

**SEVENTH JUDICIAL
DISTRICT**

(Bonneville County, Idaho)

**JUVENILE DRUG
COURT**

**PROGRAM STANDARDS
&
PRACTICES**

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FORWARD:

The following document shall provide a general framework of common principles, policies and practices for Juvenile Drug Court Programs in the 7th Judicial District. The purpose of these standards and policies is to:

- Minimize duplication of efforts and ensure greater coordination among all court-supervised Juvenile Drug Court Programs throughout the district.
- Maximize coordination and sharing of resources.
- Strengthen efforts to obtain Federal funding.
- Facilitate coordinated long-range plans for financing Juvenile Drug Court operations.

Developed through a consensus of involved district-wide agencies, the standards include all of the elements that are considered essential to the operation of a Juvenile Drug Court Program in the 7th Judicial District. Collectively, they represent a required minimum program model. Specific practices are also described to provide examples of actions that should be taken to ensure conformity to the district-wide standards.

Clearly, there are and will continue to be differences between individual Juvenile Drug Court Programs. All programs are intended to reflect the unique needs and operational environments of the local court jurisdictions. However, it is also clear that there is a need for overall uniformity as to basic components and operational procedures and principles. Therefore, this document is an attempt to outline those fundamental standards and policies to which all Juvenile Drug Court Programs in the 7th Judicial District should subscribe.

INTRODUCTION:

A Juvenile Drug Court is a full or part-time 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. Juvenile substance abusers often lack the “hitting the bottom” motivation that long-term adult substance abusers have – and often use – in their recovery process.

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.

Because of the unique problems and opportunities that present themselves in working with drug involved criminal defendants, intervention and rehabilitation strategies must be “reality-based”. Drug Court programs must therefore recognize that:

- Addicts/Substance Abusers are most vulnerable to successful intervention when they are in the crisis of initial arrest and incarceration, so intervention must be immediate.
- Preventing gaps in communication and ensuring offender accountability are of critical importance, so court supervision must be coordinated and comprehensive.
- Substance Abuse seldom exists in isolation from other serious problems, which undermine rehabilitation, so intervention must include other available services and resources such as educational assessments and job placement.
- Relapse and intermittent progress are part of the recovery process, so sanctions and incentives must be integral to the Juvenile Drug Court intervention strategy.

Juvenile Drug Court programs, while focusing on family issues, also operate with the recognition that some families involved with the program are dysfunctional and, despite the program’s best efforts, will not change sufficiently to support the juvenile’s needs. Juvenile drug courts, therefore, must equip participants with life and coping skills and, if necessary, strive to find alternative adult role models.

MISSION

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.

OBJECTIVES

Goal #1: Promote public safety by reducing substance abuse and delinquent activity among participants.

Objectives:

- The Seventh Judicial District will implement a juvenile drug court in three of the ten counties to serve 16-20 juveniles and their families in the first year of operation.
- The Seventh Judicial District will continue to expand a unified multi-county juvenile drug court to the remaining counties in the 7th Judicial District during the second and third years of operation.

Outcomes:

- 75% of participants will have all negative drug screens during phase IV of the program.
- 70% of participants will successfully complete the program.
- 60% of participants will not have new arrests while in the program.
- 50% of graduates from the program will have no new arrests for twelve-months following graduation.

Goal #2: 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.

Objectives:

- The Family Intervention Specialist will complete strength-based assessments on 100% of juveniles and families referred to the program.
- Based on the assessment, the Family Intervention Specialist in collaboration with the Juvenile Drug Court Team will strengthen families by promoting self-reliance, ability to solve problems, and increasing knowledge of available community services and support networks, as determined by outcomes.

Outcomes:

- 70% of families use of community services & support networks will increase.
- 75% of families will report increase in family self-reliance.

Goal#3: Improve juvenile's school performance and attendance.

Objectives:

- The Juvenile Drug Court will assess 100% of juvenile participants to determine needs of education, and/or employment.
- 100% of juveniles completing the program will earn a high school diploma, a GED, or satisfactory school performance report.

Outcomes:

- 70% of participants attending school will show increase in performance.
- 80% of participants attending school will not have any unexcused absence while in the program.
- 70% of participants determined to need employment will be involved in job skills training or will have obtained employment.

Goal #4: Strengthen the families of participants by improving the capacity of families to promote structure and guidance to their children.

Objectives:

- The Family Intervention Specialist will provide intensive, multisystemic, home-based services to eligible participants and their families.
- The Juvenile Drug Court will refer 100% of participant's parents/guardians to parenting classes.

Outcomes:

- 80% of participant's parents/guardians will complete assigned classes.
- 70% of families will report increased ability to provide structure and guidance for their children.

Goal # 5: 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.

Objectives:

- The Family Intervention Specialist will provide intensive, multisystemic, home-based services to 100% of the eligible participants and their families.
- The Juvenile Drug Court will provide assistance to 100% of participants in developing competencies, as determined by outcomes.
- 100% of participants will be referred to Cognitive Self-Change Groups or receive intervention for cognitive restructuring.

Outcomes:

- 75% of participants will report increased positive relationships within the family.
- 80% of participants will be involved in pro-social activities within the community.

POLICIES AND PROCEDURES

I. JUVENILE DRUG COURT ORGANIZATION

a. Drug Court Coordinating Committee

The Seventh Judicial District Drug Court Coordinating Committee provides oversight of the program. The committee is comprised of representatives from judicial administration, juvenile court, prosecutor's office, public defender's office, probation department, Department of Juvenile Corrections, Department of Health & Welfare, a school district representative and treatment provider. The coordinating committee will hold regularly scheduled reviews for quality assurance to revisit the target population addressing the following: Resource changes, drug of choice changes, new drugs introduced and demographic changes of the arrestee population throughout the district. The coordinating committee will also address any changes suggested by the evaluator. The coordinating committee is responsible for setting major policy regarding the Juvenile Drug Court.

b. Drug Court Team

The Juvenile Drug Court team, in each county, is comprised of the Juvenile Drug Court Judge, Prosecutor, Public Defender, Drug Court Coordinator, Juvenile Drug Court Probation Officer and treatment providers. While the ultimate decision-making authority resides with the Drug Court Judge, the Drug Court team works in collaboration toward the common goal of rehabilitation of the drug court participant. Team meetings are held prior to Drug Court to review cases to be heard that day. The Drug Court team staffs weekly to discuss problem cases in depth.

c. Drug Court Judge

The Juvenile Drug Court Judge shall supervise compliance with the Juvenile Drug Court Program by reviewing the weekly progress reports, and input from each juvenile and will use various incentives, both positive and punitive, to encourage compliance with the Juvenile Drug Court Program. The judge will establish a rehabilitative relationship with the juvenile and his/her family through intensive interaction during court appearances. The judge shall stress the court's desire that each juvenile successfully complete the program while making it clear the consequences of noncompliance. The judge will assume not only the role of judge, but also mentor and encourager to each juvenile and/or his/her family.

d. Drug Court Prosecutor

The Drug Court Prosecutors will participate fully as a drug court team member. In drug court, participate as a team member, operating in a non-adversarial manner, promoting a sense of a unified team presence and will ensure community safety concerns by maintaining eligibility standards while participating in a non-adversarial environment that focus on therapeutic outcomes.

e. Drug Court Public Defender

The Drug Court Public Defender will participate fully as a drug court team member. In drug court, participate as a team member; operating in a non-adversarial manner, promoting a sense of unified team presence. The Drug Court Public Defender will evaluate the offender's legal situation and ensure that the offender's legal rights are protected. The Drug Court Public Defender will effectively advise the defendants on their legal rights, legal options, program conditions and sentencing outcomes and monitor client progress to ensure appropriate program participation.

f. Drug Court Coordinator

The Drug Court Coordinator will participate fully as a juvenile drug court team member and is responsible for the administrative, financial aspects of the program, public relations, collaboration with other juvenile justice and community agencies, and the facilitation of all meetings. The Juvenile Drug Court Coordinator shall serve as an interagency and interdepartmental liaison for correspondence, reports, case records, and all other related matters. The Drug Court Coordinator, following input from the Juvenile Drug Court Team, makes policy decisions affecting the day-to-day operations of the Drug Court.

The coordinator will conduct site visits, oversee data collection and evaluation. The coordinator is responsible for orientation of all new team members. The coordinator will ensure that gender, age and culturally specific services are available and will ensure that the program is serving the target populations and targeted enrollment.

g. Drug Court Probation Officer

Each county or consortium of counties in the District will provide a Juvenile Drug Court Probation Officer to monitor the juvenile's compliance with the Drug Court Program requirements and the law. The Drug Court Coordinator and Drug Court Probation Officer may be a single position in the smaller counties. The Juvenile Drug Court Probation Officer will participate fully as a drug court team member and is responsible for providing primary case management services for each participant. The Probation Officer will:

- Conduct initial screening for eligibility and admittance into drug court and presents cases determined to be eligible to the drug court team.
- Complete all screenings, referral forms, and intake forms as required.
- Schedule appropriate meetings with participants and administer random alcohol/drug tests. To include at least one home visit per month to assess the family situation.
- Provide a weekly progress report to the courts on each participant.
- Coordinate any community service/court labor detail performed by the participant.
- Be responsible for all reports, case records and field notes related to the participant.
- Provide general probation supervision for each juvenile.
- Monitor participant's progress in the program.
- Collaborate with Family Intervention Specialist to identify ancillary needs of juvenile and/or family and assist in referral to services.
- Be responsible for compilation of school information on each participant.
- Input of data into Juvenile Drug Court database.
- Work in collaboration with the Drug Court Coordinator.

h. Drug Court Family Intervention Specialist

The Drug Court Family Intervention Specialist will participate fully as a drug court team member and will ensure that the participant and their family receive the highest level of care available. The Family Intervention Specialist will conduct competent and timely assessments of participants and family and develop and implement interventions that are sensitive to issues of race, culture, religion, gender, age, ethnicity, developmentally appropriate. The Family Intervention Specialist will report progress that provides the team with sufficient and timely information to implement incentives and sanctions.

i. School Representative

The School Representative will participate fully as a drug court team member and will report to the drug court team information pertaining to the participant's school performance, attendance and other relevant information. The school representative will make recommendations for alternative placements, if necessary and will act as contact point for all team members concerning participant's school in all matters pertaining to drug court.

j. Drug Court Researcher/Evaluator

The Drug Court Researcher/Evaluator will be involved in all phases of planning to ensure the effective and ongoing development of data collection and evaluation component that deals with relevant information critical to the enhancement of the program. While not a fully participatory member of the staffing team, the evaluator will be familiar with its policies and procedures and the program process and will ensure that the information system assists the team in monitoring the progress of the participants in the program and program development.

II. ELIGIBILITY, SCREENING/REFERRAL, ASSESSMENT, AND TREATMENT PLAN

a. 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.

b. 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. Initial screening/interview will be conducted within 48 hours of receiving referral. (Excluding weekends and holidays). 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 screening tool. 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.

c. Assessment

The Family Intervention Specialist will conduct a comprehensive assessment. Assessment criteria could include: Substance use indicators of early substance use, substance use before or during school, peer involvement in substance use or daily use of one or more substances. Psychosocial indicators could include physical or sexual abuse, parental substance abuse, change in school performance or attendance, peer involvement in serious crimes, marked change in physical health, involvement in serious delinquency, HIV high risk activities or indicators of serious psychological problems. The Family Assessment Measure (FAM-III) will be used to assess the strengths and needs of the family. FAM-III measures family strengths and weaknesses. Assessment of the juvenile will address substance use problem severity in great depth and adequately cover home life, delinquency, physical/sexual abuse, medical status, education status, in depth psychiatric status, environmental risks, environmental asset/strengths, sexual behaviors, developmental status, leisure and recreation and family dynamics.

The Family Intervention Specialist will meet with the participant and family within 48 hours, excluding weekends and holidays, 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. The assessment should identify barriers for families that might stop them from engaging.

Based on information from the assessment, the Family Intervention will develop 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.

d. 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. Substance abuse issues for the family will be incorporated into the plan. Within a context of support and skill building, the plan will place developmentally appropriate demands on the juvenile and/or family for responsible behavior. 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.

The assessment of the juvenile and family will include careful and thorough consideration of the cultural perspectives of the youth and their families and the cultural relevance of the process of treatment. The treatment plan will incorporate a variety of strategies that build on cultural strengths. Assistance will be provided to assist the juveniles and their families in accessing other appropriate cultural groups and resources within the community.

Special interventions for youth (based on assessment) could include the need for building coping skills and decision-making skills. The cognitive approaches would be geared to the youth's developmental stage, emotional and psychological, as well as age. The focus would be on the strengths of the adolescent.

Treatment plans will be an individualized plan for each participant taking into consideration gender and age issues. Home-based interventions will be specifically tailored to meet the needs of the age of the juvenile with age-appropriate goals, taking into consideration the developmental stage of the participant. Interventions for treatment for girls will take a holistic approach and will need to involve the Family Intervention Specialist and others in the

community to offer the comprehensive services needed. Services could include: Referral to outside agencies to focus on the contributing factors for substance abuse such as sexual abuse, domestic violence, and relationship issues. Programs within the community for vocational training or work requirements to encourage the young women to avoid dependency on welfare or others. Referral to “Our Girls Program” a 12-week focused on the values of women, goal-setting, personal values and assertiveness.

If the assessment indicates a need to address anger management, violence prevention, victimization issues, and values, the Family Intervention Specialist will incorporate those in the treatment plan. Strategies to address those issues will be used during home visits. In addition, referrals could be made to outside agencies in the community for both the juvenile and family members.

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.

III. PROGRAM COMPONENTS

a. 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

Each Juvenile Drug Court in the 7th Judicial District shall establish minimum program elements for each treatment phase that include but are not limited to:

- **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 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 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 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 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 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 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 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 – 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 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 - 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 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.

Case Management:

The Juvenile Drug Court Probation Officer is responsible for providing primary case management services for each participant. Case management is a coordinated, collaborative effort to provide linkages with other service providers or between system in an effort to assist the participant and/or family with their needs.

Case management will provide: Planning for intervention services and the fulfillment of criminal justice obligations. Brokering treatment and other services and assuring continuity as the participant progress through treatment and program completion. Monitoring and reporting progress of the participant. Supporting the participant by identifying problems, and advocating for the participant with legal, treatment, social service, and medical and mental health systems. Monitoring urinalysis, breath analysis or other chemical testing. Protecting the confidentiality of the participant's records. Case will be monitored according to what phase the participant is in or on a case by case basis according to specific needs of the participant and their family.

Prohibited Acts:

- 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:

- 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. Program fees could be divided into participant and parent payments with an additional incentive for compliance with program. Participant and/or family, depending on compliance, could be presented with a credit voucher to apply towards program costs at the completion of each phase. 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 Court 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.

b. Drug Court 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, in writing. 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.

c. Drug Court 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.

d. 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.

e. 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.

The Juvenile Drug Court Team will search for both negative and positive elements as they assess an individual's and/or family's recent behavior for an upcoming review/status hearing. During the review hearings, feedback from the judge and comments from all the drug court team will always include compliments and supportive banter. These compliments and support will be extended even while glaring slip-ups are being addressed. Hearings are scheduled weekly in level I, three times per month in level II, bi-monthly in level III and monthly in level IV.

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.

f. Progress Reports

The Juvenile Drug Court probation officer will be responsible for providing the progress reports to the court. The progress report will address all aspects of the program including urinalysis results, compliance with treatment plan, attitude and behavior of both juvenile and family. The progress reports are reviewed at the Juvenile Drug Court Team Meeting that is held prior to the review/status hearing.

All progress reports will identify both negative and positive accomplishments of both the juvenile and his/her family. The team will compose their response for that week to any participant by reviewing both compliments regarding accomplishments and suggestions/chastisements. The team will make a conscious effort toward achieving a balance and will understand that (in some weeks) the hunt for a compliment might be difficult and require an “innovative” attitude. If a team session becomes too negatively focused regarding a drug court participant’s situation, any team member will feel obliged to turn the larger discussion back into balance. This could be accomplished by listing both views (positive and negative) in reports to ensure that the negative will not be allowed to dominate by simple omission.

g. Drug Testing/Urinalysis

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 of the juvenile. The 7th Judicial District Juvenile Drug Court will adhere to the following policy regarding drug testing.

- Contracted laboratories must be certified.
- Laboratories will perform appropriate tests to detect diluted or adulterated urine samples.
- The scope of the testing must be sufficiently broad to detect the participant's primary drug of choice as well as other potential drugs of abuse including alcohol.
- Agencies must have specific, detailed, written procedures regarding all aspects of urine samples, collections, sample analysis and result reporting.
- Agencies must have a documented chain of custody for each sample collected.
- Agencies must have procedures for verifying accuracy when test results are contested.
- Participants are required to remove coats or jackets, wash their hands prior to collection of sample. Hands must be thoroughly dried before proceeding.
- All urine sample collections must be directly observed.
- The Probation Officer must follow the documented chain of custody for each sample collected.
- The Court is notified immediately when a participant has tested positive.
- Positive results, unexcused missed tests, and evidence of sample adulterations will result in court sanctions. Refusals and/or stalling (15 minutes or more) will be considered a positive test.

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.

The on-site testing will test for alcohol, marijuana, methamphetamine, and cocaine and testing for adulteration. Positive on-site testing will be sent to a certified lab for a seven-panel screen. Levels of drugs present are measured and reported. Adulteration is reported as is the creatinine levels. For quality assurance, participants will have a minimum of one urine sample sent to the lab each month.

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.

h. Sanctions and Incentives

Relapse and intermittent progress are part of most successful drug rehabilitation programs. 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.

Progressive sanctions and incentives are related to the goals of the Juvenile Drug Court and should be appropriately applied in response to program failure and success and/or applied incrementally to move the participant steadily toward completion of the program. This list is not inclusive and can include creative ideas and should reflect what participants and /or families perceive as sanctions and incentives based on initial interviews and assessments.

- **Goal #1: Promote public safety by reducing substance abuse and delinquent activity among participants.**
 - **Behaviors:** Clean UA, no new legal violation, no curfew violation.
 - **Incentives:** Praise, progress through phrases, gift certificates, later curfew, fewer drug tests, overnight with friends, or reduction in community service hours.

 - **Behaviors:** Positive drug test, new crime, or status offense.
 - **Sanctions:** Community Service, increased curfew, increased drug test, house arrest, electronic monitoring, increased status hearings, lose drivers license, weekend detention, extended detention, 3B 90-Day Program. (Upon release return to Drug Court at level II.) or removal from program.
 - **Treatment Response:** Increase in services of Family Intervention Specialist, referral to classes.

- **Goal #2: 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.**
 - **Behaviors:** Family involvement in support networks, improved family relationships, parent success in job or new job.
 - **Incentives:** Praise, family outing, or family pictures.

 - **Behaviors:** No improvement in use of resources or family relationships.
 - **Sanctions:** Lecture from the judge, or contempt of court.
 - **Treatment Response:** Increase in services of Family Intervention Specialist.

- **Goal#3: Improve juvenile’s school performance and attendance.**
 - **Behaviors:** School attendance, or increased academic performance.
 - **Incentives:** School-based incentives, recreational activities, new school supplies or clothes, lower curfew, or certificate.
 - **Behaviors:** Truancy, no response to educational goals, or discipline referral.
 - **Sanctions:** Community service, in-school suspension, apology letter, or change in school placement.
 - **Treatment Response:** Mentoring/tutoring, educational assessment, referral to classes.

- **Goal #4: Strengthen the families of participants by improving the capacity of families to promote structure and guidance to their children.**
 - **Behaviors:** Completion of parenting classes, attendance at family sessions, attendance at pro-social activities, or involvement in the community.
 - **Incentives:** Praise, gift certificates, movie passes for family, restaurant certificates, pizza/movie passes, family outing, lower curfew for participant, coupons from local businesses, credit against community service hours.
 - **Behaviors:** Non-attendance at parenting classes, non-compliance with Family Intervention Specialist’s interventions.
 - **Sanctions:** Community service with participant, lecture from the judge, or contempt of court.
 - **Treatment Response:** Increase in services of Family Intervention Specialist.

- **Goal # 5: 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.**
 - **Behaviors:** Attendance at family sessions, attendance or completion of classes, attendance at pro-social activities, or involvement in the community.
 - **Incentives:** Praise, gift certificates, movie passes for family, restaurant certificates, pizza/movie passes, family outing, lower curfew for participant, coupons from local businesses, credit against community service hours.
 - **Behaviors:** Missed classes, no involvement in pro-social activities, association with negative peers.
 - **Sanctions:** Community service, increased curfew, increased drug test, house arrest, electronic monitoring, increased status hearings, lose drivers license, weekend detention, extended detention, or removal from program.
 - **Treatment Response:** Make-up missed classes.

i. 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.

j. Termination

During the Drug Court Team Meeting, any Drug Court Team Member can make recommendation for termination of a participant. However, prior to termination the judge should impose sanctions for violations on a graduated scale with input from the Drug Court Team (see section on sanctions). 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.

IV. MANAGEMENT INFORMATION SYSTEM PLAN & EVALUATION

Evaluation of the Seventh Judicial Juvenile Drug Court will be an ongoing process of gathering objective information that can be used by the Seventh Judicial District Coordinating Committee, program administrators, and the Juvenile Drug Court Teams throughout the district. Evaluation serves a dual purpose of monitoring program operations and examining program outcomes. Information gathered from process and outcome evaluation activities is used to modify program procedure, approaches, or interventions, and to justify continuation or expansion of existing services. The following sections describe the Management Information System Plan, Process Evaluation Plan, and the Outcome Evaluation Plan for the Seventh Judicial District Juvenile Drug Court.

a. Management Information System Plan

The rural geography of the Seventh Judicial District presents significant challenges for the efficient capturing of drug court data, particularly in regards to network connectivity because of distances (250 miles across the district) and off-site locations of probation offices, schools, treatment programs, and other drug court staff.

The Seventh Judicial District Drug Courts (Felony, Misdemeanor, and Juvenile) look forward to the implementation of the Supreme Court's drug court management module for Idaho State Accounting Reporting System (ISTARS). This is a statewide system in all 44 counties used by Idaho courts to manage, track, and calculate statistics for all court and case types in the state. Presently, ISTARS has no statewide connectivity or region-wide connectivity between the 44 counties. In the regional drug court structure it is critical a regional database be created that can be accessed across county lines by treatment providers, probation officers, schools, drug court coordinators, and other drug court staff.

Until a pilot county tests the Idaho Supreme Court's system, and feedback provided, the system will not be ready for implementation in other counties. Thus, an interim strategy will be implemented that will enable the juvenile drug courts to automate the tracking of drug court cases until the statewide system is available to the Seventh Judicial.

An already established "Drug Court Evaluation" working committee of probation officers, treatment providers, drug court coordinators, trial court administrator, public defenders, and prosecutors have been meeting regularly with Shirley Arnell, Shane Harris, and the independent evaluator to finalize the plans for the automated system. **The final MIS plan in the Seventh Judicial District will be governed and consistently modified in coordination with the statewide drug court MIS plan by the Idaho Supreme Court and the statewide repository of substance abuse data being developed at Boise State's University Center for Health Policy, and timelines adjusted accordingly.**

The Seventh Judicial District Juvenile Drug Court will utilize the **standardized data collection form** being developed by the Idaho Supreme Court, University of Cincinnati and Dr. Ed Latessa. This form will include an **Intake** portion that will be completed on everyone who is screened for possible participation in the Juvenile Drug Court and for everyone who is an identified member of the control group. The **Supervision** portion of the data collection instrument will be completed on everyone who is either participating in the Juvenile Drug Court Program, or an identified member of the control group, if applicable. This portion of the data collection instrument includes a Standardized Treatment Form, a Standardized Drug Testing Form, and a Standardized Violations Form. The **Closure** portion will be completed on all individuals who have been accepted and participated in the Juvenile Drug Court Program. The **Termination Survey** will be administered twice; once at 90 days into the program, then again at their termination for the program regardless of whether they are terminated early, or whether or not they were terminated successfully.

b. Process Evaluation

Ron Jacques from BYU Idaho will supervise the student interns, develop quality assurance procedures for data collection, assist in defining the necessary statistical analysis capabilities, and oversee the process evaluation plan and outcome evaluation plan, and prepare six-month and yearly reports to the drug court implementation committee and all other drug court staff.

Ron Jacques was appointed and has served on the Seventh Judicial District drug court team and attended the DUI drug court training in Albuquerque and Phoenix. Ronald W. Jacques, Ed.D., is the Chair of Psychology Department at BYU Idaho. He has also taught in the graduate counseling program at Northwest Missouri State University. He has taught at the college for over twenty years. He has supervised student research and contributed several articles in the professional literature. He has agreed to serve as the Evaluator.

In addition, the **Idaho Supreme Court was awarded an Office of Justice Program grant** to contract with an outside evaluator. The evaluator will analyze data from each court to report on the success of Idaho's drug courts in key areas. The Supreme Court contracted with the University of Cincinnati (UC) Center for Criminal Justice Research, under the direction of Dr. Ed Latessa, to develop and implement a comprehensive evaluation report. Idaho Code 19-5605 establishes that each drug court is required to have an annual evaluation regarding the effectiveness of their drug court. **All evaluation efforts by the Seventh Judicial District Juvenile Drug Court will dovetail with the requirements for the Idaho Supreme Court in meeting requirements for data collecting and reporting.**

The collection of data into the Seventh Judicial District regional juvenile drug court database will be collected and entered from three sources:

Pre-implementation database – A random sample of substance abuse juvenile offenders during calendar year 2000 will be identified with characteristics similar to the existing drug court population. BYU Idaho University student interns will be assigned the task of capturing all relevant data from court files, probation officers, and treatment providers (within confidentiality guidelines). Student interns will enter all pre-implementation data into the drug court database.

New drug court client database – Once the drug court database is tested and on-line, the drug court probation officers, schools, treatment providers, and drug court coordinators will enter all drug court client information directly into the database on a regular basis, including all activity updates. Hopefully, one outcome of this on-line system will be reduced reliance on the client's paper files.

Ineligible clients and random sample of other non-drug court substance abuse offenders into drug court database – For those offenders assessed and screened by probation and treatment and determined to be ineligible for the drug court program, plus a random sample of other non-drug court substance abuse offenders processed through the traditional juvenile system, detailed data will be collected and entered by BYU Idaho University student interns.

The above three sources of client data will collect characteristics of Juvenile Drug Court and non-Juvenile Drug Court clients including demographics, presenting problems, justice history, intervention characteristics, progress in treatment, readmission to substance abuse treatment and relapses.

To assess the Juvenile Drug Court's effectiveness, it is first necessary to determine if the program is being implemented as designed. Process evaluation will document program development, implementation, and specific elements of the program. The process evaluation will target program areas in need of improvement and recommendations for improvement. In regards to the process evaluation, Ron Jacques has personally assigned this part of the project to himself, including participating and overseeing the necessary data collection. The following questions will drive the data collection and analysis for assessing the juvenile drug court's effectiveness and impact:

Target Population

What is the drug court's target population?

Is the target population being served?

Does the population being served reflect the arrestee population?

Screening & Assessment

What are the intake and assessment procedures?

What screening instruments are used to identify eligible participants?

How many offenders are referred for screening?

How many offenders are actually screened? Why?

How many offenders that are screened are accepted into drug court?

What are the reasons eligible participants are not accepted?

Case Processing

At what point does an offender get referred for screening?

Program length

How long is the program?

What is the average length of stay in the program?

The amount of time a participant remains in the program?

How many participants graduate?

Drug Testing

Who is responsible for drug testing?

How often are participants tested?

What percentages of all drug tests are positive for any drug? (Marijuana? Cocaine?

Methamphetamine? Other?)

How often are participants tested for alcohol use?

How many tests are positive for alcohol use?

Is drug testing done regularly?

Treatment

What services are provided? (Participant? Family?)

Who provides the services?

What treatment modality is used?

Are culturally appropriate services used?

Does the program offer services that are gender specific?

Are developmentally and age appropriate services used?

Are services based on strengths?

Is Aftercare provided?

How long are the services?

What is the rate for retention? (Participant? Family?)

Ancillary Services

What ancillary services are provided?

Who coordinates the services?

How many referrals for ancillary services? (Participant? Family?)

Sanctions & Incentives

What behavior is sanctioned?

What behavior is rewarded?

What sanctions are used?

What incentives are used?

How many hours of community service were assigned? Completed?

Judicial Supervision

How often do participants appear before the judge?

What team members are involved in the status hearings?

Do parents attend? (Other family members?)

Are staffings held before court?

How is information made available?

What information is available?

Expulsion

What is the expulsion criteria?

What happens when a participant fails in the program?

How many participants are expelled?

Type and number of sanctions given before expulsion?

Graduation

What is the graduation criteria?
How many participants graduate?

Team Coordination

Who makes up the drug court team?
What are the roles and responsibilities of team members?
How often does the team meet?

School

How many participants involved in school? (Current, at the start)
How many participants show increase in academic performance?
How many participants improve attendance?
How many participants show a decrease in the number of discipline referrals?
What is the relationship between the school and the drug court?
What percentage of participants are enrolled in traditional schools? (Alternative?
Vocational?)
How many participants have earned GED?

Retention in Program

To what extent is the drug court successful? (How many referred, How many graduate, How many terminated)

Impact on criminal behavior

How many participants have been arrested on new charges?
What type of offense?
How many participants arrested on new charges after graduation? (3 months, 6 months, one year)
What types of charges?

Impact on participants and family

To what extent has the drug court succeeded in enhancing the participant and/or family to function in the community?
How many participants and/or family report improved family relationships?

Implementation

Were all program components implemented as intended?
Have there been any changes to the program design?
Is the program achieving its goals and objectives?
Do team members have concern about the program?
What are the recommendations for improvement?
Are all team members trained?
To what extent is training available to team members?

c. Outcome Evaluation

The final component of the evaluation will focus on the performance of the participants and their families who have participated in the Juvenile Drug Court Program. Collecting comprehensive information as they pertain to behavior, cognitive, emotional state, risk factors, and youth's progress in these areas will greatly increase the success of the program. Examples of behavioral, social and emotional measures include information on such items as how the youth is faring in relation to schooling, employment, family life, peer network, self-esteem, social skill development, impulse control and special need: e.g., substance abuse. Outcome measures will be used to determine if the program is effective, for participants and/or family and for the program at large.

Outcomes are based on goals and objectives of the juvenile drug court. The following are the outcomes to be achieved by the Seventh Judicial Juvenile Drug Court:

- 75% of participants will have all negative drug screens during phase IV of the program.
- 70% of participants will successfully complete the program
- 60% of participants will not have new arrests while in the program.
- 50% of graduates from the program will have no new arrests for twelve-months following graduation.
- 70% of families' use of community services & support networks will increase.
- 75% of families will report increase in family self-reliance.
- 70% of participants attending school will show increase in performance.
- 80% of participants attending school will not have any unexcused absence while in the program.
- 70% of participants determined to need employment will be involved in job skills training or will have obtained employment.
- 100% of juveniles completing the program will earn a high school diploma, a GED, or satisfactory school performance report.
- 80% of participant's parents/guardians will complete assigned classes.
- 70% of families will report increased ability to provide structure and guidance for their children.
- 75% of participants will report increased positive relationships within the family.
- 80% of participants will be involved in pro-social activities within the community.

Bonneville County Pretrial Services will be responsible for collecting data on re-arrests, re-convictions, and /or re-incarceration for a period of two years following drug court completion or dropout, and be responsible for entry of the information into the drug court database.

The primary source of data on re-arrests and re-convictions will be Idaho's statewide law enforcement network that covers all 44 counties and connects with NCIC. A report will be generated every six months of all individuals in the drug court database, including pre-implementation clients and random comparison group of clients. Bonneville County Pretrial Services Department will conduct a record search on each individual on the list and enter the results of the search into the drug court database and repeat the process every six months for at least three years.

The final outcome measure that will be analyzed is comparing the pre-implementation drug court clients and the random group of non-drug court clients with the drug court clients. BYU interns will conduct follow-up surveys and data collection on the above factors every six months for two years on all individuals in the drug court database.

The drug court coordinators will be responsible for analyzing the outcome data, preparing reports, and using the information to change and improve the regional drug court operation on an ongoing basis. Particular attention will be paid to the outcome data on re-arrests, relapses, and re-admissions to treatment. This outcome data will be most helpful in identifying the factors and programs that would identify important elements of an effective “aftercare” program. For example, should random UA testing continue after graduation? Should aftercare groups meet more often? How can drug court graduates stay involved in the community or the drug court program?

When individuals are identified that involve re-arrests and relapses as part of the follow-up data collection, the drug court coordinators will attempt to schedule and conduct personal interviews with these individuals to determine if drug court program policies or procedures need to be modified, enhanced, or eliminated.

d. Data to be Collected

The juvenile drug court probation officers, treatment providers, and juvenile drug court coordinators will enter all drug court client information directly into the database on a regular basis, including all activity updates.

Data to be collected:

Number of persons screened.

Date referred for screening.

Date screened.

Number of person admitted to the program.

Number of eligible persons not admitted. Why?

Characteristics of participants.

Race/Ethnicity.

Sex.

Marital status of parents.

Highest grade completed (if applicable)

Is the participant pregnant?

Juvenile’s primary residence.

Date of arrest.

Date of admission to the drug court.

Employment status.

Level of arrest (misdemeanor, felony, status)

Current charges.

Criminal history (including runaway, status offenses)

School information (alternative, traditional, attendance, behavior)

Drug of choice.

Drug use history.

Nature and severity of substance abuse problem.

Information on family member's use of substances.

Previous drug interventions.
Mental Health status
Services provided. (Treatment or ancillary for participant and family)
Information of violations (criminal or program)
Sanctions given.
Incentives given.
Graduation Information
Participant and families survey results.
Characteristics of those who complete the program.
Number and characteristics of those who are terminated.
Number of re-arrests for two-year period. (Include type)
Fees, fines, costs, and restitution paid by each participant.
Attendance records at classes, groups, family intervention meetings
Accomplishments for participant and/or family

V. **SPECIAL POLICIES**

a. Policy Regarding Violations/New Charges While Defendant is in Drug Court

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 back to the Prosecutor's Office.

All other arrests are handled on a case-by-case basis. If the youth has continued to abide by other conditions of the program and is participating in treatment, in most cases, the juvenile will be allowed to remain in the Juvenile Drug Court.

b. Re-entry to Drug Court Following Graduation

Re-entry into Juvenile Drug Court will be decided on a case-by-case basis.

VI. FORMS



Letter for Orientation

February 12, 2002

Dear Parent/Guardian:

A Parent Orientation Class has been scheduled at the location and time listed below. This is a ***mandatory*** class for you and your child. Each parent/guardian and child is expected to attend unless prior arrangements have been made with the Juvenile Drug Court Probation Officer.

The orientation is not only mandatory, but also helpful, as you will receive further explanations and instructions that will benefit your family throughout the time your child is in the program. You will also have the opportunity to meet the Juvenile Drug Court Team who will be able to assist you if problems arise.

Orientation is held:

(Insert location)

(Insert time) for approximately one hour

Monday, (Insert Date)

Please call XXX at XXX to confirm your attendance.

Parent/Guardian Contract

IN THE INTEREST OF:

Case No. _____

In recognition of the effort and expense that will be expended by the _____ County Juvenile Drug Court for the sole benefit of my child, the opportunity my child will be given to participate in the _____ County Juvenile Drug Court, and understanding the importance of family participation in this effort, I/We freely and voluntarily agree to the following:

1. I/We will cooperate and actively participate in the Juvenile Drug Court as required by the Court and/or treatment provider to assist in my/our child's rehabilitative effort.
2. I/We agree to allow the Juvenile Drug Court's Family Intervention Specialist to conduct therapeutic interventions as designated by the treatment plan at my/our residence and agree to the following stipulations.
 - a. All family members will participate in sessions as requested by the Family Intervention Specialist.
 - b. No drinking of alcoholic beverages or smoking during family sessions.
3. I/We agree to inform the Court or Juvenile Probation Officer of any violations of the conditions of supervision that may be imposed upon my/our child by the Court.
4. Notwithstanding the above, I/We understand that the Court has the authority under the Idaho Juvenile Corrections Act to require parental/guardian participation.
5. I/We agree to attend any other additional classes/referrals as required by the Court.

I/WE HEREBY CERTIFY that I/We have read the above agreement and fully understand the above agreement and will comply with its terms and conditions.

Parent/Guardian

Date

Parent/Guardian

Date

JUVENILE DRUG COURT REFERRAL

- Date: _____ Referring Agency: _____
- Name: _____ Sex: Male Female DOB: _____
- JPO: _____ Court Ordered? Yes No
- Current Offense(s): _____ Case Number: _____
- Date of Adjudication: _____ Amount of Available Detention Time: _____
- Prior Offenses: Must include diversion, runaway, and truancy.

- Does the client have a current Juvenile Automated Substance Abuse Evaluation (JASAE)? Yes No If yes, attach to application.

- Does the client have a current Risk Assessment? Yes No If yes, attach to application.

- Does the client have a current LSI (Level of Service Inventory)? Yes No If yes, attach to application.

- List prior interventions:

- List Prior Parental Intervention:

- Additional Comments:

Do not write below this line, for Juvenile Drug Court use only.

- INITIAL SCREENING AND INTERVIEW COMPLETED DATE _____

- APPROVED DENIED DATE _____

- REASON DENIED: _____

- REFERRED TO FAMILY INTERVENTION SPECIALIST DATE _____

If approved, The Juvenile Drug Court Probation Officer will forward to the Family Intervention Specialist copies of the following: Completed Health & Welfare Drug Court Participant Intake & Approval Form, Juvenile Drug Court Referral Form, Drug /Alcohol Evaluations including the JASAE, Risk Assessment, LSI, all Social Summaries including Addendum's and any additional testing or evaluations in client's file. Keep all originals in client's file.

JUVENILE DRUG COURT INITIAL SCREENING FORM

This form must be completed prior to admission to the Juvenile Drug Court Program.

Name _____ Date _____

CHECK ONE:

1. Does the new charge or probation violation involve a crime of violence against a person? If yes, what is the charge? Yes _____ No _____
-

2. Does the juvenile have any prior felony convictions for a violent offense? Yes _____ No _____

If yes, convicted of _____

3. Does the juvenile have any prior convictions for a sex offense? Yes _____ No _____

If yes, convicted of _____

4. After completion of the Drug & Alcohol Screening does the juvenile show moderate to heavy substance abuse as identified by screening tool? Yes _____ No _____

5. Have at least two previous intervention attempts been unsuccessful? Yes _____ No _____

6. After completion of the Levels of Service Inventory (LSI), does the juvenile show medium to high risk? Yes _____ No _____

7. Is the Juvenile between the ages of 13 – 17? Yes _____ No _____

8. Is the juvenile physically able to participate in intervention activities? Yes _____ No _____

If numbers 1, 2 and 3 are No and numbers 4, 5, 6 7 and 8 are Yes, the offender is eligible for Juvenile Drug Court. The Juvenile Drug Court Probation Officer can present the case at the Juvenile Drug Court Staffing for acceptance or denial into the Juvenile Drug Court.

Juvenile was eligible? Yes _____ No _____

Juvenile was accepted into Drug Court? Yes _____ No _____

Reason for denial _____

**STANDARDIZED
INTAKE FORM
(SUPREME COURT)**

**HEALTH & WELFARE
DRUG COURT PARTICIPANT
INTAKE & APPROVAL
FORM**

CONSENT FOR DISCLOSURE OF CONFIDENTIAL SUBSTANCE ABUSE TREATMENT INFORMATION:

JUVENILE DRUG COURT REFERRAL

I, *defendant's name*, hereby consent to communication between *treatment provider's name* and Judge *name of presiding judge, name of prosecuting attorney or prosecutor's office, name of defense attorney, the juvenile probation department of jurisdiction, school name and/or other referring agency*.

The purpose of and need for this disclosure is to inform the court and other above-named parties of my eligibility and/or acceptability for substance abuse treatment services and my treatment attendance, prognosis, compliance, and progress in accordance with the Juvenile Drug Court monitoring criteria.

Disclosure of this confidential information may be made only as necessary for and pertinent to hearings and/or reports concerning charges, *case number*.

I understand that this consent will remain in effect and cannot be revoked by me until there has been a formal and effective termination of my involvement with the Juvenile Drug Court for the case named above, such as the discontinuation of all court (and/or, where relevant, probation) supervision upon my successful completion of the Juvenile Drug Court requirements or upon sentencing for violating the terms of my Juvenile Drug Court involvement (and/or, where relevant, probation).

I understand that any disclosure made is bound by Part 2 of Title 42 of the Code of Federal Regulations, which governs the confidentiality of substance abuse patient (or client) records, and that recipients of this information may redisclose it only in connection with their official duties.

Date

Signature of defendant

Signature of parent, guardian, or representative

Witness

CONSENT FOR URINALYSIS

I agree to submit to a random drug test when requested to do so by any representative of the Juvenile Drug Court Program. I consent to laboratory testing, including but not limited to Poly-Drug Screens, Breath Analyses, and Salvia Tests for mind altering drugs or alcohol content.

I understand that the results are to be used as an integral part of the program, and may be released to the Juvenile Drug Court Team and such other individuals or agencies as designated in my consent to release information.

I also understand that the frequency of testing will be determined by the Juvenile Drug Court Program. I understand that testing may be done weekly, randomly, and for cause.

I understand that any disclosure made is bound by Part 2 of Title 42 of the Code of Federal Regulations, which govern the confidentiality of this report and patients records, and that this information may re-disclose it only in connection with their official duties.

I understand that if I refuse to provide a specimen, I will be treated in the same manner as if I had tested positive. I understand that my signature constitutes my consent to this process.

Signature of Releaser

Date

Parent/Guardian

Date

Juvenile Drug Court Probation Officer

Date

WEEKLY PROGRESS REPORT

The Juvenile Drug Court probation officer will be responsible for providing the progress reports to the court. The progress reports are reviewed at the Juvenile Drug Court Team Meeting that is held prior to the review/status hearing. **Progress reports will identify both negative and positive accomplishments of both the juvenile and his/her family.**

Name: _____

Period: _____ to _____

FAMILY INTERVENTION SPECIALIST:

Individual/Group/Family sessions: Attended _____ Missed _____ Not Applicable _____

Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Parent/Guardian Participation: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Parent group: Attended _____ Missed _____ Not Applicable _____

COMMENTS:

PROBATION OFFICER:

Probation check in: Attended _____ Missed _____

Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Parent/Guardian Participation: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Alcohol/Drug Testing: Tests Required _____ Tests Administered _____ Refusals _____

Negative _____ Positive _____ For what _____

COMMENTS:

SCHOOL/EMPLOYMENT STATUS:

Juvenile in school or other educational/vocational program Yes _____ No _____

Has the participant been truant? Yes _____ No _____ How many days _____

Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Parent/Guardian Participation: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Is the participant employed? Yes _____ No _____

COMMENTS:

GROUP, CLASSES OR OTHER OUTSIDE REFERRAL:

Group _____

Participant: Attended _____ Missed _____ Not Applicable _____
Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Group _____

Participant: Attended _____ Missed _____ Not Applicable _____
Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

Group _____

Participant: Attended _____ Missed _____ Not Applicable _____
Juvenile's Attitude/Behavior: Satisfactory _____ Unsatisfactory _____ Shows Improvement _____

COMMENTS:

SANCTIONS GIVEN:

Behavior _____

Sanction _____

Behavior _____

Sanction _____

INCENTIVES GIVEN:

Behavior _____

Incentive _____

Behavior _____

Incentive _____

PARTICIPANT'S WEEKLY PROGRESS REPORT

Name: _____

Judge: _____

Probation Officer: _____

Please describe your progress since your last court appearance:

Education: _____

Employment: _____

Family: _____

Friends/Recreation: _____

Groups: _____

Meetings/Additional program Requirements: _____

Feelings about yourself: _____

Any Additional Comments: _____

Signature

Date

PRE-GRADUATION QUESTIONNAIRE:

Name: _____

Graduation Interview Date: _____

As a prospective Juvenile Drug Court graduate, you must complete the Pre-Graduation Questionnaire and return it to your Juvenile Drug Court Probation Officer one week prior to the graduation interview.

The Juvenile Drug Court Team will ask you questions about your responses to the Pre-Graduation Questionnaire and your overall plan for continued sobriety.

Your Pre-Graduation Questionnaire is to be taken seriously. Answer all questions completely and as thoroughly as possible. Punctuality, personal appearance and the neatness of your questionnaire responses will be considered indicators of the depth of your commitment to your sobriety. This questionnaire is intended to assist the Juvenile Drug Court Team in making a fair determination of your readiness to graduate from the program. You will have the opportunity to address the team in support of your belief that you are ready to graduate.

On a separate paper, please answer the following questions.

It is to your advantage to provide as much detail and information as possible. Please use white paper and pen or typed.

1. How long have you been clean and sober?
2. What is included in your aftercare plan?
3. Describe your support system?
4. How do you feel about yourself?
5. Are you currently enrolled in school?
6. How long have you been enrolled in school?
7. What are your grades?
8. What are your plans for the future?
9. Are you currently employed?
10. How long have you been employed/unemployed?
11. What kind of work do you, or could you do?
12. Is there room for advancement where you work?

13. Please describe in detail your goals.
14. Describe your life prior to Drug Court.
15. Describe how our life is different today after Drug Court.
16. What did you like most about the Drug Court Program? Why?
17. What did you like least about the Drug Court Program? Why?
18. Do you intend to stay alcohol/drug free? How?
19. Do you intend to remain crime free? How?
20. Describe how your recovery has affected your relationships with others (include your family, school, and close friends).
21. How will you handle stressful situations?
22. What do you do for fun?
23. Where do you live? Who lives with you?
24. What do you do as a family for fun?
25. Have you paid your program fees and all your fines?

When you have completed your answers to these questions, please return the entire package, and your responses, to the Juvenile Drug Court Probation Officer. Good Luck!

PHASE I CONTRACT

Name: _____ Case# _____

In addition to the “General Terms of Probation”, you will also be required to:

1. Report to the Juvenile Drug Court Probation Officer in person at least twice per week and/or as directed by Probation Officer.
2. Participate in a minimum of (9) hours of intervention per week, as detailed in treatment plan.
3. Submit to (2) mandatory urine/alcohol tests per week, and submit to any random urine/alcohol test required by Juvenile Drug Court Probation Officer.
4. Attend weekly review hearings.
5. Shall be under curfew from _____PM until _____AM.
6. Other _____

I understand and agree with the terms and conditions of the Phase I contract. Any violation of these conditions may result in possible detention and/or other sanctions.

Participant

Juvenile Drug Court Probation Officer

Parent/Guardian

Date

PHASE II CONTRACT

Name: _____ Case# _____

In addition to the "General Terms of Probation", you will also be required to:

1. Report to the Juvenile Drug Court Probation Officer in person at least once per week and/or as directed by Probation Officer.
2. Participate in a minimum of (6) hours of intervention per week, as detailed in treatment plan.
3. Submit to (2) mandatory urine/alcohol tests per week, and submit to any random urine/alcohol test required by Juvenile Drug Court Probation Officer.
4. Attend a minimum of (3) review hearings per month.
5. Complete or actively involved in completing community service if assigned.
6. Full time school/employment of positive response to education/vocational goals.
7. Shall be under curfew from _____PM until _____AM.
8. Other _____

I understand and agree with the terms and conditions of the Phase I contract. Any violation of these conditions may result in possible detention and/or other sanctions.

Participant

Juvenile Drug Court Probation Officer

Parent/Guardian

Date

PHASE III CONTRACT

Name: _____ Case# _____

In addition to the “General Terms of Probation”, you will also be required to:

1. Report to the Juvenile Drug Court Probation Officer in person at least twice monthly and/or as directed by Probation Officer.
2. Participate in a minimum of (4) hours of intervention per week, as detailed in treatment plan.
3. Submit to (1) mandatory urine/alcohol tests per week, and submit to any random urine/alcohol test required by Juvenile Drug Court Probation Officer.
4. Attend at least (2) review hearings per month.
5. Complete or actively involved in completing community service if assigned.
6. Full time school/employment of positive response to education/vocational goals.
7. Shall be under curfew from _____ PM until _____ AM.
8. Other _____

I understand and agree with the terms and conditions of the Phase I contract. Any violation of these conditions may result in possible detention and/or other sanctions.

Participant

Juvenile Drug Court Probation Officer

Parent/Guardian

Date

PHASE IV CONTRACT

Name: _____ Case# _____

In addition to the “General Terms of Probation”, you will also be required to:

1. Report to the Juvenile Drug Court Probation Officer in person at least once per month and/or as directed by Probation Officer.
2. Participate in a minimum of (2) hours of intervention per week, as detailed in treatment plan.
3. Submit to (2) mandatory urine/alcohol tests per month, and submit to any random urine/alcohol test required by Juvenile Drug Court Probation Officer.
4. Attend at least (1) review hearings per month.
5. Complete or actively involved in completing community service if assigned.
6. Full time school/employment of positive response to education/vocational goals.
7. Shall be under curfew from _____PM until _____AM.
8. Other _____

I understand and agree with the terms and conditions of the Phase I contract. Any violation of these conditions may result in possible detention and/or other sanctions.

Participant

Juvenile Drug Court Probation Officer

Parent/Guardian

Date

VII. APPENDIX

a. Seventh Judicial District Juvenile Drug Court Coordinating Committee

Burt Butler	Trial Court Administrator
Honorable Ryan Boyer	Juvenile Drug Court Judge – Bingham
Honorable Jerry Meyers	Juvenile Drug Court Judge – Bonneville & Lemhi
Honorable Michael Kennedy	Juvenile Drug Court Judge – Jefferson
Scott Andrew	Prosecutor – Bingham
Steven Boyce	Prosecutor – Bonneville
Stephen Clark	Prosecutor – Jefferson
Bruce Withers	Prosecutor - Lemhi
Thomas Packer	Public Defender – Bingham
Gill Gardner	Public Defender – Bonneville
Robert Crowley	Public Defender – Jefferson
Lennart Nivgard	Juvenile Drug Court Coordinator – Bingham
Meri Bybee	Juvenile Drug Court Coordinator – Bonneville
Tammy Adkins	Juvenile Drug Court Coordinator – Jefferson
Shane Bahr	Juvenile Drug Court Coordinator – Madison, Fremont, Teton
Robin Nancolas	Juvenile Drug Court Coordinator – Lemhi
Dick Clute	School Representative
Liz Lovell	Treatment
Peter Brooke	Department of Health & Welfare
Nancy Lopez	Department of Juvenile Corrections
Rob Caldwell	Family Intervention Specialist
Shirley Arnell	MIS
Ron Jacques	Evaluation

b. Federal Eligibility Requirements & Frequently Asked Questions

c. Juvenile Drug Court Screening & Assessment Tools