

Fourth Judicial Circuit



Problem-Solving Courts of Duval County, Florida

Juvenile Drug Court

Participant Handbook

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1.1 Introduction

You have been arrested for a drug-related crime and, therefore, have been identified as a person who may have a drug dependency and/or a drug dependency and co-occurring mental health disorder. You are being given an opportunity to participate in Duval County's Juvenile Drug Court (JDC). JDC is one of nine Problem-Solving Courts (PSCs) operating in the Fourth Judicial Circuit designed to help individuals like you get off drugs, learn how to live without drugs, restore your life, and restore your future. Upon successful completion of JDC, if you entered JDC under a pre-trial intervention program/prosecution diversion, you will have your charges dismissed by the State Attorney's Office. If you entered the program as condition of the sentence (condition of probation) imposed by the Court, successful completion of the JDC program will have provided compliance with that probation task. Such compliance may be used to pursue early termination of probation (if applicable).

This handbook is designed to answer questions, address concerns, and provide overall information about the JDC Program. As a participant, you will be expected to follow the instructions given in JDC by the judge and comply with the treatment plan developed for you by your treatment team. This handbook will detail what is expected of you as a JDC participant and review general program information. You are required to read and abide by all rules and procedures outlined in this handbook and are encouraged to share this handbook with family and friends.

1.2 Program Description

The Duval County Juvenile Drug Court Program is a court-supervised, comprehensive treatment program for nonviolent defendants. This is a program which includes regular court appearances before a designated judge, intensive individual, group, or residential substance abuse or substance abuse and co-occurring mental health treatment, random observed drug and alcohol testing, and participation in court approved community service and sober pro-social events. The JDC program is a combined effort of the State Attorney's Office, Public Defender's Office, Court Administration, the Department of Juvenile Justice/Law Enforcement, and Community Treatment Providers. You are required to be enrolled in or actively pursuing enrollment into school/educational programs and/or employment. If needed, you will be assisted with obtaining educational and skills assessments and will be provided with referrals for vocational training and educational programs. The program length, determined by your individual progress will be no less than nine months. However, the time period may be extended if necessary to successfully complete and graduate from JDC.

Following arrest, if determined to be eligible, you may be offered a choice between JDC and prosecution by the State of Florida for the pending charges. Eligibility for acceptance into the program shall be made upon determination that you meet the established clinical, legal, and suitability requirements for JDC as determined by the JDC team. The JDC team consists of the presiding judge, state attorney, defense counsel, drug court coordinator, drug court case manager, juvenile probation officer/law enforcement, and community treatment providers. Upon approval for program entry, you will be instructed to report for your first JDC status hearing. Electing to enter JDC at this stage is of your choosing and is completely voluntary. However, once you enter JDC you may not elect to voluntarily withdraw.

If you are placed into JDC as a condition of a sentence (condition of probation), then you have been offered the chance to avoid being placed into a juvenile commitment program, and again, cannot voluntarily withdraw from the program. In either event, a representative from the State Attorney's Office

will discuss the JDC program with you and a Public Defender or your private legal counsel will advise you of your options before you sign the participation agreement. Once you have entered the JDC program and exhausted your two (2) week orientation phase, only the presiding judge can terminate your participation. This condition exists for a very specific reason: to protect you from running away when/if the going gets tough. If quitting drugs and/or alcohol and restoring/re-building your life and future were easy, you wouldn't need to be in JDC.

On your initial court date you will sign your participation agreement, be assigned to a case manager who will provide supervision and enforcement of the terms and conditions of JDC throughout your participation, and receive an appointment for orientation into JDC so that you can get started in the program right away. At the orientation appointment with your case manager, you will be provided with your participant manual which includes this handbook, phase petitions, travel forms, a JDC quick-guide, and a calendar. Your case manager will review all materials in detail with you. You will also execute required program intake forms at this meeting which include a Self-Assessment Form, Release of Information, Release of Liability, Participant Information Form, Participant Dress Code Agreement, Prohibited Substances Agreement, and a Participant Testing Policy along with an Orientation Checklist upon completion of the orientation meeting. Additionally, your parent will be required to execute a Parental Involvement Agreement agreeing to participate in the JDC program with you.

While in JDC you will be supervised by a case manager and must comply with specific terms and conditions. Supervision will include unannounced home visits, school, and workplace visits during which your person, vehicle, and residence will be subject to search. Please understand that the choices you have made so far have led to your being arrested for a crime, something than can seriously affect your future. You were not acting like a child when you made these choices so do not expect to be treated like a child in JDC. JDC will hold you responsible and accountable for the choices you make.

Court appointed defense counsel will represent you throughout your participation in JDC. If you have entered the program with private counsel, court appointed counsel familiar with the program shall automatically represent you unless you specifically request otherwise and your private counsel has agreed to appear as required. Additional programs such as summer camps, vocational/learning programs, family assistance, and other cultural programs will be offered when funding is available. JDC strives to provide programs of interest and need for all clients. Also, when compliant with program policies you will get to participate in quarterly social functions that may include your family.

Upon successful completion and graduation from JDC, if you entered into JDC voluntarily as part of a pre-trial intervention program/prosecution diversion, your successful completion and graduation from the program will result in having the charges against you dismissed. However, termination from JDC will result in further prosecution of the pending charges by the State Attorney's Office. If you were sentenced to complete JDC as a condition of probation you must complete and graduate from JDC in order to fully comply with your sentence. In this instance, failure or termination from JDC will result in an additional charge of Violation of Probation followed by prosecution and sentencing.

1.3 Program Progress/Graduation/Termination

1.3.1 Progress

Once you have successfully completed the criteria for each phase (as described in the phases section), you will advance to the next level and eventually be a candidate to graduate from JDC. This will not happen in less than nine months. It will be necessary to discuss your progress toward the goals you initially set and why you believe you have met the graduation criteria when the time comes.

1.3.2 Graduation

Approval for graduation from the program shall be determined by the JDC judge with input from the JDC team. Simply completing each phase of the JDC program does not guarantee graduation. You need to have demonstrated that you have learned from the structure and support you have received before the JDC team will agree to allow you to graduate. Your family will be invited to join you in court as the judge congratulates you on successfully completing JDC and achieving your goal to establish a drug-free life. Before graduating from JDC, you must complete a Program Exit Survey. If you entered JDC under a pre-trial intervention program/prosecution diversion basis, upon graduation your case will be dismissed by the State Attorney's Office. Your record relating to the arrest that resulted in your participation in JDC **may be eligible** to be sealed or expunged. After graduation, you will be provided with the necessary paperwork to apply for such relief. If you lose this packet, you can request a packet from the Clerk of Courts to proceed on your own behalf or retain an attorney to represent you. If you were sentenced as a condition of probation to this program you will have met that requirement of your sentence and could potentially have your probation terminated early. Your record will not likely be eligible to be sealed or expunged as your case will not have been dismissed. However, you may consult with an attorney to pursue such dismissal through further proceedings within the criminal division that your case was originally assigned.

1.3.3 Termination

Termination from JDC is evaluated on an individual basis. A decision to terminate participation will be made by the JDC judge with input from the JDC team. The decision to terminate may be made for any of the following reasons:

- Abandonment of treatment program
- Available treatment options have been exhausted and you are no longer working towards recovery
- New criminal charge/Concern for public safety
- Evidence that you are involved in any threatening, abusive, or violent verbal or physical behavior towards anyone
- Violating JDC rules (repeatedly)
- Evidence that you are involved with drug dealing or driving while under the influence
- Failure to attend JDC hearings (repeatedly)
- Failure to make satisfactory progress
- Inability to pass required drug/alcohol screening tests for any reason (repeatedly)
- Tampering with drug/alcohol screening tests
- Threat to the integrity of the program
- Use of synthetic substances/designer stimulants unable to be detected through normal screening processes

1.4 Participant Rights

1.4.1 Confidentiality

Your identity and privacy will be protected consistent with Florida law. In response to these regulations, policies and procedures have been developed which guard your confidentiality. You will be asked to sign a release of information authorizing the transfer of information among all participating agencies as well as a release of liability. Additionally, an identification number will be assigned to you that will be used in all research and evaluation activities to safeguard your identity. You are also expected to respect and maintain the confidentiality of others and can be held accountable for breaching confidentiality.

1.4.2 Waivers

You understand that by agreeing to participate in JDC, you are waiving your right to usual court proceedings during your participation time in JDC, such as questioning or disputing the legality of a search and seizure, a preliminary hearing, and a trial by jury or court. Admission into JDC requires

acceptance of this responsibility. You also understand that admission, participation, graduation, and termination from JDC is entirely within the discretion of the JDC Team.

Chapter Two: Rules and Expectations

2.1 Court Appearances

As a JDC participant, you and an adult family member/guardian will be required to appear in JDC on a regular basis. At each appearance, the judge will be given a progress report prepared by the treatment provider and case manager regarding your random drug and alcohol test results, attendance in all program services, level of participation in all program services, and progress at home or in school. The judge will ask you questions about your progress, and discuss any specific problems you have been experiencing. If you are doing well, you will be encouraged to continue with the program and work toward success and will earn incentives such as applause and recognition, phase advancement, certificates, and gift cards. If you are not doing well, the judge will discuss this with you and the treatment team to determine further action.

If you commit program violations (i.e.: positive or missed drug tests, failure to attend individual or group counseling sessions, failure to attend school, failure to report to your probation officer, etc.) the Court will impose sanctions. With repeated violations of program requirements, and a failure to progress satisfactorily, the Court may impose the ultimate sanction of termination from the program. Program violations and continued substance abuse behavior will be responded to differently. If you are struggling with your sobriety and are honest with the JDC team, JDC will provide assistance in the form of treatment responses. Treatment responses and sanctions are very different and are described further in the Program Responses section of this handbook which also includes information pertaining to possible incentives.

You must remember at all times that while JDC may be a different type of court, it is still court. Failure to appear in court on the date and time you are scheduled will likely result in an order to take into custody being issued for your arrest. If you cannot appear in court as scheduled, you must notify your case manager as soon as possible to explain why you cannot appear. Claiming illness and/or transportation problems without substantiating such claims will not automatically permit you to miss your scheduled court dates. It is your responsibility to be present for court and to be on time. JDC understands that life goes on while you are participating in the program and that there may be times when you cannot appear on time for a program obligation. You must communicate with your case manager ahead of time so that you are not considered as a “no show” or an “absconder” from the JDC program.

2.2 Program Rules

As a JDC participant, you will be required to know, understand, and abide by these rules. Failure to follow these rules will result in sanctions.

1. Sign all agreements and releases necessary for entering the JDC program.
2. Report as required and/or requested for drug/alcohol testing.
 - You will be randomly tested for the presence of drugs and/or alcohol throughout participation in JDC at a minimum of one time per week. All specimen collections will be conducted on an observed basis meaning you will be closely visually monitored while providing a urine specimen. Further explanation of this monitoring process is included below. You will be assigned a drug testing color on the day you enter JDC. You may also be directed to test at any time during JDC participation by any JDC team member.

- You must contact the Drug Testing Color Line 7 days a week by calling (904) 255-1050.
 - It is your responsibility to listen to each recorded message in its entirety and report as directed.
 - The Drug Testing Color Line is automatically updated each morning at 6:00am. It is highly recommended that you call the color line no later than 10:00am to find out whether or not your color was called.
- If reporting Monday-Friday, you shall report to the Duval County Courthouse, room 2321 (2nd floor) for testing when your color is called. You must report between the hours of 8:00am-5:00pm unless otherwise instructed.
 - You are to sign in, be seated and be prepared to wait up to 30 minutes when reporting for testing.
- Testing that occurs on weekends and/or holidays will have reduced hours for reporting and will take place at an alternate location. If reporting on a Saturday or Sunday, the reporting time will generally be between the hours of 10:00am-2:00pm. You must pay attention to the recording on weekends/holidays to ensure that you report as required.
 - Calling the Drug Testing Color Line after the reporting time has ended on weekend/holidays will not be accepted as a reason for a missed test.
- In the event of a missed test, you are required to report for testing by 9:00am the next day at the Duval County Courthouse; or, if a weekend or holiday, at River Region Human Services (2891 Parental Home Road, Jacksonville, Florida 32216).
 - Reporting as required when you miss a test will not excuse your missed test. However, adhering to this policy will likely lessen the severity of the sanction.
- You will be sanctioned for providing or attempting to provide a dilute, adulterated or substituted urine specimen. Under such circumstances, you may receive multiple sanctions to address dishonesty and deception. Tampering with any drug/alcohol test will also be deemed a positive test which may result in a new arrest/criminal charge and may result in termination from the program (this includes flushing, diluting, using someone else's urine, etc.).
- When providing a urine specimen, you must provide a minimum amount of urine to be tested. This amount is indicated on the specimen collection container by a black temperature strip, which correlates to approximately thirty milliliters (30mls) of urine. Providing an insufficient volume of urine during the specimen collection process may be deemed as a program violation (if repetitive behavior) and sanctioned accordingly.
- You should not consume excessive fluids prior to providing a urine specimen. You are responsible for what you consume and claiming that you had too much to drink prior to providing a urine specimen will not be accepted as a valid reason for a dilute specimen. It is recommended that you do not consume more than one (1) cup of fluids in the hour leading up to providing a urine specimen. Also, you will not be permitted to consume more than one (1) cup of fluids in the presence of JDC staff prior to the urine specimen collection process.
- You are responsible for what you put into your body whether it is legal or illegal drugs or alcohol, prescription medications, over the counter medications, and food and/or drinks. There are substances as well as foods and drinks that may cross react with testing and cause false-positive test results. These items are included on the Prohibited Substances List. Attempting to claim that consumption of substances included on this list as a reason for testing positive will be a violation of JDC as you have previously been instructed not to consume these items.
- The monitoring/observation process exists to ensure the collection of valid urine specimens. While in JDC, you will be subject to direct observation of your person during the urine specimen collection process. This process consists of washing hands, removing outer clothing like jackets and sweaters, lowering bottoms to the ankles, lifting shirts and turning in a circle for a visual inspection, squatting and coughing (females), starting and stopping the urine flow and lastly, having someone monitor the urine leaving your body to ensure the urine is actually

coming from you. This process may feel awkward and invasive but is necessary. Failure or refusal to abide by this policy will result in sanctions including possible removal from JDC.

The JDC judge will have access to all drug and alcohol test results including any failures to test. Additionally, any member of the JDC team may order a drug test at any time. A positive or “dirty” test will not automatically terminate you from the JDC program; however, sanctions may be imposed. The judge will be reviewing your overall performance in the program when determining sanctions.

3. Do not use or possess any drugs or alcohol.

- Sobriety is the primary focus of this program. Maintaining a drug free lifestyle is very important in the recovery process.
- You are prohibited from using or possessing any unapproved legal or illegal drugs and/or alcohol (in any form).
- You are prohibited, regardless of age, from using or possessing any tobacco products.
- You are prohibited from using or possessing certain prescription drugs/medications unless advanced approval is obtained, i.e.: Amphetamines (i.e.: Adderall, Pseudoephedrine); Barbiturates (i.e.: Butalbital, Fioricet,); Benzodiazepines (i.e.: Klonopin, Valium, Xanax); and/or Opioids/Opioid-Based substances (i.e.: Demerol, Dilaudid, Fentanyl, Lortab, Morphine, Oxycodone, Tylenol 3, Vicodin,).
 - Medication Assisted Treatment programs are permitted if deemed medically necessary and monitored pursuant to JDC policies.
- You are prohibited from purchasing, filling a prescription for, possessing, or using any prescribed and/or over the counter drugs/medications without obtaining approval from JDC prior to purchasing or ingesting.
 - You must maintain compliance with all approved medications.
- If you must seek medical attention, you are required to inform the physician that you are in a drug/alcohol treatment program and cannot be prescribed narcotic/addictive medications as take home medications. Medications provided by physicians in an inpatient/supervised setting (ER visit, hospital stay, office administered) are at the discretion of the physician.
 - You must submit copies of all medical documentation to the JDC case manager within twenty-four (24) hours of release.
 - If take home narcotic/addictive medications are determined to be medically necessary for your recovery, JDC will monitor your usage of such medications for the expected duration of use and will suspend all JDC participation/progress during such time.
- You are strictly prohibited from using or possessing any and all “synthetic” or “designer drugs/stimulants” that can be purchased legally or illegally. Any and all “smoking mixtures” (other than products specifically designated to contain only tobacco) are also strictly prohibited. And, any and all products sold or marketed under false pretenses with the warning “not for human consumption” are also strictly prohibited.
 - Violation of this rule may result in immediate termination from JDC- regardless of other progress made.
- You have made a commitment to a life free of drug/alcohol addiction. It is important for you to understand the connection between over-the-counter medications and relapse. Over-the-counter drug use (OTC) can become a serious problem for people recovering from drug and/or alcohol abuse. Improper use of over-the-counter medications can lead to relapse, health problems, and even death. A wide variety of the over-the-counter medications can be misused—from attempts to treat real illness, to self-medicate and, of course, for recreational purposes. All over-the-counter medications have a legitimate medical purpose; however, when used improperly (taking higher than recommended doses, or using more frequently than directed), these drugs can produce a range of potentially damaging effects, including relapse. OTC

medications containing alcohol and those that can be used for mind-altering purposes are prohibited. The following are the most commonly abused over-the-counter medications:

- Cold and cough medicines, especially over-the-counter cold and cough medicines that contain large amounts of alcohol or the chemical dextromethorphan (DXM).
- Pain relievers, over-the-counter pain relievers that contain acetaminophen and ibuprofen can be toxic when taken too frequently or in larger-than-recommended doses.
- Diet pills and various types of over-the-counter diet medications may be abused for their stimulating effects, as well as their ability to suppress appetite.
- Homeopathic preparations, vitamins and other supplements may be used to alter drug testing and must be approved before use while in JDC.
- You must be alert to ingredients in OTC drugs to ensure you are properly using the medication and to prevent potential relapse. The first, and best, rule is to talk to the pharmacist. A pharmacist who understands addiction can guide you to medications that are safe and effective.
- If you have to sign anything at the pharmacy counter to get a product it is something you should not be taking. You should carefully read medication labels to look for potential intoxicating ingredients.
- Once you have determined an OTC drug that will work best for you, you will also need to get permission from JDC to take the medication. All medications that are being taken, whether OTC or prescribed, should be discussed with JDC. You are responsible for the substances you consume and how they affect a urine analysis.
- Always ask the JDC case manager before buying and using any medications!

4. Remain in County of residence.

- You are required to remain in the county in which you reside. You may be given permission to leave your county for day trips by your case manager. Overnight travel that requires you to leave your county is not permitted unless approved by the JDC judge and will likely not be approved for anything other than a family emergency and/or death. JDC is a privilege, not a right, and offers you an opportunity to receive help so that you do not end up back in jail. At no time will travel outside of the continental United States be authorized.

5. Avoid inappropriate places.

- You may not work or visit places where alcohol is the primary item being dispensed, sold or marketed.
- You may not work or visit places where illegal drugs are the primary item being dispensed, sold or marketed.

6. Attend all treatment sessions.

- This includes individual and group counseling sessions, mental health appointments, educational sessions, and sober-support meetings. If you are unable to attend a scheduled session/appointment, you must contact your treatment counselor. Failure to attend treatment or missing scheduled appointments will result in sanctions, fines, or may result in termination from JDC. All of the sessions are scheduled in advance so that you will be able to make arrangements around other responsibilities if needed. Transportation will be provided to and from treatment services as requested.

7. Submit required assignments to the court.

- You must bring school progress reports, community service forms and any other assignments requested by the judge or case manager to each court appearance. Failure to provide such documentation will result in sanctions. Additionally, unexcused absences or tardiness from school will result in sanctions.

8. Parents (guardians) and/or adult relatives must attend your scheduled court sessions.
 - Your participation in JDC involves your parent and/or guardian on a regular basis. Your parent and/or guardian must agree to participate with you and will be expected to follow certain rules and complete certain tasks.
9. Be on time.
 - If you are late for court sessions, mental health appointments, educational sessions, and/or group/individual treatment sessions, you may not be allowed to attend and will be considered non-compliant.
 - You should contact your case manager if there is a possibility you will be late or have an emergency that will cause you to miss your court appearance.
 - If you are being transported to court by your parent, your parent must contact your case manager by phone, text message, or email if there is a possibility you may be late or have an emergency that will cause you to miss court.
 - You should contact your assigned provider/counselor if there is a possibility you may be late or have an emergency that will cause you to miss your group/individual treatment session.
 - If you are being transported to a treatment service by your parent, your parent must contact your assigned counselor by phone, text message, or email if there is a possibility you may be late or have an emergency that will cause you to miss your group or individual treatment session.
 - You must leave a voicemail or send an email/text message in the event you cannot reach your case manager or provider/counselor.
 - Claiming illness and/or transportation problems without substantiating such claim will not automatically permit you to miss your scheduled appointments. It is your responsibility to be present and to be on time. JDC understands that life goes on while you are participating in the program and that there may be times when you cannot appear on time for a program obligation/service. You must communicate ahead of time so that you are not considered as a "no show" or an "absconder" from the JDC program. Additionally, other participants may need the same service and could potentially be rescheduled into your appointment slot. Be courteous of the time of others.
10. Transportation Services.
 - Transportation services will be available to those participants who do not have any available transportation options. This service is a PRIVILEGE and cannot be abused. Transportation services will be provided to and from group sessions, individual sessions and JDC activities. You must request and set up these services with your treatment provider at your first court appearance.
 - You must be in place when the van arrives to pick you up. The van will not wait for you and you will either have to obtain your own transportation or have an unexcused absence.
 - If you are scheduled to receive transportation services to any JDC service/activity and need to cancel this service, you must make contact with your treatment counselor via phone, text message or email by 1:00pm on the day of your appointment to ensure that travel plans are cancelled.
 - If you have three (3) missed scheduled transportation services (including failing to call to cancel), the treatment team will staff your continued access to this service and you may be removed from the transportation list permanently and be required to obtain your own transportation to all JDC activities.
 - You must behave appropriately when receiving transportation. Arguing, fighting or being disruptive will result in your removal from the vehicle.

11. Do not make threats toward other participants or staff or behave in a violent manner.
 - Violent or inappropriate behavior will not be tolerated and will be reported to the Court. This will result in termination from JDC.
12. No weapons.
 - You may not possess any firearms or weapons on your person or in your home or vehicle.
13. Be mindful of your Behavior. It is very important to observe appropriate behavior in court and in all treatment sessions for the benefit of yourself and others present. Disruptive behavior will not be tolerated in treatment sessions. You will be removed from treatment sessions if not behaving in an acceptable manner. Such behavior shall be documented and reported to the JDC team and considered as a missed treatment session. Inappropriate behavior in court will be addressed while in court and will likely result in a sanction.
 - Treatment Session Rules:
 - Dress Appropriately. No tank-tops. No see through clothing. No clothing bearing drug, alcohol, or gang/violence related slogans/activities. No leggings, tights, yoga pants, or pajama bottoms. No saggy pants/shorts. No hats. No sunglasses (unless medically approved). Shoes must be worn at all times.
 - All electronic devices brought to treatment sessions are to be turned in to your counselor and will be kept until the end of the session. If you fail to turn a device in and are later discovered to have one or you refuse to turn in and/or turn off your device you will be instructed to leave the treatment session and will be considered non-compliant.
 - No profanity, negative, or derogatory language or comments are allowed.
 - No arguing, fighting, or being disruptive.
 - No leaning on chairs or other furniture. Find a seat and sit down.
 - Treatment sessions occur at a set time and for a set length of time. You must be present for the entire session.
 - There is one (1) bathroom break per person permitted. Bathroom breaks are limited to 3 minutes and must be taken one (1) person at a time. Your counselor has discretion to either allow or not allow these breaks to occur.
 - Do not exit the building without permission. If you exit the building during your treatment session or during a break, you will not be permitted to return to the session and will be considered non-compliant.
 - Court Rules:
 - Dress Appropriately: When attending court you must wear a collared shirt or blouse, pants (no jeans), dress or skirt (at knee or below). Males must have all shirts tucked-in and must wear a tie. No tank-tops. No see through clothing. No clothing bearing drug, alcohol or gang/violence related slogans/activities. No leggings, tights, yoga pants, or pajama bottoms. No saggy pants/shorts. No hats. No sunglasses (unless medically approved). Shoes must be worn at all times.
 - All cell phones and/or other electronic devices must be turned off in the courtroom. These devices will be removed from your possession if found to be in use.
 - While in court, you are to wait for your case to be called, sit quietly, and listen to the proceedings. Disruptive behavior will not be tolerated. Upon addressing the Drug Court Judge/Judicial Officer, you are to be respectful and use the terms "Your Honor," "Ma'am," "Judge," or "Sir."
 - When appearing for random drug/alcohol testing, you are to sign-in, sit quietly, and wait for your name to be called to begin the specimen collection process. All cell phones and/or electronic devices must be turned off when waiting in the lobby for this purpose. You are permitted to wait in the hallway outside of the lobby entrance if electronic devices must be

used. Violations of this policy may result in removal from the courthouse/collection facility by security personnel and will result in JDC sanctions.

14. Do not engage in and/or commit any new criminal offenses.

- Warrants and/or new arrests could result in termination from JDC. This includes traffic related offenses. If you do not have a valid driver's license DO NOT DRIVE. If you would like to obtain and/or regain a driver's license you must let the treatment team know and the treatment team will see what assistance can be provided once you have demonstrated progress in JDC.

15. Associations.

- You will be subject to associational limits as determined by the JDC team. Active users, known felons, and individuals on probation shall be discussed with your case manager, prior to associating with such individuals. This does not necessarily mean that contact will be prohibited. However, you are expected to avoid affiliation with non-law-abiding individuals, violence prone individuals, or individuals whom are actively using drugs or alcohol. Additionally, JDC may specifically prohibit associations with any individual deemed non-conducive to a life of recovery.
- Relationships with friends and family are an important aspect of recovery. The important people in your life can be a source of support for a clean and sober lifestyle. However, these people may also prevent you from reaching your goals and staying drug free. If the important people in your life use/abuse mood-altering substances, you may have to avoid them for the sake of your recovery and this may have to be accomplished through a court order limiting or prohibiting contact between you and the subject.
- Relationships with any other Drug Court participants are not allowed. JDC encourages friendships with peers experiencing similar challenges. However, JDC is not a place for you to meet your next boyfriend/girlfriend and doing so may result in immediate program termination.

16. Participate in services with a case manager.

- You will be assigned to a specially trained case manager. Case managers can be advocates and allies but will also be required to hold you responsible for your actions. You must maintain weekly contact with your case manager, by phone and through in-person visits. Case managers may request things from you, such as schedules and proof of services. Some participants may require a higher level of supervision than other participants. This "extra attention" is sometimes required and may be short-term or long-term, depending on individual progress. You should not measure your needs and services against others. Case managers are not "picking on you" and are not "out to get you" but are doing what is expected of them by the program. You are an individual, and individual needs will differ.

17. Follow the rules/follow instructions as they are given.

- It is very important to follow all of the JDC rules. The judge will frequently remind you that "trying" is not "doing" and that just "trying" may result in termination from JDC. Examples of violations which could result in termination include multiple missed drug tests, consistently demonstrating a lack of program participation and/or continuously failing to follow instructions of the treatment provider, case manager or the Court. Additionally, there are behaviors that you may choose to engage in that will subject you to immediate termination after only one offense.
- The rules in this handbook apply to all facilities, treatment providers and/or housing programs. The rules of the treatment provider/housing program apply as if they were issued directly by the JDC judge.
- Following the rules is in your best interest. As you progress, consistently follow the rules and achieve goals, you will receive incentives from JDC. These incentives are described further in

this handbook. In the same manner that poor behavior/choices is to be sanctioned, good behavior/choices is to be rewarded.

Chapter Three: Treatment Services

3.1 Treatment Procedures

Your treatment will be provided through a team approach with the combined resources of the probation office and the assigned drug treatment staff. You will be provided with all materials needed to participate in the JDC program including participant handbooks and treatment manuals. The treatment provider will assess what level of treatment will best meet your needs and recommend to the JDC team that you receive either outpatient or residential treatment. If you are admitted to a residential treatment program, your treatment plan will include the requirements of that program. If you are not admitted into a residential treatment program, a multi-component, outpatient program will be developed for you which includes:

3.1.1 Treatment Plans

An “initial” treatment plan will be developed by you and your treatment team following an overall assessment of your problems and needs. The plan will act as a guide for your initial treatment phase and within it, you will set goals, select methods for meeting those goals, and develop target dates for achieving those goals. The plan will be maintained by your treatment provider and will be updated as you progress through the program. You will attend and participate in monthly “treatment plan review” meetings with your individual counselor. This is in addition to any other services your treatment provider has outlined for you in your treatment plan.

You should request and receive a copy of your treatment plan and refer to it often. If, at any time, you feel that you are not receiving the services outlined on your treatment plan or are not meeting the goals you have identified in your treatment plan, reach out to your counselor and case manager for assistance.

3.1.2 Counseling

Substance abuse counseling is comprised of two separate formats: individual and group. As part of your treatment plan, you will be required to participate in both types of counseling at various times. Together they are designed to help you develop self-awareness, realize your self-worth, and develop the strength to practice self-discipline. The individual and group counseling sessions will include problem identification and alternative solutions. JDC will also provide traditional family counseling involving immediate family members. The family will receive a thorough assessment and will be assisted with their in-home functioning, skills in parenting, behavior management, household management, and utilization of community resources to meet the needs identified. Your counselors may utilize multiple treatment modalities/approaches to assist you in reaching your goals. All of these approaches are evidence-based practices and are chosen specifically because of their relevance to your issues. Your attendance and participation level in counseling sessions will be reported to the JDC team as part of your overall progress report. Your discussions in these sessions are confidential and will not be discussed with the judge or JDC team. If, at any time, you feel that a service you need is not being provided please speak to your counselor so that your needs can be met. This program is about helping you become a healthy, responsible individual and you must be open and honest to achieve this goal.

3.1.3 Dual Diagnosis Services

If it was determined during your assessment process that you have a co-occurring disorder (substance abuse and mental health disorder) or if you have self-reported an untreated mental health disorder a program to address these issues will be developed and incorporated into your treatment plan. If medication is required to adequately treat your condition, your physician will need to consult with the JDC

team so that you are provided with approved medication. If you see a physician not associated with JDC, you will need to discuss this with your physician and obtain permission to take the medication from your case manager before you fill any prescriptions.

3.2 Treatment Modalities

JDC utilizes evidence-based practices for applying treatment and rehabilitative services. Reclaiming Futures® and Seven Challenges are such models and will be applied to you while in JDC. A description of each program is below:

3.2.1 Reclaiming Futures®

The Reclaiming Futures® model maps the path that youth take through the juvenile justice system, and the services they need along the way are broken down into six steps. The six steps of the Reclaiming Futures® model are:

- Initial Screening
 - As soon as possible after being referred to the juvenile justice system, youth should be screened for possible substance abuse problems using a reputable screening tool.
- Initial Assessment
 - Youth with possible substance abuse problems should be assessed using a reputable tool to measure their use of alcohol and other drugs (AOD), individual and family risks, needs, and strengths. The primary purpose of an initial assessment is to measure the severity of AOD problems. A second purpose is to shape an informed service plan.
- Service Coordination
 - Intervention plans should be designed and coordinated by community teams that are family driven, span agency boundaries, and draw upon community-based resources. Intervention should include whatever mix of services is appropriate for each youth, perhaps including AOD treatment, educational and preventive services, involvement in pro-social activities, and the assistance of “natural helpers” known to the youth and his or her family.
- Initiation
 - Service initiation is a critical moment in intervention. Consistent with the treatment standards of the Washington Circle Group (www.washingtoncircle.org), initiation is defined as at least one service contact within 14 days of a full assessment. Initiation can be measured for the entire intervention plan or for each component of the plan. Service initiation should be monitored whether or not the intervention plan includes formal AOD treatment.
- Engagement
 - Youth and families must be effectively engaged in services. Engagement is defined as three successful service contacts within 30 days of a youth’s full assessment. Engagement can be measured for each service component or for all elements of the service plan taken as a whole. Engagement should be monitored whether or not the intervention plan includes formal AOD treatment.
- Transition
 - Transition describes the completion of the service plan and gradual withdrawal of agency-based services. Youth and families must be connected with long-term supports (community resources and “natural helping” relationships) and opportunities in the community based on their unique strengths and interests.

3.2.2 The Seven Challenges®

The Seven Challenges® program is designed specifically for adolescents with drug problems, to motivate a decision and commitment to change, and to support success in implementing the desired changes. Most young people do not seek drug treatment on their own free will. Most are dragged to

counseling by their collars. By any definition, they are in the early stages of change. The Seven Challenges® program starts where youth "are at" (usually resistant and reluctant to change), not where adults wish they might be or where young people often pretend to be-ready, willing, and prepared to succeed with immediate abstinence.

This curriculum simultaneously helps young people address their drug problems as well as their co-occurring life skill deficits, situational problems, and psychological problems. The challenges provide a framework for helping youth think through their own decisions about their lives and their use of alcohol and other drugs. Counselors using The Seven Challenges® program teach youth to identify and work on the issues most relevant to them. In sessions, as youth discuss the issues that matter most, counselors seamlessly integrate the Challenges as part of the conversation. The Seven Challenges® are:

1. We decided to open up and talk honestly about ourselves and about alcohol and other drugs.
2. We looked at what we liked about alcohol and other drugs, and why we were using them.
3. We looked at our use of alcohol or other drugs to see if it has caused harm or could cause harm.
4. We looked at our responsibility and the responsibility of others for our problems.
5. We thought about where we seemed to be headed, where we wanted to go, and what we wanted to accomplish.
6. We made thoughtful decisions about our lives and about our use of alcohol and other drugs.
7. We followed through on our decisions about our lives and drug use. If we saw problems, we went back to earlier challenges and mastered them.

Chapter Four: Program Phases

4.1 Program Phases

JDC is a five-phase, highly structured court-supervised treatment program lasting for a minimum of nine months. Completion of all requirements is necessary before you may graduate and this may take significantly more than nine months. Each phase consists of specified objectives, therapeutic and rehabilitative activities and specific requirements for advancement into the next phase. The components and requirements for advancement from each phase are described below.

You are responsible for completing ALL phase requirements before advancement can occur. You may submit a petition to move to the next phase only after you have completed each task listed on the applicable phase-up petition. It is important to remember that even if you can check off every task on the phase-up petition that you still might not be approved to phase up if you are not fully compliant with the program. Promotion or demotion between phases is subject to the order of the JDC judge. Promotion eligibility and phase advancements are not automatic, and are always based upon individual assessment. The JDC team may determine that it is not conducive to promote you even if you have met all promotion criteria. Thus, the following phase criteria are simply guidelines.

1. Phase 1: Intake, Assessment and Orientation
Length: 2 weeks (minimum)

In Phase 1, you will be assigned to a case manager. Your problems and needs will be assessed and a treatment plan will begin to be developed based on your self-reported needs and goals. Your complete treatment plan will be developed in phase 2 after you begin attending treatment services. You will complete an orientation/overview of the JDC program and have an opportunity to ask questions before moving forward with your treatment obligations.

- Phase 1 requirements include:
 - Sign formal agreement to enter JDC
 - Attend new participant orientation with case manager

- Complete all new participant information forms
- Complete and submit a self-assessment
- Sign a waiver of liability
- Sign a release allowing receipt and disbursement of medical/treatment records and communication within/between the JDC team and providers
- Sign a youth dress code agreement
- Sign a prohibited substances agreement
- Sign an acknowledgement of the drug testing rules and procedures
- Receive participant handbook/binder
- Receive drug testing color
- Begin calling drug testing color line daily (7 days per week)
- Appear for drug/alcohol testing as required/requested
- Complete treatment assessment to determine appropriate level of care
- Visit treatment provider group location to observe a treatment group
- Attend JDC court sessions every other Thursday or as instructed
- Review a webinar on the Use of Creatinine Measurements in Drug Testing and submit a short essay on what was learned (attach to phase-up petition)
- Complete and pass a written test on the client handbook/JDC rules
- Achieve a minimum of five (5) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Complete and submit a petition for phase advancement after all requirements are met

2. Phase 2: Treatment and Personal Goals
Length: 6 weeks (minimum)

In Phase 2, your formal treatment plan will be developed by you and your counselor after you have started attending services and as you reveal more about yourself. Group treatment sessions and individual treatment sessions will help you learn about your triggers and how to appropriately respond to them.

- Phase 2 requirements include:
 - Receive and sign your formal treatment plan
 - Attend and participate in group and individual services as outlined by your treatment provider and treatment plan
 - Attend and participate in at least one (1) individual counseling session per month
 - Complete all treatment assignments in a timely manner
 - Follow directives of the court, treatment counselors, and case manager
 - Appear for drug/alcohol testing as required/requested
 - Attend JDC court sessions every other Thursday or as instructed
 - Achieve a minimum of fifteen (15) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
 - Complete and submit a petition for phase advancement after all requirements are met

3. Phase 3: Ongoing Treatment and Life Skills
Length: 8 Weeks (minimum)

In Phase 3, your treatment plan will be updated by you and your counselor to identify and monitor your treatment goals and objectives. Counseling and meetings will begin to focus on relapse prevention issues and help you identify ways of coping with stressful situations.

- Phase 3 requirements include:
 - Attend and participate in group and individual services as outlined by your treatment provider and treatment plan
 - Attend and participate in at least one (1) individual counseling session per month
 - Co-facilitate two (2) treatment groups for at least thirty (30) minutes
 - Complete all treatment assignments in a timely manner
 - Follow directives of the court, treatment counselors, and case manager
 - Appear for drug/alcohol testing as required/requested
 - Attend JDC court sessions every other Thursday or as instructed
 - Search for/obtain employment or engage in pursuit of vocational/educational goals
 - Achieve a minimum of thirty (30) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
 - Complete and submit a petition for phase advancement after all requirements are met

4. Phase 4: Relapse Prevention/Treatment Completion
Length: 12 Weeks (minimum)

Phase 4 will continue focus on relapse prevention/identifying ways of coping with stress.

- Phase 4 requirements include:
 - Attend and participate in group and individual services as outlined by your treatment provider and treatment plan
 - Attend and participate in at least one (1) individual counseling session per month
 - Facilitate one (1) treatment group discussion for at least twenty (20) minutes detailing your experience with recovery during phases 1, 2 and 3.
 - Submit idea/plan for a community project to be completed by the end of phase 5
 - Complete all treatment assignments in a timely manner
 - Follow directives of the court, treatment counselors, and case manager
 - Appear for drug/alcohol testing as required/requested
 - Attend JDC court session every other Thursday or as instructed
 - Achieve a minimum of forty-five (45) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
 - Complete and submit a petition for phase advancement after all requirements are met

5. Phase 5: Aftercare and Alumni
Length: 8 weeks (minimum)
(Under 9 months in JDC, participation will be until 9 months has been reached but no less than 8 weeks. Over 9 months in JDC, 8 weeks minimum participation required.)

Phase 5 will address your ongoing recovery needs to maintain abstinence from drugs and alcohol. An increased focus will be placed on daily living skills. This phase will assist you in your adjustment of returning to the unsupervised community as a productive, successful person able to care for yourself and others.

- Phase 5 requirements include:
 - Attend and participate in group and individual services as outlined by your treatment provider and treatment plan/aftercare plan
 - Attend and participate in at least one (1) individual counseling session per month

- Complete all treatment/aftercare assignments in a timely manner
- Submit proof of completing the community project approved in phase 4
- Follow directives of the court, treatment counselors, and case manager
- Appear for drug/alcohol testing as required/requested
- Attend JDC court sessions every other Thursday or as instructed
- Maintain employment or be engaged in a vocational/educational program
 - Includes obtaining a GED prior to completion of this phase (as applicable)
- Achieve a minimum of ninety (90) consecutive days of documented abstinence from drugs/alcohol
 - This includes no missed, diluted, altered or otherwise positive tests
- Complete and submit petition for graduation after all requirements are met

4.2 General Phase Requirements

In addition to all of the individual phase requirements listed in the previous section, there are overall requirements that apply to each phase of JDC. **You may submit your petition to phase-up only after you have completed each individual phase requirement and can initial each task on your phase-up petition.** It is your responsibility to track your progress and know when you should be eligible to phase up. However, do not expect to be approved to phase up if you:

- Are not compliant with your treatment provider (attendance and participation)
- Are receiving a sanction on the day you would otherwise be eligible to phase up
- Have not completed a sanction that was ordered during your current phase
- Have not been communicating or participating in services with your case manager
- Are disrespectful toward JDC and/or JDC staff
- Are requesting to phase up on a day that JDC court hearings are not being held
 - Phase-ups/Graduations will take place on the earliest available court date after eligibility has been reached

Chapter Five: Program Responses

5.1 Program Responses

An effective system of program responses promotes your ability to account for your actions. Program responses must be appropriate for your developmental level and graduated as you progress through the program. To motivate you, program responses will be applied in a way that is immediate, predictable, and consistent. Program responses will be tailored to your individual progress/needs. Program responses will also align with your specific capabilities. The JDC team will ascertain whether or not you are capable of meeting a certain goal at the current time. The JDC team will ascertain whether or not you are capable of adhering to a certain rule/policy at the current time. You will not be held liable for not meeting a goal or adhering to a rule/policy that you are deemed to not be capable of following at the current time, i.e.: abstinence, improvement in attitude, active participation in services. Your goals will be based on proximal and distal expectations: proximal for those items that can and should be expected immediately and distal for those items that can and should be expected as you progress in services.

5.1.1 Incentives

The JDC program recognizes the effort that it takes in attempting to improve behaviors, choices, and ultimately lifestyles. Incentives compel compliance and success in case outcomes. Incentives spotlight desired compliance and help to build trust between you and the JDC team. With that in mind,

the Fourth Judicial Circuit JDC program recognizes all markers of success even if in a small way. Examples of behaviors/accomplishments that lead to incentives are included below.

| Behaviors/Accomplishments | Possible Incentives/Responses |
|--|---|
| <ul style="list-style-type: none">• 1 day clean/sober• Assisting others• Improved school attendance/grades• Infraction/Violation free for 60+ days• Maintaining employment• Monthly report of being clean/sober• Multi-day clean/sober• Obtaining driver's license• Obtaining employment• Obtaining GED or H.S. Diploma• Outstanding accomplishment• Perfect attendance• Phase completion/advancement• Recognition of investment in program | <ul style="list-style-type: none">• Applause• JDC outings (game days)• Books• Candy• Coffee with the JDC team• Curfew extension/removal• Decreased court appearances• Early dismissal from court• Early phase advancement• Fishbowl drawings• Gift Certificate• Lunch with the JDC team• Praise from judge• Recognition certificate• Recommendation letter for job• Reduction of community service hours• Reduction of supervision• Sobriety tokens• Standing Ovation• Travel privileges |

5.1.2 Monitoring Devices

As a result of JDC non-compliance or as a method of additional monitoring for specific circumstances, you may be required by court order to wear a monitoring device. Such device may be a GPS ankle monitor, a SCRAM alcohol monitoring device, or a drug testing patch. JDC has established policies and procedures pertaining to the application and removal of such devices as indicated below.

If you are required to wear a monitoring device you may be required to do so at your own expense or at the expense of JDC. At times, the expense of the device may be split between you and JDC. This process depends on the reason for the application of the device. If you are otherwise compliant but struggling and may benefit from a form of additional monitoring, you will not be required to absorb the cost of the device. If you are not in compliance with the JDC program or have had a recent incident you will be required to absorb the cost of any such device or may have the cost of such device split with the program. This decision shall be at the discretion of the JDC judge.

If you are required to absorb the cost of such devices you will be required to maintain current payments with any providers or be subject to additional sanctions by JDC. If, at any point you are unable to pay balances on the monitoring device and this inability to pay is due to a legitimate, verified difficulty, JDC may elect to assume the cost of such device by leveraging community service hours against you in lieu of such fees.

5.1.3 Sanctions

If you fail to comply with the JDC program, the judge may order one or more of the following sanctions. Sanctions are graduated and individualized. Sanctions are not negotiable and are imposed in an effort to modify your behavior. Sanctions are not intended to be fun and will, most times, consist of hard work such as manual labor.

Punitive sanctions and treatment responses are very different. “Sanctions” that increase the level of treatment are considered treatment responses and are imposed to help and not punish you. Other sanctions are imposed in an effort to modify behavior so that you learn to make better choices. While sanctions may be viewed as punishment, the intention is to teach or inspire changes in your behavior. Sanctions are not imposed arbitrarily and are imposed after detailed discussion among the team and between you and the judge occurs.

Sanctions are imposed on an individual basis. Other participants in similar circumstances may receive different sanctions to what appear to you to be the same infraction. This is not unusual nor is it inappropriate. You are viewed as an individual and thus, your individual progress, attendance, and history is taken into account at each occurrence.

Examples of infractions that lead to sanctions are listed below. This is not a complete list and only represents possible sanctions that may be imposed. As needs arise and different situations occur, new sanctions may be developed and added to this list.

Examples of Typical Infractions/Violations

- | | | |
|--|--|---|
| <ul style="list-style-type: none">• Behavioral issues (poor attitude and/or being disruptive)• Providing a dilute/ altered drug test• Failing to abide by curfew• Failing to attend scheduled events• Failing to complete community service hours• Failing to engage in services• Failing to follow counselor/case manager instruction | <ul style="list-style-type: none">• Failing to follow court instructions and/or orders• Failing to submit community service hours• Filling prescribed medication without authorization• Lying or deliberately omitting information to/from the court• Missing drug test• Missing treatment appointments | <ul style="list-style-type: none">• Missing school• Missing treatment group sessions• Non-compliance with approved medications• Positive drug test• Tardiness to and/or absence from court• Tardiness to and/or absence from treatment group sessions• Use of drugs and/or alcohol• Use and/or Possession of synthetic and/or designer drugs |
|--|--|---|

Examples of Serious Infractions/Violations (may result in immediate removal from JDC)

- | | | |
|---|--|--|
| <ul style="list-style-type: none">• Engaging in relationship with any PSC participant• New criminal arrest/offense | <ul style="list-style-type: none">• Possession and/or Use of synthetic and/or replacement drugs• Tampering/Falsifying drug test | <ul style="list-style-type: none">• Threats of violence or violent behavior• Submitting falsified documents |
|---|--|--|

Examples of Possible Sanctions/Responses

- | | | |
|--|--|--|
| <u>1st Occurrence:</u> | <u>2nd Occurrence:</u> | <u>3rd and/or Multiple Occurrences:</u> |
| <ul style="list-style-type: none">• 4-24 hours of community service• Admonishment from judge• Curfew• Essay on topic related to | <ul style="list-style-type: none">• 10-40 hours of community service• Admonishment from judge• Court observation days• Curfew• Educational workbooks | <ul style="list-style-type: none">• 50-100 hours of community service• Admonishment from judge• Increased court appearances• Increased drug testing• Increased supervision |

- | | | |
|---|---|--|
| <p>infraction</p> <ul style="list-style-type: none"> • Increased drug testing • Keeping a calendar • Phase extension • Sit in jury box • Stay to the end of court • Verbal and/or written apology | <ul style="list-style-type: none"> • Essay on topic related to infraction • Increased court appearances • Increased drug testing • Increased supervision • Phase extension • Removal of privileges • Return to lower phase | <ul style="list-style-type: none"> • Peer review • Phase extension • Program removal • Re-start of the JDC program • Return to lower phase • Round table with JDC team • Secure Detention |
|---|---|--|

Automatic Sanctions/Responses to Certain Behaviors

Missed/Positive drug test

- Automatic extension in phase regardless of progress (# of days is based on phase)

This page provides a list as an example only. The judge has final determination of all sanctions based on individual history/previous progress.

5.1.4 Therapeutic Adjustments

If you are honest about any use or fail to follow rules and/or expectations which you may not be fully capable of following you will be responded to with therapeutic adjustments referred to as “treatment responses”. If you are not responding to treatment interventions, but are otherwise compliant with treatment and supervision requirements, punitive sanctions will not be imposed. Treatment responses that increase your level of treatment are not sanctions. They are imposed to help you learn from your choices and to not repeat them and are designed to improve the overall effectiveness and response to the treatment episode.

Treatment-oriented responses for substance use while in JDC are based on the recommendation of treatment providers. Input from other team members will be permitted for thorough discussion with the ultimate recommendation being made by the treating providers. Examples of behaviors that lead to treatment responses are listed on the next page. This is not a complete list and only represents possible treatment responses that may be recommended.

Examples of Typical Behaviors That Lead to Treatment Responses

Examples of Behaviors

- Admitted use of drugs and/or alcohol
- Admitted struggling/dealing with issues
- Failing to meeting treatment plan goals
- Known use of drugs and/or alcohol
- Positive drug test

Examples of Treatment Responses

- Educational workbooks
- Essay on topic related to infraction
- Increased sober-support meetings
- Increased contact with treatment
- Increased level of treatment
- Increased drug testing
- Phase extension
- Residential treatment
- Return to lower phase in JDC

6.1 Conclusion

The JDC Program has been developed to help you achieve total abstinence from illicit and illegal drugs and all criminal activity. The program is designed to promote self-sufficiency and to return you to the community as a productive and responsible member. The judge, court staff, and the treatment team are present to guide and assist you, but the final responsibility is yours. You must be motivated to make this change and be committed to a drug free life. If you are unable or unwilling to complete the program you will not remain in the program very long. However, it is not your choice to simply withdraw from the program. Only the JDC judge can determine if you are to be terminated from the program.

Honesty is always the best policy, especially when it comes to how the JDC program will respond to your actions/behavior. When you are honest with JDC, you are rewarded with credibility and trust. When you are dishonest with JDC, you lose that credibility and trust which will have a direct impact in how the JDC program responds to you. JDC is a tough, strict program and is not for those that do not want to change/improve their lives. If you want the help and are willing to let us help, we are here for you and will walk with you on your path to recovery. If, after learning about this program and completing an orientation meeting with your case manager, you decide that you do not want help, please speak with your attorney about your options before you complete phase 1.

Remember, the rules outlined in this handbook apply to all facilities, treatment providers, and/or housing programs. These rules apply in the courtroom as issued by the JDC judge but also apply as though they were issued directly by the JDC judge at each facility, treatment provider, and/or housing program.

Upon completion of the JDC program, someone from the JDC team will contact you after you leave the program. The purpose of this follow-up is to get an idea of how people in JDC do after they leave and to measure how well the JDC program is doing. For this to occur, we ask that you provide your contact information upon program completion and that you update the JDC program if that information changes. You will not be identified individually or sanctioned in any way for your answers.

We hope this Handbook has been helpful to you and answered most of your questions. Important JDC telephone numbers are listed on the next page. **Good luck to you!**

6.2 Contacts

JUVENILE DRUG COURT CONTACT INFORMATION DRUG SCREEN COLOR LINE (7 days a week): (904) 255-1050

Phone line opens at 6:00 am. Lab Hours are 8am-5pm, unless otherwise noted

Problem-Solving Court Office

501 W. Adams St., # 2321
Jacksonville, Florida 32202
Phone: (904) 255-1040
Fax: (904) 255-1051

Teri Hamlyn, Director
Phone: (904) 255-1046
Cell: (904) 412-5808
thamlyn@coj.net

Jennifer Russell, Case Manager
Phone: (904) 255-1042
Cell: (904) 610-8069
jrussell@coj.net

Darrell Brown, Case Manager
Phone: (904) 255-1043
Cell: (904) 314-6721
dgbrown@coj.net

Department of Juvenile Justice

Donna Clayton
2055 Reyko Road, # 200
Jacksonville, Florida 32207
Phone: (904) 391-3836
donna.clayton@djj.state.fl.us

River Region Human Services

7240 Lem Turner Circle
Jacksonville, Florida 32218
or
11758 Marina Drive
Jacksonville, Florida 32246
Phone: (904) 899-6300

Kenneth Arnold, Senior Director of
Court Services
Phone: (904) 899-6300 ext. 4444
karnold@rrhs.org

Jerald Helm
Group Counselor/transportation
Phone: (904) 924-1551 ext. 413
Cell: (904) 881-9734
jhelm@rrhs.org

Maesha Gulley
Change Team Leader
Phone: (904) 924-1551 ext. 408
Cell: (904) 239-9068
mgulley@rrhs.org

Ritha Washington-McFarley
Group Counselor
Phone: (904) 924-1551 ext. 417
Cell: (904) 525-4504
rwashington@rrhs.org

State Attorney's Office

311 west Monroe Street
Jacksonville, Florida 32202

Michael Hrin, Diversion Director
Phone: (904) 255-2589
mhrin@coj.net

Public Defender's Office

407 N. Laura St.
Jacksonville, Florida 32202

Shae Haag, Assistant Public Defender
Director of Problem-Solving Courts,
Public Defender's Office
Phone: (904) 255-4771
Cell: (904) 271-9695
shaag@pd4.coj.net

Quentin Till, APD
Phone: (904) 255-4791
qtt@pd4.coj.net

Florida Counseling & Evaluation

6251 Philips Highway
Jacksonville, Florida 32216
Phone: (904) 239-3677

Trinity Rescue Mission

622 W. Union St.
Jacksonville, Florida 32202
Phone: (904) 355-1205, 356-4033
www.trinityrescue.org

Alcoholic Service Center

20 West 4th St.
Jacksonville, Florida 32206
Phone: (904) 355-6947

Volunteers In Medicine

41 E. Duval St.
Jacksonville, Florida 32202
Phone: (904) 399-2766
www.wim-jax.org

Sulzbacher Center

611 E. Adams St.
Jacksonville, Florida 32202
Phone: (904) 359-0457
www.sulzbachercenter.org

Alco House, Halfway House

1120 Hubbard St.
Jacksonville, Florida 32206
Phone: (904) 355-1334

N.E. Florida Intergroup (A.A.)

3128 Beach Blvd.
Jacksonville, Florida 32207
Phone: (904) 399-8535
www.neflaa.org

Alumni House

900 Bridier St.
Jacksonville, Florida 32206
Phone: (904) 354-0835

Operation New Hope/Ready4work

1830 N. Main St.
Jacksonville, Florida 32206
www.operationnewhope.com

City House

1704 N. Pearl Street
Jacksonville, Florida 32206
Phone: (904) 359-9375
www.cityhouses.org