



# **TAYLOR COUNTY TREATMENT COURT**

## **PARTICIPANT HANDBOOK**

*The mission of the Taylor County Treatment Court is to create a safer and healthier community through a supervised program to educate, treat, and make accountable repeat OWI offenders and persons convicted of drug motivated crimes*

**(Rev. 09-2021)**

## WELCOME

Welcome to the Taylor County Treatment Court. This Handbook is designed to answer your questions and provide overall information about the program. As a participant, you will be expected to follow the instructions given in the program by the Judge and comply with the treatment plan developed for you by the treatment team. This Handbook will detail what is expected of you as a participant and review general program information.

## INTRODUCTION

Taylor County began implementation and operation of its Treatment Court Program in 2013, with expansion in 2018 to a Hybrid Treatment Court serving both OWI and drug convicted persons. The goal of Taylor County Hybrid Treatment Court Program is to promote public safety by using case management, treatment, monitoring, and judicial oversight to ensure offenders receive the necessary treatment, thereby eliminating further drinking and driving events and drug motivated crimes. In this way, the Treatment Court offers participants the opportunity to break the cycle of substance abuse, to improve their chance of a sober and healthy life, and to contribute to a safe community.

The Taylor County Hybrid Treatment Court components are modeled after National and State Treatment Court Standards. The program is a treatment-based alternative to jail, prison and the standard probation model. The justice system partners work cooperatively to provide each participant with all the available tools needed to get into recovery, stay in recovery, and lead productive, crime-free lives.

## DEFINITIONS

**Note:** With Co-Vid 19, several program processes and practices have been modified to accommodate participants and team members providing direct services. This includes use of electronic, text, and virtual communications as needed for court reviews, case management and drug testing. For additional information or questions, please request from the Treatment Court Coordinator.

**Screening/Assessment:** Validated risk and assessment tools administered by a trained professional to gather information about your drug and alcohol use and lifestyle to determine your eligibility for the program and what treatment is best for you.

**Confidentiality:** The requirement not to discuss specific names and personal information learned during treatment, team meetings, and court sessions with anyone outside of the treatment group or court.

**Treatment Court Team:** The group of professionals, including the Judge, district attorney, public defender, probation agent, law enforcement representative, court coordinator and case manager that provide both legal and treatment oversight of your case.

**Alcohol/Drug Testing:** Every participant of the Treatment Court Program is required to have randomized drug and/or alcohol testing throughout the length of the program in accordance with national and state standards. Policies and procedures for the Taylor County Treatment Court are as outlined in its Randomized Testing Policies and Procedures document. Participants are enrolled in the daily call in/testing program for observed drug testing which will include both urine and oral fluid testing or other as determined by the team. For alcohol monitoring,

you may be required to enroll and utilize special equipment that will require you to submit to daily random breathalyzer tests. Any failure to follow observed testing policy is a violation and reviewed by the Treatment Court Team. Tampering, dilution and/or dishonesty is considered a serious violation and may be cause for termination as determined by the Treatment Court Team.

**Use of Prescribed Medications:** Certain medications and/or chemical exposures interfere with drug / alcohol testing and/or may impede recovery. Participants will not be prohibited from utilizing prescribed medications, and those with a chronic or ongoing health issue should seek a waiver from the team with documentation provided from their medical provider of the diagnosis, and that other alternative medications were discussed. A list of medications is provided with this Handbook and/or can be requested from the Treatment Court Coordinator.

**Incentives:** The rewards the Treatment Court gives you for following the program rules.

**Sanctions:** The negative responses the Treatment Court Judge uses when you fail to follow program rules as directed.

**Treatment Court Team Staffing:** Regular meetings of the Treatment Court Team during which your progress will be reviewed and decisions regarding the use of an incentive or sanction will be made.

**Pro-Social Activities/Self-help/Recovery Support Groups:** An activity / group that provides support and an opportunity for personal growth in your new alcohol and drug-free lifestyle. Examples include Alcoholics Anonymous/Narcotics Anonymous, Smart Recovery, LifeRing Secular Recovery, SOS, Women for Sobriety, and some worship centers also offer group meetings. Several on-line virtual formats are now also available.

**Treatment:** Counseling that you will attend during your involvement in the program to meet your risk and needs level as determined by the Treatment Court Team and as determined by which Phase of the program you are in. This may include standard outpatient substance abuse treatment, relapse prevention, group treatment, family counseling, individual counseling, residential treatment, anger management, domestic violence counseling, mental health treatment, aftercare treatment or any other counseling that may be appropriate for you as determined by the Treatment Court Team. Initial eligibility screening-assessment will be completed, and after acceptance into the program additional comprehensive AODA and other clinical or other assessments, as determined necessary, will be required for each participant.

### **TREATMENT COURT TEAM**

The Treatment Court Team consists of the Judge, a probation/parole Agent, the District Attorney, a public defender, a treatment provider, a case manager, a coordinator and a law enforcement officer.

Judge – the Judge plays a continuous role in reviewing treatment progress. The Judge responds to your achievements and to your violations. The Judge will be responsible for:

- presiding over the Treatment Court sessions and staffing;
- meeting with the Treatment Court Team and determining appropriate sanctions and incentives.

Honorable Ann N. Knox-Bauer is the presiding judge for Taylor County Treatment Court.

Probation/Parole Agent – the agent's role is to oversee your recovery and assist you in setting your goals and developing a plan to meet your goals. The agent will be in regular communication with the Treatment Court Team. Your agent will be responsible for:

- assisting in determining your eligibility for the Treatment Court;

- being a member of the Treatment Court team;
- monitoring and encouraging you during the program;
- conducting a Risk/Needs Assessment;
- providing the Court with current information about any achievements or violations;
- making other referrals for you if needed, such as, Cognitive Interventions Programming, parenting classes, education classes, etc.;
- issuing immediate sanctions for behavior that presents a public safety concern.

Probation agents Wendy Ness and Tracy Tallier are the Treatment Court Team members.

Public Defender – a representative from the State Public Defender’s Office may attend all court staffing and treatment court sessions. The public defender’s role is to protect the rights of participants. Team member includes Attorney Nicholas Smith.

District Attorney’s Office – a representative of the District Attorney’s office may attend all court staffing and treatment court sessions. The District Attorney assists in reviewing cases for legal eligibility. Team members include District Attorney Kristi Tlusty and legal assistant/ Coordinator-Admin Assistant Jill Scheithauer, Coordinator-case Manager , Katie Maske.

Treatment Provider – The treatment providers have the primary responsibility for educating the participants and helping them deal with their alcohol/drug abuse issues. They are responsible for ensuring that each participant is provided the treatment he or she needs. The treatment provider may attend all court staffing and treatment court sessions. The current clinical unit providing treatment or support and oversight to the program participants include Taylor County Human Services staff and Counseling Connections, LLC staff.

Case Manager – The case manager(s) serve the participants’ holistic needs and coordinate the referrals for employment, housing, education, psychological, medical, social, recreational, or any other needs they may have, in every attempt to allow each participant success. Team members Case managers are Jasmine Skerven, Shannon Kraucyk, and Katie Maske.

Evaluator/Court Coordinator: The Treatment Court Coordinator is part of the Treatment Court Team and is responsible for program design and development, participant eligibility and administering risk/needs assessments, alcohol-drug randomized testing program, policies and procedures, program evaluation and recommendations to the team, facilitation of court team meetings, preparing and tracking individual progress report, community outreach, and fiscal responsibilities with grant management. Team members are Katie Maske and Jill Scheithauer.

Prior to the Treatment Court Review hearings, the Treatment Court Team members familiarize themselves with your progress and discuss your status for discussion with you during the Court review session.

### **CONFIDENTIALITY**

Protected health information, such as alcohol and drug treatment, is confidential and cannot be shared with anyone without your consent and permission. In order for you to receive the benefit of the Treatment Court, and in order for the team to communicate and collaborate regarding your progress, you must sign releases of confidential information and Consents-Waivers as part of participation in the program.

### **PROGRESS REPORTS**

Before each Court Review hearing, the Treatment Court Team Members meet and receive a Progress Report with information provided by all team members, including your Probation Agent, Case Manager, Treatment Providers and the Coordinator.

### **COURT REVIEW HEARINGS**

As a Treatment Court participant, you will be required to appear in court on a regular basis. The frequency of Court Reviews depends on what Phase you are in. You are responsible for keeping track of and attending all of your scheduled appointments. An unexcused missed appointment with your probation agent, treatment provider, testing, or the Court hearing is a violation of the program rules and may result in a jail sanction. Any participant appearing at Treatment Court must be dressed in appropriate courtroom attire. Cell phones must be silenced or turned off during Court Review hearings.

Treatment Court Review Hearings are held in Taylor County Circuit Court bi-weekly on Tuesdays beginning at 3:00 p.m. for high risk/ drug/felony OWI cases, and at 4:00 p.m. for lower risk OWI 2-3 cases.

### **ELIGIBILITY CRITERIA**

Potential participants meeting the following criteria will be considered for admission to the Taylor County Treatment Court Program, however a potential participant meeting the qualifications does not have a right to admission of the program.

- A. 18 years of age or older.
- B. A resident of Taylor County with offenses charged in Taylor County. If referral as a Wisconsin DOC alternative to revocation, proposed participant must be on active supervision with the DOC in Taylor County and meet ALL other qualifying program criteria, including non-violent offender and non-drug dealer.
- C. Each participant will need to meet the DSM-V criteria for moderate-severe Substance Use Disorder.
- D. Participant must have completed required assessments and meet appropriate risk and need levels.
- E. OWI 2-3 cases must also have had at arrest a BAC of .15 or higher, or refusal, and no injury or death of others as a result of any OWI.
- F. Proposed participants will be either post-adjudication for OWI 2-4 or felony drug motivated crimes, or in formal Alternative to Revocation status from the Wisconsin Department of Corrections.
- G. No violent offenders. A Violent offender is defined as a person to whom one of the following applies:
  - (i) 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/ suffered serious bodily harm, or
  - (ii) The person has one or more prior convictions for a felony involving the use or attempted use of force against another person with the intent to cause death or serious bodily harm.

**The Treatment Court Team will resolve all questions as to whether a participant is eligible or not, and the decision of the Treatment Court Team will be final.**
- H. The Treatment Court Coordinator/Case Manager shall interview each defendant referred for possible participation in the program. Each proposed participant will participate in any assessments requested by staff, treatment providers, or others involved in the screening process. The Treatment Court Coordinator/Case Manager will present the participant's application and screening / assessment outcomes to the Treatment Court Team, who will either admit or deny participation in the program.
- I. The Treatment Court Participant must voluntarily agree to abide by the Treatment Court Program rules.

- J. All existing warrants must be resolved by the time Treatment Court participation begins.
- K. Treatment court participants are not to serve as confidential informants in ongoing drug investigations.
- L. Applicant must pay a \$200.00 fee upon entry to the Court or arrange a payment plan.

Initial eligibility screening-assessment will be completed, and after acceptance into the program additional comprehensive AODA and other clinical or other assessments, as determined necessary, will be required for each participant.

### TESTING

A critical component of successful Treatment Court participation involves intensive supervision and random observed urinalysis, breath, and/or oral fluid testing to determine compliance with the rules of the Treatment Court Program. The frequency and type of the randomized testing for each participant follows national and state standards, as well as the offense, risk level, individual needs and the phase each participant is in. Frequency and testing methods are subject to change as determined by behavior, other factors, and the recommendation of the Treatment Court Team. The Taylor County Treatment Court's testing program policies and procedures are set forth in its Randomized Testing Policies and Procedures, and will include:

- Daily Call in for reporting directives;
- Drug /alcohol testing by urinalysis and/or oral fluid lab testing, or other method, in addition to any testing required by the Wisconsin Department of Corrections and/or as determined by the Treatment Court Team.
- Daily alcohol monitoring/breath tests on a portable breathalyzer unit provided, in addition to any other types of alcohol testing required, as determined by the Treatment Court Team.

Positive drug tests may be sent to a testing lab for confirmation upon request of a participant. If the result remains Positive, the Participant will be required to pay costs associated with the additional testing.

### PROGRAM STRUCTURE/PHASE REQUIREMENTS

The Taylor County Treatment Court Program shall consist of five phases. Each participant is expected to successfully complete all phases and conditions of the treatment court based on their offense, risk level, and individual needs prior to graduation. For phase advancement, all recommended treatment, programming and conditions for each phase must be met and participants will be required to complete a written application for advancement with their case manager that must be submitted to Treatment Court Coordinator within ten (10) business days prior to the next scheduled team meeting/court review. All final decisions for phase advancement/graduation are at the discretion of the Treatment Court Team.###

## PHASE ONE - 60 DAYS

## ACUTE STABILIZATION

- ✓ Court Bi-Weekly
- ✓ Clinical Assessment-Engage in Treatment
- ✓ Obtain Medical Assessment
- ✓ Comply with Supervision
- ✓ Develop Case Plan
- ✓ Weekly Office Visits
- ✓ Home Visit
- ✓ Random Drug Testing (at least 2x per week)
- ✓ Daily Alcohol monitoring (OWI)
- ✓ Address Housing/Transportation
- ✓ Identify Triggers/High Risk Situations- Change People, Places, things

***In Order to Advance:***

**Regular attendance at treatment/office visits**

***BEING HONEST***

***Began Recovery Support Groups (3x week)***

***Sobriety time minimum of 14 consecutive days***

# PHASE TWO- 90 DAYS

## CLINICAL STABILIZATION

- ✓ Court Bi-Weekly
- ✓ Continue to Engage with Treatment
- ✓ Continue addressing medical needs
- ✓ Comply with Supervision
- ✓ Continue Identifying Triggers/High Risk Situations-Change People Places, Things
- ✓ Review Case Plan
- ✓ Weekly Office Visits
- ✓ Random Drug Testing (at least 2x per week)
- ✓ Daily Alcohol Monitoring (OWI)
- ✓ Maintain Housing/Transportation
- ✓ Address Financial
- ✓ Begin Recovery Support Groups (3x week)

**In order to advance:**

**Regular attendance at office visits.**

**Engaged with Treatment**

**Comply with Supervision**

**Sobriety time minimum of 30 consecutive days.**

**Began Recovery Support Groups (3x wk)**

**Submit application/letter of support**

## **PHASE 3 -90 DAYS**

### **PRO-SOCIAL HABILITATION**

- ✓ Court Bi-Weekly/ Monthly
- ✓ Engage with Treatment
- ✓ Comply with Supervision
- ✓ Continue addressing medical needs
- ✓ Continue Changing People-Places-Things
- ✓ Begin Pro social Activities (1x week)
- ✓ Review Case Plan
- ✓ Bi-Weekly Office Visits
- ✓ Random Drug Tests (at least 2x per week)
- ✓ Reduced Alcohol Monitoring
- ✓ Begin Cognitive Based Group Treatment Programming
- ✓ Continue Recovery Network (3x week)

**In order to advance:**

**Regular attendance at treatment/office visits**

**Engaged with Treatment**

**Compliance with Supervision**

**Began Pro-Social Activities**

**Maintaining sober support/Recovery Network**

**Sobriety time minimum of 45 consecutive days**

**Submit application/letter of support**

## **PHASE 4- 90 DAYS**

### **ADAPTIVE HABILITATION**

- ✓ Court monthly
- ✓ Engage with Treatment



- ✓ Comply with Supervision
- ✓ Continue Addressing Medical Needs
- ✓ REVIEW CASE PLAN
- ✓ Monthly Office Visits
- ✓ Maintain Housing/Transportation
- ✓ Random Drug Test (at least 2x per week)
- ✓ Engage in Recovery Network (2x week)
- ✓ Maintain Pro social Activities (1x week)
- ✓ As needed upon assessment: Job training; vocational;-educational-parenting/family support

**In order to advance:**

**Engaging with Treatment**

**Compliance with Supervision**

**Maintaining Pro-Social Activities**

**Engaging Recovery Network**

**Addressing Medical**

**Began ancillary services as assessed**

**Sobriety time minimum of 60 consecutive days**

## **PHASE 5- 90 DAYS**

### **CONTINUING CARE**

- ✓ Court monthly
- ✓ Engage with Treatment
- ✓ Comply with Supervision
- ✓ Continue Addressing Medical Needs
- ✓ REVIEW CASE PLAN- DEVELOPMENT OF CONTINUING CARE PLAN
- ✓ Monthly Office Visits
- ✓ Maintain Housing/Transportation
- ✓ Random Drug Test
- ✓ Maintain Recovery Network
- ✓ Maintain Pro-Social Activities
- ✓ Support Person to Attend one Office Visit or Court Visit Once Per Month
- ✓ Address ancillary services as assessed (JOB TRAINING, PARENTING/FAMILY SUPPORT VOCATIONAL TRAINING.

**In order to Successfully Complete Program/Graduate:**

**Completed Recommended Treatment**  
**Compliance with Supervision**  
**Maintaining Pro social Activities**  
**Began Recovery Network**  
**Address Medical**  
**Maintain other employment, vocational training or school**  
**Addressing ancillary services- family/parenting**  
**Sobriety time minimum of 90 consecutive days**  
**Program fees paid in full**  
**Submit application/letter of support**

**PROGRAM RULES**

There are rules provided by the Treatment Court Team as well as the Department of Corrections' Community Supervision Rules provided by your agent, which are, but may not be limited to, as follows:

- 1. Each participant must sign a "Participant Contract."** A copy of said Participant Contract is attached for your review. Full compliance with all rules outlined in the Participation Contract is required. Additionally, participants must sign all other required consents, waivers and releases as required for Treatment Court participation and randomized testing, and/or as determined by the Treatment Court Team.
- 2. NO positive or unexcused missed urine screens and/or breath tests within six (6) months of graduation.** If you have a positive urine screen and/or breath test, and/or a confirmed Sobriety/TAD violation within six (6) months of your anticipated graduation date, your program may be extended. An unexcused late/missed test of diluted-tampered test may be treated as a positive test.
- 3. NO missed court dates, treatment sessions, probations appointments or other program violations.** The Court reserves the discretion to deny graduation and extend the contract if, in the Court's judgment, it is in the interest of public safety.
- 4. Successfully complete all four phases of the program.**
- 5. Must not consume or possess alcohol in any form and must not have any alcohol in your residence.** This includes, but not limited to, "non-alcoholic" beer or wine, foods cooked with alcohol, mouthwash containing alcohol, and drugs not prescribed to you.
- 6. Must not operate any vehicle during supervision (probation) without a valid driver's license and/or an IID installed on said vehicle.** You must receive approval to own or operate a motor vehicle in advance from your agent.
- 7. Meet with your agent as directed and attend all scheduled court sessions.**
- 8. Comply with Department of Corrections Rules of Supervision.** Below is a list of general rules; however, a complete set of Community Supervision Rules will be provided to you by your agent and are subject to modification and change by your agent at any time:

- Avoid all conduct which is in violation of federal or state statute, municipal or county ordinances, tribal law or which is no in the best interest of the public welfare or your rehabilitation.
- Report all arrests or police contact to your agent within 72 hours.
- Make every effort to accept the opportunities and counseling offer by supervision to include addressing the identified case plan goals. This includes authorizing the exchange of information between the department and any court ordered or agent directed program for purposes of confirming treatment compliance; and subsequence disclosure to parties deemed necessary by the agent to achieve the purposes of Wisconsin Administrative Code Chapter DOC 328 and Chapter DOC 331. Refusal to authorize the exchange of information and subsequent disclosure shall be considered a violation of this rule.
- Inform your agent of your whereabouts and activities as he/she directs.
- Submit a written report monthly and other such relevant information as directed by your agent.
- Make yourself available for searches including but not limited to residence, property, computer, cell phone or other electronic device under your control.
- Make yourself available for searches or tests ordered by your agent, including, but not limited to urinalysis, breathalyzer, DNA collection and blood samples.
- Obtain approval from your agent prior to changing residence or employment. In case of emergency, notify your agent of the change within 72 hours.
- Obtain approval and a travel permit from your agent prior to leaving the State of Wisconsin.
- Obtain written approval from your agent prior to purchasing, trading, selling or operating a motor vehicle.
- Obtain approval from your agent prior to borrowing money or purchasing on credit.
- Pay court ordered obligations and monthly supervision fees as directed by your agent per Wisconsin Statutes and Wisconsin Administrative Code; and comply with any department and/or vendor procedures regarding payment of fees.
- Obtain permission from your agent prior to purchasing, possessing, owning or carrying a firearm or other weapon, including incapacitating agents. An offender may not be granted permission to possess a firearm if prohibited under federal or state law.
- Not vote in any federal, state or local election as outlined in Wis. Stat. §6.03(1)(b) if you are a convicted felon, until you have successfully completed the terms and conditions of your felony sentence and your civil rights have been restored.
- Abide by all rules of any detention or correctional facility in which you may be confined.
- Provide true, accurate, and complete information in response to inquiries by DOC staff.
- Report as directed for scheduled and unscheduled appointments.
- Comply with any additional rules that may be established by your agent. The rules may be modified at any time as appropriate.

- You shall not consume or possess alcohol in any form. You shall not have any alcohol in your residence. You shall not be in any place where the primary purpose is the sale of alcohol. This includes but is not limited to bars, taverns, beer tents, liquor stores, festivals.
  - You shall not operate any motor vehicle during supervision without an Ignition interlock Device installed on that vehicle.
  - YOU SHALL SCHEDULE AN APPOINTMENT FOR AN ALCOHOL ASSESSMENT TO ESTABLISH A DRIVER SAFETY PLAN WITHIN 72 HOURS OF CONVICTION OR COMPLETION OF COURT ORDERED JAIL IF BEGINNING JAIL IMMEDIATELY. THIS ASSESSMENT IS REQUIRED WHETHER OR NOT YOU INTEND TO MAINTAIN A VALID DRIVER'S LICENSE.
  - YOU SHALL FOLLOW ALL REQUIREMENTS OF YOUR DRIVER SAFETY PLAN AND/OR AODA ASSESSMENT.
  - YOU SHALL CALL TO SCHEDULE AN APPOINTMENT FOR IGNITION INTERLOCK DEVICE INSTALLATION WITHIN 24 HOURS OF CONVICTION OR COMPLETION OF COURT ORDERED JAIL IF BEGINNING JAIL IMMEDIATELY ON ANY VEHICLES REGISTERED, OWNED, OR TITLED BY YOU. THE ONLY EXCEPTION TO THIS IS BY COURT ORDER.
  - YOU SHALL PROVIDE DOCUMENTATION OF IID INSTALLATION TO AGENT WITHIN 24 HOURS OF INSTALLATION. UNDERSTAND THAT FAILURE TO INSTALL IID OR TAMPERING WITH IID IS A VIOLATION AS WELL AS A CRIMINAL OFFENSE.
  - You shall follow all schedules and rules of any alcohol or other monitoring equipment, to include, but not be limited to, a Soberlink® device during your term of supervision.
  - You shall report to your agent weekly for a minimum of the next 60 days or until directed otherwise by agent.
9. Comply with all assessment and treatment requirements; including any aftercare recommendations. Participants must be involved in group discussions and actively participate in individual and group sessions.
  10. **NO** use of any medications containing alcohol (e.g., Nyquil®, cough medications, lotions), mouthwashes containing alcohol or other personal hygiene products containing alcohol (i.e. lotion, perfume). Make sure you read labels prior to use. It is your responsibility to be certain that the products you are using do not contain alcohol.
  11. Report ALL medications you use to your agent (including over-the-counter products). You must provide the actual prescription bottle for verification and sign releases to allow your agent to contact your prescribing physicians and dentists.
  12. Comply with all directives and decisions as a result of noncompliance in the program.
  13. Must hold or actively seek full-time employment, and/or be enrolled in full or part time school or treatment. If you are not employed, attending school or treatment full time, you may be required to perform community service.

#### **PROGRAM COMPLIANCE AND NONCOMPLIANCE**

Your progress is measured by compliance with treatment. The goal of the Treatment Court is for you to maintain absolute sobriety. The Treatment Court Program rewards compliance and sanctions noncompliance.

Your agent, treatment provider, the Judge and other program staff maintain frequent, regular communication to provide timely reporting of progress and noncompliance. Violations which pose a direct threat to community safety may be immediately responded to by your agent.

Treatment providers and your agent **must** provide timely notification and/or reports to the Treatment Court team. Behaviors that must be reported as noncompliance including, but are not limited to: Failure to attend treatment groups; Failure to provide a urine specimen and/or breath for testing; missed-late call in or tests; A positive or diluted drug screen and/or breath test; Tampering with urine testing, diluting a sample, and/or tampering with monitoring equipment; Absences that are not excused; Failure to do required sanction; Failure to report police contact; Failure to attend individual and/or group counseling sessions; Failure to attend Treatment Court review hearings.

***Continued non-compliance with program requirements may result in consequences up to and including termination from the program.***

### **TAMPERING**

Tampering with alcohol and drug testing is a very serious violation. **Honesty is very important to building a relationship of trust with the team.** Therefore, you are expected to be honest in your interactions with the team. Tampering or attempting to tamper with a urine or oral fluid specimen, including diluting a sample, or breath test will be considered a serious violation of the program and may result in termination from the program.

### **REQUIRED INFORMATION TO PROVIDE TO THE TREATMENT COURT TEAM**

1. **Alcohol or Drug Use:** **ANY** use of non-prescribed drugs or of alcohol must be self-reported to your agent.
2. **Criminal Behavior:** **ANY** police contact, including traffic stops, must be reported to your agent.
3. **Employment:** **ANY** change of employment status needs to be reported to your agent.
4. **Money Management:** **ANY** debt, fines, court costs (i.e. restitution, child support, probation supervision fees, etc.) or other financial problems must be reported to your agent.
5. **Personal Relationships:** **ANY** relationship issues that may affect treatment shall be discussed with your Treatment Provider. As the goal of treatment court is to monitor, support and facilitate recovery, it is important that interpersonal relationships further, not deter, from this goal. All Treatment Court Participants must discuss and disclose to their Treatment Provider any dating or sexual relationship with another Treatment Court Participant.
6. **Health:** **ANY** physical health or mental health issues that may affect treatment shall be discussed with your agent and treatment provider.
7. **Prescription Medications/Medications:** **ANY** medications prescribed for you must be reported to your treatment provider/treatment court and approved by the Treatment Court Team. Prescriptions will be verified. Any over-the-counter medications must also be reported to your agent and treatment provider/treatment court. Treatment Court Team will review use of certain narcotic drugs and/or other drugs that may interfere with its testing programs. Please refer to list of acceptable/unacceptable

medications and the required Waiver process if you need the Team to review and approve certain medication(s).

8. **Residency:** **ANY** change in address, phone number (change or disconnection) or living arrangements, including roommates, must be reported to your agent.

*Please remember that this program is in lieu of serving several months in jail. If you complete your probation successfully (including completing Treatment Court successfully), you avoid that jail time. You will have also saved hundreds of dollars in fines and costs by participating in this program!*

### **INCENTIVES-REWARDS**

While you are in the program, your good performance may be rewarded. Incentives for maintaining sobriety and abiding by the conditions of the Treatment Court Program and Probation may include, but are not limited to, the following:

- Positive feedback/praise from the Judge, TX team member, or family member
- Applause in Court
- Fish Bowl Slip/Token Reward
- Special acknowledgement for maintaining sobriety & other accomplishments
- Increase in privileges
- Approved travel
- Lowered reporting standards with the Case Manager and Probation Agent
- Reduced testing
- Education about community resources
- Phase acceleration
- Opportunity to mentor a new member
- Early termination from probation (post -graduation)
- Alumni gatherings
- Fuel Cards
- Day Planners
- Graduation ceremony
- Gift Certificates to local restaurants/retail stores
- Passes for recreational activities

As part of the Incentive Program, at each Court Review you will earn slips for positive behavior that will be entered into a drawing earning an Incentive-Reward. You will receive one slip per court review when you:

- Attend (including being on time) all treatment, probation, case management appointments and mandatory court hearings (since last review hearing).
- Completed all required homework assigned by court or treatment providers since last court review.
- Participated in at least one Pro Social group activity since last court review.
- No alcohol / drug use since last court review – no positive tests.
- Completed all testing as required- no late/missed tests
- Other positive behavior as determined by Court/Team (i.e. job interview, employment obtained, driving privileges restored, sobriety for length of time, program fees paid in full, positive community involvement/activity, recovery mentoring-sponsorship, family relationships/child visitation-custody restored, parenting program completed, stable housing located, financial/budget improvement....)

## **SANCTIONS**

Any Violations of the rules of the Treatment Court Program will result in the immediate imposition of sanctions, as determined by the Treatment Court Judge and/or the Treatment Team. The Treatment Court Treatment Team may individualize sanctions as deemed appropriate. Sanctions may include, but are not limited to, the following:

- Verbal warning
- Admonishment by the Judge or a Treatment Team member
- Curfew
- Limitation or decrease in privileges
- Essays- Letters of Apology- Written assignments
- Journaling
- Community service hours
- Electronic Monitoring (EMP), house arrest / curfew
- Increased supervision and/or UA/BA testing
- Repeat/Delay a program phase
- Imposition of Jail Time
- Treatment Plan Revision
- Termination from the program
- Extension of or Revocation of probation
- Delay token/Fish Bowl Slip
- Other remedial programming.

## **GRADUATION CRITERIA**

Upon successful completion of all four phases as described above, and all other required treatment court conditions, a participant will submit an Application for Graduation with all required documentation no later than ten (10) business days prior to the next scheduled team meeting/court review for the team's review and consideration. To apply to graduate, participants must have:

- Successfully completed all treatment conditions/case plan goals, including program fees/court obligations.
- No unexcused absences from scheduled services and/or activities or as required by the Treatment Court Program
- Met Required days of Sobriety
- Compliance with DOC Supervision
- Maintain all required pro social sober groups, substance abuse recovery groups, Alumni Groups, or other Treatment Court Team approved resources/recovery network.
- Relapse Prevention/Continuing Care Plan completed
- Maintain all other services and requirements

Upon review and recommendation of the Treatment Court Team, the Treatment Court Team shall declare the Treatment Court Participant a graduate of the Treatment Court Program. The graduation ceremony is a celebration honoring the completion of all established graduates. Family and/or other recovery network or community support for the graduating participant is encouraged at the graduation ceremony.

## **ALUMNI GROUP**

All Treatment Court participants and graduates will be encouraged to continue with the Alumni Group when available. The rules of the Alumni Group will be established by the graduated members of the OWI Treatment Court Program with the approval of the Treatment Court Team.

#### **PEER SUPPORT**

Treatment Court Participants in Phase III will be given an opportunity to assist Phase I participants with their adjustment to the Treatment Court. Upon recommendation of the Treatment Court Team, a Phase III participant may be assigned to a new Phase I participant. They will then be given the opportunity to assist the Phase I client with treatment, transportation and other areas of ongoing rehabilitation or concern.

#### **SUSPENSION**

A Treatment Court participant may be suspended from Treatment Court due at the discretion of the Treatment Court Team. This may include when a Participant is physically unable to participate in treatment due to incarceration in another jurisdiction.

#### **TERMINATION**

The Taylor County Treatment Court shall make all final termination decisions in accordance with best practice standards and its policies/procedures. Such decisions may result from a public safety concern, repeated non-compliance with program requirements or an inability of the courts to provide treatment which the participant is responsive or which the participant needs. A Treatment Court participant may be terminated from the Treatment Court Program for behaviors including, but not limited to any of the following:

- a) Commission of a violent crime
- b) Abandonment of the Treatment Court Program
- c) Clear evidence that a participant is dealing drugs or driving while under the influence of an intoxicant
- d) Clear evidence that a participant has been involved in any threatening, abusive, or violent verbal/physical behavior towards anyone
- e) Tampering with any test; lying
- f) Any other grounds that the Treatment Court finds sufficient for termination
- g) Revocation of Probation/Parole/Extended Supervision

#### **Procedure:**

1. The issue of Termination will be discussed at the staffing of the Treatment Court Team. The Treatment Court Team will notify the Participant of the violations and its final decision in writing. The Participant will have the right to a hearing if they wish to contest termination. The Participant will have the right to legal representation at the hearing. If the Participant qualifies for an attorney through the Public Defender's office, they will be provided one at public expense.
2. A participant may choose to not contest termination. If the participant waives the right to be heard, the Judge shall sign an Order granting termination and transfer the case to sentencing court, if applicable.

#### **COSTS**



Each participant shall pay **\$200.00** due at the commencement of the Treatment Court Program. A Participant who demonstrates financial hardship/indigency based on national poverty guidelines may be eligible for reduced fees and/or a payment plan and this will be reviewed on a case by case basis by the Treatment Court Team.

## TIPS ON HOW TO SUCCEED

- BE HONEST. HONESTY IS ESSENTIAL TO RECOVERY.
  - Keep all your appointments and make all court appearances. Keeping appointments is as important as coming to court.
  - You will be busy with appointments and court dates, so put all of your appointments in the calendar that has been provided to you in your binder. You must bring your binder to all meetings and court appearances.
  - Plan your schedule (work, school, treatment) in advance.
  - If you have a problem making early morning appointments and court appearances or testing, go to bed early and buy an alarm clock or set your cell phone alarm. Excuses are not tolerated.
  - Know your treatment schedule.
  - If you absolutely cannot make an appointment, **CALL BEFORE**, not after.
  - Plan ahead. If transportation is a problem, have back-up plan to get to where you have to be. Failure to have adequate transportation is not an excuse. See your Case Manager if transportation assistance is needed-help IS available!
  - Keep all of your paperwork in your binder. Do not throw anything away.
  - Know that recovery is a lifelong journey- give yourself frequent praise and positive self-talk for any and all positive steps. Take advantage of your support systems.
- **DON'T BE AFRAID TO ASK FOR HELP! THERE IS SUPPORT AVAILABLE FOR YOU!**

## IMPORTANT PHONE NUMBERS

TREATMENT COURT COORDINATOR: -Ph# 715-785-8328 or Cell # \_\_\_\_\_

Case Manager Phone #: \_\_\_\_\_ (Patti Baacke/Jasmin Skerven /Shannon Kraucyk)

Defense Attorney: \_\_\_\_\_

Call2Test/Drug Testing Phone Number: **1-920-779-1044** PIN# \_\_\_\_\_

Probation Officer: \_\_\_\_\_ Wendy Ness Tracy Tallier \_\_\_\_\_

Treatment Provider(s): \_\_\_\_\_

Sponsor: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

**TAYLOR COUNTY TREATMENT COURT  
PARTICIPANT CONTRACT**

1. I, \_\_\_\_\_, dob \_\_\_/\_\_\_/\_\_\_, reside at \_\_\_\_\_ and agree to participate in the Taylor County Treatment Court.

2. I understand that the validity of this contract is conditioned upon my eligibility for the Treatment Court program. If at any time after the execution of this agreement and in any phase of the Treatment Court program, it is discovered that I am, in fact, ineligible to participate in the program, I may be immediately terminated from the program and I will be required to serve the imposed and stayed sentence, be revoked, or returned to court for sentencing. I will not be allowed to withdraw my previous-entered plea of guilty

unless my ineligibility is based on facts or information which should have been known to the prosecutor prior to Treatment Court admission, or upon Constitutional grounds.

\_\_\_\_\_  
Initial

Here

3. I understand that if I enter this program and fail to complete it, I may be barred from future participation.

\_\_\_\_\_  
Initial

Here

4. I understand that during the entire course of the Treatment Court program, I will be required to attend court sessions, treatment sessions, submit to random drug and alcohol testing, remain clean and sober and law abiding and provide truthful and honest information to my Treatment Provider, probation agent, and/or Treatment Court Team. I understand that participation in the Treatment Court Program involves a minimum time commitment of 14 months. I agree to abide by the rules and regulations imposed by my probation agent and/or the Treatment Court team. I understand that if I do not abide by these rules and regulations, I may be sanctioned and/or terminated from the program as outlined in the policies/procedures and/or for any of the following behaviors: Incurred New Criminal charges; Failed to attend treatment groups; Failed to attend individual treatment sessions; Failed to attend Recovery Support groups; absconded/left jurisdiction without permission; Failure to obtain/maintain employment, be enrolled in school or participate in programs as directed by the treatment court; Failure to obtain GED/HSED, take tests, if applicable; Failed to complete all homework assignments; Failed to inform health care providers of addiction and obtain written verification of new prescription, or failed to appear for pill count; failed to remain free from alcohol and/or illicit substances or any medication not approved by the Court; failed to submit to all Treatment court testing, including alcohol monitoring testing, urinalysis, oral fluid testing; attempting to dilute-tamper or otherwise alter sample or tamper with alcohol-drug testing; failed to comply with Court curfew; Violated treatment court rules by lying, cheating, being disruptive, discourteous, failing to file employment or other reports, and/or forging treatment court reports/defrauding providers and/or team/Court; violating no contact orders; failing to attend required pro social activities, other program required recovery network meetings, alumni group, relapse prevention, or maintain contact with sponsor-recovery coach; had possession of or attempted to deliver, obtain and/or sell any illegal drug, herbal preparation and/or alcohol; had inappropriate relationships within the Treatment court population in violation of Treatment Court rules; failed to comply with each and every other imposed by the Treatment Court Judge; Failed to comply with other rules.

\_\_\_\_\_  
Initial

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5. I understand that sanctions may include time in custody, increased treatment episodes, increased testing, community service and such other sanctions as may be deemed appropriate by my probation agent and/or the Treatment Court team.

\_\_\_\_\_  
Initial

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6. I agree to cooperate in an assessment/evaluation for planning an individualized drug treatment program adequate to my needs. I understand that my treatment plan and length of time in the Treatment Court Program may be modified by the treatment provider or the Treatment Court Team as circumstances arise, and I agree to comply with the requirements of any such modifications.

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Initial  
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7. I understand that I will be required to pay a fee for participation in Treatment Court Programming and will be required to pay fees for alcohol-drug monitoring (i.e. alcohol-equipment enrollment and lost-damaged-stolen equipment; urinalysis lab confirmation testing in certain cases) Financial ability to pay any required fees will be considered and all final decisions made by the Treatment Court Team.

\_\_\_\_\_  
Initial Here

8. I understand that I will be tested for the presence of drugs and alcohol in my system on a random basis according to procedures established by my probation agent, the Treatment Court team and/or treatment provider. I understand that I will be given a location and time to report for my drug test(s). I understand that it is my responsibility to report to the assigned location at the time given for the test(s). I understand that if I am late for a test, miss a test, dilute the sample, or otherwise tamper/attempt to tamper with a test/sample, it will be considered "positive", and I may be sanctioned. I understand I have the ability to request a confirmation test for all screened positive test results and/or can waive my right to this confirmation test. Any request for confirmation lab testing for a positive screening that remains positive after lab testing will be at my expense and I will be required to reimburse the treatment court program for the cost of confirmation lab testing.

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Initial  
Here

9. I understand that throughout my participation in Treatment Court urine, alcohol, oral fluid analyses and PBT's will be observed by trained personnel.

\_\_\_\_\_  
Initial  
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10. I understand that substituting, altering, or trying in any way to change my body fluids for purposes of testing will be grounds for immediate termination from Treatment Court.

\_\_\_\_\_  
Initial  
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11. I understand that participating in Treatment Court requires me to be drug and alcohol free at all times. I will not possess any alcohol, non-prescription drugs, or paraphernalia.

Initial

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12. I will inform all treating physicians that I am a recovering addict and may not take narcotic or addictive medications or drugs. If a treating physician wishes to treat me with narcotic or addictive medications or drugs for an ongoing mental or physical health issue, I must disclose this to my treatment provider and obtain specific permission from the Treatment Court Team to take such medication according to the waiver process that has been explained to me.

Initial

Here

13. I agree to be responsible for what goes into my body that may affect drug test results. Before taking medication of any kind, I will check with the pharmacist to ensure that it is non-narcotic, non-addictive and contains no alcohol. I will register any and all medications (prescribed and over the counter) with my treatment provider and Treatment Court.

Initial

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14. For the purposes of the Treatment Court's monthly status review hearings, I agree to waive my right to have my attorney of record present. I agree that my case may be staffed by the Treatment Court team at any time without my attorney of record or the prosecutor being present. This includes communication with the Treatment Court judge.

Initial Here

15. I agree that I must reside in Taylor County to participate in the Taylor County Treatment Court. I further agree to keep the Treatment Court coordinator advised of my current address and phone number at all times.

Initial

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16. I agree to execute the Consents for Disclosure of Confidential Health and Medical and Non-Health Information. In addition, I agree to execute any other authorization forms requested by the Treatment Court team.

Initial

Here

17. As the goal of Treatment court is to monitor, support, and facilitate participant's recovery, it is important that interpersonal relationships further, not deter, from this goal. Accordingly, Treatment Court Participants must discuss and disclose to their treatment provider and probation agent any dating or sexual relationship with another Treatment Court Participant.

Initial Here

18. I understand and agree that my failure to successfully complete all the terms and conditions of the Treatment Court, including all the terms and conditions of all phases

of the program, will result in my being expelled from the program. I understand that if I am expelled from the Treatment Court program, my sentence, if imposed and stayed, will be reinstated, I may be revoked, or I will be returned to court for sentencing, and I will be required to serve that sentence, if applicable. I understand my failure to complete Treatment Court Program cannot be a basis for withdrawing my previously entered guilty plea. If terminated from the Treatment Court Program, a hearing will be conducted in a mode and manner as determined by and at the discretion of the Treatment Court.

\_\_\_\_\_

**Initial Here**

I have read the above contract and I understand what I have read. I am willing to enter into this agreement with the Taylor County Treatment Court program.

\_\_\_\_\_  
**Participant's Signature**

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

\_\_\_\_\_  
**(If Represented By) Attorney for Participant**

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

\_\_\_\_\_  
**Kristi S. Tlusty, District Attorney**

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

\_\_\_\_\_  
**Honorable Ann N. Knox-Bauer, Circuit Court Judge**

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

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## TAYLOR COUNTY TREATMENT COURT

### MEDICATION GUIDE

UNACCEPTABLE MEDICATIONS (seek waiver for use-approval unless otherwise indicated)	GENERIC NAME
<b>Acetaminophen w/Codeine</b>	
Adderall	Amphetamines
Altram/Ultram	Tramadol
Ativan	
Comtrex	
Fentanyl	
Cough medications <i>with alcohol</i>	
Concerta (any time released ADHD medications)	
Cough medications <i>with codeine</i>	
Darvocet	Propoxyphene
Darvon	Propoxyphene
Dilaudid	Hydromorphone Hydrochloride
Energy pills (Ephedrine based)	
Klonopin	Clonazepam
Librium	Libritabs, Chlordiazepoxide
Lorazepam	
Lorcet	Vicodin/Hydrocodone
Lortab	Hydrocodone
Morphine	
Nyquil (OTC); Dayquil; Robitussin, unless prior approval from treatment provider is given	
Oxycontin	Acetaminophen/Oxycodone
Percocet	
Ritalin	
Sleep aids (OTC); Tylenol pm;	
Tylenol 3	
Sleep aids with Adderall or Benadryl	
Tylenol w/Codeine	Hydrocodone
Valium	Diazepam
Vicodin	
Weight loss/gain herbs or supplements	
Xanax	Alprazolam
Vyvanse (any time released ADHD medications)	

Creatine, Golden Seal (Tea) Niacin; Kratom; CBD oil/products	
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## ACCEPTABLE MEDICATIONS (AND/OR GENERIC EQUIVALENT)

**MAT:** The Treatment Court Program supports Medicated Assistant Treatment with a Doctors order and with Team approval for the following: Methadone; Suboxone; Antabuse; Naltrexone, other as approved by TC Team.

Acetaminophen, Ibuprofen, Aleve, Advil	Abilify
Motrin, Tylenol (OTC)	Cymbalta
Allegra	Depakote
Buspar	Effexor
Celexa	Gabitril
Claritin (D)	Geodon
<b>Cold-Sinus Meds (limited time) None that contain ephedrine or pseudo-ephedrine</b>	Gabapentin * requires Team Review
Elavil	Lamictol
Excedrin Migraine	Lexapro
Paxil	Luvox
Prozac	Neurontin
	Campral
Toradol	Wellbutrin
Vioxx	Topamax
Zoloft	Zyprexa
	Melatonin

**Note: This list is not all inclusive-** it is the responsibility of the participant to notify the Treatment Court Team of any medications consumed, and/or changes in prescribed medications, and to seek a waiver through the program’s procedures for pre-approval of medications.

### **USE OF PRESCRIBED MEDICATIONS#**

Participants will not be prohibited from utilizing any prescribed medications. The following guideline is used by the Taylor County Treatment Court Team in an effort to maintain the reliability and integrity of its randomized drug and alcohol testing program:



Any participant with a chronic or ongoing mental or physical health issue may request a waiver from the Treatment Court Team to allow certain prescribed medication after receiving written verification from the prescribing provider.

**For further information, or for waiver forms, please contact the Treatment Court Coordinator.**