



## ***Welcome to Drug Treatment Court***

The Drug Treatment Court Team welcomes you to the Carroll County Circuit Court's Adult Drug Treatment Court Program (DTC). First and foremost, we would like to acknowledge your courageous and most important step in your life long journey towards recovery. Through effective evaluation, treatment, and monitoring, our goals are to help you to achieve new levels of personal responsibility and productive citizenship.

The DTC Team will be a close supportive partner to you. You will be working with many different people including the DTC Judge, Court Coordinator, Case Manager, representatives from the State's Attorney's and Public Defender's Offices, the Division of Parole and Probation, Pretrial Services, and an ADAA Certified Addictions Program. You may also be asked to work with community resources.

This handbook is designed to answer your questions and provide overall information about DTC and details the requirements of this program. As a participant you are expected to follow the instructions given to you by the DTC Judge and comply with all treatment/case management plans

We are confident if you commit yourself fully to this program it will help you learn how to make successful choices free of the influence of drugs or alcohol. By enrolling in the DTC Program, you agree to participate fully...that means that you will attend and be on time for all meetings and treatment sessions as required and openly communicate with all members of the DTC Team.

Together we will develop treatment and monitoring plans that will assist you in your recovery efforts. We will expect a lot from you and you can expect a lot from us.

Please read the entire handbook so you become familiar with what it means to be a participant in this program. We encourage you to share this handbook with your family, friends and significant others. Support from those around you will be extremely important throughout your participation in the program. If you have any questions, we are available to answer them honestly and completely so that you are as confident of your success as we are.

### **Drug Court Location**

Carroll County Circuit Court  
55 North Court Street  
Westminster, MD 21157

### **Drug Court Contacts**

#### **Diane L. Jackson**

Coordinator  
410-386-2851

#### **Dena Black**

Case Manager  
410-386-2852

## **Adult Drug Treatment Court Program Overview**

Drug Treatment Court (DTC) is a voluntary, court-supervised, comprehensive treatment program that offers its participants the opportunity to recover from dependence on drugs and alcohol. The program requires a complete commitment to remain drug and alcohol free as well as to lead a law-abiding life. Your role will be to understand and accept that you have a problem with substance abuse and need to make serious changes in your life. Following all instructions, cooperating with staff and others and putting words into actions are all part of your recovery.

DTC is a four-level program and, upon completion of all levels, you can successfully complete the program in 390 days. However, depending on your progress, you may be in the program for a longer period of time. As part of this Handbook you will receive a copy of the **Program Structure** outlining the requirements of both the Standard and Non-Standard Program. Over the course of your participation in the program, you will attend substance abuse treatment and have regular meeting with the Case Manager and Division of Parole and Probation or Pretrial Services. To measure your progress toward recovery and to monitor your compliance with the program, you will also have scheduled and random drug and alcohol testing. You will also attend Drug Court Hearings typically held twice each month.

The DTC program is a team effort that includes the following members:

- Administrative Judge or alternate DTC Judge
- DTC Coordinator
- DTC Case Manager
- Representative(s) from the State's Attorney's Office
- Representative(s) from the Public Defender's Office
- Representative(s) from the Division of Parole and Probation
- Representative(s) from the Carroll County Health Department

The DTC Team meets every week to review and discuss the progress of each participant in the program. Recommendations will be made to the DTC Judge on how best to achieve your goal for recovery. Your progress may be reviewed with you in Court. The Court also awards incentives for compliant behavior and imposes sanctions for negative behavior. All of the members of the DTC Team will assist you to be sure you understand what is expected of you.

**Our common goal is your successful graduation from the program and living a life free from addiction and criminal behavior.**

### **Confidentiality**

When you agreed to participate in the DTC Program, you signed a consent form to permit the exchange of information with various agencies. We respect your right to confidentiality and have developed policies and procedures that protect that right.

## **Treatment Planning to Promote Your Recovery**

Your treatment plan is the roadmap to your recovery. The overall goal of the treatment plan is to allow both the DTC Team and you to understand where you intend to go and how you will get there. Your treatment plan will be comprehensive, individualized, with specific, measurable goals and actions to be taken by you. It is to provide structure, support and direction for you.

Your treatment may change over the course of your involvement in the DTC Program. As you progress through the program, the DTC Team may recommend changes to your treatment plan so that it reflects your current and future needs.

## **Relapse**

Relapse is recognized as an event which may occur during a participants' recovery. If a relapse should occur, the DTC Team will recommend a sanction based upon the recommendations from the Health Department as to any adjustments that are needed to the treatment plan, and any additional sanction will be designed to provide a consequence without being destructive to the participant's therapeutic progress. The decision regarding the sanction is made by the DTC Judge.

## **Adult Drug Treatment Court Program Components**

### **Addiction Treatment – Carroll County Health Department:**

- Comply with your substance abuse treatment plan
- Keep scheduled appointments and report to group and/or individual sessions on time. If you are late, you will not be admitted and it will be reported to the DTC team as "unexcused".
- Do not monopolize group time complaining about DTC and/or team members. Concerns may be submitted in writing and given to a team member for review and discussion by the DTC team at the next DTC staffing.
- Random drug screens may be requested on demand at anytime.

### **Medications**

Participants receiving substance abuse treatment from the Carroll County Health Department (as well as other substance abuse treatment providers) will be required to provide a list of all medications currently prescribed for review by the treatment provider staff for medical purposes. This information will be shared with the DTC Team only to the extent necessary and relevant to the participant's progress in the DTC Program.

Participants will also be required to provide a list of all medications currently prescribed to the DTC Case Manager so appropriate drug testing modalities can be utilized as well as the results properly interpreted.

In the event certain 'drugs of abuse' (as defined by the Health Department) are prescribed for a participant, it may be necessary for the participant to cooperate in the monitoring of the administration of this drug to insure therapeutic dosing. Upon request, the participant will be required to produce the prescribed medication for visual inspection by the DTC Case Manager.

**You are encouraged to inform your doctor that you are in recovery.**

### **Suboxone**

Participants who are prescribed Suboxone will be required to maintain compliance with the Carroll County Health Department's policies regarding the use of Suboxone as part of their treatment plan (see attached **Suboxone (Buprenorphine) Policy**).

### **Supervision and Monitoring:**

Supervision and monitoring will include meetings with the DTC Case Manager and your supervising agency (Parole and Probation or Pretrial Services), court hearings, regular and random drug and alcohol testing and/or monitoring, curfew checks by local law enforcement, and monitoring compliance with all of the conditions of your participation in the program. You are expected to obey all laws, comply with the DTC curfew and avoid persons involved in criminal activity

### **DTC Case Manager:**

- Report in person as scheduled and be on time. If scheduled to "call in", call the office number during normal work hours. As stated, the cell phone is for emergencies only!
- Attend self-help meetings as directed and provide proof of attendance. Slips must be stamped and signed. Slips can be signed by any AA member who is **not** a current DTC participant unless they secretary the meeting.
- Submit to drug screens (scheduled and random). Your testing schedule can only be changed by the DTC Case Manager – do not contact the testing agency.
- Provide proof of employment monthly as directed
- Bring your calendar to all appointments
- Requests for curfew considerations must be made in advance – not the day of court.
- Provide notification of changes in address and phone/contact numbers within 3 business days

### **Parole and Probation Agent**

- Comply with all Parole & Probation requirements as ordered by the Court
- Obtain a copy of any and all Court and/or Parole Orders

### **Supportive Services**

The DTC team will seek to identify supportive service needs and can make referrals to local services which may include: physical and mental health needs, vocational training and job placement, educational assistance, housing assistance, legal assistance, financial management, life skills training, parenting skills training, family counseling, anger management, trauma programs and self-help groups. There will be a real effort to understand your needs and ensure you are provided access to all needed supportive services provided by public, private and community-based providers and agencies.

### **Employment**

You must be employed and/or attend school. If you are not employed you must be actively seeking employment and/or be enrolled in an approved educational program.

All participants who are physically able and legally eligible will be required to perform community service when not employed or attending an educational/vocational program unless good cause is shown.

Four (4) hours of community service may be required for each day not working, interviewing for a potential employer, or attending/seeking an educational/vocational program.

### **Drug and Alcohol Testing/Monitoring**

One of the primary goals of the DTC is to help you remain abstinent. The following tools are utilized by the DTC:

#### **Rapid Drug Screening Tests:**

You are required to submit to drug and alcohol testing as directed (both scheduled and random). It is the policy of DTC all tests are “witnessed”. The results of said tests are presumed valid; however, this presumption is rebuttable. You will be given an opportunity to present to the Court and be heard regarding any circumstances and information surrounding the test. Additionally, you may request the sample be tested by a certified laboratory. You will be required to pay the fee for a confirmatory laboratory test (See attached – **Drug Screen Policy**)

If you knowingly submit or attempt to submit an altered urine sample, or you knowingly submit or attempt to submit a urine sample that is not your own, you can be terminated from the program. Altering a drug test is a criminal misdemeanor offense {CR 10-111(b)}. There will be consequences!

If you are unable to provide a urine sample for a scheduled test, the DTC team may consider this to be a violation for which you may be sanctioned.

When you are called for a random urinalysis you must report within 24 hours.

When reporting to the testing agency, be ready to provide a sufficient sample for testing purposes. Do **not** argue or challenge the results of the drug screen. As noted on the attached Drug Screen Policy, if you disagree with the results you may request the test be sent to a certified testing laboratory at your expense.

### **Testing Agencies:**

#### **Carroll County Health Department**

- When scheduled for a drug screen you need to arrive early or plan to stay late

#### **Pretrial Services**

- Hours of operation:
  - Monday, Tuesday & Wednesday – 6:30 am – 5:30 pm
  - Thursday & Friday 6:30 am – 4:30 pm
  - Drug Treatment Court Fridays – please report **before** or **after** Court. Do not report at 4:00 pm

### **Sweat Patches**

You can also be tested by having a sweat patch applied. The sweat patch results are from a certified laboratory and will be presumed to be valid (see attached - **Sweat Patch Instructions**). Sweat patches are applied at the discretion of the DTC team.

### **SCRAM (Secure Continuous Remote Alcohol Monitoring)**

You can also be monitored for alcohol consumption by the use of transdermal testing through a small bracelet placed around your ankle. The SCRAM Alcohol Monitoring Unit is used on a case-by-case basis.

### **Drug Treatment Court Hearings:**

You will be required to appear on a regular basis before the DTC Judge at hearings held in open court. The number of times you must appear will depend on your level in the program as well as how you are doing meeting the requirements of the program. You may retain counsel for any DTC hearing. The DTC Judge will be informed on your progress in the treatment program and will make decisions regarding your participation in the program with input from all of the team members. The DTC Judge may ask you about your progress and discuss any problems that may have arisen. Although the DTC team makes recommendations to the Court regarding sanctions, incentives and termination it is the Court that makes these decisions.

### **Incentives and Sanctions:**

The DTC Program employs a variety of incentives to reinforce participant's progress as well as sanctions to instill a sense of accountability and to address noncompliance.

Incentives for compliance with program requirements may include, but are not limited to:

- a. Applause
- b. Encouragement and praise from the DTC Judge
- c. Certificates or tokens of progress/achievement
- d. In-kind donations from local businesses (Gift Certificate/Passes)
- e. Reduced supervision
- f. Reduced frequency of court appearances
- g. Decreased drug and alcohol testing
- h. Curfew reduction

Sanctions for noncompliance with program requirements become more severe as the frequency and severity of noncompliance increases and include:

- a. Verbal warnings from the DTC Judge
- b. Written assignments
- c. Increased frequency in court appearances
- d. Increased frequency of drug and alcohol testing
- e. Incarceration
- f. Community service
- g. Increased level of supervision
- h. Curfew increase
- i. Escalating periods of incarceration
- j. Termination from DTC and the imposition of sentence
- k. The sanction for any unexcused absence from a DTC hearing shall be a no bond bench warrant being issued. A bail review shall be

provided at the next available Court session for participants arrested pursuant to a no bond bench warrant.

**\*\*\*COURT REMINDERS!**

- Dress appropriately (no shorts or torn jeans)
- Plan to be in court no later than 9:15 am
- Bring your calendar and any requested paperwork
- Be respectful & courteous – Address the Judge as “Judge” or “Your Honor”
- No unnecessary talking
- No gum chewing
- Requests for curfew considerations must be made in advance – not the day of court
- Always tell the truth

**Termination and Suspension**

Events which may result in termination from the DTC Program include:

1. Threats of violence towards self or others;
2. Violent acts of any kind towards self, others, or property;
3. Possession of firearms, dirk knife, bowie knife, switchblade knife, star knife, sand club, metal knuckles, and nunchau are prohibited;
4. Convictions on a new charge that demonstrate to the Team that the participant continues to be a unacceptable danger to the community while participating in DTC will result in termination from the DTC program;
5. New charges for crimes of violence may lead to the suspension from DTC pending trial of the new charges;
6. Failure to comply with treatment to the extent that one is no longer amenable to treatment;
7. Violation of any provision of the DTC Agreement;
8. Knowingly submitting or attempting to submit an altered urine sample, or knowingly submitting or attempting to submit a urine sample that is not your own or taking any action designed to defeat the test for detecting substance abuse.

**Self-Termination**

Participation in DTC is voluntary and participants may elect to self-terminate or quit at any time in the program. In this event, their case will be returned to their sentencing judge for disposition/sentencing. Revocation of the Written Consent For The Release Of Confidential Information shall be construed as an act of self-termination from the DTC Program.



**Graduation**

Once you have successfully completed the criteria for each level of the program, including the completion of the recommended substance abuse treatment plan, you will be eligible for graduation. You will receive a summons to appear for your graduation



ceremony at which time you will receive a certificate of program completion.

**This is the time to celebrate your transition into a new, healthy lifestyle! It does not mean the end of working hard at your recovery!**

### **Aftercare**

Developing a plan to continue your recovery process once you graduate from the program is a very important part of the program. The goal of your aftercare plan is to support you to remain drug and alcohol free for the rest of your life and to learn how to live drug and alcohol free without court supervision.

### **Conclusion**

The ultimate goal of the DTC program is to help you achieve a life free from addiction and criminal behavior. **Good luck and best wishes.**

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