

DRUG COURT *PARTICIPANT HANDBOOK*



**NAVAJO COUNTY SUPERIOR COURT
HOLBROOK, ARIZONA**

Revised June 2012

1. PROGRAM DESCRIPTION

Drug Court is a court-managed drug intervention and treatment program. It may be offered if you are (or will be) on probation and are determined to be a substance abuse/dependent person. If you are eligible and choose to participate, you must be willing to commit to the entire program. Successful completion will require one to two years.

You can be terminated from the program for violating the program rules. If your participation is terminated, your probation may be revoked and you will be re-sentenced. Drug Court is an opportunity that is only offered one time. Either completion or termination from Drug Court, disqualifies you from further participation.

2. PROGRAM GOALS

Drug Court staff will work with you to develop individual goals, but all participants share these common goals:

1. To learn to be drug- and alcohol-free
2. To learn better life-coping skills
3. To adjust to a drug-free lifestyle
4. To develop a non-criminal pattern of living
5. To enhance employment skills through education and vocational training
6. To improve or develop a more positive and supportive family and social system
7. To become involved in a recognized and approved support group
8. To increase social skills
9. To enhance self-esteem and self-motivation
10. To learn the warning signs of relapse and develop a relapse prevention plan
11. To accept responsibility for financial obligations and learn budgeting skills
12. To develop time management skills

3. COURT-RELATED FINANCIAL OBLIGATIONS

Drug Court participants are responsible for paying all court-ordered assessments and fines. To advance in Drug Court, participants must be current on probation fees and Drug Court fees and use their best efforts to pay other court-ordered assessments. If you cannot make the payment, discuss your situation with the Drug Court probation officer and/or Drug Court Team. Payments for Drug court must be made on a separate money order from probation fees. Two money orders will need to be turned in monthly.

4. DRUG COURT RULES

If you violate the Drug Court rules, sanctions may be imposed by the Drug Court Team. The rules are as follows:

1. You are expected to maintain appropriate behavior at all times during Drug Court sessions and while in the courthouse. The Drug Court Team and probation staff must be treated with respect at all times. Unless prior approval is given you will remain for the entire proceeding. There will be no talking while Drug Court is in session. You will be permitted to show support and encouragement to fellow participants by applause, but only during appropriate times. Maintaining appropriate behavior is indicative of the progress you and your fellow participants are making toward your recovery.
2. You must turn off cell phones prior to Drug Court or group sessions. No food, beverages or gum in Drug Court.

You must attend all scheduled counseling sessions, educational sessions and Drug Court sessions, unless you obtain prior approval. You must arrive on time and not leave until the session is over. If you are late, you may not be allowed to attend the session and may be considered absent. You may be assessed the financial cost of a missed counseling session and you may receive a sanction from the Drug Court Judge.

3. Appropriate clothing is expected at all times. You must wear a shirt with a collar or blouse (no tee shirts), pants or skirt, and shoes. Sunglasses will not be worn inside Drug Court. Clothing bearing drug- or alcohol-related themes, or promoting or advertising alcohol or drug use, is not allowed at any time. No gang colors or gang clothing shall be worn at any time.
4. The following actions will not be tolerated:
 - Violence or threats of violence of any kind
 - Use or possession of drugs (including medical marijuana), mind altering substances or alcohol
 - Belligerent or abusive behavior

5. PROGRAM PHASES

Phase I: Stabilizing and Orientation (minimum 3 months)

- Weekly appearance in Drug Court.
- Frequent face-to-face contact and drug and alcohol testing by probation staff. Participants must report to the Probation field office for drug testing as directed. Participants must turn in a completed Drug Court Participation Report and documentation of CWS, job search, school, counseling and meetings as directed.
- Must abide by 8 p.m. curfew unless working, attending meetings or with permission of PO/SO. Participants must submit a weekly schedule with all planned activities and appointments to be approved by the Drug Court probation officer. Schedule changes must be approved in advance by PO/SO. Participants must have written permission to leave Navajo County.
- Must be employed (or engaged in job search) and/or in school, required counseling, community support meetings, community service or other approved activity for a combined 48 hours per week. Participants with court-ordered community service will be ordered to complete a scheduled amount of community service in order to fulfill their obligation by the time they graduate from Drug Court. Participants enrolled in school will be credited three hours per week for each hour of class enrolled. Documentation of activities is required.
- Counseling as recommended by the counseling agency and/or Drug Court Team.
- Must be involved in a twelve-step program and, where available locally, attend at least two Community Support meetings per week such as Narcotics Anonymous, CMA (Crystal Meth Anonymous, or AA (Alcoholics Anonymous), SOS (Save Our Selves), or Rational Recovery. Verification is required.
- Together, you and your Probation Officer will develop an Individualized Program Plan based on your needs.

Before advancing to Phase II, you must: (1) be clean and sober for a minimum of three months, which includes no dirty UA tests or diluted samples; (2) be in compliance with counseling requirements; and (3) be current on probation fees and Drug Court fees and make best efforts to pay other court assessments. When advancing to a new phase, you will be advised in writing of the new phase requirements and will be expected to sign that you understand and will comply with the new requirements.

Phase II: Intensive Treatment (minimum 3 months)

- Appearance in Drug Court twice a month
- Frequent face-to-face contact and drug and alcohol testing by probation staff. Participants must report to the Probation field office for drug testing as directed. Participants must turn in a completed Drug Court Participation Report and documentation of CWS, job search, school, counseling and meetings as directed.
- Must abide by 9 p.m. curfew unless working, attending meetings or with permission of PO/SO. Participants must submit a weekly schedule with all planned activities and appointments to be approved by the Drug Court probation officer. Schedule changes must be approved in advance by PO/SO. Participants must have written permission to leave Navajo County.
- Must be employed (or engaged in job search) and/or in school, required counseling, community support meetings, community service or other approved activity for a combined 48 hours per week. Participants with court-ordered community service will be ordered to complete a scheduled amount of community service in order to fulfill their obligation by the time they graduate from Drug Court. Participants enrolled in school will be credited three hours per week for each hour of class enrolled. Documentation of activities is required.
- Counseling as recommended by the counseling agency and/or Drug Court Team.
- Must be involved in a twelve-step program and, where available locally, attend at least two Community Support meetings per week such as Narcotics Anonymous, CMA (Crystal Meth Anonymous, or AA (Alcoholics Anonymous), SOS (Save Our Selves), or Rational Recovery. Verification is required.
- Together, you and your Probation Officer will develop an Individualized Program Plan based on your needs.

Before advancing to Phase II, you must: (1) be clean and sober for a minimum of three months, which includes no dirty UA tests or diluted samples; (2) be in compliance with counseling requirements; and (3) be current on probation fees and Drug Court fees and make best efforts to pay other court assessments. When advancing to a new phase, you will be advised in writing of the new phase requirements and will be expected to sign that you understand and will comply with the new requirements.

Phase III: Continued Recovery (minimum 3 months)

- Frequent face-to-face contact and drug and alcohol testing by probation staff. Participants must report to the Probation field office for drug testing as directed. Participants must turn in a completed Drug Court Participation Report and documentation of CWS, job search, school, counseling and meetings as directed.
- Must abide by 10 p.m. curfew unless working, attending meetings or with permission of PO/SO. Participants must submit a weekly schedule with all planned activities and appointments to be approved by the Drug Court probation officer. Schedule changes must be approved in advance by PO/SO. Participants must have written permission to leave Navajo County.
- Must be employed (or engaged in job search) and/or in school, required counseling, community support meetings, community service or other approved activity for a combined 48 hours per week. Participants with court-ordered community service will be ordered to complete a scheduled amount of community service in order to fulfill their obligation by the time they graduate from Drug Court. Participants enrolled in school will be credited three hours per week for each hour of class enrolled. Documentation of activities is required.
- Counseling as recommended by the counseling agency and/or Drug Court Team.
- Must be involved in a twelve-step program and, where available locally, attend at least three Community Support meetings per week such as Narcotics Anonymous, CMA (Crystal Meth Anonymous), or AA (Alcoholics Anonymous), SOS (Save Our Selves), or Rational Recovery. Verification is required.
- Together, you and your Probation Officer will develop an Individualized Program Plan based on your needs.

Before advancing to Phase IV, you must: (1) be clean and sober for a minimum of three months, which includes no dirty UA tests or diluted samples; (2) be in compliance with counseling requirements; and (3) be current on probation fees and Drug Court fees and make best efforts to pay other court assessments. When advancing to a new phase, you will be advised in writing of the new phase requirements and will be expected to sign that you understand and will comply with the new requirements.

Phase IV: Transition/Aftercare (minimum 3 months)

- Frequent face-to-face contact and drug and alcohol testing by probation staff. Participants must report to the Probation field office for drug testing as directed. Participants must turn in a completed Drug Court Participation Report and documentation of CWS, job search, school, counseling and meetings as directed.
- Must abide by midnight curfew unless working, attending meetings or with permission of PO/SO. Participants must submit a weekly schedule with all planned activities and appointments to be approved by the Drug Court probation officer. Schedule changes must be approved in advance by PO/SO. Participants must have written permission to leave Navajo County.
- Must be employed (or engaged in job search) and/or in school, required counseling, community support meetings, community service or other approved activity for a combined 48 hours per week. Participants with court-ordered community service will be ordered to complete a scheduled amount of community service in order to fulfill their obligation by the time they graduate from Drug Court. Participants enrolled in school will be credited three hours per week for each hour of class enrolled. Documentation of activities is required.
- Counseling as recommended by the counseling agency and/or Drug Court Team.
- Must be involved in a twelve-step program and, where available locally, attend at least three Community Support meetings per week such as Narcotics Anonymous, CMA (Crystal Meth Anonymous), or AA (Alcoholics Anonymous), SOS (Save Our Selves), or Rational Recovery. Verification is required.
- Attend monthly Alumni Group Meetings
- Together, you and your Probation Officer will develop an Individualized Program Plan based on your needs.

Before graduation, you must: (1) be clean and sober for a minimum of six months, which includes no dirty UA tests or diluted samples; (2) be in compliance with counseling requirements; and (3) be current on probation fees and Drug Court fees and make best efforts to pay other court assessments.

6. GRADUATION

Graduation comes after successful completion of the program. Graduates will be honored and receive certificates at special graduation ceremonies. Graduates must also participate in an exit interview and fill out an exit survey. All Drug Court participants are required to be present at Drug Court Graduations.

Graduation Requirements

- Must be clean and sober (including alcohol) for six months before graduation.
- Must demonstrate economic stability.
- Must establish and maintain a pattern of stable housing for the future.
- Must have paid all probation and Drug Court fees in full and used best efforts to pay other court assessments.
- Must have a written plan developed to maintain a sober lifestyle.

7. SUBSTANCE ABUSE TREATMENT

Substance abuse counseling is an integral part of Drug Court. The treatment options, length and frequency will be based on each participant's individual needs and level of dependency. Upon acceptance into the Drug Court program, participants will be referred to a treatment provider agency for an intake and assessment. A treatment plan will be provided by the treatment provider.

All participants are required to abide by their treatment plans and attend all assigned sessions. Missing counseling sessions without being excused by the treatment provider will result in sanctions up to and including jail time. Continued missed sessions may result in termination from Drug Court.

Your treatment plan may include any or a combination of any of the following treatment options:

- **INDIVIDUAL COUNSELING**

One-on-one individual sessions are held according to your needs as determined by your treatment provider. You must be on time or you may be considered absent. Missed sessions will result in sanctions by the Drug Court Team.

- **GROUP COUNSELING**

Group counseling is a crucial part of the recovery process. Participants will be assigned by the treatment provider to a group based on individual needs and level of dependency. Attendance is mandatory unless excused by the counseling agency or

Drug Court Team. You must be on time or you may be considered absent. Missed sessions will result in sanctions by the Drug Court Team.

The effort you put into each group will determine the benefits you receive. All participants will be expected to follow the rules and show respect for their fellow participants and the group leaders. Failure to do so will result in sanctions as determined by the Drug Court Team.

- **FAMILY COUNSELING**

Family group sessions will be conducted to address questions or concerns participants and their families have about the program, family issues, understanding addiction, relapse and other issues affecting the family. Family counseling may include children of participants and focus on parenting skills, building trust and substance abuse prevention.

- **SUBSTANCE DEPENDENCY EDUCATION**

This treatment program is designed to educate you on the dynamics and symptoms of addiction and substance dependency and how they affect your life and the lives of others around you.

- **INTENSIVE THERAPY**

Behavioral health services may include: inpatient referral, psychiatric evaluation, medication monitoring, or intensive case management as determined by your therapist. Your therapist may recommend, and you may be required to participate in, an in-patient treatment program.

8. RECOGNIZED COMMUNITY SUPPORT GROUPS

Involvement in a recognized and approved support group (i.e., NA, CMA or AA) is vital to your recovery. Secular, non-12-step support groups can also be attended. Attendance at these group meetings is mandatory and shall be documented. Participation in a support group will help you see how others with similar problems are recovering from their addictions. You will observe that changing to a drug-free lifestyle is a positive and exciting experience. Very few alcoholics and addicts maintain recovery without a support system. You will be encouraged to attend support group meetings after graduation.

9. DRUG TESTING

All participants will be required to be drug tested. Drug testing will play a significant role in your recovery.

All prescribed and over-the-counter medications must be non-narcotic and not contain alcohol and must be approved by the Drug Court probation officer. You will not be able to participate in Drug Court if you are using medical marijuana or have an active legal card to either use or cultivate medical marijuana. In order to participate in Drug Court, you must deactivate and turn in your medical marijuana card. Not all medications will be approved. Participants should not take any substances or over-the-counter medications that may compromise drug and alcohol tests.

You must notify your probation officer if you are currently being prescribed or recommended any drugs and provide a copy of the prescription, recommendation or documentation from your physician. Probation may monitor your medication by counting pills and prescription bottles to ensure proper usage. You will sign a consent form allowing your probation officer/Drug Court Coordinator to communicate with your physician. You are encouraged to discuss alternatives or options to drug therapy with your physician, counselor or probation officer. Let your physician know that you are participating in Drug Court and being drug tested.

Prescriptions must be current and taken only for the medical problem prescribed. Outdated prescriptions or prescriptions for prior medical problems will not be accepted.

Long-term use of any prescriptions that contain opiates may disqualify you from participating in Drug Court.

In addition, many drugs sold over the counter may cause positive results on drug tests. It is your responsibility to be aware of these ingredients and avoid them. Using over-the-counter medications that cause a positive result will not be an excuse for a positive drug test. Consult your physician or pharmacist for alternative therapies. Here is a list of ingredients to avoid:

Ephedrine	Chloroquine	Benzphetamine
Phenfluramine	Monoamine Oxidase	Psuedoephedrine
Ritalin	Phentermine	MAMA
MDA	Chlorpromazine	Phenylpropanolamine
Benzedrine	Desbutal	Hydrochloride
Desoxyn	Xanax	Methoxy Phentermine
Diphenhydramine	Phenylephrine	Vicks Inhaler or Walgreens Inhaler
Synthetic Marijuana/Spice	Medical Marijuana	Any other mind-altering substances

Also, you are advised that if you consume any product with poppy seeds, your drug test may test positive for opiates. It is your responsibility to check labels of foods and over-the-counter products you consume in order to avoid positive tests.

Failure to comply with proper procedure, missed tests, positive drug/alcohol tests or diluted or altered tests will result in sanctions by the Drug Court Team. A diluted or tampered test will be considered to be a positive test and sanctions will apply. Continued positive or diluted tests may result in termination from Drug Court.

10. EDUCATIONAL OPPORTUNITIES

Drug Court participants are encouraged to pursue educational and vocational opportunities. Those participants who do not have a high school diploma or GED will be expected to make efforts to obtain a GED while in Drug Court.

Participants may also be required to complete other educational self-study or group sessions related to life skills, parenting, career planning, counseling, vocational training or rehabilitation as determined by the Drug Court Team.

11. EMPLOYMENT

Participants are required to be employed, engaged in a job search, attending school or performing CWS. Participants are required to obtain financial stability prior to graduation. Full-time stable employment is encouraged. Employment must be in Navajo County. Participants will be permitted to change jobs while in the program; however, your probation officer must be notified prior to the change.

Employment will be verified routinely by the probation officer, either through phone contact with the employer or copies of paycheck stubs. On-site visits will also be conducted. In the event of incarceration, all work release schedules must be confirmed by your probation officer. It is your obligation to inform your employer of your participation in Drug Court and make necessary arrangements for Drug Court appearances and attendance at counseling and group meetings.

12. INCENTIVES AND SANCTIONS

As a participant in Drug Court, you will have an opportunity to earn incentives for your efforts in complying with the program and working on your sobriety. Incentives will include applause, additional privileges, certificates, phase advancement and gifts.

Failure to meet the expectations of Drug Court will result in sanctions issued by the Drug Court Judge. Sanctions may include essays, presentations, additional CWS, additional court appearances, delay of a phase advancement, demotion of a phase and jail. Serious violations such as positive drug tests, missed contacts and drug tests, house-arrest violations and missed counseling sessions or meetings will result in jail

time or termination from Drug Court. Length of jail time will be at the discretion of the Drug Court Judge and Drug Court Team and will depend on the circumstances and the willingness of the participant to take responsibility for the violations.

13. TERMINATION

The Drug Court Team may terminate you from the program. Circumstances for termination include, but are not limited to:

- The participant petitions the Court for termination.
- New felony conviction committed while participating in Drug Court. Misdemeanor convictions will be decided on a case-by-case basis.
- The participant exhibits violent behavior or makes threats of violent behavior toward self or others, or displays inappropriate, disruptive or noncompliant behavior.
- The participant refuses to satisfactorily participate in program requirements.
- The participant repeatedly violates program rules.
- The participant absconds from the program.

Upon termination from Drug Court, the original prosecution will be reinstated or a Petition to Revoke Probation will be filed and you will be re-sentenced.