. Proof of AA/NA meeting sheets must be turned in weekly, before 3:00 pm every Monday.
- Expected to speak at court appearances on how their transition to life after treatment court is developing.
- *** The Treatment Court Committee can terminate an individual’s transition period at any time that it is deemed necessary.**

Commencement Criteria

- 180 consecutive days of total abstinence from use of drugs & alcohol
 - Completion of required 60 hours of community service
 - Completion of all Court ordered conditions
 - 100% of fines/restitution paid
 - Participant must complete an Application for Graduation form including: 3 letters of recommendation and a letter describing achievements. Applications for Graduation must be submitted a minimum of two (2) weeks prior to commencement date.
 - Completion of recommended level of care and Transition Phase of the program.
- * Length of Phase will be determined by the Treatment Court committee on a case-by-case basis. Participant must apply and be accepted by the committee before movement to the Transition Phase of the program and next step in treatment.**

FEES

1. \$45 per month supervision fee
2. \$10 per day SCRAM fee
3. \$125 each for phases 1, 2 and 3 of the program
4. \$125 fee at the transition phase of the program with the option of offering the waiver of this as an incentive for participants
5. Standard court costs/fees
6. \$50 sanction for any lab confirmed positive urine test

PHASE DESCRIPTION CHART

CRITERIA	PHASE I	PHASE II	PHASE III	TRANSITION
LENGTH OF PHASE	MINIMUM OF 3 MONTHS	MINIMUM OF 3 MONTHS	MINIMUM OF 3 MONTHS	LAST 3 MONTHS BEFORE COMMENCEMENT
ATTENDANCE	WEEKLY	BI-WEEKLY	ONCE EVERY 3 WEEKS	ONCE EVERY 4 WEEKS
DRUG SCREENS	MINIMUM OF 2 TIMES PER WEEK, AND AT THE DISCRETION OF THE COMMITTEE	MINIMUM OF 2 TIMES PER WEEK, AND AT THE DISCRETION OF THE COMMITTEE	MINIMUM OF 2 TIMES A WEEK, AND AT THE DISCRETION OF THE COMMITTEE	RANDOM TESTING
TREATMENT SERVICES	AS REQUIRED BY TREATMENT PROVIDER	AS REQUIRED BY TREATMENT PROVIDER	AS REQUIRED BY TREATMENT PROVIDER	AS REQUIRED BY TREATMENT PROVIDER
COMMUNITY SERVICE	20 HOURS	40 HOURS	60 HOURS	AS DETERMINED BY COMMITTEE
AA/NA MEETINGS	-REQUIRED 90/90 -UPON COMPLETION OF 90/90, MINIMUM OF 5 MEETINGS WEEKLY	MINIMUM OF 5 MEETINGS WEEKLY	MINIMUM OF 5 MEETINGS WEEKLY	MINIMUM OF 3 MEETINGS WEEKLY

SPONSOR	-OBTAIN SPONSOR WITHIN FIRST 30 DAYS IN PROGRAM -MAINTAIN WEEKLY CONTACT W/SPONSOR	MAINTAIN WEEKLY CONTACT WITH SPONSOR	MAINTAIN WEEKLY CONTACT WITH SPONSOR	MAINTAIN WEEKLY CONTACT WITH SPONSOR
ELECTRONIC MONITORING	AS DETERMINED BY THE COMMITTEE	AS DETERMINED BY THE COMMITTEE	AS DETERMINED BY THE COMMITTEE	AS DETERMINED BY COMMITTEE
EMPLOYMENT &/OR SCHOOLING	OBTAIN & MAINTAIN	MAINTAIN	MAINTAIN	MAINTAIN
SUPERVISION	-MINIMUM OF 2 IN-PERSON CONTACTS PER WEEK -WEEKLY CONTACT WITH CASE MANAGER	-MINIMUM OF 2 IN-PERSON CONTACTS PER WEEK -WEEKLY CONTACT WITH CASE MANAGER	-MINIMUM OF 1 IN-PERSON CONTACT PER WEEK -WEEKLY CONTACT WITH CASE MANAGER	-MINIMUM BI-WEEKLY IN PERSON CONTACT -WEEKLY CONTACT WITH CASE MANAGER
SOBRIETY	90 DAYS	120 DAYS	180 DAYS	180 DAYS
APPLICATION FOR ADVANCEMENT	APPLICATION FOR ADVANCEMENT & COMPLETION OF COP I	APPLICATION FOR ADVANCEMENT & COMPLETION OF COP II	APPLICATION FOR ADVANCEMENT & COMPLETION OF COP III	APPLICATION FOR COMMENCEMENT

INCENTIVES

In the same way that sanctions are used to try and correct improper behavior, incentives are used to reinforce positive behavior and attitudes. Incentives are determined based on short- and long-term goals of the participant and applied to show procedural consistency to all participants in the program.

Incentives are not always tangible or monetary but can also be as simple as verbal praise if a participant does well and deserves recognition. Incentives may include but are not limited to:

- Verbal Praise
- Applause
- Gas Card
- Treats/Candy
- Judge coming off bench to present certificate, incentive, ect.
- Wallet cards
- Keychains
- Handshake from Judge
- Sobriety coin
- Recovery literature
- Standing ovation
- Accomplishments posted
- Activity gift voucher
- Leave court early
- Court pass
- Express court
- Reduce community service
- Temporary reduction in probation reporting
- Vacate court costs
- Phase advancement certificate

SANCTIONS FOR NON-COMPLIANCE

Treatment Court participants are expected to comply with all treatment and supervision requirements and recommendations. Sanctions are penalties used by the Court as a means to correct improper behavior.

Sanctions are determined based on short- and long-term goals of the participant and applied to show procedural consistency to all participants in the program. The Treatment Court committee will decide how to address any non-compliance issues. Because sanctions are most effective when applied immediately, undesired behavior will be addressed at the earliest time possible. Sanctions can include, but are not limited to the following:

- ❖ Verbal warning
- ❖ Essay / Apology letter
- ❖ Community service
- ❖ Increase in AA/NA, or approved alternative meeting attendance
- ❖ Lockdown
- ❖ Electronic monitoring
- ❖ Increase level of treatment
- ❖ Increase drug testing
- ❖ Decrease phase level
- ❖ Jail (will be utilized on a case-by-case basis, and as a last resort)
- ❖ Termination from program

TERMINATION

Participants can be dismissed from the Treatment Court Program for violation of program rules, including but not limited to:

- ❖ Repeated/continuing use of alcohol or other drugs
- ❖ Using additives or means to secure a deceptive urine drug screen (dilutes)
- ❖ Repeated/continuing failure to comply with treatment
- ❖ Repeated/continuing failure to comply with supervision
- ❖ Absconding
- ❖ Conviction of new offense
- ❖ Failure to adjust to the program, including repeated dishonesty
- ❖ Lack of progress in treatment
- ❖ Violation of Conditions and Rules Governing Treatment Court Program

If termination is recommended by the Treatment Court Committee, a Petition to Revoke Intermediate Punishment will be filed by the Treatment Court Probation Officer, and a hearing will be scheduled before the Court during the next available Treatment Court session. If a violation of the program is established by a preponderance of the evidence, the violator's Intermediate Punishment sentence will be revoked, and the defendant will be resentenced. The new sentence is within the discretion of the Court of Common Pleas Judge and can be any sentence up to the maximum sentence allowed by the law on the original guilty plea. Termination from the program does not bar participants from applying to Treatment Court on future cases.