



2020

**Cherokee County
Treatment Accountability Court**

Participant Handbook

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What is a Treatment Accountability Court?

In 2012, agencies in Cherokee County involved with the judicial system began looking for ways to address an increasing number of defendants who were involved with the criminal courts based, in large part, on actions which were related to undiagnosed and/or untreated mental disorders.

As a result of discussions, the Cherokee County Treatment Accountability Court was developed to allow defendants with a mental illness to voluntarily address their issues with the goal of becoming responsible for their own health, reducing their negative encounters with law enforcement and the court system, and achieving stability in their life.

The program you are undertaking lasts a minimum of 18 months and consists of four phases. As you advance in the program, you should become increasingly involved in your own wellness needs through community-based services, including counseling, addiction treatment, and medication management.

If you become engaged in the goals that you help to set for yourself as part of this program, upon completion you should have the tools to live a productive life in which you are responsible for your own mental wellness.

These goals will only be accomplished if you are honest with yourself and others, and make an effort to succeed. Without honesty and effort, you will not complete the program and will have failed to take advantage of an opportunity that only a few will get.

Admission into the program is limited to Cherokee County residents that are at least 18-years old and have a severe and persistent mental illness. They must be also assessed to have high needs and a high risk to re-offend.

Mission Statement of the Cherokee County Treatment Accountability Court

The Cherokee County Treatment Accountability Court seeks to utilize community resources to address the mental health and social needs of its participants in order to increase their prospects for achieving long term stability and to promote community and public safety interests that have been adversely impacted by those living with untreated mental illness.

Rules of the Cherokee County Treatment Accountability Court

In order to get the greatest benefit of the Court, you agree to follow certain rules. While in the program, failure to follow these rules can result in sanctions, including community service, incarceration and termination from the program.

These rules, in general, include:

1. You must **actively participate** in the treatment plan and the case management plan which will be developed with your involvement.
2. You must attend **on a timely basis** all required court sessions, doctor appointments, treatment appointments, community service, case management appointments, as well as any other appointments which you are directed to attend as a part of the program.
3. You must **NOT** use any illegal drugs, alcohol, unapproved medications or unapproved substances. In order to ensure compliance with this rule, you will be required to participate in random alcohol and drug screens when directed by the court. When you do use a prohibited substance, you will be honest about it **before being confronted**.
4. You must comply with **all** local, state, and federal laws. In the event you are arrested, detained or otherwise have any contact with ANY law enforcement agency, you will **immediately** notify the Court Coordinator.
5. You must behave in a **respectful** manner towards fellow court participants, the Team and staff, as well as all treatment counselors.
6. You must keep the Team and probation informed of your **current** address, phone number, and schedule. You must have a **working** telephone number with voice mail at all times. All changes in address require approval by the Team.
7. You must abide by any curfews which are put in place by the Team.
8. You must **dress appropriately** for treatment sessions and court appearances.
9. Changes may be made to the Cherokee County Treatment Accountability Court program in order to address concerns that arise in the program's operation. You will be notified of any changes ahead of time.

These will be addressed more fully in the pages that follow.

Phases of the Cherokee County Treatment Accountability Court

The Program Phases of the CCTAC

The Cherokee County Treatment Accountability Court is an 18 month program at the minimum which is divided into 4 different phases. Your time in phase will vary depending on your progress with the goals set out in each phase.

In addition to the set goals for each phase, your progress will also be determined by your individualized case management and treatment plans established during each phase.

The following is an outline of the requirements for each phase, completion of which will allow you to move to the next phase and, ultimately, graduate from the program.

Phase I – Stabilization

Time in Phase – A minimum of sixty (60) days

The initial phase of the program will be used for your stabilization and, if appropriate, detoxification so that any issues can be identified and start to be addressed. Through the treatment plan and the case management plan, the court will work with you to establish goals for you based on the results of any evaluations and your own strengths and weaknesses.

During the time you are in the Stabilization Phase, you will be required to:

- Attend all scheduled appointments with a medical professional for purposes of receiving prescription medication and monitoring the effectiveness of the medication
- Attend on a timely basis and be engaged during all recommended appointments with the treatment provider
- Obtain and take all prescribed medications
- Report for all random drug and alcohol screens
- Attend all court sessions the first three Fridays of each month, unless otherwise directed by the Court
- Adhere to a 9:00 p.m. to 5:30 a.m. curfew, unless otherwise directed by the Court
- Work toward establishing stable housing
- Avoid the company of persons likely to adversely impact your progress
- Meet with the case manager within the first week in the program to establish goals for the phase and continue to meet with the case manager at least once a week
- Meet with your probation officer at least twice a month and be subject to random home visits
- Make progress on goals established in the case management and treatment plans
- Must not test positive for any prohibited substance or have any sanctions for at least two weeks before moving to the next phase
- Must pay a \$50.00 towards program fee to advance to the next phase

Phase II – Engagement

Time in Phase – A minimum of one hundred twenty (120) days

The second phase of the program seeks to get you in the habit of maintaining your own mental health by means of continuing case management as well as attendance at counseling and taking required medication. To the extent it has not already been accomplished, you will also begin to evaluate what skills you have and what you may need in order to meet the requirements of daily living.

During the time that you are in the Engagement phase, you will be required to:

- Attend all scheduled appointments with a medical professional for purposes of receiving prescription medication and monitoring the effectiveness of the medication
- Attend on a timely basis and be engaged during all recommended appointments with the treatment provider
- Continue take all prescribed medications
- Continue to report for all random drug and alcohol screens
- drug and alcohol screens at least twice a week
- Continue to attend court sessions the first three Fridays of each month, unless otherwise directed by the Court
- Adhere to a 10:00 p.m. to 5:30 a.m. curfew, unless otherwise directed by the Court
- Maintain stable housing
- Avoid the company of persons likely to adversely impact your progress
- Continue meeting with the case manager at least once a week
- Meet with your probation officer at least once a month and be subject to random home visits
- Make progress on goals established in the case management and treatment plans
- If not already employed, find employment or work toward obtaining the skills necessary for employment
- If employment is not possible due to any disabilities, you will make an application for any available public assistance and establish other productive means of utilizing your time
- Must not test positive for any prohibited substance or have any sanctions for at least 30 days before moving to the next phase
- Must pay a \$100.00 towards program fee to advance to the next phase

Phase III – Maintenance

Time in Phase – A minimum of one hundred eighty (180) days

The third phase of the program seeks your further engagement in your treatment and in the establishment of a healthy lifestyle given the individual life goals you have previously expressed as being important to you. Continued focus will be on treatment, housing and employment.

During the time that you are in the Maintenance phase, you will be required to:

- Attend all scheduled appointments with a medical professional for purposes of receiving prescription medication and monitoring the effectiveness of the medication
- Attend on a timely basis and be engaged during all recommended appointments with the treatment provider
- Continue take all prescribed medications
- Continue to report for all random drug and alcohol screens
- Attend court sessions on the first and third Friday of each month, unless otherwise directed by the Court
- Adhere to a 11:00 p.m. to 5:30 a.m. curfew, unless otherwise directed by the Court
- Maintain stable housing
- Avoid the company of persons likely to adversely impact your progress
- Continue meeting with the case manager at least once every two weeks
- Meet with your probation officer at least once a month and be subject to random home visits
- Make progress on goals established in the case management and treatment plans
- Maintain employment, if applicable
- If not employed, continue finding other positive ways of spending your spare time
- Work with treatment and case management to develop life goals and a long term plan for recovery before moving to the next phase
- Unless waived, begin paying any program fees established by the Court as well as any other costs that are a part of your sentence
- Must not test positive for any prohibited substance or have any sanction for at least 60 days before moving to the next phase
- Must pay a \$100.00 towards program fee to advance to the next phase

Phase IV – Transition

Time in Phase – A minimum of one hundred eighty (180) days

The final phase of the program seeks to transition you from a closely-monitored life to one in which you will become more self-aware of the requirements for living successfully in society and will begin to learn how to set and achieve your own life goals.

During the time that you are in the Transition phase, you will be required to:

- Attend all scheduled appointments with a medical professional for purposes of receiving prescription medication and monitoring the effectiveness of the medication
- Attend on a timely basis and be engaged during all recommended appointments with the treatment provider
- Continue take all prescribed medications
- Continue to report for all random drug and alcohol screens
- Attend court sessions on the first Friday of each month, unless otherwise directed by the Court
- Adhere to a midnight to 5:30 a.m. curfew, unless otherwise directed by the Court
- Maintain stable housing
- Avoid the company of persons likely to adversely impact your progress
- Continue meeting with the case manager at least once every two weeks
- Continue to meet with your probation officer at least once a month and be subject to random home visits
- Make progress on goals established in the case management and treatment plans
- Maintain employment, if applicable
- If not employed, continue finding other positive ways of spending your spare time
- Make progress on your life goals and long term recovery plan developed in Phase III
- Continue paying any fees established by the Court as well as any other costs that are a part of your sentence
- Must pay final installment of \$300.00 towards program fee to graduate

Graduation

The Graduation ceremony is the conclusion of the program and cause for celebration. All participants that complete the program will attend a graduation ceremony where they will be recognized for their accomplishment.

In order to graduate, you will be required to meet the following program requirements:

- Not have any positive drug screens for at least 90 days prior to graduation
- Have paid all court fees, restitution and court fines
- Be current on all probation fees
- Submit an application to graduate

You will be given an opportunity at the graduation ceremony to talk about what the program meant to you, what you have learned and what your future goals are now that you have completed the program.

After graduation from the program, you will maintain contact with the program for one year so that your progress can be monitored.

The Treatment Accountability Court Team

The Treatment Accountability Court Judge will make all decisions regarding your participation in the Program with input from the Team. This includes acceptance into the program, imposition of any sanctions, awarding of incentives, termination from the program, and graduation.

In addition to the Judge, the Team consists of the following members:

Defense Counsel – Represents and advocates for the participant in court proceedings.

District Attorney – Represents the interest of the State/Victims in the court proceedings involving felony charges.

Solicitor – Represents the interest of the State/Victims in the court proceedings involving misdemeanor charges.

Coordinator/Case Manager – Works with all members of the Court and the participants to monitor the progress of the participants and establish case management goals with the participants. Also works with other agencies to provide services to participants as needed and communicate with other members about your specific needs.

Treatment Provider – Devises and oversees the recommended treatment plan, counseling, group sessions and any other recommended practices.

Probation/Supervision – Monitors the participant's compliance with the requirements of the Court, including terms of probation.

Law Enforcement Representative – Insures that the program meets the goals of local law enforcement in regards to protecting the safety of the public.

While these are the team members at the outset, as the program grows, the assigned duties may be modified to address issues that arise.

A Day in Treatment Accountability Court

A day in the Cherokee County Treatment Accountability Court consists of two separate parts: Staffing and Court.

Staffing

Staffing is done prior to each court session and involves all the members of the Court Team. During staffing, the Team will review each participant's progress in a non-public setting. These discussions will cover topics such as drug test results, participation in counseling, attendance, treatment, medication compliance, employment, housing, and any other topic that may be useful in determining the participant's progress in the program. Based on these discussions, the Team may consider responses to the participant's progress, including incentives or sanctions. Staffing is also the time when the Team will consider the admission of new participants into the program.

Court Appearances

As a Treatment Accountability Court participant, you are required to appear before the Presiding Judge for court reviews on a regular basis. The number of times you must appear in court per month depends on what phase you are in at the time. Failure to appear may result in a warrant being issued for your arrest and detention in jail. If you have questions about your court appearances and appointments, you may contact the Coordinator of the program.

IMPORTANT: Unless otherwise directed, court is held the first three Fridays of each month beginning at 10:00 a.m.

Confidentiality Requirements in the Treatment Accountability Court

State and Federal Laws require that your privacy and treatment information be protected and not disclosed except by your permission or proper court order. Throughout your participation in the program, the members of the Team will be considering confidential information regarding your treatment, including, but not limited to, your mental health diagnoses, substance abuse treatment, and medications.

The staff of this program realizes the importance in keeping this information confidential within the program itself and utilizing it only for purposes of advancing your needs within the program. Except in an emergency situation in which there is a credible threat of serious injury of death to you or to another person, this information will not be shared with anyone else.

In order to participate in the program, you will be required to sign a waiver to allow your information to be shared among the Team Members so that a meaningful discussion can be had regarding your progress in the program during staffing on your case. If you do not consent to this disclosure, you may not continue to be a part of the program.

During the court session, some general information may be disclosed as part of the proceedings, especially regarding arrests and failed or missed drug screens. However, the Team will seek to limit this information to only that necessary to address any concerns the Team may have with your progress in the program.

Drugs and Alcohol

One of the goals of the Treatment Accountability Court is to assist you in obtaining and taking the medication that necessary for your own mental stability. The Court also seeks to assist you in avoiding substances which you should NOT be taking, including illegal drugs, non-prescribed legal medications and alcohol.

Prescribed Medications

Taking your prescribed medications is a very important part of becoming accountable for your own mental health. It is extremely important that you take, as prescribed, the medications your psychiatrist prescribes to you. The Judge and team recognize that many medications have very unpleasant side effects, that many medications do not work the same for everyone, and that it can be difficult for a doctor and a patient to find the best combination of medications for you. For most participants in the program, medications will nonetheless be essential for managing symptoms of illness and living successfully in the community.

If you have complaints about your medications, you must tell your psychiatrist and the Court Coordinator/Case Manager. Your psychiatrist may be able to adjust the dosage, prescribe a different medication or prescribe additional medications to treat side effects. If you continue to have complaints or feel that your concerns are not being addressed, you must inform the Court Team and the Judge. If you refuse or repeatedly fail to take your medications as prescribed, you will be sanctioned.

At your first meeting with the Coordinator/Case Manager, you will be provided a list of medications which you may not take while in the program. At that time, you must provide a list of all medications you are currently taking. Any changes in your medications while participating in the program must be approved by the Court.

If you are prescribed a medication while in the program, you must notify the Coordinator prior to having the prescription filled and must have appropriate documentation from the prescribing physician regarding the necessity of the medication.

Note that many common products including hairspray, perfume, mouthwash and medications contain ALCOHOL. If at any time an alcohol test is performed on your sample and is returned with a positive result, this will be considered a sanctionable offense.

PLEASE CALL THE COORDINATOR IF YOU HAVE QUESTIONS ABOUT ANY PRODUCT PRIOR TO USE!

Drug Screens

You will be randomly tested for drug and alcohol use at least twice a week throughout your entire participation in the program. It is a requirement that each person submit a valid, non-diluted test when directed to do so either as a routine process or upon the request of any Court team member. The best way to ensure that a test will not come back diluted is to drink a minimal amount of liquid in the two hours prior to a screening. Water-loading, or drinking

excessive amounts of water/liquid before a drug screen, will result in a dilute sample and is a sanctionable offense.

If you test positive for a prohibited substance, you may request that this positive test be confirmed by an independent laboratory. **If this independent test confirms the original test, then you will be responsible for paying the cost of this confirmation test and you will be sanctioned at a higher level than you would for simply failing a test.**

If you have used prohibited substances, you have an obligation to be honest with the Team about it. While you will still be sanctioned for any use, the sanction will be less severe than if you test positive for a prohibited substance without notifying the Team beforehand that it may be positive. This may be done by providing the Coordinator with an admission of use form.

Drug testing will take place at the lab located on the ground floor of the Historic Courthouse in downtown Canton. Testing takes place every day between 6:00 a.m. and 10:00 a.m. Upon admission to the program, you will be provided with instructions on how to determine whether you are scheduled to be tested on a given day. All drug testing is observed by a same sex attendant. If you arrive too late to be tested on a date you are required to be tested, it will be considered a missed test and you will be sanctioned accordingly.

Hospital and Physician Visits

While the Court recognizes that emergency situations will arise that require medical attention, except as may be otherwise directed participants in the Treatment Accountability Court Program are still required to avoid any form of narcotic pain medications for the period of time they remain in the program, except as medically recommended. Each participant will be provided a form that is to be given to any physician that provides treatment. This form will explain these restrictions so that an alternative medication may be given that instead of one that is not approved for use while in the program.

Vaping/E-Cigarette Policy

Vaping and e-cigarettes have become very common but are also subject to abuse based on the fact that they are frequently used to ingest substances other than tobacco, such as CBD oil, cannabis oil, hemp oil, etc.

In order to eliminate the possibility that vapes, e-cigarettes, jewels, or other oil delivery products, are being used for purposes not consistent with this program, all participants are prohibited from using such products while they are participating in the Treatment Accountability Court program.

Any participant caught possessing or using vapes, e-cigarettes, jewels, or other products which serve that same purpose, will be sanctioned and will have the vaping device confiscated until completion of the program.

Rules for Living

Your participation in the Treatment Accountability Court program will require some adjustments to your current living habits. Following the rules below will promote the best environment for you to succeed in the program.

Housing

You are expected to establish and maintain stable housing within Cherokee County at a location that is safe and clean. The home should not be occupied by other residents that would act as an undesirable influence on you, and should be clear of any illegal substances, alcohol or weapons. The Court will work with you to achieve the goal of stable and appropriate housing once admitted to the program. In the event your housing situation changes, you must immediately notify the court and probation with any change in address.

While participating in the Treatment Accountability Court program, you will be subject to random visits by a compliance officer to ensure that your housing is appropriate and to verify that you are there when you are supposed to be there.

People

It is a sad fact that many people end up in trouble based in large part on the company they keep. To ensure success, you are expected to avoid people who, based on their history or habits, would likely adversely impact your success in the program. This includes friends and family members that are on felony probation, as well as locations where bad people meet or congregate.

Employment

Each Participant who is not disabled or a full-time student is expected to work. If you are not employed when entering the program, you are expected to seek work beginning in Phase II. The Court will work with you on meeting this goal.

If you are unable to work, then the Court will work with you to apply for any available assistance and to find other means of spending you time that benefits your community.

In the event you are employed, you are not permitted to change your employment without first speaking with the Coordinator. In addition, you may not work for a family member or other participant unless permitted by the Team.

Home Visits/Job Verification

As a participant in the Treatment Accountability Court, you specifically agree to submit to a search of your person, residence, papers and/or effects at any time of the day or night and without a search warrant or probable cause. This may be done at the request of your probation officer, law enforcement, or Court Staff/Treatment Provider in situations where there is a

reason to believe that you are violating your probation or one or more of the conditions of Court; or the law.

Information received from these searches or illicit items found can result in your arrest and/or can be used against you for purposes of imposing sanctions on you by the Court or possibly terminating you from the program.

While in the program, you will be required to have periodic visits with your probation officer, either in their office or in your home. In addition, in order to ensure you are compliant with the expectations of the program, including any curfew restrictions, the Court will use a surveillance officer to perform visits to your home at random.

Each participant may also have their employment verified by either unannounced job site visits or by a staff member of the Court contacting your employer.

Transportation

You are responsible for finding transportation to all activities required of this program. If you believe that you may have transportation issues, this would need to be discussed with the Coordinator. Missing or being late for a required activity in this program due to a transportation issue is not acceptable.

Travel, Leave and Other requests

Travel Leave Requests

As a participant in this program, you may not leave Cherokee County for any reason without first filing a written leave request and obtaining permission from the Team and the Probation Office.

During the first two phases of the program, travel leave will generally only be granted for emergencies.

Written travel leave request forms may be obtained from the Court Coordinator. Written leave requests must be submitted to the Coordinator at least **two (2) weeks** prior to the anticipated date of departure so that they may be considered by the Team.

Emergency travel leave requests will be reviewed on a case-by-case basis.

If you are able to find a job but it is in another county, the Court may grant an ongoing travel leave request. The Court will require confirmation of the out-of-county employment prior to granting the travel leave.

Any written travel leave request will be voted on and approved by Court Team. You will be notified of approval or denial of your request by the Court Coordinator/Case Manager or Judge.

If travel leave is requested, it is your responsibility to find a location to be tested for drugs or alcohol use in the event you are required to be tested.

Medical Leave

If you need to be away from the program for an extended time due to a medical treatment issue, you will need to provide that information to the Coordinator/Case Manager at least two weeks in advance of medical leave so that the information can be verified with the treating physician. You would still be required to avoid any narcotic medications unless otherwise authorized by the Court Team. During the time that you are out on medical leave, you may still be required to be tested for drugs and alcohol and you will be required to contact the Coordinator at least once a week, and you will still be subject to random home visits.

Maternity Leave

If you are a female, you may be allowed maternity leave for two weeks following the birth of the child. During that time of the leave, you will not be required to undergo any counseling or be subject to random drug and alcohol screens. However, you are required to contact the Coordinator at least once a week. During the third and fourth week of the leave, you will be subject to random screens but will still be excused from any other participation. After the fourth week, you will return to the normal court schedule. During maternity leave, you will still be subject to random home visits.

Relationships with other participants

You will not engage in any romantic or sexual relationship with any other participant. If this does occur, you and the other participant may be terminated from the program. A romantic relationship will be presumed if two participants are consistently seen in each other's company.

Contact with other agencies

All contact with other government agencies, including but not limited to law enforcement, child support recovery, Department of Family and Children Services, must be reported to the Coordinator and Probation within 24 hours of the contact.

Other legal obligations

If you have other legal obligations which you are required to meet, such as completion of a parenting plan with DFCS or child support obligations, it will be your responsibility to keep the Court Coordinator informed of these obligations so that they may be monitored by the Team.

Infectious disease

It is the policy of this program that if a participant poses a risk to the general public due to the presence of an infectious disease, the local health department will be notified immediately.

Court fees

In order to move up in phase, you will be required to make a minimum payment towards the program fee of \$550.00, unless waived by the Court. You must pay at least \$50.00 during Phase I to advance to Phase II, at least \$100.00 during Phase II to advance to Phase III, at least \$100.00 during Phase III to advance to Phase IV, and the balance of the program fee must bde paid prior to graduation. If you fail to fully pay the program fee, you will be unable to graduate from the program.

Once you enter Phase III, you are also responsible for paying any probation fee, court fines and, if applicable, restitution.

Rules for Court

Attendance in court is an important part of your participation in this program. In order to make this part of the program meaningful to all participants as well as to respect the dignity of the proceedings, you are required to abide by the rules that follow.

Punctuality

You are expected to be in court at least 30 minutes prior to the start of court on the days when you are required to attend court. Once court begins, the doors to the courtroom will be locked and if you are not in the courtroom at that time, you will be considered absent and subject to sanctions as if you missed court.

If you do not appear for court at all, a bench warrant may be issued to take you into custody until the next court date.

Appearance

You are expected to dress for court in an appropriate manner. For all participants, this will mean that you must not wear any clothing that is torn, see through, skimpy (including any shorts), or that has any image which depicts or promotes drug or alcohol use, violence, weapons or gang membership. All clothing should be clean.

You are prohibited from wearing hats, sunglasses, or bandanas. Head coverings will only be permitted for religious reasons.

If you are coming to court straight from work where you may become dirty, you are expected to bring a change of clothes with you so that you may change in the bathroom ahead of the time for court.

You are expected to maintain adequate hygiene, including regular bathing, use of deodorant, and attention to dental needs.

If you appear in court in a condition that is deemed inappropriate, you will be asked to change.

Participation

While in court, you are expected to participate. This will mean responding to questions and being truthful about your experiences.

Cell phones and other electronic devices.

During court, your cell phone and any other electronic device should be off. If your cell phone goes off during court, it will be taken by court staff. If you are seen using any electronic device, it will also be taken away by court staff.

Behavior during court

While court is in session, you are required to pay attention to what is going on. This means that you should not be doing anything other than listening and responding if spoken to. Once court begins, conversations with anyone other than court staff are not permitted.

When a participant is given praise or an incentive by the Court, you may (and should) encourage that participant with applause.

Rules for Treatment and Case Management

Like court appearances, your participation in treatment and case management are important factors in ensuring your success.

The treatment is designed to address mental health issues and responsible decision making. Depending on your specific challenges, you may also be required to attend substance abuse counseling, self-help groups (AA, NA, SOS, etc.).

The treatment will consist of both group sessions and individual sessions. It will also include appointments with a physician to prescribe and monitor the effectiveness of medication. While the frequency of treatment will vary based on phase progression and individual needs, in the first two phases of the program expect to be attending some treatment, case management, or court, at least three to four days a week.

Because treatment in this program is an extension of the Court, the following rules will apply:

Tardiness

You are required to be ON TIME for ALL activities associated with this program, which includes any treatment and case management sessions. The following excuses, which are not intended to be exhaustive, are NOT ACCEPTABLE for being late to any activity associated with the Treatment Accountability Court program: drug testing, over-sleeping, car troubles, illness (except when excused by a physician), and failure to secure transportation ahead of time. If you are more than 15 minutes late for any activity, you will be sanctioned as if you missed that activity. Habitual tardiness may result in more significant action being taken by the court, including termination.

Absences

You are expected to show up for EACH ACTIVITY you are required to attend. The following excuses, which are not intended to be exhaustive, are NOT ACCEPTABLE for missing a required activity: car trouble, over-sleeping, illness (except when excused by a physician), failure to secure transportation, and work conflicts. If a real emergency does arise, the you are to contact both the Court Coordinator and the counselor to let them know about the situation so they may, if appropriate, excuse you from the activity. This contact should happen no less than three (3) hours ahead of the activity except in circumstances where such notice is not possible. Unless excused, failure to attend any activity will result in a sanction and multiple missed activities will result in more significant actions being taken by the court, including termination.

Because individual counseling is done on an appointment basis, if you fail to show up for any individual session without adequate notice to the counselor, you will be required to pay the fee individual session.

Being Distracted or Being a Distraction

You are expected to be focused, attentive, and respectful, when participating in any activity associated with the Treatment Accountability Court program. This includes groups, individual counseling, case management and court. Therefore, you should avoid playing with your phone, having side conversations, acting disruptive or engaging in any other activity which would adversely impact others ability to meaningfully participate. If you are unable to abide by this rule, you may be asked to leave and will be sanctioned as if you missed that activity.

Failing to be Prepared

Often, you will be asked to do homework or other tasks in preparation for an activity associated with this program, including group counseling. The expectation is that this work will be done PRIOR to attendance at the activity. Failure to be prepared will result in a sanction and failure to be prepared on a consistent basis may resulted in heightened sanctions.

Breaks

At the direction of the person conducting a group meeting, you may be allowed a break. However, this break will be limited to five minutes and consistent failure to return from break in a timely manner will be sanctioned as if the participant was late for group.

Meaningful Participation

Everyone that participates in this program has something to offer to their fellow participants. However, that requires you to take these activities seriously and put thought into your interactions with the group leader and other participants. Consistent failure to actively and respectfully participate in any program activity will be addressed in court.

Sanctions, Incentives and Termination from the Program

Incentives

Incentives are used to recognize and reward participation and progress. The program's desire is to focus on the positive strides you are making. Upon the recommendation of the Team, you may be given incentives for compliant behavior. Some incentives may include but are not limited to verbal praise, recognition, gift certificates, and food items. You can also suggest to the treatment provider and the Court Coordinator any additional ways that we can motivate you.

Sanctions

The Judge may impose sanctions if you violate the rules and regulations of the program. Sanctions may include, but are not limited to, community service, increased program requirements, homework assignments, incarceration, and termination from the program. The Team/Judge reserves the right to impose sanctions on a case-by-case basis, appropriate to your particular program violation.

Termination

Continued participation in this program requires you to follow the program's rules. You will be considered to be out of compliance if you are unable to remain clean and sober; if you fail to attend and participate in group; if you make threats of violence against peers; if you alter or tamper with drug screens; if you commit a new criminal offense; if you fail to take medications as prescribed; if you accumulate a number of program violations; if you are absent from the program for more than thirty (30) days, or if you fail to cooperate with the case manager or treatment provider. Violence or threats of violence against any Team member or the court staff will result in automatic termination.

The Team wants you to succeed in this program, and we consider termination the last resort. Because of this, the Team will address serious concerns by increased monitoring. However, because the program has limited resources to be spent on participants who are not committed to or capable of meeting the goals of the program, if increased monitoring is not effective in bringing you into compliance, you will be considered for termination from the program.

Inclement Weather Policy

Closure

In the event the Justice Center is closed due to inclement weather, the lab will also be closed and participants will be unable to test. If such a closure happens, each participant is required to report to the lab the first day that the Justice Center reopens between the normal testing hours (between 6:00 a.m. and 10:00 a.m.) Failing to report for this screen will be considered a missed tested and sanctioned accordingly.

Delayed Opening

In the event the Justice Center delays opening, the lab will also delay opening. If a participant is called to test the day on which a delayed opening occurs, they must report to the lab within four hours of the lab opening in order to be tested.

Groups

In the event the Justice Center is closed due to inclement weather, any group that meets in the Justice Center will be cancelled. Any group that meets outside of the Justice Center will be cancelled at the direction of the person conducting the group.