

**SEVENTH JUDICIAL
DISTRICT**

**JUVENILE DRUG
COURT**

**PARTICIPANT
HANDBOOK**

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MISSION STATEMENT

The Seventh Judicial District will provide a Juvenile Drug Court Program to reduce substance abuse and criminal behavior among juveniles and empower juveniles and families to support a positive lifestyle by providing strength-based intensive intervention and rehabilitation services tailored to the needs of families and each individual juvenile.

GOALS

The Seventh Judicial District Juvenile Drug Court has five primary goals:

- Promote public safety by reducing substance abuse and delinquent activity among participants.
- Address the family's social and economic needs by identifying the needs and strengths of the juvenile and family and meeting them with the appropriate services.
- Improve juvenile's school performance and attendance.
- Strengthen the families of participants by improving the capacity of families to promote structure and guidance to their children.
- Reduce reliance on detention by improving juvenile's level of functioning, by providing juvenile with skills that will aid them in leading substance-free and crime-free lives.

Welcome to the Seventh Judicial District Juvenile Drug Court program. This handbook is designed to answer questions, address concerns and provide overall information about the Juvenile Drug Court program. As a participant, you will be expected to follow the instructions given to you by the judge and probation officer as well as to comply with the treatment plan developed by the Family Intervention Specialist. This handbook will detail what is expected of you as Juvenile Drug Court participant and review general program information. It is intended to be a standard guide to juvenile drug court participants within the Seventh Judicial District. However, some guidelines may vary at the discretion of each juvenile drug court team.

ABOUT JUVENILE DRUG COURTS

A Juvenile Drug Court is a court that has been specifically designated and staffed to supervise non-violent juvenile drug defendants who have been referred to a comprehensive and judicially monitored program of drug treatment and rehabilitation services.

Drug Courts represent a very non-traditional approach to juvenile offenders who have been identified as moderate/heavy substance abusers. Drug Courts are built upon a unique partnership between the criminal justice system and the drug treatment community, one which structures treatment intervention around the authority and personal involvement of a single Drug Court Judge. Drug Courts are also dependent upon the creation of a non-adversarial courtroom atmosphere where a single judge and a dedicated team of court officers and staff work together toward a common goal of breaking the cycle of drug abuse and criminal behavior.

ELIGIBILITY CRITERIA

Participation in Juvenile Drug Court will be available to persons who:

- Are 13-17 years of age;
- Male or female;
- Have misdemeanor or felony charges;
- Have no prior sex offenses and is a non-violent offender as defined by Federal Statute;
- Have a history of substance abuse with moderate to heavy substance abuse, for which two previous intervention attempts have been unsuccessful;
- Are able to physically participate in intervention activities.

SCREENING/REFERRAL

Participants are identified and referred by probation officers, prosecutors, or public defenders when the minor has a violation of probation, a positive drug test or a new charge. The Judge can also refer individuals from the juvenile court docket. Juveniles are referred to the Juvenile Drug Court Probation Officer for screening to determine eligibility. If eligibility criteria is met, the Juvenile Drug Court Probation Officer will conduct an interview and administer the Level of Service Inventory, (LSI), Juvenile Automated Substance Abuse Evaluation (JASAE) and, if needed, other screening instruments. All individuals must have moderate to heavy substance abuse issues as identified by the screening tools. If determined appropriate, the case will be presented at the Juvenile Drug Court Staffing Meeting, for acceptance or denial into Juvenile Drug Court. Upon acceptance into Juvenile Drug Court, the participant will be added to the next Juvenile Drug Court Docket and a referral made to the Family Intervention Specialist.

ASSESSMENT

The Family Intervention Specialist will conduct a comprehensive assessment. The Family Intervention Specialist will meet with the participant and family and will conduct a thorough clinical assessment to determine the appropriate level of care for the defendant. The Family Intervention Specialist will submit report to the Juvenile Drug Court Team within two weeks of the assessment. The 7th Judicial Drug Court approach is to provide intensive, multisystemic services in a home-based setting. This approach is based on the assumption that the juvenile's outcomes will be improved if the family is involved in all aspects of the Juvenile Drug Court Program, beginning with the assessment process.

TREATMENT PLAN

The Seventh Judicial Juvenile Drug Court will utilize a multisystemic, therapeutic approach to treatment that is a family and community based intervention. The treatment plan will be a comprehensive, coordinated, strength-based individual plan of treatment and rehabilitation services for each participant and their family. The treatment plan will be developed in collaboration with the Juvenile Drug Court Team, the juvenile and family. This plan will address school performance, peer relationships and self-esteem issues regarding each juvenile participant. In addition to his/her family situation. Identified problems throughout the family will be explicitly targeted for change, and the strengths of each system will be used to facilitate such change. A crucial aspect of this approach will be its emphasis on promoting behavior change in the youth's natural environment. This plan will empower parents with the skills and resources needed to address the difficulties that arise in raising teenagers and to empower youth to cope with the family, peers, school and

neighborhood problems. The treatment plan is reviewed every 30 days and revisions are made according to ongoing assessment and goals that have been achieved.

Services for the family include in-home interventions. Interventions focus on helping the family develop the capacity to monitor and appropriately discipline their children, helping parents regain their optimism and motivate them to continue to help their teenager.

Interventions will aim to change the way family members relate to each other by examining the underlying cause of current interaction and encouraging new ones. In addition, the treatment plan will identify the community services the family will need to access to be successful. The Family Intervention Specialist and the Juvenile Drug Court Probation Officer will assist the family in accessing those services within the community.

PROGRAM OVERVIEW

The 7th Judicial Juvenile Drug Court will be strength-based and agrees to approach the juvenile and/or his/her family with a greater concern for their strengths and competencies and to discover mutually how these personal resources can be applied to building solutions. The Juvenile Drug Court in the 7th Judicial District will be post adjudication. The initial phases of the Drug Court intervention are intensive, gradually transitioning into less intensive intervention as the participant progresses. Throughout the program, participants are linked with appropriate specialized and ancillary services. The court may impose additional requirements.

PHASES

- **Phase I – Stabilization, Orientation, Assessment and Family Intervention**

1. Orientation/Overview of program.
2. Assessment and initial treatment plan development.
3. Treatment plan will include a minimum of nine hours of intervention per week. Plan will include a minimum of:
 - Pro-social activity – 1 per week; and
 - Health related class – Needs to cover HIV and STD; and
 - Any of any of the following: (Could include all one type or a combination)
 - Family Intervention
 - Individual counseling
 - Classes, Groups or Programs (could include but not limited to: cognitive, anger/conflict resolution, self-esteem/assertiveness, gender specific, relapse prevention, support groups, etc.)
4. Urinalysis/Breath analysis testing - 2 tests per week minimum.
5. Report to Probation Officer twice weekly.
6. Mandatory curfew.
7. Weekly review with Juvenile Drug Court Judge.
8. Parent or responsible adult must participate in one parent workshop or support group per week.

- **Advancement Criteria for Phase I**

- No positive urinalysis/breath analysis results for 21 consecutive days prior to advancement;
- No unexcused absences for scheduled services for 21 consecutive days; and
- Full time school/employment or positive response to educational/vocational goals; and
- Completion of goals for Phase I.

Average completion 8 to 12 weeks.

- **Phase II – Family Treatment Focused on Sobriety, Self-Esteem, and Improved Family Communications**

1. Emphasis placed on improved family communications, and educational/vocational counseling and referral.
2. Ongoing review and updating of treatment/transition plans.
3. Treatment plan will include a minimum of six hours of intervention per week. Plan will include a minimum of:
 - Pro-social activity – 1 per week; and
 - Any of any of the following: (Could include all one type or a combination)
 - Family Intervention
 - Individual counseling
 - Classes, Groups or Programs (could include but not limited to: cognitive, anger/conflict resolution, self-esteem/assertiveness, gender specific, relapse prevention, support groups, etc.)
4. Urinalysis/Breath analysis testing - 2 tests per week minimum.
5. Report to Probation Officer once weekly.
6. Review with Juvenile Drug Court Judge three times per month.
7. Community Service.
8. Parent or responsible adult must participate in one parent workshop or support group per week.

- **Advancement Criteria for Phase II**

- No positive urinalysis/breath analysis results for 30 consecutive days prior to advancement.
- No unexcused absences for scheduled services for 30 consecutive days.
- Full time school/employment or positive response to educational/vocational goals; and
- Completion of goals for Phase II.

Average completion 8 to 12 weeks.

- **Phase III – Transition Focused on Peer Relationships, Decision Making, and Educational/Vocational Issues.**

1. Greater emphasis placed on progress of educational/vocational plans.
2. Ongoing review and updating of treatment/transition plans.
3. Treatment plan will include a minimum of four hours of intervention per week. Plan will include a minimum of:
 - Pro-social activity – 1 per week; and
 - Any of any of the following: (Could include all one type or a combination)
 - Family Intervention
 - Individual counseling
 - Classes, Groups or Programs (could include but not limited to: cognitive, anger/conflict resolution, self-esteem/assertiveness, gender specific, relapse prevention, support groups, etc.)
4. Urinalysis testing/Breath analysis – 1 test per week minimum.
5. Report to Probation Officer twice monthly.
6. Review with Juvenile Drug Court Judge twice per month.

- **Advancement Criteria for Phase III**

- No positive urinalysis/breath analysis results for 60 consecutive days prior to advancement;
- No unexcused absences for scheduled services for 60 consecutive days.
- Full time school/employment or positive response to educational/vocational goals; and
- Completion of goals for Phase III.

Average completion 8 to 12 weeks.

- **Phase IV – Aftercare**

This treatment and monitoring phase is the final stage of the Juvenile Drug Court Program. Intervention will focus on aftercare and individual recovery through increased involvement with support groups, family relationships and continued educational/vocational training. The participant will develop an aftercare plan with assistance from the Family Intervention Specialist and the JDC Probation Officer. The plan will include: identification of a drug-free support network, relapse prevention strategies, identification of pro-social activities, identification of community support groups and educational and vocational goals.

1. Greater emphasis placed on progress of educational/vocational plans.
2. Treatment plan will include two hours of intervention per week. Plan will include a minimum of:
 - Pro-social activity – 1 per week; and
 - Relapse prevention/Support Group – 1 per week
 - Family Intervention – 1 review per month
3. Urinalysis testing/Breath analysis - 2 tests per month minimum.
4. Report to Probation Officer monthly.
5. Review with Juvenile Drug Court Judge once per month.

- **Advancement Criteria for Phase IV**

- No positive urinalysis/breath analysis results for 6 months;
- Successful completion of 4-phase treatment program;
- Completion of all court sanctions;
- Successful pursuit of academic or vocational goals; and
- Payment of all fines and fees.

Average completion 8 to 12 weeks.

PROHIBITED ACTS

- Drug Court participants shall not engage in any illegal or unlawful harassment or intimidation of others involved in the Juvenile Drug Court Program.
- Drug Court participants shall not violate any city, state or federal laws. Any arrest or contact with police must be reported to the Juvenile Drug Court Probation Officer within twenty-four (24) hours.
- Participants shall not commit any acts of violence or threats of violence.
- Participants shall not have in their possession, use sell, distribute or have under their control, any paraphernalia or drug except as prescribed for them by a licensed physician.
- Participants shall not use or possess any alcoholic beverage nor shall they frequent any establishment where alcoholic beverages are exclusively sold or used.
- Participants shall not attend any program requirement under the influence of alcohol or any illicit drug.
- Participants shall not attend any program requirement while in the possession of a weapon of any form including firearms or knives.
- Participants shall not refuse to comply with any reasonable program requirement.
- Participants shall not miss any scheduled probation meetings, drug court appearances, or urine tests, family sessions, or any other group, class or program.
- Participants shall not refuse to cooperate with Drug Court personnel at each level and they shall strive to progress through each level to the best of their ability.

REQUIRED ACTS

- Participants will be totally honest in all communications with the Juvenile Probation Officer and the Court.
- Participants will conduct themselves at all times in a manner that does not damage or have the likely result of damaging the public image, integrity, or reputation of the Juvenile Drug Court Program.
- Attend all required meetings and be on time. In the event a participant is unable to attend, the participant will call the probation officer at least two hours in advance.
- Attend all Juvenile Drug Court appearances and be on time.
- Submit to urine, alcohol, or other tests as required. Refusals and/or stalling (15 minutes or more) will be considered a positive test.
- Submit any required reports to the Juvenile Drug Court as ordered.
- Keep the Juvenile Drug Court Probation Officer informed of a current address, phone number and whereabouts. The participant shall not change address or phone number without notifying the Court in advance.
- Maintain full-time employment; attend school full-time or a combination of the two. Each participant will provide proof of employment or employment search to the Juvenile Drug Court. They will report any employment change within 48 hours.
- Submit to any rehabilitative, medical or psychological program as directed by the Juvenile Drug Court.
- Pay all costs, restitution, fines, etc. as ordered by the Court.
- Pay all Juvenile Drug Court Program fees as agreed.
- Shall comply with directives of the Juvenile Drug Court, Family Intervention Specialist and Juvenile Drug Court Probation Officer.
- Make satisfactory progress in the program as measured by each level requirement.

PROGRAM FEES

All Juvenile Drug Court participants shall be required to pay a program fee. Full payment of fees must be satisfied prior to graduation unless waived by the Juvenile Drug Court Judge.

COURTROOM RULES

The Drug Court approach involves a Drug Court Judge, Prosecutor, Public Defender, Drug Court Coordinator, Probation Officer, Family Intervention Specialist, and Court Personnel. The following rules and regulations for courtroom conduct must be followed in all Juvenile Drug Court Hearings.

- Punctuality is a must. Each participant will be on time for all court appearances.
- Do not speak when the Judge is speaking.
- Each participant will stand when addressing the Court or when addressed by the Court.
- No participant shall approach the bench unless permission is obtained or if the Court invites the participant to do so.
- No participant shall sit on counsel table in the courtroom.
- Bare feet, the wearing of sandal, men's hats, ball caps, sunglasses, shorts, abbreviated shirts and blouses are prohibited in the courtroom.
- It is forbidden to be under the influence of any intoxicating beverage and/or illicit drug when in court.
- All weapons are banned from the courtroom.
- All cell phones or pagers must be turned off.

ORIENTATION SERVICES

The Juvenile Drug Court Orientation is a mandatory part of the program. The Juvenile Drug Court Coordinator and the Juvenile Drug Court Probation Officer are responsible for coordinating the program. They notify parents/youth of the time and date. The orientation will include an overview of the Juvenile Drug Court Program, including an explanation of the role of the court, probation and treatment. The Family Intervention Specialist will present an overview of the family portion of the program. A question and answer session will be included and information pamphlets will be distributed.

LEVEL ADVANCEMENT

Advancement from each phase shall only be determined by the Juvenile Drug Court Judge and on the condition that the participant has satisfied the established minimum criteria for advancement. See levels section for criteria.

GRADUATION REQUIREMENTS

Participants who have successfully achieved their individual program goals, including educational and vocational, who have remained drug-free continuously for a minimum of six months, who have satisfactorily completed all phases of the Juvenile Drug Court, including the aftercare phase, have completed all court sanctions, and have participated for a minimum of eight months are eligible for graduation. When a juvenile has met the above listed criteria for successful completion of the program, the juvenile will be required to have a graduation interview with the Juvenile Drug Court Team and then petition the court for graduation. The juvenile must first complete the Pre-Graduation Questionnaire and return it to the Juvenile Drug Court Probation Officer

one week prior to the graduation interview. This questionnaire is intended to assist the Juvenile Drug Court Team in making a fair determination of a participant's readiness to graduate from the Juvenile Drug Court Program. Upon completion of the interview, the juvenile must then petition the Court for graduation from the program at the next review hearing.

REVIEW/STATUS HEARINGS

The Juvenile Drug Court Team meets prior to each review/status hearing to review progress reports. The review hearing provides an opportunity for the judge and other Juvenile Drug Court team members to assess a juvenile's progress in meeting drug court requirements, to administer appropriate sanctions and rewards, and to provide encouragement and support in a structured and formal setting.

Unexcused failure to appear at a Juvenile Drug Court hearing results in the issuance of a detention order. Participants arrested on a Drug Court detention order are held in custody until the next regularly scheduled Juvenile Drug Court hearing. At the hearing the Juvenile Drug Court Judge will determine if further detention is an appropriate sanction and the length of that detention.

DRUG TESTING/URINALYSIS/BREATH ANALYSIS

Drug testing is central to the courts in monitoring of participant's compliance. The phases of the Juvenile Drug Court determine the frequency of drug & alcohol testing. The Juvenile Drug Court Probation Officer is responsible for administering the drug tests and has the discretion to test at anytime there is suspicion of use.

All participants will submit to an initial urinalysis during screening. The sample will be sent to the lab for confirmation to determine levels of drug use and will be used to determine participants drug of choice. The Court can order urinalysis testing for the parent(s) of the juvenile.

The juvenile drug court will utilize a two-step process for drug testing consisting of on-site testing and lab confirmation. The on-site testing provides immediate results and lab confirmation is faxed within 24 –48 hours. Positive on-site tests will be confirmed either through a written admission by the juvenile or confirmation testing at a certified lab.

Urinalysis results will only be used to assist the court and treatment providers in evaluating the juvenile’s progress. The results will only be used to determine if the juvenile is progressing satisfactorily; to determine if the treatment plan needs modifying; or, as an aid, in determining whether the juvenile should be terminated or graduated from the program.

SANCTIONS & INCENTIVES

There are immediate and direct consequences for all conduct. Sanctions follow violations and are applied as close to the time of failure as possible by the Juvenile Drug Court. Incentives and sanctions are applied at the **participant’s** next scheduled review/status hearing, with the exception of serious violations (e.g. dirty UA, new crime, truancy), in which case the juvenile appears at the **next** scheduled review/status hearing.

GRADUATION

Participants who have achieved program goals, who have remained drug free continuously at a minimum for six months, and who have participated in the program for no less than eight months are eligible to graduate. Graduation ceremonies occur during regularly scheduled review hearings.

TERMINATION

The Juvenile Drug Court Judge makes the final determination for a juvenile to be terminated from the program. Repeated violations for any of the following can result in termination:

- Positive urine tests.
- Missed or refused urine tests.
- Failure to attend court.
- Failure to participate or cooperate in family interventions.
- Failure to participate or cooperate in counseling.
- Failure to report to probation officer.
- Failure to attend outside programs.
- Failure to attend school or work.
- Failure to cooperate at home.

The most serious violation, a new arrest, does not automatically terminate a participant from the program. If the charge is of a violent nature, and the state files the charge, the participant will be unsuccessfully terminated and referred to the prosecutor's office.

CONCLUSION

The Juvenile Drug Court Program has been developed to help you achieve abstinence from alcohol and drugs. The program is designed to promote self-sufficiency and to return you to the community as a productive and responsible citizen. The judge, probation officer, Family Intervention Specialist, and community resources are present to guide and assist you, but the final responsibility is yours.

We hope this handbook has been helpful and answered most of your questions. If you have any additional questions or concerns about the Juvenile Drug Court Program, please feel free to contact the Juvenile Drug Court Probation Officer or the Juvenile Drug Court Coordinator.

GOOD LUCK TO YOU!