

# BLUE EARTH COUNTY ADULT HYBRID DRUG COURT

“Recovery... A journey, not a destination”



**Sobriety Checkpoint**

## ***PARTICIPANT HANDBOOK***

Your Name \_\_\_\_\_

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## **WELCOME TO THE BLUE EARTH COUNTY ADULT HYBRID DRUG COURT**

This Handbook was designed to answer your questions, and to help you successfully complete the requirements of the Blue Earth County Adult Hybrid Drug Court Program. As a participant, you are expected to follow the instructions given to you by the Drug Court Judge and your Drug Court probation officer; as well as to comply with the treatment plan developed for you by an approved CD treatment, and mental health providers.

The Drug Court is divided into four tracks depending on your Risk/Needs assessments. Each track is comprised of four phases that must be successfully completed in order to graduate from the program. This Handbook details what is expected of you as a Drug Court participant. It reviews general program information, as well as what specific things you must do to complete each phase of the program.

If you are reading this Handbook, it means that you have been accepted into Drug Court based upon your history of drug/alcohol use, and encounters with law enforcement. It also means that we are confident that Drug Court will help you learn how to make successful choices, free of the influence of drugs or alcohol.

There will be a test on the information in your handbook that you will need to pass prior to moving to phase two. Please study this book it was written for your use, and to help you be successful while you are a participant in the program.

You are encouraged to share this Handbook with your family and friends. It is very important for them to know the limitations, and rules you will need to follow to be successful in this program.

## **OVERVIEW**

The Blue Earth County Adult Hybrid Drug Court Program is a four-phase intervention program for adults who have pled guilty to one or more felony or gross misdemeanor eligible offenses, and who are having difficulty staying clean and sober. The Drug Court Program is for addicted offenders. The program treats a drug as a drug and an addict as an addict, regardless of the drug of choice. It is a collaborative effort between the 5<sup>th</sup> Judicial District Court, the County Attorney's Office, the Public Defender's Office, the Health and Human Services Agency, law enforcement agencies, jail staff, probation, chemical health and mental health providers. By working together, as a Drug Court Team, we seek to provide a variety of programs and consistent supervision tailored to support and help you maintain a drug-free life.

Drug Court involves intensive supervision of clients by a probation officer, frequent court appearances, mandatory drug and alcohol counseling, regular attendance at self-help groups (NA or AA, SMART Recoveries) and random drug testing. The Court awards incentives for compliant behavior and imposes sanctions for negative behavior. Participants who do not comply with the rules may be placed in short-term custody, moved back to the previous phase of drug court or a variety of other sanctions. Participants may also be terminated from Drug Court. All of the staff working with Drug Court will assist you to make sure you understand what is expected of you.

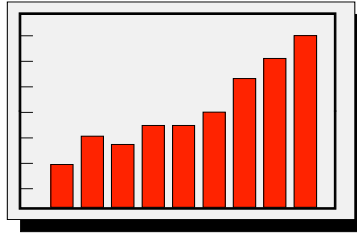
## **THE DRUG COURT TEAM**



The Drug Court Judge makes all decisions regarding your participation in the Drug Court Program with input from the Drug Court Team. In addition to the Judge, the Drug Court Team consists of the following members:

- Defense Attorney
- Assistant County Attorney
- Case Manager/Assessor
- Treatment Provider
- Probation Officer
- Police Officer Liaison
- Sheriff's Department
- Jail staff
- Drug Court Coordinator
- Mental Health Professional

Prior to each Drug Court session, the Drug Court team members familiarize themselves with your progress and the Judge discusses that progress with you during the Drug Court session.



## **PROGRESS REPORTS**

Before your Drug Court hearing, the Judge is given a progress report presented by your Probation Agent Treatment Provider, and Mental Health Liaison. The progress report discusses your drug test results, attendance, participation and cooperation in the CD treatment, and mental health programing, employment or other requirements that were imposed. The judge may ask questions about your progress and discuss any problems you may be having. If you are doing well you may be rewarded with reduced program requirements or, at times, other incentives like gift cards. If your progress reports show that you are not doing well, the judge will discuss this with you and determine future action, which could include a sanction in order to help you remember your goals in the program. Sanctions can be anything from increased program requirements to jail custody.



## **DRUG COURT HEARINGS**

As a Drug Court participant, you are required to appear in Drug Court on a regular basis. When you appear you are expected to bring your meeting card providing the dates and signatures proving you have attended your weekly meetings according to your phase requirements. You also need to give the Judge your journal prior to your court date, provide proof of updated fee payments, and updated weekly schedule. Failure to do so may result in a sanction. The number of times you must appear depends upon the track, and phase of drug court you are currently in. Failure to appear will result in the issuance of a warrant for your arrest and detention in jail until you can appear before the court. If you have questions about your court appearances you may contact your probation agent, treatment provider or your attorney.

It is our expectations that you behave appropriately in all court sessions. Any disruptions may result in a sanction. No cell phones, bags, coats, hats, or other contraband can be brought into the court room. All items should be stowed in the locker rooms outside the court room.

## DRUG COURT PHASES

The Blue Earth County Adult Hybrid Drug Court is a 12 to 18 month program divided into four phases, You must successfully complete each phase before entering into the next phase. Each phase has a key concept or focus. The basic minimum requirements are listed below. The program has four tracks based on the level of risk/needs each participant has based on the LS/CMI administered by probation. The needs component is based on assessments administered by Chemical Health and Mental Health professionals on the team or in the community. Once the assessments scores have been determined, the Drug Court team will place participants in the track best fit to assure program success.

<b>TRACK ONE (HIGH RISKS- HIGH NEEDS)</b>	
<b>PHASE ONE</b>	
<b>Key Concept:</b>	<b>Stabilization, Assessment &amp; Orientation</b>
<b>Length of phase:</b>	<b>One Month Minimum (which may follow detoxification or inpatient services)</b>
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>➤ <b>Complete a chemical health assessment, and treatment plan.</b></li> <li>➤ <b>Complete a Mental Health screener and case plan.</b></li> <li>➤ <b>Complete a LS/CMI.</b></li> <li>➤ <b>Comply with the Red Testing schedule.</b></li> <li>➤ <b>Attend Court weekly.</b></li> <li>➤ <b>Attend and show proof of three self-help meetings per week.</b></li> <li>➤ <b>Three contacts with your probation officer per week.</b></li> <li>➤ <b>9:00 p.m. curfew: no over nights or extensions.</b></li> <li>➤ <b>Complete an autobiography and use history.</b></li> <li>➤ <b>Complete weekly schedules and submit them to probation.</b></li> <li>➤ <b>Set up payment for Drug Court Fee of 600.00 with court admin.</b></li> <li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li> <li>➤ <b>Contact SMRC and register for phone support</b></li> <li>➤ <b>Complete and pass the handbook test.</b></li> </ul>
<b>Requirements in order to move to phase two.</b>	<b>In order to present to move to Phase Two all of the Phase One requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. The phase change must be given to the Judge and approved by the Drug Court team.</b>

<b>TRACK ONE (HIGH RISKS - HIGH NEEDS)</b>	
<b>PHASE TWO</b>	
<b>KEY CONCEPTS:</b>	<b>Recovery and Responsibility to Self</b>
<b>Length of phase:</b>	<b>A minimum of Six months</b>
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>➤ <b>Obtain Safe, Sober, Stable Housing.</b></li> <li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li> <li>➤ <b>Comply with the Red Testing Schedule.</b></li> <li>➤ <b>Attend Drug Court weekly.</b></li> <li>➤ <b>Abide by a 10:00 p.m. curfew; no overnights, or extensions.</b></li> <li>➤ <b>A minimum of two contacts with probations weekly.</b></li> <li>➤ <b>Attend a minimum of three self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).</b></li> <li>➤ <b>You must have 90 days clean time to present for a phase change.</b></li> <li>➤ <b>You must have 60 days sanction free to present for a phase change.</b></li> <li>➤ <b>Follow all recommendation of your Chemical Health Counselor.</b></li> <li>➤ <b>Obtain a sponsor, or mentor.</b></li> <li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li> <li>➤ <b>A relapse prevention plan should be established.</b></li> <li>➤ <b>Turn in a detailed weekly schedule to probation.</b></li> <li>➤ <b>Follow all recommendations of your mental health worker.</b></li> <li>➤ <b>Must pay at least 100.00 towards your Drug Court Fee.</b></li> </ul>
<b>Requirements in order to move to phase three.</b>	<b>In order to present to move to Phase Three all of the Phase Two requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK ONE (HIGH RISKS – HIGH NEEDS)**

**PHASE THREE**

**KEY CONCEPTS:** Maintenance of Recovery and Responsibility to Self and Others

**Length of phase:** A minimum of Six months

- Requirements:**
- Complete, or enrolled in COG Skills Group.
  - Complete 40 hours of Employment or Education per week.
  - Comply with the Green Testing Schedule.
  - Attend Drug Court on the second and fourth Mondays monthly
  - Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.
  - A minimum of two contacts with probation weekly.
  - Attend a minimum of two self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).
  - You must have 90 days clean time to present for a phase change.
  - You must have 90 days sanction free to present for a phase change.
  - Comply with recommendations of your chemical dependency counselor.
  - Maintain and show proof of insurance and treatment funding sources.
  - Continue to update your relapse prevention plan as needed.
  - Turn in a detailed weekly schedule to probation weekly.
  - Follow all recommendations of your mental health worker.
  - Complete service work as directed by team.
  - Maintain safe sober housing.
  - Must have made and additional payment of 200.00 towards Drug Court Fee. A total of 300.00 should have been paid by now.
  - Participants must have addressed Driver's License issues if needed.
  - Enroll in GED classes if needed.

**Requirements in order to move to phase four.** In order to present to move to Phase Four all of the Phase Three requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.



**TRACK ONE (HIGH RISKS – HIGH NEEDS)**

**PHASE FOUR**

**KEY CONCEPTS:** Reinforce a clean, sober and legal lifestyle

**Length of phase:** A minimum of Five Months.

- Requirements:**
- Complete 40 hours of Employment or Education per week.
  - Obtain your GED.
  - A minimum of one contact with probation weekly.
  - Comply with the Green Testing Schedule for the first three months.
  - Attend Drug Court on the first Mondays monthly
  - Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.
  - All participants must complete an exit interview.
  - Attend a minimum of one self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).
  - You must have 120 days clean time to present for a phase change.
  - You must have 120 days sanction free to present for a phase change.
  - Maintain, and show proof of insurance and treatment funding sources.
  - An updated relapse prevention plan needs to be presented to the team.
  - Turn in a detailed weekly schedule to probation weekly.
  - Follow all recommendations of your mental health worker.
  - Complete service work as directed by team.
  - Must have all Court Administration Fees paid in full.
  - All probation supervision fees must be paid in full.
  - Maintain safe sober housing.
  - Participants must obtain a Driver’s License if possible.

**Requirements to graduate:** In order to graduate the Blue Earth County Drug Court the following requirements must have been met; Consistently implement behaviors that support long term abstinence. All participants must have received their High School Diploma or GED in attainable. You must show evidence of active involvement in the recovery culture. You must have completed six family group sessions. All of the Phase four requirements must have been met. The graduation request must have been filled out by the participant and approved by staff. The graduation request must be approved by the Drug Court team.

<b>TRACK TWO (HIGH RISK – LOW NEEDS)</b>	
<b>PHASE ONE</b>	
<b>KEY CONCEPTS:</b>	<b>Stabilization, Assessment &amp; Orientation</b>
<b>Length of phase:</b>	<b>One Month Minimum (which may follow detoxification or inpatient services)</b>
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>➤ <b>Complete a chemical health assessment, and treatment plan.</b></li> <li>➤ <b>Complete a Mental Health screener and case plan.</b></li> <li>➤ <b>Complete a LS/CMI.</b></li> <li>➤ <b>Comply with the Green Testing schedule.</b></li> <li>➤ <b>Attend Court weekly.</b></li> <li>➤ <b>Show proof of one pro- social activity. (An activity in the community that is supportive of non-criminal behaviors.</b></li> <li>➤ <b>Three contacts with your probation officer per week.</b></li> <li>➤ <b>9:00 p.m. curfew: no over nights or extensions.</b></li> <li>➤ <b>Complete weekly schedules and submit them to probation.</b></li> <li>➤ <b>Set up payment for Drug Court Fee of 600.00 with court admin.</b></li> <li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li> <li>➤ <b>Complete and pass the handbook test.</b></li> </ul>
<b>Requirements in order to move to phase two.</b>	<b>In order to present to move to Phase Two all of the Phase One requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK TWO (HIGH RISK – LOW NEEDS)**

**PHASE TWO**

<b>KEY CONCEPTS:</b>	<b>Recovery and Responsibility to Self</b>
<b>Length of phase:</b>	<b>A minimum of Six months</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Obtain Safe, Sober, Stable Housing.</b></li><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Comply with the Green Testing Schedule.</b></li><li>➤ <b>Attend Drug Court weekly.</b></li><li>➤ <b>Abide by a 10:00 p.m. curfew; no overnights, or extensions.</b></li><li>➤ <b>Attend two support based programs per week; (a scheduled meeting with a clergy, mentor or stress relief program can count for one of those meetings).</b></li><li>➤ <b>A minimum of two contacts with probation weekly.</b></li><li>➤ <b>You must have 90 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 60 days sanction free to present for a phase change.</b></li><li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li><li>➤ <b>A relapse prevention plan should be established.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations of your mental health worker.</b></li><li>➤ <b>Must pay at least 100.00 towards your Drug Court Fee.</b></li></ul>
<b>Requirements in order to move to phase three.</b>	<b>In order to present to move to phase three all of the phase two requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK TWO (HIGH RISK – LOW NEEDS)**

**PHASE THREE**

**KEY CONCEPTS:** Maintenance of Recovery and Responsibility to Self and Others

**Length of phase:** A minimum of Six months

- Requirements:**
- Complete COG Skills Group.
  - Complete 40 hours of Employment or Education per week.
  - Comply with the Green Testing Schedule.
  - Attend Drug Court on the second and fourth Mondays monthly
  - Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.
  - Attend one support based programs per week; (a scheduled meeting with a clergy, mentor or stress relief program can count for one of those meetings).
  - You must have 90 days clean time to present for a phase change.
  - You must have 90 days sanction free to present for a phase change.
  - Maintain insurance and treatment funding sources.
  - A minimum of 2 contacts with probation weekly.
  - Continue to update your relapse prevention plan as needed.
  - Turn in a detailed weekly schedule to probation weekly.
  - Follow all recommendations of your mental health worker.
  - Complete service work as directed by team.
  - Must have made and additional payment of 200.00 towards Drug Court Fee. A total of 300.00 should have been paid by now.
  - Participants must have addressed Driver’s License issues if needed.
  - Enroll in GED classes if needed.

**Requirements in order to move to phase four.** In order to present to move to phase four all of the phase three requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.

**TRACK TWO (HIGH RISK – LOW NEEDS)**

**PHASE FOUR**

**KEY CONCEPTS:** Reinforce a clean, sober and legal lifestyle

**Length of phase:** A minimum of Five Months.

- Requirements:**
- Complete 40 hours of Employment or Education per week.
  - Attain your GED.
  - Comply with the Green Testing Schedule for the first three months. Random testing will be required for the remainder of the program.
  - Attend Drug Court on the first Mondays monthly
  - Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.
  - All participants must complete an exit interview.
  - One supportive activity weekly. (Clergy, social organizations, mentors, will be accepted.
  - You must have 120 days clean time to present for a phase change.
  - You must have 120 days sanction free to present for a phase change.
  - A minimum of 1 contact with probation weekly.
  - Maintain insurance and treatment funding sources.
  - An updated relapse prevention plan needs to be presented to the team.
  - Turn in a detailed weekly schedule to probation weekly.
  - Follow all recommendations of your mental health worker.
  - Complete service work as directed by team.
  - Must have all Court Administration Fees paid in full.
  - All probation supervision fees must be paid in full.
  - Participants must obtain a Driver’s License if possible.

**Requirements to graduate:** In order to graduate the Blue Earth County Drug Court the following requirements must have been met; Consistently implement behaviors that support long term abstinence. All participants must have received their High School Diploma or GED in attainable. You must show evidence of active involvement in the recovery culture. All of the Phase four requirements must have been met. The graduation request must have been filled out by the participant and approved by staff. The graduation request must be approved by the Drug Court team.

**TRACK THREE (LOW RISKS – HIGH NEEDS)**

**PHASE ONE**

<b>KEY CONCEPTS:</b>	<b>Stabilization, Assessment &amp; Orientation</b>
<b>Length of phase:</b>	<b>One Month Minimum (which may follow detoxification or inpatient services)</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ Complete a chemical health assessment, and treatment plan.</li><li>➤ Complete a Mental Health screener and case plan.</li><li>➤ Complete a LS/CMI.</li><li>➤ Comply with the Red Testing schedule.</li><li>➤ Attend Court as directed by probation.</li><li>➤ Attain a sponsor/mentor.</li><li>➤ Attend and show proof of three self-help meetings per week.</li><li>➤ Three contacts with your probation officer per week.</li><li>➤ 9:00 p.m. curfew: no over nights or extensions.</li><li>➤ Complete an autobiography and use history.</li><li>➤ Complete weekly schedules and submit them to probation.</li><li>➤ Set up payment for Drug Court Fee of 600.00 with court admin.</li><li>➤ Obtain and maintain insurance and treatment funding sources.</li><li>➤ Contact SMRC and register for phone support</li><li>➤ Complete and pass the handbook test.</li></ul>
<b>Requirements in order to move to phase two.</b>	<b>In order to present to move to Phase Two all of the Phase One requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK THREE (LOW RISKS – HIGH NEEDS)**

**PHASE TWO**

<b>KEY CONCEPTS:</b>	<b>Recovery and Responsibility to Self</b>
<b>Length of phase:</b>	<b>A minimum of four months</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Obtain Safe, Sober, Stable Housing.</b></li><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Comply with the Red Testing Schedule.</b></li><li>➤ <b>A minimum of One contact with probation weekly.</b></li><li>➤ <b>Attend Drug Court as determined by probation.</b></li><li>➤ <b>Abide by a 10:00 p.m. curfew; no overnights, or extensions.</b></li><li>➤ <b>Attend three self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).</b></li><li>➤ <b>You must have 90 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 60 days sanction free to present for a phase change.</b></li><li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li><li>➤ <b>A relapse prevention plan should be established.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations from Chemical Dependency, Mental health programing.</b></li><li>➤ <b>Must pay at least 100.00 towards your Drug Court Fee.</b></li></ul>
<b>Requirements in order to move to phase three.</b>	<b>In order to present to move to Phase Three all of the Phase Two requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK THREE (LOW RISKS –HIGH NEEDS)**

**PHASE THREE**

<b>KEY CONCEPTS:</b>	<b>Maintenance of Recovery and Responsibility to Self and Others</b>
<b>Length of phase:</b>	<b>A minimum of four months.</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Comply with the Green Testing Schedule.</b></li><li>➤ <b>Attend Drug Court as directed by probation.</b></li><li>➤ <b>Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.</b></li><li>➤ <b>A minimum of one contact with probation weekly.</b></li><li>➤ <b>Attend two self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).</b></li><li>➤ <b>You must have 90 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 90 days sanction free to present for a phase change.</b></li><li>➤ <b>Maintain insurance and treatment funding sources.</b></li><li>➤ <b>Continue to update your relapse prevention plan as needed.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations from Chemical Dependency, Mental health programming.</b></li><li>➤ <b>Complete service work as directed by team.</b></li><li>➤ <b>Must have made and additional payment of 200.00 towards Drug Court Fee. A total of 300.00 should have been paid by now.</b></li><li>➤ <b>Participants must have addressed Driver's License issues if needed.</b></li><li>➤ <b>Enroll in GED classes if needed.</b></li></ul>
<b>Requirements in order to move to phase four.</b>	<b>In order to present to move to Phase Four all of the Phase Three requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in court, the phase change must be given to the Judge and approved by the Drug Court team.</b>



**TRACK THREE (LOW RISKS – HIGH NEEDS)**

**PHASE FOUR**

<b>KEY CONCEPTS:</b>	<b>Reinforce a clean, sober and legal lifestyle</b>
<b>Length of phase:</b>	<b>A minimum of four months.</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Attain your GED.</b></li><li>➤ <b>Comply with the Green Testing Schedule for the first three months. After that participants will test randomly at probations discretion.</b></li><li>➤ <b>Attend Drug Court on the first Mondays monthly</b></li><li>➤ <b>A minimum of one probation contact weekly.</b></li><li>➤ <b>Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.</b></li><li>➤ <b>All participants must complete an exit interview.</b></li><li>➤ <b>Attend one self-help meetings per week; (a scheduled meeting with a sponsor or mentor can count for one of those meetings).</b></li><li>➤ <b>You must have 120 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 120 days sanction free to present for a phase change.</b></li><li>➤ <b>Maintain insurance and treatment funding sources.</b></li><li>➤ <b>An updated relapse prevention plan needs to be presented to the team.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations from Chemical Dependency, Metal health programing.</b></li><li>➤ <b>Complete service work as directed by team.</b></li><li>➤ <b>Must have all Court Administration Fees paid in full.</b></li><li>➤ <b>All probation supervision fees must be paid in full.</b></li><li>➤ <b>Participants must obtain a Driver’s License if possible.</b></li></ul>
<b>Requirements to graduate:</b>	<b>In order to graduate the Blue Earth County Drug Court the following requirements must have been met; Consistently implement behaviors that support long term abstinence. All participants must have received their High School Diploma or GED in attainable. They must show evidence of active involvement in the recovery culture. They must have completed six family group sessions. All of the Phase four requirements must have been met. The graduation request must have been filled out by the participant and approved by staff. The graduation request must be approved by the Drug Court team.</b>

**TRACK FOUR (LOW RISKS – LOW NEEDS)**

**PHASE ONE**

<b>KEY CONCEPTS:</b>	<b>Stabilization, Assessment &amp; Orientation</b>
<b>Length of phase:</b>	<b>One Month Minimum (which may follow detoxification or inpatient services)</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Complete a chemical health assessment, and treatment plan.</b></li><li>➤ <b>Complete a Mental Health screener and case plan.</b></li><li>➤ <b>Complete a LS/CMI.</b></li><li>➤ <b>Show proof of one pro- social activity. (An activity in the community that is supportive of non-criminal behaviors.</b></li><li>➤ <b>Comply with the Green Testing schedule.</b></li><li>➤ <b>Attend Court as directed by probation.</b></li><li>➤ <b>One contact with your probation officer per week.</b></li><li>➤ <b>10:00 p.m. curfew: no over nights or extensions.</b></li><li>➤ <b>Complete weekly schedules and submit them to probation.</b></li><li>➤ <b>Set up payment for Drug Court Fee of 600.00 with court admin.</b></li><li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li><li>➤ <b>Complete and pass the handbook test.</b></li></ul>
<b>Requirements in order to move to phase two.</b>	<b>In order to present to move to Phase Two all of the Phase One requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper in to the treatment team, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK FOUR (LOW RISKS – LOW NEEDS)**

**PHASE TWO**

<b>KEY CONCEPTS:</b>	<b>Recovery and Responsibility to Self</b>
<b>Length of phase:</b>	<b>A minimum of two Months.</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Obtain Safe, Sober, Stable Housing.</b></li><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Comply with the Green Testing Schedule.</b></li><li>➤ <b>Show proof of one pro- social activity. (An activity in the community that is supportive of non-criminal behaviors.</b></li><li>➤ <b>Attend Drug Court as directed by probation.</b></li><li>➤ <b>A minimum of two contacts with probation monthly.</b></li><li>➤ <b>Abide by a 10:00 p.m. curfew; no overnights, or extensions.</b></li><li>➤ <b>You must have 60 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 60 days sanction free to present for a phase change.</b></li><li>➤ <b>Obtain and maintain insurance and treatment funding sources.</b></li><li>➤ <b>A relapse prevention plan should be established.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations of your mental health worker.</b></li><li>➤ <b>Must pay at least 100.00 towards your Drug Court Fee.</b></li></ul>
<b>Requirements in order to move to phase three.</b>	<b>In order to present to move to Phase Three all of the Phase Two requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper to the treatment team, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK FOUR (LOW RISKS – LOW NEEDS)**

**PHASE THREE**

<b>KEY CONCEPTS:</b>	<b>Maintenance of Recovery and Responsibility to Self and Others</b>
<b>Length of phase:</b>	<b>A minimum of two Months.</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ Complete 40 hours of Employment or Education per week.</li><li>➤ Comply with testing schedule as directed by probation.</li><li>➤ A minimum of two contact with probation monthly.</li><li>➤ Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.</li><li>➤ Show proof of one pro- social activity. (An activity in the community that is supportive of non-criminal behaviors.</li><li>➤ You must have 60 days clean time to present for a phase change.</li><li>➤ You must have 60 days sanction free to present for a phase change.</li><li>➤ Maintain insurance and treatment funding sources.</li><li>➤ Continue to update your relapse prevention plan as needed.</li><li>➤ Turn in a detailed weekly schedule to probation weekly.</li> <li>➤ Complete service work as directed by team.</li><li>➤ Must have made and additional payment of 200.00 towards Drug Court Fee. A total of 300.00 should have been paid by now.</li><li>➤ Participants must have addressed Driver’s License issues if needed.</li><li>➤ Enroll in GED classes if needed.</li></ul>
<b>Requirements in order to move to phase four.</b>	<b>In order to present to move to Phase Four all of the Phase Three requirements must have been met. The phase change request must have been filled out by the participant and approved by staff. Present a paper to the treatment team, the phase change must be given to the Judge and approved by the Drug Court team.</b>

**TRACK FOUR (LOW RISKS – LOW NEEDS)**

**PHASE FOUR**

<b>KEY CONCEPTS:</b>	<b>Reinforce a clean, sober and legal lifestyle</b>
<b>Length of phase:</b>	<b>A minimum of One Months.</b>
<b>Requirements:</b>	<ul style="list-style-type: none"><li>➤ <b>Complete 40 hours of Employment or Education per week.</b></li><li>➤ <b>Attain your GED.</b></li><li>➤ <b>A minimum of one contact monthly with probation.</b></li><li>➤ <b>Comply Testing Schedule as directed by probation.</b></li><li>➤ <b>Abide by an 11:00 p.m. curfew; overnights and extensions must be approved by Probation.</b></li><li>➤ <b>All participants must complete an exit interview.</b></li><li>➤ <b>You must have 30 days clean time to present for a phase change.</b></li><li>➤ <b>You must have 30 days sanction free to present for a phase change.</b></li><li>➤ <b>Maintain insurance and treatment funding sources.</b></li><li>➤ <b>An updated relapse prevention plan needs to be presented to the team.</b></li><li>➤ <b>Turn in a detailed weekly schedule to probation weekly.</b></li><li>➤ <b>Follow all recommendations of your mental health worker.</b></li><li>➤ <b>Complete service work as directed by team.</b></li><li>➤ <b>Must have all Court Administration Fees paid in full.</b></li><li>➤ <b>All probation supervision fees must be paid in full.</b></li><li>➤ <b>Participants must obtain a Driver’s License if possible</b></li></ul>
<b>Requirements to graduate:</b>	<b>In order to graduate the Blue Earth County Drug Court the following requirements must have been met; Consistently implement behaviors that support long term abstinence. All participants must have received their High School Diploma or GED in attainable. They must show evidence of active involvement in the recovery culture. All of the Phase four requirements must have been met. The graduation request must have been filled out by the participant and approved by staff. The graduation request must be approved by the Drug Court team.</b>

## **CONFIDENTIALITY**

State and federal law requires that your identity and privacy be protected. In response to these regulations, Drug Court personnel, case managers and treatment providers have developed policies and procedures to help protect your privacy. You are required to sign Consent for Release of Information. This disclosure of information is for the sole purpose of hearings and reports concerning your specific Drug Court case. Failure to sign this release will result in a sanction or dismissal from the program.

## **DRUG COURT PROGRAM RULES**

As a participant you are required to abide by the rules outlined in the participant contract, including, but not limited to the following:

### **Totally abstain from the use of illegal drugs and alcohol.**

This condition is fundamental to successful completion of the program. Any prescription and over-the-counter medication must be approved by the Drug Court team prior to use. Abuse of prescription and over-the-counter drugs will result in a sanction. Use of someone else's prescription or non-approved medication will result in a sanction. Inform your treating physicians that you are a recovering addict, and that you may not take narcotic or addictive medications or drugs. Do not associate with people who use or possess drugs. Any visits to anyone in the medical profession must be reported to your case manager, and a medical visit form must be filled out ,and returned to your case manager.

### **Attend all treatment sessions as scheduled.**

This includes individual and group counseling, educational sessions, and other treatment as directed. Unexcused missed treatment sessions will result in a sanction.

### **Be on time.**

Be on time for court and treatment sessions. If you are late for treatment, you will not be allowed to participate and will be considered non-compliant. Contact your counselor if there is a possibility that you may be late. You also need to be on time for all scheduled probation meetings failure to show up will result in a sanction.

### **Attend all scheduled Drug Court sessions.**

You must attend all court sessions as scheduled by the Drug Court probation agent. As a participant, you are expected to dress appropriately for court. You are expected to wear a shirt or blouse, pants, dress or skirt of reasonable length. Shoes must be worn at all times. Clothing bearing offensive, violent, racist, sexist, drug or alcohol-related themes or promoting or advertising alcohol or drug use is considered inappropriate. Hats may not be worn. Gang attire is also inappropriate. Sunglasses cannot be worn in court unless medically approved.

### **Special Activities.**

Every must attend all scheduled special events. A copy of the yearly calendar will be provided upon acceptance to the program. All events are posted a month prior to the event at treatment.

**Submit to chemical testing (urinalysis, breath tests) as requested.**

You will be tested throughout the entire program. During the first phase you will be tested frequently and randomly. If you miss a test or are not home for a curfew test it will be viewed as a positive test. The officer will not return to your home after they leave. This will also be viewed as a positive test. As you progress through the program, testing is required on a less frequent basis. The goal of the Drug Court program is to help you achieve total abstinence from alcohol and illicit drugs. However, a positive test will not automatically terminate you from the program. The judge will review your overall performance with the drug court team to determine the appropriate consequence or consequences.

**Do not make threats towards other participants or staff or behave in a violent manner.**

Violent or inappropriate behavior is not tolerated and will be reported to the Court. No physical, or verbal threats will be tolerated. This behavior will result in a sanction or termination from the program. You may not possess any weapons while in the Drug Court program.

**Address/phone number changes**

Keep the Drug Court team, probation agent and treatment provider informed of your current address and phone number at all times. Failure to do so may result in a sanction.

**Phone Calls**

All phone calls made to Drug Court staff should be conducted during work hours 8:00 a.m. to 5:00 p.m. All other calls after work hours should be made to your case manager's office number where a message can be left. The only time you should call your case managers cell number is in cases of emergency, or if directed by a staff member to call after hours.

**Maintain confidentiality of other Drug Court participants.**

Treatment cannot succeed unless all participants maintain the confidentiality of other participants and of information disclosed in treatment. Proof of breach of confidentiality can result in termination from the drug court program.

**Employment/Education Requirements:**

You are expected to perform 40 hours of structured activity per week. This may be accomplished by actively seeking or maintaining employment, attending school/job training, performing unpaid alternative community work assignments or other activity approved by the Drug Court Probation Agent.

**Abide by all other rules and regulations imposed by the Drug Court Team.**

Other rules and requirements are outlined in the Drug Court Participation agreement that you must sign in order to enter the program.

## **CHEMICAL TESTING**

You will be drug tested randomly throughout your entire Drug Court Program. You will be provided with a copy of the chemical testing policy of Blue Earth County Community Corrections.

### **Testing Times**

All Drug Testing is conducted at the Blue Earth County Jail unless directed by Probation. Everyone needs to show up on time and must be respectful to the people that are conducting the test. The Drug testing times are listed below.

#### **Weekdays:**

Females - 11:00 a.m., and 12:30 p.m.

Males – 11:00 a.m. to 12:30 p.m.

#### **Weekends, and Holiday Testing Times:**

Females – 10:00 a.m. to 10:40 a.m.

Males – 10:40a.m. – 11:00 a.m.

- You will be observed to ensure freedom from errors.

#### **The following will count as a positive (dirty) test:**

- If you miss a test
- Stalling - If you are 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 adulteration of any sort. This includes a diluted sample.
- If a positive test needs to be sent to a commercial laboratory for confirmation, you will be required to pay for the cost of the test.
- A positive PBT or a missed curfew check will be viewed as a violation of the Drug Court rules. (If you do not come to the door after the officer calls and knocks it is viewed as a missed and or positive test. They will not return to your home).
- If you have a positive test in any drug court phase, the judge, based on recommendations from the drug court team, will apply immediate sanctions including time in jail to help you stop your drug using behavior.







## **SEARCH AND ARREST REQUIREMENTS**

As a participant in Drug Court, you are required to submit your person, vehicle, place of residence or area to search and seizure of narcotics, drugs or other contraband at any time of the day or night with or without a search warrant, without prior notice and without probable cause by any peace officer or probation officer or their representative. Any law enforcement officer who observes a current participant of Drug Court in any of the following circumstances is authorized to arrest that individual:

- ingesting a controlled substance or alcohol;
- in violation of any criminal law;
- being under the influence of a controlled substance or alcohol;
- possessing a controlled substance or alcohol or drug paraphernalia;
- being in the presence of a person in possession of controlled substance(s) and a reasonable person in a like position would conclude that drugs are present.
- Being in possession of any weapons

Participants detained in jail after arrest will be brought before the Drug Court judge for hearing.

## **PROGRAM FEES**

As a Drug Court participant, you must agree to pay a minimum program fee of 600.00 to the Court Administrator regardless of the length of time you are in the program. The participant may have 10.00 per month waived if their behaviors exceed the norm. You are also responsible for paying for the cost of treatment which is separate from the drug court program fee. Another supervision fee of 360.00 must be paid to the Blue Earth County Corrections office. There may be other fees to pay depending on your situation and needs, such as: any fee for a confirmation of a chemical test; classes or skills training, etc. You must be current with all of your payments before you are allowed to move to the next phase of your program. All participants must show proof of monthly payments prior to each court session.

### **Where to pay fees:**

- Pay the monthly program fee and any chemical test fees to the Blue Earth County Community Corrections Dept.
- Pay all Court Administration fees to the Blue Earth County Court Administrators office.
- Pay fees for other services directly to the agency providing the service to you.



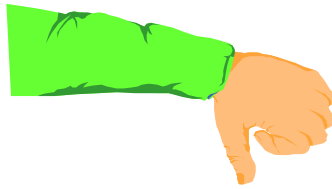
## INCENTIVES

Incentives are used to recognize and reward participation and progress. Upon the recommendation of the Drug Court Team, participants may be given rewards or incentives for compliant behavior. The most frequently used incentive is the judge publicly recognizing progress during court sessions and acknowledging to the participant and the entire court the participant's hard work and accomplishments. Individuals who are doing well may also be put into an "express" group and placed early on the court calendar thereby decreasing the time the participant must spend in court.

## SANCTIONS

There are immediate and direct consequences for all conduct, both positive and negative. Sanctions follow violations and are applied as close to the time of failure as possible by the Drug Court. Incentives and sanctions are applied at the **participant's next scheduled review/status hearing**, with the exception of serious violations (e.g. positive UA, new crime, etc), in which case the participant appears at the **next review/status hearing**.

Sanctions are used to emphasize the strict expectations and requirements of the program including participant accountability and to provide more structure and support when it is needed. Although final sanction decisions are made by the judge, the Drug Court team is involved in the process.



## TERMINATION FROM DRUG COURT

Warrants, new arrests or a violation of any aspect of your treatment plan may result in your termination from the Drug Court Program. Other violations, which may result in termination, include the following:

- Missing and/or positive drug tests;
- Altered drug test
- Demonstrating a lack of program response by failing to cooperate with the probation agent or treatment program
- Violence or threat of violence directed at anyone involved in the Blue Earth County Drug Court Program



## **GRADUATION**

Upon your successful completion of a treatment program and satisfaction of all other court requirements including continued sobriety, you will graduate from Drug Court. Graduation from the Drug Court program is recognized as a very important event. Your loved ones are invited to join you at a special ceremony as the Drug Court Team congratulates you for successfully completing Phases I – IV of the Drug Court program and achieving your goal to establish a drug-free life. Upon your graduation from the Drug Court Program, you are welcome to come back and visit drug court at any time.

## **CONCLUSION**

The goal of the Blue Earth County Drug Court Program is to help you achieve a life free of dependence on mind-altering substances. The Judge, court staff and the Drug Court Team are here to guide and assist you, but the final responsibility is yours. To succeed, you must be motivated to make this commitment to a drug free life.

### **Grievance Policy**

If at any time you have questions or concerns regarding your treatment while you are in the Blue Earth County Drug Court. If you feel that you have been treated unfairly, or in an abusive manner. Please contact the following people:

Program Issues - Kevin Mettler (507) 469-5518, [kevin.mettler@courts.state.mn.us](mailto:kevin.mettler@courts.state.mn.us)

Probation Issues - Josh Milow (507) 304-4728, [josh.milow@co.blue-earth.mn.us](mailto:josh.milow@co.blue-earth.mn.us)

Program issues - Brenda Pautsch (507) 388- 5204 [Brenda.Pautsch@courts.state.mn.us](mailto:Brenda.Pautsch@courts.state.mn.us)

Treatment Issues - Marie Larsen (507) 217-5268 [Marie.Larsen@allina.com](mailto:Marie.Larsen@allina.com)

**DRUG COURT PHONE NUMBERS**

**Probation Agent:** \_\_\_\_\_

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

**Mental Health Provider:** \_\_\_\_\_

**Treatment Provider:** \_\_\_\_\_

**Testing Phone #:** \_\_\_\_\_

**Public Defender (your attorney):** \_\_\_\_\_

**Other:** \_\_\_\_\_

