

The Jefferson County Juvenile Drug Court Program

Participant Handbook

Mission Statement

The Jefferson County Juvenile Drug Court Program will provide substance abuse related services to the youth of the county by developing a partnership with the youth and the community through strength-based treatment services, court supervision and local agency support in order to reduce substance abuse and crime, in order to promote safety and facilitate the return of responsible citizens to the community.

Jefferson County Juvenile Court

Frank W. Noble Jr., Judge



Jefferson County Justice Center

16001 State Route 7

Steubenville, OH 43952

Roles and Responsibilities of the Juvenile Drug Court Team

All Team Members: All members will work to achieve consensus. All members will attend pre-court staffing and review hearings. Each member will work with other team members in a collaborative effort to ensure the juvenile's chances of success. Each team member will participate in team meetings to discuss the appropriateness for inclusion/exclusion of juveniles in the program, and various sanctions/incentives to be imposed.

Judge: The Jefferson County Juvenile Court Judge or Magistrate will preside over the Juvenile Drug Court Program and treatment team meetings. The Judge or Magistrate will fulfill the role expected of his/her position as a finder of fact, in making orders, and in fulfilling other legal obligations. The Judge or Magistrate will conduct weekly court reviews and will take a personal interest in the participant's progress. The Judge or Magistrate will spend time talking with each participant about their progress and problems prior to making court orders. When a consensus cannot be reached, the Judge or Magistrate will make the final decision.

Prosecutor: The Juvenile Prosecuting Attorney will fulfill legal requirements by filing petitions, prosecuting cases as appropriate, and serving as a representative for the State. The Juvenile Prosecuting Attorney will start the process of a juvenile being in Drug Court by making referrals to the Chief Probation Officer. The Juvenile Prosecuting Attorney will take a nontraditional approach to dealing with noncompliance. This will be most obvious in cases of relapse and other program failures that would be dealt with in a less punitive manner than is the case outside of Drug Court. The Juvenile Prosecuting Attorney will follow the traditional role of prosecution when a participant commits a new crime while in the program.

The Drug Court Team Prosecutor shall also have the distinct role in pursuing justice, protecting public safety and victim's rights while youth is referred and participating in the Juvenile Drug Court Program.

Defense: The Defense Attorney will continue to meet legal obligations for representation, assuring that a client knows their rights and clearly understands the options available. The Defense Attorney will provide orientation to each participant and family regarding legalities and confidentiality waivers that are required in order to participate in the Juvenile Drug Court Program. The Defense attorney will serve the best interest of the youth and family at all drug court team meetings and status review hearings.

Drug Court Coordinator: The Drug Court Coordinator will coordinate team training, negotiate conflict, develop and update the policy and procedure manual, and will act as liaison between all team members. The Drug Court Coordinator will discuss Juvenile Drug Court operations with

the Juvenile Drug Court Team. The Drug Court Coordinator will work closely with the Drug Court Probation Officer to ensure case management activities are being met in a timely manner and will serve as probation officer for drug court youth when needed.

Chief Probation Officer: The Chief Probation Officer will do the initial screening of all non-violent offenders that are referred by the Assistant Prosecuting Attorney. The Chief Probation Officer will determine whether the offender meets eligibility criteria prior to making a referral to the Treatment Specialist for a clinical screening.

Drug Court Probation Officer: The Drug Court Probation Officer will oversee the overall case management surveillance/supervision of the program participants. The Drug Court Probation Officer will provide progress updates regarding home performance and how well the juvenile is abiding by their community laws and norms. The Drug Court Probation Officer will monitor youth's compliance levels with drug court program contract and school attendance/activities. The Drug Court Probation Officer will coordinate home and school visits as needed and obtain urine drug screens when needed.

Clinical Treatment Coordinator: The Clinical Treatment Coordinator will be responsible for coordinating all clinical services provided to the participants. The Treatment Coordinator will work with the Treatment Specialist to develop initial and ongoing treatment plans for each participant and their family. The Treatment Coordinator will report to the Drug Court Team the progress that each participant is making in substance abuse treatment and other collateral programs. The Clinical Treatment Coordinator will advise Team members of current treatment protocols and recommendations for setting treatment goals. The Clinical Treatment Coordinator will provide treatment information that will allow the rest of the team to meaningfully evaluate each participant's participation in the program.

Life Skills/ Family Stability Treatment Coordinator: The Life Skills/Family Stability Coordinator will be responsible for coordinating all life skills/family stability therapy exercises that are required by the Juvenile Drug Court Program. The Life Skills/Family Stability Coordinator will work closely with the Clinical Treatment Coordinator to ensure that there is no gap in services when youth is transitioning from substance abuse therapy to life skills therapy. The Life Skills/Family Stability Treatment Coordinator will ensure parent participation with youth during this process. The Life Skills/ Family Stability Treatment Coordinator will report to the Drug Court Team the progress that each participant and their family is making towards therapy curriculum/goals.

Court Administrator: The Court Administrator will be responsible for supervision and management of the drug court program budget and any team personnel issues that might need immediate attention.

Nurse: The Jefferson County Juvenile Detention Center Nurse will be a member of the drug court team. Responsibilities will include urinalysis of program participants upon being remanded into the custody of the detention center. In addition, the nurse will provide drug screens to all program youth that are ordered to undergo a test during formal status review hearings. The nurse will report to the drug court team behavioral patterns that the program youth exhibits while in the detention center.

The Jefferson County Juvenile Drug Court Program Treatment Team Contact Roster:

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| 1. Frank W. Noble Jr., Juvenile Judge | 740-283-8564 |
| 2. Courtney Hatcher Coordinator/Probation Officer | 740-283-8558 ext. 2315 |
| 3. Adam Martello, Defense Attorney | 740-278-7308 |
| 4. Matt Grimard, Treatment Coordinator | 740-283-7868 |
| 5. Bernard Battistel, Juvenile Prosecutor | 740-283-1966 |
| 6. Coleman Professional Service , Life Skills
Family Stability Counseling | 740-283-4763 |

Program Entry and Status

Jefferson County Juvenile Drug Court Program participants can be enrolled into the program on a pre or post adjudication status. Pre adjudicated cases will go thru the program on a voluntary basis with the incentive of the charge filed against the youth can be dismissed by the Prosecutor's Office upon successful completion of the program. Post adjudicated cases will be placed on a "probationary" status upon enrollment and as they participate in the program. Post adjudicated participant youth will have the opportunity to have their charge dismissed as well upon graduation from the drug court program.

Written legal and clinical eligibility and termination criteria do not create a right to participate in the Jefferson County Juvenile Drug Court Program.

The Juvenile Court/Drug Court Judge/Magistrate has the final approval to decide admission into the Drug Court Program in accordance with the written eligibility criteria for the Drug Court Program. Upon final approval, program participants will be given a participation agreement and handbook detailing their rights and responsibilities while participating in the Jefferson County Juvenile Drug Court Program.

Assessment and Referral

Trinity Behavioral Medicine Department will be the assessment provider for the Jefferson County Juvenile Drug Court Program. The assessment provider will conduct a comprehensive assessment of each juvenile and family prior to entering the Drug Court Program. Once identified as being eligible, an assessment can be done within 24-72 hours. Upon completion of the comprehensive assessment, the treatment provider will get a consent for disclosure of confidential substance abuse information in accordance with the "Health Insurance Portability and Accountability act of 1996," 42 U.S.C. 300gg-42, as amended, and R.C. 2151.421 and 2152.99. The juvenile's parent/guardian are required to participate in the family assessment. Significant others of the juvenile will be encouraged to participate.

The assessment will comprise of a structured interview with the juvenile and the parent/guardian to obtain demographic information, chemical use history, bio-psycho social information/needs, and individual/family strengths. The interview will be face-to-face interview and will include the administration of a Substance Abuse Subtle Screening Inventory(SASSI).

After official enrollment into the Drug Court Program, The Drug Court Coordinator will administer a Structured Assessment of Violence Risk in Youth(SAVRY) to youth and family.

Based on the assessments, the Trinity Behavioral Medicine Treatment Specialist and Drug Court Program Coordinator will develop an initial treatment plan (within seven days) to ensure that the appropriate treatment services are being administered as soon as possible. Each treatment plan will be updated every ninety (90) days. The treatment plan will be updated by the Trinity Behavioral Medicine Treatment Specialist, Drug Court Program Coordinator and presented to the Drug Court Team. The treatment plan process will focus on building on the resources and competencies of the juvenile/family; and will involve input from the juvenile and parent/guardian.

A review of the different issues that juveniles and his/her family may present indicates that the juvenile drug court will need a vast array of services. The Drug Court Program Coordinator will identify present service providers contracted with the Juvenile Court and will determine those services that are still needed. The Drug Court Team will ensure that the juvenile and their families are receiving identified services. Contracted service providers must demonstrate the ability to provide services as outlined in each participant's treatment plan. Some treatment/case management costs will be covered by third-party payers or through existing funding. Grant funds will be used to pay for those specialized services not covered. Cost-benefit analysis will be used to determine reimbursement rates for the services not covered.

The treatment providers selected are either public health organizations, private practitioners, private non-profit or community mental health centers. Each facility is accredited by their respective regulatory agencies. All of the providers are located in the county. Each provider has licensed staff and physicians who are trained in funding for developmentally based services. Each facility is able to provide family-based services to the juvenile and family members. All programming assessments while youth is a participant of the Drug Court Program will include collateral information as to ensure the accuracy of the assessments.

Judicial Supervision

Post adjudicated program participants will be placed under court supervision or "probation" upon official enrollment into the Drug Court Program. All participants and their families must appear for the participant's status review hearing on a regular basis. The Juvenile Drug Court Team will meet prior to each status review hearing to discuss the progress of the participants and their families and reach consensus on how to proceed. Should new information become available during the hearing the Judge may take a new course of action. The team will provide the Judge with a written report and recommendations prior to the hearing. The report will include drug test results, attendance and behavior at school, treatment progress, family status and any other pertinent information. If and when the Juvenile Court/Drug Court Judge/Magistrate is unable to attend a status review hearing, the Court's Magistrate, a member of the Drug Court Team, will oversee the status review hearings.

Review hearings will be twice a month in Phase I, II and once a month in Phase III aftercare. The Juvenile Court Judge/Specialized Docket Judge/ Magistrate, Juvenile Prosecuting Attorney, Chief Probation Officer, Drug Court Coordinator/Probation Officer, Defense Attorney, Treatment provider, Therapists/Counselors, youth and family members will participate in status review hearings. The Drug Court Probation Officer will provide the Court with weekly school reports. Review hearings will be held in the afternoon so as to not interfere with school.

The program participant always reserves the right to request the attendance of defense counsel during the formal status review hearings and during drug court treatment team meetings that concern the participant.

Program Duration

The Jefferson County Juvenile Drug Court Program is a three phase, minimum 180 day program(six months). Treatment phase one will generally be 60 to 90 days in length. High level of compliance and performance by participants can be given the incentive to graduate from the program within 120 days(four months) of enrollment. At the completion of phase three, participants will graduate from the Juvenile Drug Court Program.

Phase I will include: Mandatory school attendance if school is in session and tutoring if grades are deficient; Based on the clinical treatment assessment, weekly one hour substance abuse education /intervention classes for a total of eight hours(Treatment Track I); Or six hours of intensive outpatient services per week for six weeks or weekly one hour individual counseling sessions for eight weeks(Treatment Track II). Participation in collateral programs; Drug testing up to two times per week; and weekly judicial supervision.

Phase II (Aftercare/ Continuing Care Services) will include: Mandatory school attendance if school is in session and tutoring if still needed; Life skills group therapy once per week for a total of eight hours; Two family stability sessions with parent(s); Participation in collateral programs, attendance of one support group/activity; Submit idea for community improvement project or attempt to obtain gainful employment if age appropriate; family therapy as indicated; drug testing once every two weeks; and judicial supervision two times per month.

Phase III (Aftercare/ Continuing Care Services) will include: Mandatory school attendance if in session; Participation in a school/community activity or become gainfully employed if grades are satisfactory; Participation in collateral programs; Development of aftercare plan; Start of community improvement project; Continued family therapy; Monthly drug testing; Judicial supervision(Status review hearing) once per month. In addition to the drug testing structure of each phase of participation, drug testing will be random, frequent and observed by qualified medical professionals and the Jefferson County Probation Department.

Incentives and Sanctions

Incentives and sanctions administered to youth in program will be determined through compliancy issues and not based solely upon preset timelines. **Graduated Incentives** will include an extended curfew, release from house arrest, restoration of driving privileges, tickets to movies and sporting events, Wal-Mart gift card, reduction in community service hours, early release from the program, less frequent testing and treatment requirements. Incentives for program completion will entail a dismissal of case. This is not an exhaustive list.

Graduated Sanctions will include repeating a phase, increased counseling, electronic monitoring, increased drug testing, brief periods of incarceration, assignment of community service hours, writing assignments, loss of driving privileges, and an earlier curfew.

Graduated incentives will be administered for sobriety and other program milestones such as improvement in school and consistent attendance at treatment. Graduated sanctions will be administered for positive drug screens, failure to attend treatment or school, poor behavior while in school, repeated Juvenile Drug Court contract violations, and any new arrests.

Progress will be monitored with a weekly report to the Judge/Magistrate at each review hearing. The Judge/Magistrate will administer incentives and sanctions, which will be immediate, appropriate, and determined on a case-by-case basis.

Graduation Requirements

Participants will have 60 days of continuous sobriety, and must have completed all treatment goals, program requirements and aftercare. School attendance and behaviors must be suitable to the teachers/ administrators of the school before graduation is granted. Participants will have made several attempts to secure employment. This will be monitored through the documentation of job applications (copy). The Juvenile Court/Drug Court Judge/Magistrate has the final approval of graduation/termination of a youth participant from the Drug Court Program.

The Need for Residential Treatment Services // Expulsion Criteria

Participants who commit a violent crime as outlined by Federal Guidelines will be removed from the program. A participant will not necessarily be removed from the program for program infractions, positive drug screens, or new minor convictions; however, continued non-compliance that becomes detrimental to the participant and others in the program will result in the exploration and need for residential treatment services(if court ordered into the program) or expulsion(voluntary participation) from the Juvenile Drug Court.

Through a non-adversarial team approach, The Jefferson County Juvenile Drug Court Program's primary focus is to maintain a judicially intensive monitoring treatment program for juveniles that have been identified by the Prosecutor's Office and the Court as having a moderate to severe substance abuse issue. It is expected that Drug Court Program youth and family members will be expected to attend status review hearings on a consistent basis. It is the obligation of youth participants and family members to communicate promptly with the Drug Court Team when there are issues of **attendance** to status review hearings, clinical treatment sessions, therapy sessions, and court sanctioned accountability programming sessions(Alternative School, Community Service, and PRIDE activities).

Drug Testing Procedures

Drug Court Program participants must submit to random drug or alcohol testing when requested by the Drug Court Team throughout the duration of participation in the program. Drug and alcohol testing will be individualized. Drug or alcohol testing will be at Trinity Behavioral Medicine Department or onsite at the Jefferson County Justice Center/Juvenile Probation Department. Onsite testing at the Jefferson County Justice Center will be done orally or by urine sample. Drug and alcohol testing is random, frequent and observed.

When an onsite preliminary test result is confirmed, the Drug Court Program participant has the right to request a laboratory confirmed test. The Drug Court Program Probation Officer or Drug Court Team member will proceed to schedule a clinical drug test with Trinity Behavioral Medicine Department within 24 hours of program participant's request for a clinical test result.

The following acts will be treated as positive tests and immediately sanctioned: Failing to submit to testing; submitting an adulterated sample; submitting the sample of another individual; and diluting the sample.

Trinity Behavioral Medicine Department will immediately notify the Drug Court Program Coordinator/Probation Officer in instances of a positive drug test, failed to submit to testing, submitted an adulterated sample, submitted the sample test of another individual, or diluted the sample. Notification will be handled in one of two approaches, thru phone contact or by delivery of their standard adolescent progress report.

Standard/Official protocol sanctions for testing positive on a drug and alcohol test are as follows: A formal declaration/warning of sanctions that can and will be imposed if program participant tests positive at intake. 1st positive test after providing a negative or has not provided a negative test for over 30 days since officially being enrolled into program will warrant a 3 day suspended sentence. 2nd positive test if after providing a negative test or has not provided a negative test for over 60 days since being officially being enrolled into program will warrant activation of 3 day suspended sentence. 3rd positive test if after testing negative or has not provided a negative test for over 90 days since being enrolled into the program will warrant a filing of a violation of probation, being placed into the custody of the Jefferson County Juvenile Detention Center for an unspecified period of time for exploration of possible residential treatment services. The Juvenile Court/Drug Court Judge/Magistrate has the final authority and discretion of drug testing sanction protocol. Each case is unique within itself and the Jefferson County Juvenile Drug Court Program recognizes that special circumstances do develop and the Drug Court Team will take into consideration special circumstances that are formally presented at status review hearings.