

Participant Handbook

Grand County High Risk Court, Moab, UT

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Grand County High Risk Court Program

WELCOME TO THE GRAND COUNTY HIGH RISK COURT

Congratulations! You have made it through the application, screening and assessment process and been accepted into the Grand County High Risk Court Program. The Grand County High Risk Court program is especially designed for you. Through the use of structured judicial supervision, long-term treatment, work, community service, education services, frequent UA testing, this program will provide you with opportunities to learn healthy ways to break the cycle of substance abuse. The ultimate goal of this program is to assist you in becoming a safe community member, improve your individual quality of life through healthy functioning and personal responsibility. Upon the completion of the program, you will have a solid foundation to build upon in order to lead healthy life free from substance use.

Please read the handbook carefully and thoroughly. You are expected to follow all the guidelines in this handbook. You will be required to sign a contract indicating that you have read, understand, and can follow the rules outlined in this handbook.

ELIGIBILITY

High Risk Court serves high risk and high need participants whom have a substance use and/or an alcohol use disorder(s). High Risk Court uses standardized assessment tools, administered by trained mental health professionals to determine high-risk and high-need eligibility. The court does not consider subjective opinions as part of the eligibility process. The Grand County High Risk Court does not determine eligibility based on race, religion, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion, or socioeconomic status.

INTRODUCTION

High Risk Court is made up of a team. Your team includes the 7th District Court Judge, Grand County Prosecuting Attorney, Law Enforcement, the Public Defender's Office, Adult Probation and Parole, and Licensed Substance Use Treatment Professionals, and at times; other Community Partners. The team members meet to staff all participants prior to all court hearings. Based on the reports and recommendations, the team will determine how best to best support you in addressing your barriers and challenges. The frequency that you will be required to appear in court is based primarily on the current phase you are in and other factors. Hearings are held to review your progress, and address any barriers or challenges you may have in a variety of ways. **You will always have an opportunity to address the court on your own behalf and with the assistance of court appointed council.** The team has developed a five-phase program with minimum time frames for completion of each phase. You can successfully complete the program in a minimum of 24 months. Be mindful that the program is designed to build your skills so that you can maintain your success for a lifetime. Your focus in any phase should always be to calculate your progress, not to count your time. Advancing in phases requires specific time frames, assignments and participation levels along with other requirements.

This program is a **minimum** of twenty-four (24) months and consists of five phases. Each phase has specific benchmarks that must be achieved before advancement:

- 1.) Honesty and Ownership Phase (minimum 16 Weeks)**
- 2.) Building Awareness and Skills Phase (minimum 16 Weeks)**
- 3.) Stable Foundation Phase (minimum 16 Weeks)**
- 4.) Framework for Success Phase (minimum 16 Weeks)**
- 5.) Sustaining Support Phase (minimum 32 Weeks)**

All phases of the Court program include components of substance use treatment, drug testing, fees, supervision with judicial oversight and other requirements.

I. HIGH RISK COURT

A. JUDGE'S ROLE

The High Risk Court Judge is committed to the overall program goals, and works as the team leader to encourage participant success. The Judge has the ultimate say, and will make all of the final decisions concerning incentives and/or sanctions. The Judge will make those decisions after professional staffing has taken place with valuable input from High Risk Court team members, discussing the matter in court with each participant and/or the participant's legal representative. The Judge relies on the expert input of duly trained treatment professionals when imposing treatment-related conditions.

Direct contact with the Judge outside of court hearings regarding High Risk Court is not permitted. You are giving the Judge permission to discuss your case in the staffing meetings prior to court hearings when you sign your High Risk Court Agreement.

The Judge cannot give you legal advice. All Motions must be submitted through the appropriate channels. The Judge attends non-court meetings with other team members to review and evaluate participant progress, and to also evaluate alternatives. In addition, the Judge is an advocate for the Program by creating community interest in the program. The Judge stays current on law and research on best practices in High Risk Courts by regularly attending educational events related to High Risk and/or Drug Courts.

B. PROSECUTOR'S ROLE

The Grand County Attorney is responsible for screening participants for eligibility for High Risk Court. The Prosecutor, you, and your attorney must agree that High Risk Court is a fitting component for any negotiated plea agreement accepted as a part of the sentence imposed by the Judge. The prosecutor attends staffing sessions, as part of the collaborative team, to monitor participant progress through the Program, and is included in making recommendations for participants. The Prosecutor shares the goal of a successful completion of this program. The Prosecutor's role in the Program is to be part of your team. In the event your participation in this Program is terminated, the Prosecutor's office will be representing the State's position.

C. DEFENSE ATTORNEY'S ROLE

A Defense Attorney's role is to evaluate the participant's legal situation and protect his/her legal rights. Additionally, the Defense Attorney should provide advice to assist in determining legal options, treatment options, program conditions, and potential sentencing outcomes.

At the time of sentencing, once you have agreed to enter into High Risk Court, you have the right to have legal counsel to advise and assist with your decision. If for any reason, you should be brought before the Court for violating the terms of your High Risk Court Agreement, you have the right to legal counsel, a defense; and you have the right to be heard. The Defense Attorney also attends weekly staffing meetings to discuss your progress to assist your successful participation.

D. COURT COORDINATOR'S ROLE

The Court Coordinator is the administrative assistant of the Grand County High Risk Court. The Coordinator's primary role is to prepare weekly status reports regarding each participant's obligations. You will meet with an appointed High Risk Court Coordinator at Four Corners Behavioral Health at the beginning of your program. The Coordinator will assist you in reading and understanding this handbook. The Coordinator will meet with you when necessary about any aspect of your Felony Drug Court participation involving paperwork, fees, compliance with rules of the Program, self-help meeting requirements, etc. The Front Office Support Staff at Four Corners Behavioral Health are your contacts regarding fees, and will monitor your financial obligation to the Court. The Court Coordinator also keeps the Judge informed on the most updated information regarding each participant. The Coordinator does not make recommendations to the court or participate in the team discussions.

E. AP&P's ROLE

AP&P handles the intensive supervision of each participant. Your AP&P agent attends staffing meetings to discuss your progress in the Program. Your AP&P agent may report progress or violations, and other information to your Judge. You will have terms and conditions of AP&P that are separate and apart from your High Risk Court Program responsibilities. It is *your* responsibility to comply with both. Your AP&P agent may work in coordination with the Tracker for home and work visits, as well as on-site specimen testing and searches.

F. HIGH RISK COURT TRACKER'S ROLE

Local law enforcement accepts the concept of Accountability Courts as being the best alternative to reducing repeat DUI and drug offenses. Participant supervision and monitored compliance with program conditions is essential to continued law enforcement support. The HIGH RISK COURT Tracker is a Deputy of the Grand County Sheriff's Office and is primarily responsible for monitoring and supervising participants. As a condition of your participation in High Risk Court, the Tracker has the authority to visit you anytime, day or night, at home, at school, or at work, to set a curfew and inquire of your associations. During these visits you may be subject to specimen tests, a search of your property and/or person. The Tracker also attends staffing to inform the Judge and other team members of your progress in the Program.

G. DEPARTMENT OF CHILD AND FAMILY SERVICES

The Department of Child and Family Services participates in High Risk Court by providing protection, support, and appropriate interventions on behalf of the families and children of participants who are also involved in services with the Division of Child and Family Services.

H. TREATMENT/THERAPIST'S ROLE

The initial role of the treatment provider is to clinically assess each participant to develop a comprehensive treatment plan. Your assigned clinician will be responsible for managing your treatment while you are a participant in the Program. Each clinician attends staffing with other members of the Team to keep them informed of a participant's progress through treatment. It is your treatment provider's responsibility to provide on-going information about each participant's continued sobriety to the Judge and the rest of the Team in order to properly treat and support each participant. The treatment providers will also attend weekly staffing meetings to discuss your progress.

II. Program Guidelines

I. POPULATION

Adult drug courts are not designed to treat all adult offenders. This and other types of drug courts were created to treat persons with Substance Use Disorders that are not adhering to standard probation conditions, who were being rearrested for new offenses soon after release from custody, and who were repeatedly returning to court on new charges and/or technical violations.

J. DISADVANTAGED GROUPS

Participants who have historically experienced sustained discrimination or reduced social opportunities because of their race, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion, or socioeconomic status receive the same opportunities as other to participate and succeed in the High Risk Court.

K. COURTROOM BEHAVIOR AND ATTIRE

Attendance in Court is mandatory requirement of participation in High Risk Court. Court sessions are held bi-weekly, and your attendance is required dependent upon the phase you are currently in. It is your responsibility to know when your hearings are scheduled.

On designated court days, if you report early, please wait outside the courtroom until allowed inside.

You must be on time.

Court begins at 11 a.m.

Each time you appear in court, you will be given a date for your next appearance. If you have any questions regarding whether or not you are to appear in court on any given court date, contact the court clerk. The weekly court schedule is also available at:

<http://www.utcourts.gov/cal/>

Failure to attend court on your designated date will result in the issuance of an arrest warrant. Your attire should be appropriate for a court appearance and should not include hats, shorts, tank tops, bare midriffs, or sunglasses. Clothing containing offensive language such as violent, racist, sexist, alcohol or drug related themes are not permitted.

Loud, disruptive, disrespectful, obscene or threatening behavior will not be allowed and can and will result in legal action. No food, drink, pagers, cell phones, or other distracting items are allowed in the courtroom. Guests and support persons are welcome in the courtroom, but are expected to maintain appropriate courtroom behavior. If you bring children, they must remain quiet and under your control. Participants are expected to show support and encouragement to fellow participants both in and out of the courtroom.

When you are addressed by the Judge, you should respond by speaking clearly and directly. You should always remain in the court room until dismissed.

The court will appropriately address violations of courtroom behavior. When speaking with the Judge, the High Risk Court team or Court staff; always do so with courtesy and respect.

L. ASSOCIATIONS

During your participation in the High Risk Court program, you ARE NOT PERMITTED to associate (directly or indirectly), or to communicate (including 3rd party contact, social media contact, or in any written form) with any persons known or suspected to be involved with illicit substance use including alcohol, or persons also participating in this program, persons who are currently being supervised by AP&P, or persons who have criminal records. If at any time you are unsure whether or not you can associate with an individual, DO NOT ASSOCIATE until you can get permission from the Judge, or from the Tracker and/or other members of the Team. It is ultimately YOUR responsibility to keep yourself safe and you will be held accountable for your decisions. This Court will not accept excuses for associations. Participants in the initial phase of the program SHALL NOT associate/communicate with each other outside of treatment. You *may* also be prohibited from associating with persons deemed inappropriate by the Drug Court team. This may include, but is not limited to:

- Persons who are incarcerated;
- Persons with criminal records;
- Persons who are on juvenile, misdemeanor, or felony probation or parole;
- Persons SUSPECTED of engaging in criminal activity, including substance use;
- Persons who are participating in drug/alcohol treatment program, including Drug Court Programs.

M. MOTIONS/LEAVE REQUESTS

1. As a participant in High Risk Court, you are required to attend all court hearings as scheduled. Failure to attend will result in progressive sanctions and/or arrest warrants. Requests to be excused from any required attendance must be staffed and approved by the Team. Requests to miss any Court session, group or individual therapy, AP&P meetings, or to leave the jurisdiction of this Court or to stay at a residence other than your primary residence of record must meet the following requirements:

- A.) All motions are to be submitted in writing. Motions are simple requests to obtain permission(s). Motions are reviewed by The County Prosecutor, AP&P and the Judge. It is your responsibility to turn any and all motions in in a timely manner and to plan accordingly since they are reviewed by multiple offices, submitting them at least 10 days ahead of time is recommended. It is your responsibility to go to the Court clerk to obtain a written copy of any approved or denied motions.
- B.) All requests must have verified documentation attached when applicable. Motions should contain complete and specific information about your request, if you fail to provide complete and specific information, your motion may be delayed. For example, when requesting permission to leave Grand County, your request should include permission for travel, permission to be excused from UA testing, excused from

attending meetings or treatment, excused work hours etc. If you fail to include all necessary components in your motion, you can and may be held accountable for failing to meet other Program requirements not mentioned addressed and approved in your motions. Motions are obtained at the District Court Clerk's Office. Once motions are completed in full, return it to the appropriate agency. It can take up to 10 business days for a motion to be ruled on. You can pick it up any motions filed at the Clerk's Office. Motions and corresponding orders will not be mailed to you.

- C.) There may be times when you know you are going to receive sanctions that include serving jail time. You may file a motion for jail time in advance to serve your time on specific days that you have off from work, school and other obligations. You will complete a jail time motion. These motions do not need to be provided to the County Attorney or the Public Defender for approval. These motion have a blank space for you choose the dates and times you will report to jail. The Judge may or may not give you this option, at times you may be held or taken directly to jail depending on the offence, your time in the Program and other considerations.
1. If you are given permission to leave Court Jurisdiction for 24 hours or more, you **MUST** report the following day for a UA screen whether you are on the schedule or not. In the event of a sudden illness and/or death of an *immediate family member, contact the Tracker for permission to proceed. He will attempt to contact the Judge in the event of an emergency. **Do not proceed until you have received permission from the Court Tracker.** You are responsible for contacting treatment and informing them of any meetings you will be missing. Remember, it is your responsibility to get permission and travel permits from your probation officer for out of state travel.
 2. All unexcused absences, missed meetings, missed UA screens, or unexcused work hours are subject to sanctions to be determined by the Team.
 3. Unless you have permission to be away from your primary residence of record, you are required to stay at that residence. Under no circumstances should you reside at another residence, even if it is just overnight. Leaving the jurisdiction of the court (Grand County) for any reason requires prior notice and approval by your Probation Officer and/or the Judge.
 4. High Risk Court Team members should be able to reach you at all times. Failure to respond to messages in a reasonable period of time (no more than 2 hours) can and will result in possible sanctions by the Court. If you lose your cell phone, your cell phone is disconnected, and/or you are unreachable, you are required to notify the Drug Tracker immediately.
 5. Changes of address must be provided in advance to both the Tracker and to the Court as well as AP&P.
 6. If you are placed on a curfew, the curfew begins at the time set by the Judge and/or the Team until 6:00 a.m. the following day, or 20 minutes before you're are scheduled for work or school, whichever occurs first.

*For the purposes of this manual “immediate family” includes spouse, children, siblings, parents, and grandparents only.

N. HONESTY

Honesty is a core component of High Risk Court. Dishonesty impedes your recovery and can and will hold back your progress through this Program. **It is your responsibility to disclose any violation of the terms of this Court to treatment, Tracker, and to the Judge.** Dishonesty of any form: lying, tampering or adulterating UA screens, presenting fraudulent documents, etc. will not be tolerated and will subject to sanctions. Defrauding may lead to a participant’s termination from the Court Program and/or substantial jail time. Honesty is essential to your successful participation in High Risk Court.

O. FINANCES

1. As a condition of your participation in Felony Drug Court, you are responsible for the cost of your treatment, high risk court fees, court fines and AP&P supervision fees. **Maintaining employment is a condition of your continued participation.** A documented disability will be addressed on a case-by-case basis; and will be considered for adjusted work hour responsibilities and other requirements. Participants who maintain employment have higher success rates in this program. Furthermore, those work, attend school or do regular community service have reported higher self-esteem than those who do not.
2. A weekly fee will be a part of your participation in High Risk Court. It will be based upon a sliding scale according to your income. **It is your responsibility to keep your fees current.** Failure to be current on drug court fees may result in denial of motions for travel and other considerations.
3. All fees are to be paid at Four Corners Community Behavioral Health. Acceptable forms of payment include cash, check and credit or debit card. **Be advised; if you have a returned check, you will no longer be allowed to pay with personal checks.**
4. You are expected to pay your participant and supervision fees in full monthly. The court is willing to work with individuals with regard to financial issues. However; as previously stated, a requirement of the Drug Court is that you must pay for the treatment services and supervision received throughout your participation. **If you cannot meet your financial obligations, it is your responsibility to discuss your situation with the Court Coordinator or Clinic Supervisor at Four Corners Behavioral Health to develop a solution.**

Should your High Risk Court balance exceed \$100.00, the Judge will address the issue in court. **It is your responsibility to discuss your financial situation with the Drug Court Coordinator at Four Corners Behavioral Health if you are unable to meet your payment plan obligation.** Please note that failure to make payments as directed by your payment plan will subject you to sanctions by the Court.

P. MEDICATION

1. Many participants have used more than one substance before entering into this Program. This program requires abstinence from all mind altering substances; that may or may not include medications prescribed by a physician. At no time will the Judge or Team make medical decisions for you. However; if you are currently on medication (s) that are not acceptable in this Program; you will be required to work with your physician(s) to safely get off certain medications on a case-by-case basis.
2. **You are responsible for all of your future medications and/or drug use. No narcotics of any kind are to be taken without physician approval and without prior written approval through a motion, and a medical disclosure from your physician.** At the end of this manual are a list of substances to avoid, medications that are allowed, and other medication information. This is only a guide and not expected to be all-inclusive.
3. IT IS YOUR RESPONSIBILITY TO NOTIFY ANY PHYSICIAN, DENTIST, PHARMICIST, OR OTHER PERSONS PRESCRIBING MEDICATIONS THAT YOU ARE A PARTICIPANT IN A DRUG COURT PROGRAM. YOU WILL USE THE NOTIFICATION FORM (ATTACHMENT) WITH ANY DOCTOR OR PHARMACIST. ALL PRESCRIPTIONS MUST BE APPROVED BY THE JUDGE IN WRITING **BEFORE YOU TAKE IT.** FAILURE TO DO SO COULD RESULT IN SANCTION.
4. **It is YOUR responsibility to avoid exposure to products and substances that contain ethyl alcohol. It is also YOUR responsibility to read product labels, to know what is contained in products BEFORE you use or consume them. You will not take drinks, substances or medications from non-medically qualified persons as a response to illness. You will guard your drinks and your food at social outings. Do not use products that contain alcohol in them. Some products that contain alcohol are:** Cough/cold syrups, hair tonics, perfumes, medical alcohol, wood alcohol, after shave lotions, sterno, mouth wash, and baking extracts (e.g. vanilla or other flavors), non-alcoholic beer or wine, and hand sanitizer. This list is not meant to be complete.

DO NOT USE OR CONSUME THESE PRODUCTS OR ANY OTHERS THAT MAY CONTAIN ALCOHOL.

5. The Team will consider expert medical input when making decision concerning medications. When written medical necessity is indicated, approval of narcotic and other medications will be closely monitored by your physician and disclosed to the Court with a written Release of Information and the use of the High Risk medical disclosure form.

Q. DRUG SCREENING (Policies and Procedures)

1. It is the expectation of this Program that each participant remain abstinent from all mood-altering substances throughout the course of their participation (including post-graduation, if your probation term has not expired). Frequent and random drug testing is used to monitor participants' compliance with the abstinence requirement. You may be asked to provide a urine sample at any time by any member of the Team. You must

be prepared to provide a “testable” specimen at the time of the request from Treatment Clinicians, the Court Tracker, AP&P or the Court, etc. Failure to appear for testing on time, refusing to provide a sample, tampering with, diluting, altering or an insufficient measurable sample are all grounds for sanctions.

2. Random Drug Screenings: All participants in High Risk Court will be required to submit to random urine screens. You will be required to call the UA line to confirm if you are required to test each day. You will arrive in appropriate attire no later than 8:30 am and provide your sample with the UA observer no later than 9:00. Failure to provide a sample by the time indicated above will be considered a missed test and will be sanctioned accordingly. Failure to appear for a UA testing is a violation of the terms of High Risk Court. Drug screenings may include urine testing for alcohol and any other substances. Specimen testing may include any of the following; urine, sweat, oral fluid (saliva), hair, blood or eye scanning.
3. Procedure for Drug Testing: Call 435-259-6131 ex. 433. If your name is called, you are to appear at the testing site AND PROVIDE A SAMPLE. You will arrive by 8:30 and provide the sample no later than 9:00am. **If there are any times when the message isn't updated, you will be required to show up for testing.** In the event of an ‘all-call’, you are required to show for testing. You will be notified in advance of any changes to the procedure as program demands dictate.

Upon the request of a drug test:

- You must admit or deny the use of any alcohol and/or drug use.
- **Honesty is a crucial component for recovery and participation in High Risk Court. The Court will consider honest disclosures of any ‘use’ as an opportunity to make progress. The goal is to be abstinent, but this Program and the Judge consider honesty a hallmark of change. Honesty will be considered when sanctions are imposed.**
- You and the testing observer are the only ones allowed to be present when you provide your sample.
- Once you arrive, you will not be allowed to leave the testing area, or to drink excessive fluids until a specimen is obtained by the observer.
- You may not carry purses, coats, bags, etc. into the testing area.
- Sleeves must be rolled up to the elbow. You may be required to remove additional clothing to ensure the validity of a specimen.
- The test cup must contain a minimum 1/3 level to be adequate for testing.
- The collection of your urine samples will be observed. In the event a test cannot be observed, a temperature strip will be used to ensure sample integrity.
- **Use of an artificial device of any type to alter the test, including specimen substitution, will result in significant sanctions, including and up to possible termination from the Program.**
- **Failure to comply with any of the above guidelines or refusing to provide a urine sample is considered a missed and/or positive test.**

4. Recovery will not occur overnight. However, any use of illegal drugs will be sanctioned. You will be held accountable for everything that you put into your body. This Program serves to encourage abstinence. Drug testing provides accountability, and confirmation of your abstinence and progress toward recovery. Honesty of any use prior to your drug test will be taken into consideration by the Team when deciding sanctions. Denying a use after a positive result on a drug screen will result in more severe sanctions.
5. Participants must provide a testable sample. Samples that are dilute or tampered with will result in a sanction. A diluted sample is having a creatinine level below 20ng/mL. (Creatinine: the substance in urine resulting from muscle breakdown) Creatinine levels below 20 are not normal and are indicative of consumption of large quantities of water and other liquids. (Specific Gravity is the concentration of solids relative to the amount of water). Specific Gravity outside the range of 1.0030 to 1.0200 is indicative of abnormally large quantities of water. **You are expected not to consume more than 8 ounces of liquid 1 hour prior to testing.**
6. As part of your participation in the Program, you are agreeing to the use of on-site drug screening devices that will yield an immediate presumptive result. Once you have been notified of any positive urine screens, diluted or otherwise altered tests; you will have the opportunity to sign a Statement of Admission. You may request an additional test to be completed by signing a Confirmation Request. If you fail to sign either a Statement of Admission or a Confirmation Request within one week from the date of the test result, then you waive any right to challenge the accuracy or validity of the initial test result. You will be responsible for the costs of all additional testing that are confirmed as positive, dilute or otherwise altered.

R. WEEKLY REPORTING

1. As condition of your participation in the Program, you will be required to turn in weekly reports that record your employment, education, and/or community service hours, weekly self-help meeting attendance, group attendance and other information. Persons completing community service hours must work at only approved sites. Hours are to be worked for a non-profit organization, supervised by someone other than a relative. No more than 10 hours per week may be worked at any one location unless approved by the Court. Participants who are not employed or attending school may be required to complete the employee orientation process through the Department of Work Force Services, meet with employment counselors or other employment support agencies or persons. Participants may be required to make an appointment with Vocational Rehabilitation Services for employment and educational support.
2. Employment/Treatment and Self-Help Meeting Attendance Sheets may be obtained from the Court Coordinator at Four Corners Community Behavioral Health.
3. Employment Tracking Sheets must be turned in to the Court Coordinator by 4:00 pm every Monday. The reporting week runs from Monday 12:00 am until Sunday 11:59 pm.

S. INCENTIVES

Incentives are an important part of recovery. The program is structured to acknowledge progress and your committed participation. Incentives will be given when phase advancements are completed.

T. SANCTIONS

The Team determines sanctions along with the Judge in response to violations of program rules, requirements and expectations. Sanctions are based on individual progress and a case-by-case basis.

REMEMBER: The sanctions listed in this handbook are only intended to give you some expectation of sanctions related to violations of Program rules. All sanctions are subject to the full discretion of the Court Judge.

At the end of this handbook, you will find a table of incentives as well as a table of possible sanctions. You will always have an opportunity to be heard, and to be represented by council concerning sanctions. The public defender will be available to assist you in addressing the court and/or team.

U. TERMINATION

Your continued participation in this Program is contingent on compliance with the guidelines and regulations. Serious violations or continuous violations will subject you to being terminated from this Program. The Grand County High Risk Court is committed to providing you and all other participants with an opportunity and environment that supports recovery and successful completion. The following are some examples of conduct that could result in termination from this Program:

1. Committing a new criminal offense (level of offense and circumstances will be considered).
2. Altering and/or tampering with drug screens.
3. Ongoing violations and non-compliance with Program guidelines, after repeated sanctions and treatment/supervision adjustments have been utilized and proven unsuccessful.
4. Your inability or unwillingness to remain substance free, or the refusal to engage in treatment, or court programing may result in termination.

WE WANT YOU TO SUCCEED!

The goal is to help you help yourself. The Team may determine that the termination of an individual for non-compliance is the most appropriate action for the success of all other participants.

V. ABSCONDING POLICY

If you abscond for any reason, you will be subject sanctions up to and including termination. There is zero tolerance for such a disregard of your responsibilities to the Court. Bring concerns to the attention of a member of the Team and work with us to find a solution. Absconding will complicate the situation and may lead to termination from this Program and the possible revocation of your probation. **Again, honesty is essential to your successful participation in High Risk Court.**

W. RETAIL ALCOHOL SALES AND SERVICE INDUSTRY

1. Employment in restaurants that serve alcohol is permitted, provided participant maintains sobriety and program guidelines. Failure to maintain sobriety and program compliance will result in a Court ordered removal from the work site.
2. Program participants shall not enter or frequent bars or any other business whose primary sale is alcoholic beverages.

III. Treatment

X. PHASES OF THE COURT

As stated before, the High Risk Court consists of five (5) phases. Your progression through each phase is dependent upon your active participation.

The requirements for each phase are listed below.

Honesty and Ownership Phase 1 (4 months minimum)

1. This phase is stabilization for participating individuals..
2. You are required to attend a self-help meeting each day until your treatment groups begin at Four Corners Behavioral Health, once you have begun to attend groups, you are required to attend a self-help recovery meetings a minimum of three (3) separate days per week. (These include but are not limited at AA/NA) A list of self-help meetings is available at Four Corners Behavioral Health.
3. You are to attend treatment as recommended by Four Corners Community Behavioral Health. This includes but is not limited to weekly groups, weekly or otherwise specified individual therapy.
4. You will be required to call in daily, seven days a week, to the testing line. Participants will be required to test randomly throughout the week.
5. You will be required to have 60 consecutive days of negative specimen tests.
6. You will be required to maintain employment, community service or schooling for a combined total of not less than 20 hours per week. Persons completing community service hours must work at only approved sites. Hours are to be worked for a non-profit organization, supervised by someone other than a relative. No more than 10 hours per week may be worked at any one location for community service hours unless approved by the court.
7. You are required to pay a weekly Drug Court Supervision fee based upon a sliding scale, paid at Four Corners Community Behavioral Health.
8. You will turn in your work hour tracking sheet each week by **4pm on Mondays** to Four Corners Community Behavioral Health with the required signatures and completed sections. (Please note that if Monday is a Holiday and Four Corners Behavioral Health is closed, your work hour tracking sheets will be due by **12pm (noon) the following day (Tuesday)**). Late paperwork will result in sanctions from the court.
9. ***Ownership Archive Assignment*** will be completed prior to be considered for advancement into the next phase.
(Please refer to the Assignments Section of this Handbook)

Building Awareness and Skills Phase 2 (4 month minimum)

1. In this phase you will build skills to support your recovery. You will be required to attend court hearings as scheduled.
2. You are required to attend a self-help recovery program a minimum of (three) 3 separate days per week.
3. You will turn in your work hour tracking sheet each week by **4pm on Mondays** to Four Corners Community Behavioral Health with the required signatures and completed sections. (Please note that if Monday is a Holiday and Four Corners Behavioral Health is closed, your work hour tracking sheets will be due by **12pm**

(noon) the following day (Tuesday). Late paperwork will result in sanctions from the court.

4. You are to attend treatment as recommended by Four Corners Community Behavioral Health.
5. You will be required to call in daily, seven days a week, to the Drug Court Hotline. You will be required to test randomly throughout the week.
6. You will be required to maintain employment, community service or schooling for a combined total of not less than 25 hours per week. Persons completing community service hours must work at only approved sites. Hours are to be worked for a non-profit organization, supervised by someone other than a relative. No more than 10 hours per week may be worked at any one location unless approved by the court.
7. You will be required to have at least 90 consecutive days sobriety and of negative specimen tests before being eligible to advance to Phase III.
8. You are required to pay a weekly Drug Court Supervision fee based upon a sliding scale to Four Corners Community Behavioral Health.
9. **Identity Index** is to be completed and presented to the Courts to be considered for advancement into the next phase.
(Please refer to the *Assignments Section of this Handbook)

Stable Foundation Phase 3 (4 month minimum)

1. You will build a foundation to support your recovery in this phase. You will attend court hearings as scheduled.
2. You are required to attend a self-help recovery program, a minimum of three separate days per week.
3. You are to attend the recommended treatment as directed by Four Corners Community Behavioral Health.
4. You will turn in your work hour tracking sheet each week by **4pm on Mondays** to Four Corners Community Behavioral Health with the required signatures and completed sections. (Please note that if Monday is a Holiday and Four Corners Behavioral Health is closed, your work hour tracking sheets will be due by **12pm (noon) the following day (Tuesday)**. Late paperwork will result in sanctions from the court.
5. You will be required to call in daily, seven days a week, to the testing line. Participants will be required to test randomly throughout the week.
6. You will be required to have at least 120 consecutive days of negative specimen tests before being eligible to advance to Phase III.
7. You will be required to maintain employment, community service or schooling for a combined total of not less than 30 hours per week. Persons completing community service hours must work at only approved sites. Hours are to be worked for a non-profit organization, supervised by someone other than a relative. No more than 10 hours per week may be worked at any one location unless approved by the court.
8. You are required to pay a weekly Drug Court Supervision fee based upon a sliding scale to Four Corners Community Behavioral Health.
9. **Mission Statement/ S.M.A.R.T. Steps Assignment** is to be completed and presented to the court to be considered to for advancement into the next phase.
(Please refer to the *Assignments Section of this Handbook)

Framework for Success Phase 4 (4 month minimum)

1. You will be required to attend Court hearings as scheduled.

2. You will be required to participate in three support/self-help meeting or approved activities each week on separate.
3. You will turn in your work hour tracking sheet each week by **4pm on Mondays** to Four Corners Community Behavioral Health with the required signatures and completed sections. (Please note that if Monday is a Holiday and Four Corners Behavioral Health is closed, your work hour tracking sheets will be due by **12pm (noon) the following day (Tuesday)**). Late paperwork will result in sanctions from the court.
4. You are to attend the recommended treatment as directed by Four Corners Community Behavioral Health, at least once every four weeks.
5. You will be required to call in daily, seven days a week, to the testing line. Participants will be required to randomly test throughout the week.
6. You will be required to maintain employment, community service or schooling for a combined total of not less than 40 hours per week. Persons completing community service hours must work at only approved sites. Hours are to be worked for a non-profit organization, supervised by someone other than a relative. No more than 10 hours per week may be worked at any one location unless approved by the court.
7. You will be required to have at least 6 months of negative specimen tests before being eligible to advance.
8. You are required to pay a weekly Drug Court Supervision fee based upon sliding scale to Four Corners Community Behavioral Health.
9. **Strong Structure/S.M.A.R.T Steps Assignment** is to be completed and presented to the court to be considered for advancement into the next phase. (Please refer to the *Assignments Section of this Handbook)

Sustaining Support Phase 5 (8 month minimum)

1. This is the final phase of the program. It consists of a minimum of 8 months.
2. You will be required to attend treatment as recommended by Four Corners Community Behavioral Health.
3. You will be required to call in daily, seven days a week, to the testing line. You will be required to lead a sober/substance free lifestyle.
4. You are required to pay a weekly Drug Court Supervision fee based upon a sliding scale to Four Corners Community Behavioral Health.
5. Participants must pay all outstanding fines, fees, and restitution, including treatment fees.
6. You will be required to present a written proposal to court and complete an approved community support project with a minimum of twenty hours. The proposal should be reviewed with treatment previous to proposing it to court. (Please refer to *Community Service Project Outline Section of the Handbook)
7. **Accountability Assessment Assignment** is to be completed and presented to the court to be considered for completion and graduation. (Please refer to the *Assignments Section of this Handbook)

NOTE: The times stated for the duration of any one phase is a minimum time frame. Participants who are not in compliance may not advance within the time frame provided. Participants may be required to complete any/all previous phase assignments according to

court rulings.

Y. ASSIGNMENTS

You will be given a variety of written assignments while in treatment. Our expectation is that you will apply yourself to the best of your ability. The assignments you turn in will reflect how well you are progressing and are an integral part of the treatment process. All assignment instructions can be found at the end of the handbook.

Z. COMPLETION/GRADUATION

Upon your successful completion of a treatment program and satisfaction of all other court requirements including continued sobriety, you will complete High Risk Court. Your graduation and completion is recognized as a very important event. Your loved ones will be invited to join you at a special ceremony as the Team congratulates you for successfully completing the High Risk Court Program and achieving your goal to establish a healthy life. Our hope is that you will have established a sober, healthy, and safe lifestyle. Remember, your recovery is an ongoing process. At this point in your treatment, you will have made a very strong beginning to this lifelong endeavor. Please continue to support others in this process. You are encouraged to attend any/all High Risk Court hearings as a way to stay involved and to support those currently in the program.

EXIT INTERVIEW:

Please schedule a time with Four Corners Behavioral Health to complete an exit interview. We would like to know about your experience! We want to know how we can improve this program. It will take about 30 minutes, and it will be anonymous. Please schedule within 14 days of your graduation. Thank you!!