

Jackson County Adult Treatment Court

Participant Handbook



Property of: _____

If found please return to Jackson County Treatment Court
307 Main Street Room C206
Black River Falls, WI 54615
715-284-0287

This handbook was created by the Jackson County Treatment Court Team
REVISED April 30, 2019

Treatment Court Judge: <i>Honorable Anna Becker</i>	
Day and Time of Court:	
Treatment Court Coordinator:	Phone:
Probation Agent:	Phone:
Sheriff's Office Liaison:	Phone:
Defense Counsel:	Phone:
Treatment Counselor:	Phone:
Sponsor:	Phone:
Support Group (e.g. AA, etc...)	
Date Entered Treatment Court	
Completed Phase I:	
Completed Phase II:	
Completed Phase III:	
Completed Phase IV:	
Graduation:	

Our Mission

The Jackson County Adult Treatment Court enhances public safety, preserves families, and improves the quality of life for all residents. By providing cost effective, individualized and comprehensive treatment and rehabilitative services, delivered in a culturally sensitive and dignified environment, Treatment Court enables participants to break the cycle of addiction.

Introduction

Welcome to the Jackson County Adult Treatment Court Program. This handbook is designed to answer questions, address concerns, and provide overall information about the Adult Treatment Court Program. As a participant, you will be expected to follow the instructions given in Adult Treatment Court by the Judge and comply with the treatment plan developed for you by the Treatment Court Team. This handbook will detail what is expected of you as an Adult Treatment Court participant and review general program information. All participants are encouraged to share this handbook with family and friends.

The Jackson County Adult Treatment Court Program is a court that is specifically designated and staffed to handle cases involving alcohol and other drug offenders through an intensive, judicially monitored program of alcohol and other drug treatment, rehabilitation services, and strict community supervision. The Jackson County Adult Treatment Court Program has adopted the Wisconsin Treatment Court Standards as adopted by the Wisconsin Association of Treatment Court Professionals at the April, 2014 conference by reference hereto.

The Treatment Court concept is based on an innovative program that was first developed in Miami, Florida in 1989. The Treatment Court concept has since received widespread attention as an effective treatment strategy for drug involved criminal offenders. There are more than 1,000 such programs now in operation in jurisdictions throughout the nation.

Treatment Courts are built upon a unique partnership between the criminal justice system and the drug treatment community, one which structures treatment intervention around the authority and personal involvement of a single Treatment Court Judge. Treatment Courts are also dependent upon the creation of a non-adversarial courtroom atmosphere where a single Judge and a dedicated treatment team of court officers and staff work together toward a common goal of breaking the cycle of drug abuse and criminal behavior. Treatment Court Participant Rules of Supervision, Program Requirements, and Responsibilities are subject to change at the discretion of the Treatment Court Team. Scheduling of Treatment Court functions are also subject to change.

Description of the Adult Treatment Court Program

Jackson County Adult Treatment Court is a treatment-based alternative to jail, prison and the standard probation model. The justice system works cooperatively with treatment agencies and other rehabilitation services to provide a participant with all the possible tools required to get into recovery, stay in recovery, and lead a productive, crime-free life.

KEY COMPONENTS OF A TREATMENT COURT PROGRAM

1. Treatment Courts integrate alcohol and other drug treatment services with justice system case processing.
2. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
3. Eligible participants are identified and placed in the program as soon as possible.
4. Treatment Courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
5. Abstinence is monitored by frequent alcohol and other drug testing.
6. A coordinated strategy governs responses to participant's compliance.
7. Ongoing judicial interaction with each participant is essential.
8. Monitoring and evaluation measure the achievement of program goals and effectiveness.
9. Continuing interdisciplinary education promotes effective Treatment Court planning, implementation, and operations.
10. Forging partnerships among Treatment Courts, public agencies and community-based organizations generates support and increases effectiveness.

Treatment Court Supervision

As an Adult Treatment Court participant, you will be required to appear in

Treatment Court on a bi-weekly basis. At each appearance, the Judge will be given a progress report prepared by your treatment team regarding your drug test results, attendance, and participation in treatment. The Judge may ask you questions about your progress and discuss any specific problems you have been experiencing. If you are doing well, you will be encouraged to continue with the program and work with your treatment team toward graduation. If you are not doing well, the Judge will discuss this with you and the treatment team and determine further action. If you commit program violations, the Court will impose sanctions. With repeated violations of program expectations or a failure to progress satisfactorily, the court may impose the ultimate sanction of expulsion from the program.

Treatment Court Participant Rules of Supervision, Program Requirements, and Responsibilities are subject to change at the discretion of the Treatment Court Team. Scheduling of Treatment Court functions are also subject to change.

Failure to appear in court on the date and time you are scheduled could result in a warrant being issued for your arrest and you being placed in custody.

Program Rules

As an Adult Treatment Court Participant, you will be required to abide by the following rules:

- 1. Always tell the truth.** The Jackson County Adult Treatment Court was established to combine AODA treatment with a criminal justice approach to give you the best opportunity to change. Being honest is a proximal behavior, meaning you are in control of what you say, no matter the circumstances. Honesty will be strictly enforced. Without honesty there can be no progress in recovery.
- 2. Do not use or possess any alcohol or other drugs, or be any place where alcohol or other drugs are available for sale or consumption on the premises.** Sobriety is the primary focus of the Adult Treatment Court Program. Maintaining a drug-free lifestyle is the most important aspect of your recovery program.

You must have the Team's permission to put any non-food substance on or into your body; this includes poppy seeds in **any** form (muffins, bagels, bread, salad dressing, etc.) and "natural" or herbal remedies or supplements. You must identify yourself as an Adult Treatment Court participant whenever you seek any type of medical care. You must also execute a release of medical records at each such visit. You must report receiving any prescription, and must have the team's approval to use any prescription or over-the-counter medication. Prescriptions must be filled at only one pharmacy, which you may choose.

- 3. Attend all Adult Treatment Court and Recovery Sessions.** This includes court appearances, individual and group counseling, community service, educational sessions, and self-help meetings. If you have a reason to miss any scheduled session, you **MUST** contact your probation agent prior to the session to seek approval to do so, and you will be expected to make up the missed programming, at the discretion of the Team. You are still responsible for any assignments given during a missed or re-scheduled session, and the costs of the programming. Unapproved absences are serious violations and will result in sanctions, up to and including jail.
- 4. Be on time.** You are expected to be on time for court, community service, and your treatment sessions. If you are late, you may be considered noncompliant. Contact your probation agent and the treatment provider if there is a possibility that you may be late.
- 5. Do not make threats or commit acts of violence against any fellow participant, provider, team member or anyone else connected with the Treatment Court Program.** Violent or inappropriate behavior will not be tolerated and will be reported to the court. This could result in sanctions, including expulsion from the Treatment Court Program.
- 6. Act and dress appropriately for court and treatment sessions.** Treatment Court is less formal than criminal court, but it is still a court of law, and commands your respect. Act appropriately when in the courtroom. You are expected to respect the court, Judge, and all Treatment Court personnel. Use respectful language and tone of voice in treatment and in the court. As a participant, you will be expected to wear a shirt or blouse, pants, dress, skirt, or shorts of reasonable length. Clothing bearing drugs or alcohol themes or promoting or advertising alcohol or other drug use is considered inappropriate. Sunglasses are not to be worn inside the courtroom or in treatment sessions unless medically approved. If you have any questions regarding appropriate attire, please see the coordinator. Speak with your treatment team if you need assistance with clothing. No eating, chewing gum, talking out of turn, cell phones, pagers, or hats allowed in the courtroom. Use appropriate language with staff and in court.
- 7. Obey all laws.** New violations will be sanctioned and can result in expulsion. Do **NOT** drive a vehicle if you do not possess a valid driver's license. Participants who drive without a valid license may be expelled from the program.
- 8. No Gambling.** You are prohibited from gambling at places where gambling occurs, including but not limited to casinos, bingo halls, horse tracks, and dog tracks. You are further prohibited from purchasing lottery tickets.

- 9. You are encouraged to attend** as many self-help meetings as you feel necessary. These may be AA, NA, SMART Recovery or a similar group of your choice. You may be required to have a self-help verification slip signed by a meeting member or chairperson. You are allowed one slip per day, unless approved in advance by your therapist and the coordinator is advised of the same. Slips will be provided to you by the coordinator.
- 10. Pay all outstanding treatment court fees, jail fees, restitution, and fines as ordered by the Team.** Your monthly treatment fees are paid over the term of your participation and are never pro-rated, meaning you owe for a month no matter what day of the month you start or finish the program. No one will complete this program owing the Treatment Court any treatment fees, but the Team may consider adjustments based on your particular circumstances.
- 11. Enforcement of payment obligations.** Responsible people pay their bills. Treatment Court fees, jail fees and court costs are debts owed to the government, and represent an obligation to your fellow taxpayers. The court will enforce these obligations by delaying or denying phase advancement or graduation, by wage assignment, tax intercept, and ultimately, by the Court's power of contempt. Compliance will be determined by the Team on a case-by-case basis. **You may be jailed if you willingly fail to pay your court obligations.**
- 12. You must maintain your residence in Jackson County throughout your participation in the program.** This means that all Treatment Court participants are expected to be in their place of residence during the nighttime sleeping hours, in order to facilitate regular testing. An exception to this expectation would be those participants working the second or third shift. You must report any change in your work hours to your probation agent, the law enforcement representative on the Team, and your treatment providers.
- 13. You must have your probation agent's permission prior to changing your address, telephone number, or place of employment, and you must inform your probation agent immediately if your phone is disconnected or out of service.** You are also required to notify the Coordinator of these changes. Also, you must have our permission to add anyone to your household, whether on a temporary or permanent basis.
- 14. You must follow your treatment plan as approved by the Treatment Court Team.** Each Treatment Court participant will be required to sign a release authorizing the disclosure to the Treatment Court Team of health, medical, mental health, AODA, criminal, employment, and educational records. Each participant will sign the release at the time of screening for Treatment Court and it will be updated as necessary. Failure to sign the release will result in rejection of

your application or your expulsion from the program. You are also required to respect and preserve the confidentiality of self-help groups and group treatment sessions.

15. You must obtain permission from your probation agent before leaving Jackson County for any period of time. Generally, Phase I participants are prohibited from leaving Jackson County.

16. You must submit your own urine samples, oral samples, blood samples and breath samples for testing upon request. You will be provided a telephone number and assigned a client phone identification number. You will be required to call this telephone number every day between the hours of 5:00 AM and 8:59 AM. If you are required to test you must report to the jail for testing between 7:00 AM and 11:00 AM or 2:00 PM and 7:00 PM. Failure to call in or report for the testing is considered a positive test.

17. You must have the Team's permission to engage in or continue any relationships. You agree to keep the Jackson County Treatment Court Team apprised of my relationship status. Relationship issues are the primary cause of most relapses, and the Court must ensure that my relationship is healthy and supportive of your recovery. The term "relationship" includes all intimate interactions with another person, such as dating, spending a lot of time together, casual sex, cohabitating, and marriage. People often confuse feelings of fear and vulnerability with feelings of intimacy. This tends to shift focus away from recovery and greatly reduces your chance of success in recovery. Early recovery is a period of profound personal change and self-discovery. Relationships formed during this period generally do not last because of the personal changes that are taking place. The person you may be attracted to today will not be the same person tomorrow. It is better to wait until you are stabilized in your recovery before entering romantic relationships. If you enter the Treatment court married or in a long-term relationship, an evaluation of the relationship may be necessary to determine to what extent the relationship could interfere with your progress towards sustained recovery. Whether or not you believe your interactions with another person constitute a relationship, the Treatment Court can still prohibit you from having contact with anyone whom the team determines could be unhealthy for your recovery.

Relationships must be approved in advance by the Treatment Court Team. You must provide your probation agent with all biographical identification of the person with whom you wish to engage in any type of relationship. Even if the relationship is a healthy one, if you conceal it, you are in violation; see Rule Number 1.

18. You must comply with all JCATC Rules. Adult Treatment Court is a condition of your probation. Therefore, any violation of Adult Treatment Court rules may constitute a violation of your probation or your ATR conditions. This can result in expulsion, and revocation of your status, and you being sentenced to jail.

Treatment and Testing Phases

The Jackson County Adult Treatment Court Program consists of four phases. A critical component of successful Treatment Court participation involves intensive supervision and random UA/BA testing to determine compliance with the rules of the Treatment Court Program. The frequency of the random UA/BA's will be frequent and random.

PHASE I - Stabilization

The minimum requirements for successful completion of Phase I include:

- ❖ Minimum of 8 weeks
- ❖ Completion of all assessments
- ❖ Begin individual session with provider
- ❖ Random and frequent drug/alcohol screens
- ❖ Attend court 2 times per month
- ❖ Attendance at 12-step support group meetings is encouraged
- ❖ Good faith effort to pay Treatment court fees
- ❖ Follow all other recommendations as determined by the Treatment Court team

Goal: Discontinue drug use and stabilize health.

PHASE II- Early Recovery

The minimum requirements for successful completion of Phase II include:

- ❖ Minimum 16 weeks
- ❖ 2 group sessions per week
- ❖ 1 individual session with provider per week
- ❖ 1 family group session during weeks 1-12
- ❖ Continued random and frequent drug/alcohol screens
- ❖ Employment or school
- ❖ Attend court 2 times per month
- ❖ Attendance at 12-step support group meetings is encouraged
- ❖ Good faith effort to pay Treatment Court fees
- ❖ Follow all other recommendations as determined by the Treatment Court team

Goal: Remain drug free, seek and maintain employment and understand the need to follow programming.

PHASE III – Recovery Living

The minimum requirements for successful completion of Phase III include:

- ❖ Minimum 13 weeks
- ❖ 1 group session per week
- ❖ 1 individual session per week
- ❖ Continued random and frequent drug/alcohol screens
- ❖ Employment or school
- ❖ Attend court 2 times per month
- ❖ Attendance at 12-step support group meetings encouraged
- ❖ Good faith effort to pay Treatment Court fees
- ❖ Follow all other recommendations as determined by the Treatment Court team

Goal: Maintain sobriety and begin to look at future aftercare needs.

PHASE IV - Aftercare

The minimum requirements for successful completion of Phase IV include:

- ❖ Minimum 17 weeks
- ❖ After care and/or alumni group
- ❖ Individual session every other week or monthly
- ❖ Continued random and frequent drug/alcohol screens
- ❖ Employment or school
- ❖ Attend court 2 times per month
- ❖ Encouraged to define a pattern of support group meetings every week
- ❖ Treatment court fees must be paid in full to graduate
- ❖ Follow all other recommendations as determined by the Treatment Court team

Goal: Adapt and support an independent lifestyle by applying learned skills

Fees

Each participant will pay a fee to be enrolled in the Adult Treatment Court Program. The total cost is \$1,000. Additional fees may be assessed for jail sanctions, SCRAM, GPS, or tests which are not covered by the participation fee. This money is used to maintain the continued operation of the Program. It is likely that phase advancement may be delayed unless the circumstances of the outstanding balance are deemed exceptional. These considerations will be made on an individual basis. You will be required to file a Payment Plan with the Coordinator within your first 30 days of participation and make a good faith effort to uphold that agreement. Participants will not be graduated unless or until the entire \$1,000 fee has been satisfied. The cost for each phase is as follows:

Phase I:	\$200
Phase II:	\$250
Phase III:	\$250
Phase IV:	\$300

Responsibilities

While Treatment Court participants complete the program, there are certain behaviors that are expected of them which are designed to increase the likelihood they will successfully complete the program. They include:

- ❖ Taking responsibility for their behavior (both good and bad)
- ❖ No rule violations (court or probation)
- ❖ No new arrests or criminal charges
- ❖ Attend support group/relapse prevention groups and complete a 12-step program or a suitable approved alternative self-help program as directed by the Team
- ❖ Attend and complete other programming
- ❖ Be on time and present for all Treatment Court proceedings
- ❖ Consistently display proper degree of respect for Treatment Court Judge, Team and co-participants
- ❖ Display honesty to Treatment Court Judge, Team and treatment professionals
- ❖ Obtain and maintain employment
- ❖ Keep all appointments with probation agent, Treatment Court coordinator, and treatment providers
- ❖ Positive reports from collateral sources (spouse, parent, employer, etc.)
- ❖ If applicable, attend school and obtain HSED/GED
- ❖ Pay financial obligations as directed and in full
- ❖ No missed or dirty UA's or BA's
- ❖ No verbally or physically abusive or threatening behavior
- ❖ Positive home visit situation
- ❖ Maintain clean personal hygiene
- ❖ Follow curfew
- ❖ Completion of community service hours
- ❖ If applicable, take all prescribed medication
- ❖ Obtain a driver's license
- ❖ Save enough money to secure a residence
- ❖ Promptly notify agent and coordinator of all law enforcement, medical, dental, or mental health provider contact
- ❖ Immediately identify self as a Treatment Court participant to police if stopped for any reason
- ❖ Immediately identify self as a Treatment Court participant to all medical, dental, and mental health care providers

SCRAM Rules and Procedures

The SCRAM is an ankle bracelet that you wear continuously, which detects your use of alcohol, and alerts the jail in real time of a violation. Whenever you are fitted with a SCRAM, you are prohibited from putting anything but ordinary bathing soap on your skin.

You are required to ensure that the unit is recharged regularly so that it does not shut down, and you will be punished if you break, remove or otherwise tamper with it. You will be held liable for the costs of any needed repairs or destruction, and there is a daily fee for use of the SCRAM. If the bracelet breaks, you must report to the jail immediately for repair. Likewise, if you discover that the device is not working for any other reason, you must also report to the jail immediately.

When first applied during Phase I, the Team pays a portion of the actual cost of the SCRAM, and will do so during your first use. If the team determines that the SCRAM, after having been removed as a component of your recovery, must be re-fitted to address concerns about your progress or specific violations, you will pay the full cost of the SCRAM, and you will not graduate until all such fees have been paid.

The SCRAM has been shown to be as accurate as a breathalyzer machine. When the SCRAM detects your use of alcohol the Treatment Court Team will staff it and determine an appropriate response.

Incentives

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 or a treatment team member
- ❖ Move up to the head of the line at court appearance
- ❖ Applause in court
- ❖ Increase or restoration of privileges
- ❖ Phase acceleration
- ❖ Reduction or dismissal of charges
- ❖ Phone cards
- ❖ Gas cards
- ❖ Taxi tokens
- ❖ Gift certificates
- ❖ Treats
- ❖ Graduation ceremony

Sanctions

Any violations of the rules, requirements, or expectations of the Adult Treatment Court Program as set forth herein will result in the immediate imposition of sanctions as determined by the Treatment Court Judge and/or the treatment team. The Treatment Court team may individualize sanctions as deemed appropriate. Treatment Court violations are determined on a case-by-case situation. The Treatment Court team will recommend sanctions to the Judge based on an individual's actions (Treatment Court is FAIR, not always EQUAL). Sanctions can include, but are not limited to, the following:

- ❖ Verbal warning
- ❖ Written assignments
- ❖ Curfew
- ❖ Electronic monitoring
- ❖ Increased supervision
- ❖ Loss of privileges
- ❖ Increased testing
- ❖ Jail time
- ❖ Phase demotion
- ❖ Time in the box
- ❖ Increased treatment
- ❖ Community service hours, including group presentations for the benefit of the community
- ❖ Termination from program



Upon successful completion of all four phases, including payment in full of all Treatment Court fees, jail fees, restitution if ordered, fines and costs, and upon recommendation of the Treatment Court team, the Treatment Court shall declare the Treatment Court participant a graduate of the Treatment Court Program. The graduation ceremony will be a celebration of completing all established guidelines, and demonstrating commitment to sobriety. Successful completion of the program may result in reduction of fines, reduction/dismissal of charges, or reduced jail time.

EXPULSION

A Treatment Court participant may be expelled from the Treatment Court Program for any of the following:

- ❖ Commission of a violent crime

- ❖ Abandonment of the Treatment Court Program
- ❖ Evidence indicating the participant is involved with drug dealing or driving while under the influence of an intoxicant
- ❖ Any threatening, abusive, or violent verbal or physical behavior
- ❖ Hostile, threatening or disrespectful conduct towards the Court
- ❖ Failure to make satisfactory progress towards sustained recovery
- ❖ Any other grounds the Treatment Court deems sufficient for expulsion

Process for Expulsion

Any member of the Treatment Court Team may make a Motion for Expulsion. The motion for expulsion will be discussed at the staffing of the Treatment Court team, out of the presence of the Treatment Court Judge. Upon a majority vote of the Treatment Court Team members present, a recommendation for expulsion will be made to the Treatment Court Judge. If the Treatment Court Judge concurs in the recommendation, the Judge shall issue an order informing the participant of the decision to expel, and the factual basis for the expulsion. The participant shall be provided a Notice of Expulsion from the Treatment Court defense counsel representative. If the participant elects to challenge the expulsion, the expulsion shall be scheduled for a review hearing by a circuit court judge as soon thereafter as can be arranged.

The participant is entitled to counsel at the expulsion hearing, and shall be referred to the office of the State Public Defender for appointment of counsel. If the participant does not qualify for representation by the State Public Defender, the participant shall be instructed to apply to the Clerk of the Circuit Court for the appointment of counsel. In no event shall the Treatment Court Public Defender Representative serve as adversary counsel for any participant in an expulsion review hearing.

The expulsion hearing shall be held in open court, on the record, before a circuit court judge. At any expulsion hearing, the participant shall be entitled to adequate notice of the reason(s) for expulsion, to challenge the grounds for expulsion, to see and hear the evidence supporting expulsion, and shall have compulsory process to compel the attendance of witnesses to challenge the basis for expulsion. Except for rules pertaining to privilege (to the extent not previously waived by the participant), the rules of evidence do not apply to any expulsion hearing.

If the judge agrees the participant should be expelled from Treatment Court, based on evidence that is clear, satisfactory and convincing, the reviewing judge shall make findings of fact, and shall specify any custody credit to which the participant is entitled. At that point the participant shall be removed from the program, and revert to his or her prior status. Except for errors in calculating sentence credit, expulsion orders are not subject to review except as part of an appeal of a revocation proceeding.

The reviewing court's determination as to expulsion is not binding on the

Department of Corrections, which may still initiate revocation proceedings if the Department determines that revocation is warranted based upon the Department's analysis of the participant's rule violations.

Don't Be Scared: Be Determined!

After reading this handbook, you may feel nervous and scared about your ability to make it through Treatment Court. And if you entered Treatment Court just to get out of a prison sentence with no real desire to stop using drugs and change your life, you probably should feel nervous and scared because this will be a tough program for you.

But, if you really want to make important and life-saving changes to your life, this is the program for you! You will have the entire Treatment Court Team encouraging you and assisting you every step of the way! Since 2008, the Jackson County Treatment Court has helped people achieve long term sobriety and stay out of the criminal justice system.

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