

**ANOKA COUNTY
ADULT DRUG
TREATMENT COURT**

PARTICIPANT'S MANUAL

July 2016

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MISSION STATEMENT

Promoting a safe, healthy community by reducing crime by persons that have substance use/abuse problem through a highly intensive program targeted at: (1) controlling substance addiction or abuse (2) changing thinking and behaviors and (3) wholly integrating the individual into the community through a rigorous structure of accountability, sobriety, and development of responsible living skills.

Program goals are to (1) provide treatment and supervision tailored to each participant that best meets their needs (2) provide services that optimizes results and outcomes in a cost-efficient manner (3) ensures public safety (4) ends the cycle of drug use/abuse and instead returns offenders to their families and communities as productive citizens.

WELCOME TO ACDC

We are pleased that you chose to participate in the Anoka County Adult Drug Court. Your commitment begins now. Total participation is vital. We will assist you in your recovery and help you improve your quality of life. We will help you complete a program of substance abuse treatment. We use graduated phases to encourage and help you to succeed. You are not alone in this process. Professionals and other people in recovery will help to develop a life style that is free from the use of alcohol and drugs. Use this Handbook as a guide. Read it. Share it with your family and friends so they can support you on your journey to recovery.

INTRODUCTION

The Anoka County Adult Drug Court (ACDC) was established in 2016 to address the substance abuse and associated lifestyle of offenders by providing a structured program designed to hold participants accountable, help participants gain control over their addiction or abuse and ensure they develop responsible living skills. The Anoka County Adult Drug Court is a collaborative effort between multidisciplinary teams. The ACDC team members include the judge, court administration staff, substance abuse treatment providers, prosecuting attorney, defense attorneys, probation agents, drug court coordinator, mental health professional, and law enforcement agents.

The ACDC was developed to help long time drug users break free from the cycle of addiction and empower them to live a healthy lifestyle, make informed choices, and maintain sobriety. The ACDC is a holistic, comprehensive approach in that it requires participants' to change the people they associate with, the places they hang out at, and the things that they do during their free time. The goal of this program is that by the time you graduate from drug court you will be sober, you will have your driver's license and stable housing, you will be employed, and you will have a support network to help you accomplish your life plans.

This is a unique partnership between the criminal justice system and community providers. Our focus is not on punishment, but accountability and rehabilitation. It is unlike other court systems in that legal and non-legal entities work together towards a common goal of a crime-free life and a positive entry back into the community.

This handbook is an overview of the general procedures, basic rules and expectations we have of each and every individual participant. It details the basic structure of the program and is a resource to turn to for answers to your questions that may come up during your involvement with drug court.

You are expected to follow the instructions given to you in Anoka County Adult Drug Court and comply with the individualized case plan and treatment plan(s) developed for you. You will be asked to sign a Participant Contract after reading this handbook and the ACDC Team will hold you accountable for following the policies and procedures laid out in this handbook.

TEN KEY COMPONENTS

The Ten Key Components of Drug Courts, as established by the National Association of Drug Court Professionals and the National Drug Court Institute, form the foundation and structure of the ACDC.

1. Drug 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 early and promptly placed in the drug court program.
4. Drug 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 drug court responses to participants' compliance.
7. Ongoing judicial interaction with each participant is essential.
8. Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
9. Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
10. Forging partnerships among drug courts, public agencies, and community based organizations generates local support and enhances drug court program effectiveness.

ELIGIBILITY CRITERIA

- Offense: On probation for a felony or serious offenses committed in Anoka County; (excluding sexual offenses, domestic violence and dangerous felonies)
- Potential Prison Sentence: Sufficient length of stayed prison time as part of criminal sentence (generally 18 months).
- Drug Use/Addiction/Abuse: History of drug use and failed treatment.
- Repeat Criminal Offender: History of legal issues and the justice system.
- Age: 17 years or older and in adult court.
- Physical and Mental Health: Ability to meet program requirements
- Prior Criminal History: No offenses that would compromise the safety of the community, participants and staff.
- High Risk/High Need: Assessed by Anoka County Corrections to be high risk/high need through various tools. The assessment tools are generally administered prior to program admission. However, some assessments may need to be updated. To be eligible to enter the ACDC, each individual must be assessed as High Risk / High Need. A High Risk / High Need individual is one who (1) lacks the ability or social support to engage in and

successfully complete probation AND (2) has a high level of addiction/dependency on drugs.

PROGRAM FEES

The program fee for the ACDC is \$750.00.

1. Participants may incur additional fees that stem from missed treatment appointments.
2. Participants may be assessed the cost of secondary urinalysis confirmation testing that results in positive findings. Confirmation test pricing will vary depending on the substances screened for.
3. The general payment schedule provides for the first payment due (\$250) during Phase 4 and the remaining balance due (\$500) during Phase 5, prior to graduation.

FIVE (5) PROGRAM PHASES

The Anoka County Drug Court is an intensive program requiring regular, frequent court appearances. You will begin the program with a comprehensive assessment of your chemical dependency needs and a medical assessment, which includes an evaluation of any mental health issues. You will be subjected to random drug testing throughout your entire participation in ACDC, from the first phase through the last phase. You will be subjected to random drug testing on a consistent basis until you graduate from drug court. This includes drug testing on weekends and holidays. You will be intensely supervised by treatment counselors, mental health therapists, and the Anoka Corrections Department. You will be held accountable by the ACDC Judge. You will have additional requirements to work with a vocational specialist, attend educational classes, resolve other criminal court cases, and learn positive social skills.

While everyone's case plan is individualized, in general the following goals apply to every participant:

1. Remain free of alcohol and other drugs;
2. Develop a law-abiding pattern of living;
3. Improve employability through vocational training and/or education
4. Participate in twelve step support groups like AA and NA
5. Improve social skills
6. Enhance self-esteem and personal motivation
7. Learn relapse warning signs and develop a personal relapse prevention plan
8. Accept responsibility for financial obligations and learn budgeting skills
9. Learn and apply better ways of coping with problems and conflict
10. Develop and improve time management skills
11. Clean up other criminal cases

12. Obtain a valid driver's license
13. Obtain stable housing and stable means of transportation
14. Develop a support network

ACDC consists of five (5) phases. You must complete all five phases to graduate. The program is *abstinence based* throughout all five (5) phases. Each phase will have different goals and activities that are required. Once you have met all requirements of a phase – as determined by the ACDC Team you will transition to the next phase. To move from one phase to the next, you must fill out an application form. The application form must be submitted for the ACDC Team for approval in advance of the court date. This program requires *honesty. Honesty and sobriety are the cornerstones of this program.*

If the Anoka County Drug Court Team deems you eligible for participation in Drug Court, you will be invited to attend the next regularly scheduled drug court calendar. Your job at that first drug court hearing is to observe the cases on the calendar. You will meet with a Probation Agent and receive program materials. You will have access to an attorney that will represent you throughout your time in Anoka County Drug Court. After you have observed drug court, received the written materials, met with the Probation Agent and had access to your attorney, the Court will ask you whether you are going to participate in Drug Court.

The program is difficult. It will be challenging. However, the ACDC Team is dedicated to your recovery. You will not be sent to prison or to jail if you comply with the conditions of the program and you graduate. We will work with you to provide the support you need to successfully complete this program. But you are the only person that will ultimately determine the outcome of your participation in ACDC. The choices and effort you put into the program – the choices you make to obtain and maintain sobriety and to not commit new crimes is up to you.

MOVING PHASES

The Anoka County Adult Drug Court program is a five-phased, highly structured program lasting *at minimum* of eighteen (18) months. However, the actual length of time varies based upon your individual progress.

Each phase consists of specific requirements for transition into the next phase. Phase movement will be the result of you accomplishing your goals as determined by your case plan along with the specific phase requirements and other responsibilities as discussed with the ACDC team. You can also ask the ACDC for permission to progress to the next phase. When the Team decides you are eligible for phase movement, you will be given a phase application. If the Team sees no progress and/or motivation to change, phase movement could be delayed and you could be terminated from the program.

Fill out the application completely and give it to your probation agent. To be considered for a phase move, the application will need to be turned in at least one week in advance of the court hearing. When filling out the application-the more the better. A review of your ACDC contract and case plan will occur to ensure total program compliance. The ACDC team will review your status and make a recommendation for phase movement based on your performance.

Phase	Requirements
<p>Phase #1 Minimum of 60 days</p>	<p style="text-align: center;">PHASE 1 – ACUTE STABILIZATION</p> <ul style="list-style-type: none"> ▪ Weekly office visits with Probation Agent ▪ Weekly Court appearances at ACDC ▪ Take at least two random drug tests each week ▪ Develop an individualized case plan ▪ Attend Intensive Substance Abuse Treatment – as recommended in CD assessment ▪ Obtain a medical assessment ▪ 9:00 PM curfew ▪ Minimum of 14 days in a row of sobriety ▪ Comply with treatment ▪ Comply with Supervision ▪ Change people, places and things ▪ <i>BE HONEST</i>
<p>Phase #2 Minimum of 90 days</p>	<p style="text-align: center;">PHASE 2 – CLINICAL STABILIZATION</p> <ul style="list-style-type: none"> ▪ Comply with treatment ▪ Comply with Supervision ▪ Review case plan ▪ Meet with Probation Agent weekly as directed ▪ Monthly home visits ▪ Court appearance once every other week ▪ Take at least two random drug tests each week ▪ Minimum of 30 days in a row of clean, sober living ▪ 10:00 PM curfew ▪ Start Peer groups (12 step programs, etc.) ▪ Maintain housing ▪ Address financial issues, do a budget assessment

<p>Phase #3 Minimum of 90 days</p>	<p style="text-align: center;">PHASE 3 – PRO-SOCIAL HABILITATION</p> <ul style="list-style-type: none"> ▪ Comply with treatment and supervision ▪ Review the case plan ▪ Office visit with Probation Agent every other week ▪ Monthly home visits ▪ Begin cognitive thinking program ▪ Establish a sober network ▪ Court appearance one time per month ▪ Take at least two random drug tests each week ▪ Establish pro-social activities ▪ Minimum of 45 days in a row of sobriety
<p>Phase #4 Minimum of 90 days</p>	<p style="text-align: center;">PHASE 4 – ADAPTIVE HABILITATION</p> <ul style="list-style-type: none"> ▪ Compliance with treatment ▪ Compliance with supervision ▪ Attend ACDC monthly ▪ Review case plan ▪ Every other week office visit with Probation Agent ▪ Monthly home visits ▪ Take at least two random drug tests each week ▪ Maintain sober network ▪ Maintain pro-social activities ▪ Curfew 12:00 a.m. ▪ Begin job training, parenting/family support, or vocational training ▪ Pay \$250.00 towards program fees ▪ 60 days in a row of sobriety or clean time
<p>Phase #5 Minimum of 90 days</p>	<p style="text-align: center;">PHASE 5 – CONTINUING CARE</p> <ul style="list-style-type: none"> ▪ Attend monthly court with ACDC ▪ Comply with treatment and supervision ▪ Review case plan ▪ Monthly home visits ▪ Monthly office visits with Probation Agent ▪ Take random drug tests, may decrease to one each week ▪ Maintain sober network ▪ Maintain pro-social activities ▪ Begin job training, parenting/family support, or vocational training ▪ Pay \$500.00 towards program fees ▪ 90 days in a row of sobriety or clean time ▪ Develop a Continuing Care Plan

CONFIDENTIALITY

Federal law requires that drug court participant's identities and privacy be protected. In response to these regulations, the ACDC has developed policies and procedures that guard your privacy. Upon entry into ACDC, you will be asked to sign a *Consent for Disclosure and Exchange of Confidential Information Regarding Substance Abuse and Mental Health Treatment* form. This disclosure of information gives the ACDC permission to obtain prior and current substance abuse treatment information and allows the ACDC team to discuss your progress. You will be expected to allow the ACDC team access to medical and other records of care and services (as necessary, and with your full knowledge) that may impact your participation in the program.

STAFFING & COURT HEARINGS

Court hearings are held once a week. ACDC calendars are scheduled for Thursday afternoons and start promptly at 1:30 p.m.

The Judge, prosecutor, defense counsel, administrator, treatment counselors, probation agents, mental health professionals, and law enforcement officers participate in weekly staffing. Staffing occurs immediately before drug court.

The Drug Court Coordinator and Court Administration Clerk are responsible for preparing the court schedule and determine the hearing dates of the participants' appearances for each phase.

TREATMENT/CASE MANAGEMENT PROTOCOL

The philosophy of the ACDC is that chemical dependency/addiction is an illness that is primary, chronic, and progressive. Therefore, treatment must meet all needs of the participant in order to be most effective.

The treatment provider will conduct an assessment and clinical interview. The assessment should capture medical, substance abuse and treatment history, employment, education, criminal history, family history, psychological, parenting, housing, life skills, community support, and transportation.

Individualized treatment *plans* will be developed for each participant upon admission to ACDC. The treatment counselor assists the participants in identifying and prioritizing their strengths, needs, and treatment goals while incorporating those goals mandated by the court. A participant's plan is modified as needed throughout treatment to reflect their changing needs as they progress in recovery.

Treatment *services* will also be individualized and based on the needs and situation of each participant. Emotional, mental, physical, and spiritual needs will be addressed when applicable. Efforts will be made to involve family members, whenever appropriate, in order to promote positive relationships. When the family situation has been marked by circumstances that may jeopardize safety (such as

domestic violence, child abuse and neglect, separation and divorce, or financial and legal difficulties), family members will be encouraged to participate in education and counseling sessions to better understand these effects and to reduce the risk of further occurrences.

The type and amount of services that participants receive should be consistent with their needs, goals and progress. The length of stay for individuals to successfully complete a level of care or treatment is based on the participant's progress.

A range of services may be available to assist participants in being successful in the program; which may include, but not limited to the following:

- ❖ Group education/counseling sessions
- ❖ One-on-One counseling sessions
- ❖ Assistance in accessing transportation
- ❖ Childcare assistance
- ❖ Safe and appropriate housing
- ❖ Employment assistance
- ❖ Access to vocational and educational resources in the community
- ❖ Pro-social activities
- ❖ Medicated Assisted Treatment
- ❖ Valid Driver's License and reliable transportation

Treatment providers also work with participants to develop relapse prevention and aftercare plans. Participants are expected to play active roles in establishing these plans. The treatment providers offer formal aftercare services as part of their programs, in addition to case management, counseling, and group support/education classes.

Participants will be encouraged to interact and engage in positive social, family and occupational/educational functioning in the community to the fullest extent possible.

SUPERVISION PROTOCOL

Every ACDC participant is assigned a Probation Agent from the Anoka County Department of Corrections. Your Agent may also be an ACDC team member and will share information about you with the Judge and other ACDC Team members. Your Agent will report drug test results and provide updates on employment or other requirements that you must meet in order to complete the program.

You will meet on a regular basis with your Agent. Your Agent will set up a schedule with you so you know when to report to them. As you progress through the program, the frequency of contacts with your Agent may decrease.

Your Agent will make announced or unannounced visits to your home and may check in with your work supervisor, school officials, physicians, counselors and any other person involved in working with you during the program. It is your Agent's responsibility to monitor your living conditions, employment, education/vocational endeavors and your cooperation with all aspects of the ACDC.

Your Probation Agent is considered an "arm of the court." You must follow the directives of your Probation Agent just as if the Judge has directed you.

RANDOM HOME VISITS

Random (surprise) home visits can occur during the day, evening or weekend where you will be visited by your Probation Agent and possibly other team members. Drug and breath testing can occur during the random home visit.

Random home visits will be utilized as an extra supervision tool for the program. These visits are intended to provide supportive monitoring while you are in the community. Visits will be conducted by the Probation Agents and/or law enforcement.

During the home visit you will be required to identify other residents and visitors of the home. You may also be required to submit to a PBT's (portable breath test) or other drug testing. Reports to the judge and team about the general condition of the home (positive or negative) will be noted. ACDC is a **zero tolerance** program and the use of any chemicals will not be tolerated.

You are obligated to respond to the visit by answering your door if you are home and allowing the staff in for conversation. If you are found not at home, staff may try to reach you via cell phone and request that you either meet them back at your residence or somewhere in the community.

COURT SUPERVISION

Staffing is a meeting prior to court that includes the whole ACDC Team. It is a time for the Team to review your case. Updates from your Probation Agent, treatment provider and any other program you are involved in will be reviewed for progress. Based on performance, the team will determine next steps to take that may be appropriate for you: Rewards (incentives) or sanctions. Other changes to your supervision plan may be ordered by the Judge (examples include increased drug testing, counseling, meeting attendance, re-assessment, residential treatment or intensive outpatient treatment) to help you achieve and maintain sobriety. The team will also determine when you will proceed to the next phase and approve graduation application.

You will be required to appear in court on a regular basis. At each court hearing you will speak for yourself and you are encouraged to ask the Judge questions or discuss matters that may impact your efforts to maintain sobriety. The Judge will talk to you about the progress report, ask clarifying questions and discuss specific problems you are experiencing. The Judge will administer any rewards, sanctions or order other supervision plan adjustments during this time.

Court attendance is linked to your Phase status and can be decreased or increased based on your performance. If an extreme emergency happens and you are going to be late or miss your court date notify your attorney or Court Administration. Failure to appear in court may result in a bench warrant being issued for your arrest.

DRUG TESTING PROTOCOL

Random testing in all phases of ACDC. The use of mood-altering substances (alcohol, illegal drugs, synthetic marijuana, and prescription drugs) is prohibited by the program. Frequent and random drug testing is a requirement of the ACDC. Participants will be placed on the color wheel for random drug testing. Participants may also be subject to random drug/alcohol tests performed at the Corrections office. You will be subject to random drug testing throughout your entire participation in the ACDC, until the day your graduate from the program.

As a participant in the program, you are required to submit to regular, random, and observed drug testing. The frequency of drug testing will remain consistent throughout the duration of the program. At a minimum, you will be tested at least 2 times per week.

Instant drug tests or PBT's (preliminary breath tests) can be given on a random basis at any time during court, meetings with your Probation Agent or random home visits.

Sanctions for positive tests, diluted samples, tampered samples, and missed tests. The severity will be determined by your admission or omission of chemical use. Continued positive tests, diluted tests, missed tests or tampering with tests may result in any of the following: loss of sober date; community service hours; jail time; more frequent testing; and/or your termination from the program.

Diluted Test: A diluted test result is when a person drinks an excessive amount of liquids or takes other chemicals to mask one's use prior to drug testing.

Missed UA: Failure to appear for drug/alcohol testing will be considered a positive test.

Tampering: Deliberately mixing your urine with fluids or other products, using someone else's urine or other methods to "cheat").

Medications. If you are on medications for a documented medical condition, you must provide proof from your doctor. Additionally, it is your responsibility to ensure that the medication you are taking will not create a "false-positive" drug test. Your doctor should be advised of your testing obligations so that they can consider testing in prescribing medications. If a doctor prescribes a medication which s/he feels is necessary for the participant's medical treatment (example: muscle relaxer, pain medication) and the participant subsequently has a positive UA, then the participant is responsible for the cost of testing to ensure that the participant is complying with the program guidelines. Failure to abide by these restrictions will not be an excuse for "false-positive" drug tests and will result in a sanction.

Alcohol. Alcohol is a drug. Do not consumer alcohol. You are not permitted to enter an establishment whose primary purpose is to sell or distribute alcohol.

PARTICIPANT RULES

As a participant, you will be required to abide by the rules outlined in the 'Participant Contract' and 'Probation Agreement' as well as those outlined here in the Participant Handbook. These rules will apply throughout ALL phases:

- 1) **No use of mood-altering substances.** You are not to possess or consume any mood-altering chemicals or illegal substances. "Possess" means to have on your person, in your home or vehicle. This includes alcohol, and any substances containing alcohol (See list for examples). Misuse of over-the-counter and prescription medications are prohibited. It is your responsibility to discuss using over-the-counter medications with your Probation Agent prior to using them. Medications producing "false-positive" drug tests will not be an excuse.

If you are on medications for a documented medical condition, you must provide proof from your doctor. Additionally, it is your responsibility to ensure that the medication you are taking will not create a "false-positive" drug test. Any medication not approved will not be an excuse for a "false-positive" drug testing.

ANY prescription medications must be verified and approved by your Probation Agent BEFORE you take them

Probation Agents and Treatment Providers will provide each participant with a form, which informs current and future doctors of the participant's involvement with the ACDC. Attachment A provides an example of the form.

Participants should also be mindful when taking over-the-counter medications to ensure they are not taking a substance that would cause them to test positive on drug and/or alcohol tests.

Medicated Assisted Treatment may also be available for participants when it is clinically indicated.

- 2) **Drug & Alcohol Testing.** Comply with all requests for drug and alcohol testing. You will be assigned a 'color code' for random drug testing. You are required to call the 'color code' line daily and follow the instructions to report for testing. Drug testing and breath testing can also occur during court, office and field visits with your Probation Agent or other team members.
- 3) **Diluted or Adulterated Urine Samples.** You must not engage in any behavior that results in a diluted, substituted or adulterated urine sample. A diluted test result is when a person drinks an excessive amount of liquids or takes other chemicals to hide their use prior to drug testing.
- 4) **No Violent or Disorderly Behavior.** Do not act violently or make threats towards other participants, staff or court personnel. Violent or inappropriate behavior will not be tolerated. Threats or intimidation towards anyone will not be tolerated and may result in your termination from ACDC.
- 5) **No Weapons.** Do not bring any weapons to treatment, supervision meetings, any community agency meetings, or court. Bringing banned items could result in your termination from the program and you could get new charges.
- 6) **Participate in Treatment.** You must fully participate in drug and/or alcohol treatment as directed by the court.
- 7) **Comply with Case Plan.** You must comply with all other programming requests (in addition to Phase Requirements) which include, but are not limited to: Cognitive groups, domestic violence groups, community-based support groups, recommendations by the VA and Psychiatric Court Clinic (if applicable) and pay all program fees and restitution (if ordered).
- 8) **Attend Court Hearings.** Attend all court sessions and office appointments with Probation Agent and be on time; contact Probation Agent as directed.
- 9) **Report Changes to your Contact Information.** You must report to your Probation Agent any change of residence within 72 hours, and changes in your work schedule or employment status immediately. You must also report any changes in your phone number or contact information immediately. If your phone number is disconnected or cannot receive calls, find another way to

notify your Probation Agent immediately. Failure to update address or phone number could result in a sanction.

- 10) **Employment.** Your probation agent will verify your employment on an ongoing basis. If you are not gainfully employed or attending an approved vocational or educational program, you must be involved in an approved job seeking/training component or completing community service.
- 11) **Random home visits.** Random home visits may be conducted day or night or on weekends, without prior notice by Probation Agent or other team member. A drug or breathalyzer test may be requested of you during the visit.
- 12) **Collateral contacts.** You must provide collateral contacts to your probation Agent. Collateral contacts include, but are not limited to: Significant others, family, sponsors, employers, school instructors, other probation Agents, physicians, therapists and treatment facilities.
- 13) **Out of State Travel.** Probation Agent must approve out of state travel. Two weeks' notice must be given if you plan on traveling (with the exception of emergency situations). You will be required to submit to a UA the day you leave AND as soon as you get back.
- 14) **Remain law abiding.** You must remain law abiding in all respects and obey state, federal and local ordinances. You must report any contact with law enforcement, whether or not you receive a ticket or are arrested within 72 hours. This also applies if you are with other people who are stopped. When in doubt, communicate with your Probation Agent.
- 15) **Special Conditions of Probation.** The Court has also ordered "Special Conditions of Probation" that you must comply with. Please refer to your Probation Agreement or Court Order. If you have any questions about your responsibilities, please discuss them with your Probation Agent.

TREATMENT PROTOCOL

You may have already completed a chemical dependency evaluation and might need to complete one if you have not already done so. An evaluation should be obtained through your private insurance carrier or Anoka County Rule 25.

You may be referred to a treatment provider in the community to attend a program suitable in length and based on the assessment recommendations. Your treatment counselor will provide regular progress reports to your Probation Agent. Your Probation Agent will work with you to ensure that the treatment program is appropriate for you.

Substance abuse treatment many times has three parts: individual counseling, supportive group sessions, and education. Together they are designed to develop self-awareness, an understanding of

addiction and skills to maintain sobriety. The individual and group sessions can include problem identification and alternative solutions. The educational component can include films, lectures and handout materials. Your attendance at sessions will be reported to the team as part of your progress report. You must contact your counselor and Probation Agent if you are unable to attend or will be late to a scheduled session.

Sobriety success many times hinges on the ability to address all aspects of an individual's life. Participants in ACDC are screened for mental health and chemical health issues that are active together. Many times, mental health conditions have gone unnoticed, undiagnosed and/or untreated in the past.

ADDITIONAL PROGRAMMING

You must attend other programs as directed by the ACDC Team. These programs may include, but are not limited to, Cognitive Thinking, Intensive Outpatient Treatment (IOP), Residential Rehabilitation Treatment Program (RRTP), Partial Psychiatry Hospitalization (PPH), Individual Psychotherapy, Dialectical Behavioral Therapy (DBT), Psychiatric Management, Moral Recognition Therapy (MRT), TBI/Poly-trauma Rehabilitation, Evidence based therapies (CBT, CPT, PE, etc.), Other Outpatient Treatment Groups (Anxiety Intervention, Balancing Group, Moving forward, etc.).

SANCTIONS AND INCENTIVES

Sanctions are imposed as a consequence to bad choices. Incentives are responses to compliance and achievements. Incentives may be granted on an as-earned basis. At each court hearing, participants are subject to incentives or sanctions based on their performance and program compliance for the reporting period. Both compliant and noncompliant behaviors will be addressed, with incentives and sanctions ordered to reinforce the consequences of participants' choices and behaviors.

Certain behaviors will receive an immediate sanction. Other non-compliance issues may be brought before the Court.

THE TABLE BELOW OUTLINES POSSIBLE RESPONSES TO BEHAVIORS THAT MAY BE UTILIZED. THIS LIST DOES NOT CONTAIN ALL THE POSSIBLE SANCTIONS OR REWARDS.

RESPONSES TO BEHAVIOR

ACHIEVEMENTS	REWARDS
<ul style="list-style-type: none"> ▪ Attending court appearances ▪ Negative drug test results ▪ Attendance and participation in treatment ▪ Completion of GED, Vocational Training or Higher Education ▪ Obtaining a job or job promotion ▪ Completing community service work ▪ Compliance with treatment plan 	<ul style="list-style-type: none"> ▪ Recognition by the Judge ▪ Courtroom recognition ▪ Certificates of achievement ▪ Decreased court appearances ▪ Phase advancement ▪ Program graduation ▪ Forgiveness of part of program fees ▪ Increased curfew ▪ Gift cards ▪ Gas cards
CHOICES	CONSEQUENCES
<ul style="list-style-type: none"> ▪ Missed court appearances ▪ Missed appointment with probation Agent ▪ Missed support meetings ▪ Violation of court order ▪ Positive drug test ▪ Missed drug test (considered a positive drug test) ▪ Tampered drug test or forged case documentation ▪ Missed treatment session ▪ Inappropriate behavior at treatment facility ▪ New arrest ▪ Failure to perform sanctions ▪ Noncompliance with treatment plan ▪ Dishonesty 	<ul style="list-style-type: none"> ▪ Reprimand from the Judge ▪ Increased court appearances ▪ Increased drug testing ▪ Phase demotion ▪ Additional community service hours ▪ Essay presented to Judge ▪ Increased treatment ▪ Pay for missed treatment appointments ▪ Pay for second confirmation of urinalysis resulting in a positive result ▪ Jail or holding cell ▪ Increased intensive treatment ▪ Additional Counseling days ▪ Termination from the program ▪ Earlier curfew time ▪ Limiting travel

TERMINATION CRITERIA

The Anoka County Drug Court Team is focused on your success for continued sobriety and independent living. However, there may be times when it is appropriate to terminate a participant from drug court. Prior to and during the termination process, the participant will have an opportunity to meet with legal counsel. When possible, the participant will receive advance warning of the potential termination and an opportunity to earn the right to stay in the program. The team may consider and recommend termination from the program when there is:

- Continued noncompliance with program expectations.
- Dishonesty with the ACDC Team members.
- A participant, who is subsequently diagnosed with a physical or mental condition or cognitive functioning that renders him/her unable to comply with the program requirements.
- Inability to attend programming and treatment due to incarceration, transportation or other barrier.
- Absconding from the program and Drug Court.

GRADUATION CRITERIA

To graduate the ACDC Program, the following requirements must be met:

1. 90 consecutive days of complete sobriety
2. Employed or in school
3. Compliant with treatment and self-help groups or mental health recommendations (if applicable),
4. Compliant with drug testing,
5. Compliant with reporting to Probation Agent,
6. Community work service is complete,
7. Received HSE/GED/high school diploma or made a good faith effort to receive such, and
8. Drug court fees and Court costs are paid in full.

Requirements for graduation must be completed and verified 14 days before graduation.

RESPECT FOR THE COURTROOM

- ❑ Timeliness is a virtue – be on time. Check-in starts at 1:15pm; you must be in the Courtroom when **Court begins promptly at 1:30pm**, unless you have permission otherwise.
- ❑ **Cell phones are distracting; make sure they are turned off.** If your cell phone goes off during court, it will be taken away and may be given back to you at the end of court time or at a future time. The same will apply if you are caught text-messaging, browsing the internet, or using your phone for any reason.
- ❑ Using portable electronic equipment or sleeping is prohibited.
- ❑ **No food or beverage in the courtroom** unless provided by the program or with permission of the Court Team. **NO CHEWING GUM.**
- ❑ A purpose of the court session is to gain knowledge and offer support to your fellow participants. Please refrain from having random conversations. Continual, excessive talking is unacceptable.
- ❑ Be honest. Take responsibility for your mistakes.
- ❑ The Judge and courtroom environment deserves respect. Please wear appropriate clothing. Clothing bearing drug or alcohol related themes, or promoting or advertising alcohol or drug use are prohibited. No gang colors or gang clothing. Sunglasses and hats may NOT be worn inside the courtroom. Speak with your Probation Agent if you have any questions.

Failure to abide by any of these rules may result in a sanction

ATTACHMENT A

Dear Dr. _____ Date: _____

I am a participant in the Anoka County Adult Drug Court because I am charged with or have pled guilty to a charge involving drugs. The Drug Court is an eighteen-month program that includes substance abuse treatment, frequent drug/alcohol testing and supervision by the Court and the probation office.

One of the primary requirements for successful completion of the program is that I do not use substances or medication that may cause me to test positive for controlled substances and/or cause me to relapse. I am regularly tested for the following:

Cocaine	Benzodiazepines	Heroin
Opiates	Methamphetamines	Alcohol
Amphetamines	Marijuana	

If at any time, while I am under your care, I sustain an injury or undergo a medical procedure, I am requesting that you prescribe me medications that will not test positive for any of the above controlled substances or alcohol.

If you believe there is no alternative medication that may be used to treat my injury or condition, then I will need a letter from you addressed to the Adult Drug Court team advising them the following:

- What injury or medical procedure requires the medication that will cause me to test positive
- How long I will need to take it

Thank you,

Name of Participant

MEDICATIONS

You must report all medication (prescription and over-the-counter) use to your Probation Agent, PRIOR to taking the medication. You need approval for everything you take. If you are unable to reach your Probation Agent, you need to ask for a NON-NARCOTIC AND NON-ALCOHOLIC medication. It is your responsibility to know what is contained in the products you consume and/or use.

Approved over-the-counter (OTC) medications

The following medications are approved to take **without** prior approval. DO NOT TAKE MORE THAN THE DOSAGE INDICATES ON THE LABEL!

PAIN: (None of the following can be the PM formula)

Advil
Ibuprofen
Tylenol
Aleve
Aspirin

STOMACH

additives/supplements)

Mylanta
Milk of Magnesia
Pepto Bismol

ANTACIDS

Zantac
Pepcid
Prilosec
Tums/Roloids

VITAMINS (no sports

Multivitamins
Prenatal Vitamins

FLU SYMPTOMS

Theraflu
Alka-Seltzer

COUGH/COLD

Delsym (non-alcoholic/pediatric)
Mucinex (cannot be D or DM)

ALLERGIES (none can be D or DM formula)

Claritin
Allegra
Benadryl
Zyrtec

JOINT PAIN

Tylenol Arthritis
Ben Gay muscle rub and patches
Icy Hot muscle rub and patches

*****DO NOT TAKE*****

You **SHALL NOT** take the following medications without prior approval.

Sleep Aids/ Hypnotics such as Ambien/ Lunesta
Narcotic pain relievers (without a prescription)
Benzodiazepines such as ativan, valium (diazepam), clonazepam, lorazepam
Over the counter caffeine preparations, diet pills, or energy drinks
Tranquilizers
Cough syrups containing codeine and/or alcohol
Muscle relaxers (without prior approval)

**Authorization to Disclose
Claimant/Benefit and Protected Health Information**

The Anoka County Adult Drug Court (ACDC) of Anoka County, Minnesota has made it a condition of my participation in its disposition of my pending criminal matters that I disclose information protected by 5 U.S.C. 552a, 38 U.S.C. 5701, 45 CFR Parts 160 and 164, and 38 USC §7332 (drug and alcohol abuse, HIV infection, and sickle cell anemia) to the criminal justice system.

Therefore, I, _____, request that

disclose my claimant and/or benefit information and protected health information to the **Anoka County Adult Drug Court, including the Probation Agent and all parties sanctioned by and associated with the ACDC.**

I authorize release of the following protected health information:

Any and/or all medical and psychological information to include communication in person, by telephone, mail, encrypted email, or fax.

I certify that this request is made freely, voluntarily and without coercion and that the information on this form is accurate and complete to the best of my knowledge.

I understand that I will receive a copy of this form after I sign it.

This authorization will expire upon discharge from the Anoka County Adult Drug Court of Anoka County, Minnesota. I understand that I may not revoke this authorization before that date. I understand that failure to provide the ACDC with the appropriate authorizations may lead to my removal from the ACDC and the transfer of my pending criminal matters to the regular District Court venue.

Date

Print Name and Last Four of SSN

Signature

Address

State of Minnesota
v.

Case # _____

**CONSENT TO RELEASE PRIVATE HEALTH, ALCOHOL/DRUG AND
MENTAL HEALTH RECORDS AND INFORMATION**

My name is _____ My date of birth is _____

1. I understand that to be considered for participation in the Anoka County Adult Drug Court (ACDC), I must allow my medical and alcohol/drug treatment providers to furnish information (including mental health) relating to my treatment to any member of the ACDC Team for the duration of my participation in the ACDC, and by signing this agreement I agree to the disclosure of such records and information.
2. I understand that my treatment records are protected under the federal law and regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, and 38 U.S.C. 7332, and cannot be disclosed without my written consent unless otherwise provided for in the regulations. I understand that my medical records are protected by federal law and regulations. I also understand that my records concerning mental health services I receive are protected by state law. I understand that I may revoke this authorization at any time with a written request, and by doing so, I am choosing to opt out of the Veterans Treatment Court. **Otherwise, this consent will expire twenty-four months from the date listed below.** I further understand that my records may be transmitted by fax and electronically.
3. I understand that the purpose of releasing this medical and treatment information is for the ACDC Team to determine my eligibility for the program, to determine the proper treatment placements and regimen, and to judge my progress in the program.
4. I understand that my medical and treatment information may be discussed in the ACDC where other participants and observers may hear it.
5. I have read this document, or it has been read to me, and I understand its contents. By signing this Consent, I am telling the Court that I understand the rights I am waiving.

DATE _____
Defendant

DATE _____
Defendant's Attorney (if applicable)

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF ANOKA

TENTH JUDICIAL DISTRICT

State of Minnesota v.

Case # 02-CR-_____

Charge _____

Anoka County Adult Drug Court Participant Agreement

The purpose of the Anoka County Adult Drug Court is to promote public safety and assist and support families by creating a coordinated response through collaboration with community-based services, and the criminal justice system. I have been offered and have accepted the opportunity to participate in this program.

I, _____, VOLUNTARILY AGREE TO THE FOLLOWING:

1. I will attend and complete any treatment program and/or support group, including AA/NA that I am referred to by the Court. I agree to be supervised by persons designated by the Court. I will obey all rules of the treatment program and/or support group, provide verification of my participation, and pay all required fees.
2. I will submit to urine, breath and other drug testing as ordered by the Court. I will not manipulate the results of any testing of me. I will control the intake of fluids so as not to dilute any urine sample. I will cooperate during random home visits by Probation Agents, police officers, or other authorized agencies, including breath testing and cursory searches of my person and residence.
3. I will appear for all court dates, treatment meetings, Probation Agent meetings, classes or other scheduled appointments as ordered by the Court, and I will be on time. I will treat all members of the Anoka County Adult Drug Court staff with respect.
4. I will comply with the terms and conditions of my sentence and any other rules designated by Community Corrections (probation) or members of the Program.
5. I agree to keep the Court and treatment providers informed of my current address and phone number(s) and to report all address and phone changes to my Probation Agent before I make the changes.
6. I will not use or possess any mood-altering substances while participating in the Program. Furthermore, I understand that I must have prior permission from Court staff before taking any prescribed medication. I will provide verification of prescriptions to my Probation Agent before any use of medication. Except in the case of a life-threatening medical emergency, I will only use one physician, one pharmacy, and one hospital while in the Program, and I will advise any health care professionals who treat me that I am chemically dependent.
7. The Court or Community Corrections may impose immediate sanctions for non-compliance with conditions of the program.
8. I agree to the terms set forth by the Program and understand that I will be terminated from the program if I do not follow the Program rules. I have received a copy of this Participant Agreement and agree to its terms and conditions. I also understand that full compliance will fulfill the original Court order and may result in early termination of my probation or placement on administrative probation.

DATE _____

_____ Defendant

