

17th Judicial District D.U.I. Court

Participant Handbook

PLACE THIS QUOTE IN INSIDE OF COVER

EVERY DAY DO SOMETHING THAT WILL
INCH YOU CLOSER TO A BETTER TOMORROW

Name:

Date Issued:

Case Manager:

Probation Officer:

Counselor Name:

Counselor Phone:

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17th Judicial District D.U.I. Court Mission Statement

The mission of the D.U.I. Court of the 17th Judicial District of Pennsylvania is to reduce recidivism by facilitating treatment and rehabilitation, and to provide increased supervision to the criminal substance abuser, as opposed to simply warehousing them. Our goal is to return individuals to the community who are clean and sober, with an improved quality of life, and who are better equipped to maintain their sobriety, thereby improving the lives of all of us.

Welcome to the 17th Judicial District D.U.I. Court

The D.U.I. Court is committed to assisting with early intervention, treatment and rehabilitation of non-violent offenders who drive while under the influence of drugs or alcohol. It is a great opportunity for those who wish to change the circumstances in their lives and break the cycle of drug/alcohol dependency.

This handbook will provide complete information about the D.U.I. Court and what is expected of you as a participant. **Do not lose this book!** You must take it with you to all meetings, treatment sessions, case management appointments and Court dates. We also encourage you to share this handbook with your family and friends for support and encouragement.

We hope to see positive changes in your life as a result of your dedication to completing the D.U.I. Court Program. The D.U.I. Court Team is committed to providing you with support and encouragement as you earn your way to a clean and sober life through D.U.I. Court.

Program Description

D.U.I. Court is a highly structured program that combines drug/alcohol rehabilitation and supportive services through court supervision.

Non-violent offenders who drive under the influence of drugs or alcohol can receive the help they need to overcome their addiction while under the strict supervision of the D.U.I. Court Judge. D.U.I. Court is unique because it represents a much closer working union between treatment and the criminal justice system than what is traditionally seen in the criminal courts.

The end result is a greater likelihood that offenders will remain drug/alcohol free while avoiding further contacts with the criminal justice system and become productive members of society.

Benefits of the D.U.I. Court Program

When you successfully complete D.U.I. Court, you will obtain the following rewards:

- ❖ You will be clean and sober
- ❖ You will have more job and education opportunities
- ❖ You will have better relationships with family and friends
- ❖ You will have a better understanding of yourself
- ❖ You will have a positive outlook on life

Rules and Regulations

1. Each treatment program has different rules and regulations, and you agree to follow them as directed by the treatment program staff. Each program has its own set days/hours of operation and program length and you must attend as prescribed. Some of the inpatient programs require that a client be on a blackout period that does not allow him/her to use the telephone, receive mail/electronic communications or accept visitors for a specified period of time. If you fail to follow the program and attend all sessions as required, you will be sanctioned.

2. You are required to actively participate in the treatment program and take the necessary steps to maintain abstinence from drugs and alcohol, including prescription narcotics and sedatives, unless ordered by a physician and approved by the D.U.I. Court Team. This also includes attendance at self-help meetings.

3. The 17th Judicial District D.U.I. Court will determine when you have successfully completed treatment. Treatment may include being placed in various levels of care including Residential, Intensive Outpatient, and Outpatient as prescribed by the D.U.I. Court Clinical Evaluator (CMSU). The D.U.I. Court Program will take at least one (1) year to complete and in some cases may extend beyond the one (1) year minimum. Minimum and maximum treatment lengths are clinical determinations made by the D.U.I. Court Clinical Evaluator (CMSU).

4. Upon admission to D.U.I. Court, you must sign a release of information form for the 17th Judicial District, CMSU, the adult probation office, your treatment provider and your funding source. This will permit the treatment program to exchange information with the D.U.I. Court Team regarding your progress, attendance and drug screening results.
5. If you are referred to an outpatient program, you may be required to live in alternative housing. If the D.U.I. Court Team determines that your housing plans are a detriment to your recovery, or if you have nowhere to reside, alternative housing will be arranged for you as a requirement for participation in D.U.I. Court. Failure to reside in approved housing will result in your being sanctioned.
6. You must notify your case manager and probation officer of any new arrest or police contact within 24 hours of the arrest/police contact. Failure to do so is a violation of D.U.I. Court rules and may result in a sanction.
7. You must obtain government issued photo identification (i.e. non-drivers license picture identification) within 30 days of entering D.U.I. Court. Failure to do so is a violation of D.U.I. Court rules and may result in a sanction.
8. **YOU ARE NOT PERMITTED TO POSSESS OR CONSUME ANY ALCOHOLIC BEVERAGES. YOU ARE NOT PERMITTED TO ENTER ESTABLISHMENTS**

THAT PROVIDE ALCOHOL UNLESS GIVEN PRIOR APPROVAL BY THE D.U.I. COURT JUDGE.

9. You can only take medication that does not contain alcohol, does not contain narcotics, is not addictive and will not show up positive on a urine drug screen. The use of any other medication must be reviewed with the D.U.I. Court Team prior to beginning use of the medication.
10. You are not permitted to travel out of Pennsylvania without the permission of the D.U.I. Court Judge. Further, you are not permitted any overnight trips outside of Snyder/Union Counties, without first obtaining permission from your probation officer.
11. Sexual conduct/communication of any type (physical, verbal, electronic, written) directed to D.U.I. Court Team members or other D.U.I. Court participants is not permitted. Acts of sexual conduct/communication will be reported to the D.U.I. Court Team. Violation of this rule is grounds for dismissal from D.U.I. Court.

Court/Judicial Supervision

You will be required to appear regularly in D.U.I. Court to discuss and review your progress. The D.U.I. Court Judge will encourage and reward you when you are doing well in the program. The D.U.I. Court Judge will discuss any infractions that

have occurred and will impose sanctions/orders if you are not doing well.

If you cannot make your Court date, you **MUST** call your probation officer and/or the D.U.I. Court Coordinator as soon as possible and explain why you cannot attend the Court date. **If you do not come to court, the D.U.I. Court Judge may issue a Bench Warrant for your arrest.**

Services Provided

D.U.I. Court will refer you to treatment providers for the following services:

- ❖ Substance abuse assessments
- ❖ Detox, inpatient or outpatient treatment
- ❖ Individual counseling
- ❖ Group counseling
- ❖ Recovery support group
- ❖ Drug/alcohol testing

D.U.I. Court will also provide you with a case manager and probation officer to provide the following services:

- ❖ Employment counseling
- ❖ Training referrals
- ❖ Education and literacy assistance

- ❖ Referrals for health care services
- ❖ Alternative housing services and/or placements
- ❖ Referrals to social services

Phases

D.U.I. Court is comprised of three phases. You must complete all three phases to graduate from D.U.I. Court.

Phase I

Phase I: (4 months)

- ❖ Weekly court appearance (can be changed to bi-weekly at Team's discretion)
- ❖ Urine screens as directed
- ❖ Attendance at recommended treatment
- ❖ Attendance at self-help meetings (5 per week)
- ❖ Obtain stable housing
- ❖ Obtain employment/community service with team approval upon 45 days clean/sober in program – Exceptions can be made with team approval for those who have employment upon entry into D.U.I. Court.
- ❖ Begin payment of D.U.I. fees
- ❖ Minimum of 2 weekly probation contacts
- ❖ EMHA/GPS/Sleeptime/SCRAM compliance
- ❖ Scheduled case management appointments

Phase II

Phase II: (4 months)

- ❖ Bi-weekly court appearances
- ❖ Attendance at recommended treatment
- ❖ Attendance at self-help meetings
- ❖ 90 days clean/sober
- ❖ Maintain stable housing
- ❖ Secure or maintain employment/community service or job/educational training
- ❖ Removal of EMHA/GPS
- ❖ Compliance with SCRAM/Sleeptime
- ❖ Continue payment of D.U.I. fees
- ❖ 2 weekly probation contacts
- ❖ Urine screens as directed
- ❖ Scheduled case management appointments
- ❖ Participate in Victim Impact Panel

Phase III

Phase III: (4 months)

- ❖ Monthly court appearance
- ❖ Continue in recommended treatment
- ❖ Job training
- ❖ 120 days clean/sober in order to move to graduation

- ❖ Secure/maintain employment or means of financial support
- ❖ Maintain stable housing
- ❖ Continue payment of D.U.I. fees
- ❖ Weekly probation contact
- ❖ Scheduled case management appointments
- ❖ Removal from SleepTime/SCRAM
- ❖ Attendance at self-help meetings

Note: All phases can be extended for violation of program rules. D.U.I. Court participants can be moved back in Phase for violation of program rules.

Graduation

When you have successfully completed the D.U.I. Court Program, you will be scheduled for graduation. In order to graduate from D.U.I. Court, you must:

- ❖ be treatment compliant
- ❖ have stable housing
- ❖ have all pending legal matters resolved
- ❖ have employment or viable source of income
- ❖ be compliant with drug/alcohol testing procedures

Before you graduate, you will write a graduation speech and prepare an aftercare plan, stating how you intend to maintain your sobriety after graduation. Your aftercare plan and speech will be presented to the D.U.I. Court Judge on graduation day.

At the graduation ceremony, the D.U.I. Court Judge will present you with a certificate of completion of the D.U.I Court Program and will recognize your excellent accomplishments.

Your family and friends are invited to attend your graduation.

Rewards

D.U.I. Court participants will be eligible to receive rewards for compliance with program rules. Attendance at counseling, case management appointments, probation appointments, status hearings, community service work assignments, and meeting other program goals will create opportunities to receive rewards.

Rewards can come in a variety of forms, including but not limited to applause, gift cards, movie tickets, clothing, coffee mugs, certificates, reduction in hearings, reduction in drug testing, and other small tokens of appreciation.

The Court will recognize the 100% Club on a weekly basis. Membership in the 100% Club will be dictated by perfect attendance at mandated meetings, counseling appointments, community service assignments, case management appointments, probation appointments, and other scheduled meetings. Participants will be required to pass all drug testing requirements. Perfect compliance with program rules on a week to week basis will enable participants to pull a popsicle stick from a bowl/basket. Sticks will be marked with inspirational quotes as well as other markings that will dictate the opportunity to receive additional rewards.

At the end of each month, participants who have 100% compliance with all program rules will have their names placed into a basket for a drawing to be completed by the D.U.I. Court Judge, with the opportunity for an additional reward for compliance with program rules.

Sanction Policy

Relapse

- ❖ Incarceration up to termination from the program
- ❖ Additional 45/90/120 days in phase
- ❖ Relapse in Phase III-restart Phase II
- ❖ Tampering/Adulterating drug screens may result in termination from D.U.I. Court
- ❖ For participants that relapse after graduation:
 1. Speak at D.U.I. Court session
 2. Incarceration
 3. Weekly APO contacts
 4. Mandated attendance at Self Help meetings
 5. Re-assessment by CMSU

Court Proceedings

- ❖ Failure to attend D.U.I. Court may result in incarceration, community service work assignment, an increase in Status Hearings, and an increase in probation contacts.

APO Reporting

- ❖ Failure to report as scheduled may result in incarceration, community service, and/or placement on Electronic Monitoring
- ❖ Electronic Monitoring violations may result in incarceration

Treatment

- ❖ Missed treatment appointments may result in incarceration, community service, and/or placement on Electronic Monitoring
- ❖ Failure to obtain a temporary sponsor within two weeks or failure to provide meeting attendance sheets at Status Hearings may result in community service work assignment
- ❖ Unsuccessful discharges may result in termination from the program
- ❖ If in rehab at start of program, Phase I begins upon successful discharge
- ❖ If referred to rehab while in program, this adds 60 days to current phase
- ❖ If referred to rehab and a halfway house while in program, restart Phase I or II upon successful discharge from treatment

Hospital/Medications

- ❖ Not following protocol will result in sanctions
- ❖ Must notify APO/CMSU prior to taking prescribed meds
- ❖ If requested, participants must sign consents for medical personnel to release information to program

CMSU Drug & Alcohol Case Management Appointments

- ❖ Failure to attend an appointment will result in community service work assignment

****Any violation resulting in incarceration will extend current phase by 60 days.**

In an effort to maintain consistency, these general guidelines have been developed by the 17th Judicial District D.U.I. Court Team. Every attempt will be made to review policy violations on a case by case basis. Please be advised these guidelines are subject to change at the Judge's discretion.

Community Service Requirements

D.U.I. Court participants will be required to complete community service as a component of D.U.I. Court. The following sets forth community service requirements.

1. Participants will be assigned 40 hours of community service upon entry into D.U.I. Court. Assigned hours must be completed within the first 45 days of entry into PHASE I.
2. After completion of 40 hours of community service, participants who are working less than 20 hours per week will be required to complete 60 hours of community service on a monthly basis.
3. Participants working 20-34 hours per week in part-time employment will be required to complete 10 hours of monthly community service.
4. Participants working full time hours, a minimum of 35 hours per week, will not be required to complete a monthly community service assignment.
5. Community service hours can also be assigned as a sanction for noncompliance with D.U.I. Court rules.
6. Community service hours will be tracked on time sheets provided by the supervising probation officer.
7. D.U.I. Court participants will be required to participate in any special/annual community service projects as deemed appropriate by the D.U.I. Court Judge.

Dismissal from D.U.I. Court

You can be dismissed from D.U.I. Court for violation of program rules including

but not limited to new offenses, technical violations, continued drug/alcohol use, attempting to circumvent drug testing procedures and failure to successfully complete treatment. Every effort will be made to meet your treatment/program needs thereby limiting the potential for dismissal from D.U.I. Court.

If it is recommended that you be dismissed from D.U.I. Court, you will be informed of this decision by the D.U.I. Court Judge during a regularly scheduled Status Hearing. If not already in custody, you may be detained in the county jail with the filing of a detainer against you by your supervising probation officer. A petition to revoke your Intermediate Punishment sentence will then be filed with the Court. Appropriate Gagnon I and Gagnon II Hearings will be scheduled. Upon program violations being confirmed at a Gagnon II Hearing, a new sentence will be imposed. The original sentencing guideline form will be reviewed prior to sentencing for use as a guide in the imposition of a new sentence.

SELF-HELP MEETING ATTENDANCE RECORD

Date	Location	Authorized Signature	Phone #

12 SELF-HELP MEETING ATTENDANCE RECORD

Date	Location	Authorized Signature	Phone #

Important Phone Numbers

Snyder County Public Defender	570-837-4283
Union County Public Defender	570-524-8780
Snyder County District Attorney	570-837-4233
Union County District Attorney	570-524-8651
Snyder County Adult Probation Office	570-837-4251
Union County Adult Probation Office	570-524-8741
	Toll Free 1-877-246-5895
CMSU/Drug/Alcohol Services	570-275-4962
Tapline	1-800-222-9016

ONCE YOU CHOOSE HOPE

ANYTHING IS POSSIBLE