



Le Sueur County Drug Court

Changing the World One Life at a Time

Participant Handbook

8/16

Directory

Coordinator:	Miranda Rosa 507-327-7161
Probation Agent:	Joely Eskens office: 507-419-5003 cell: 507-383-3001
Treatment:	Nikki 507-385-8773
Human Services:	507-357-8288
Law Enforcement:	507-357-4440
Defense Attorney:	Patrick Goggins 952-758-4161
Drug Test Line:	507-262-8680 #
Recovery Specialist:	Molly 507-720-8067
Compliance Officer:	Jeremy 612-760-1052

Recovery Support Numbers

Sponsor:	
Warmline/Crisis Line:	1-877-399-3040

DO NOT LOSE THIS BOOK!

You must take this book with you to all drug court appointments & court appearances.

DRUG COURT HEARINGS: MONDAY 4 PM

****Report to court administration by 3:45 PM****

Items to bring to the drug court hearing:

This handbook

Meeting sheets

Any other court-ordered requirements

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Welcome to Le Sueur County Drug Court

Welcome to drug court. You have made a commitment to change your life and should be proud for taking this step. This handbook is designed to answer your questions and help you successfully complete the drug court program. You are expected to follow the instructions given to you by the Drug Court Judge, your Drug Court Probation Agent as well as comply with the treatment plan developed with you by your treatment provider.

Drug court is divided into five phases that must be successfully completed in order to graduate from the drug court. This Handbook details what is expected of you as a Drug Court participant. It reviews general information as well as specific expectations for each phase.

We hope to see positive changes in your life as you progress through the program. We are committed to providing you with support and encouragement as you find your way to long-term recovery. We encourage you to share this handbook with those supporting you in your recovery.



Weekly Staffing

Mondays 3 p.m.



Before court each week the judge is given a progress report from Drug Court Team members. The reports cover drug test results, attendance at scheduled services and support meetings, participation and cooperation in treatment and mental health services, employment/progress towards gaining employment and/or other requirements that were imposed. The team works together to determine whether or not you are on the right course for your recovery and will decide on sanctions and incentives as appropriate.

The Drug Court Team includes:

- Drug Court Judge
- Assistant County Attorney
- Probation Agent
- Defense Attorney
- Treatment Provider
- Rule 25 CD Assessor
- Law Enforcement Liaison
- Mental Health Provider
- Drug Court Coordinator
- Recovery Specialist

Drug Court Hearings

Mondays 4 p.m.

You are required to appear in court on a regular basis. How often depends mainly on your phase. Failure to appear will result in a warrant for your arrest and detention in jail until you can appear in court.

The judge will ask questions and discuss with you any problems that you may be having. If you are doing well you will be rewarded with a chance to draw from the small fishbowl.

When you reach milestones in the program and when the team wants to recognize an accomplishment you will get a name slip to put in the large fish bowl for a chance at a gift card.

If the team reports show you are not doing well, the judge will discuss this with you and determine future action. He may include a sanction. He can impose anything from increased program requirements to jail.

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Weekly	Weekly	Biweekly	Biweekly	Monthly

Non-Discrimination Policy

In compliance with the Americans with Disabilities Act, we will not discriminate on the basis of your handicap or disability status. Nor will we discriminate based upon gender, race, ethnicity, heritage, age, religion, marital status, socioeconomic status or sexual orientation. All federal and state equality codes will be enforced.

Confidentiality

The primary purpose of this program is treatment. Therefore, any statements made by you in the drug court program shall not be used against you in any subsequent adversarial proceeding (by this we mean what you say in drug court will not be used in regular court against you). However, statements made by you in the drug court program which pertain to any mandatory reporting requirement (child abuse or neglect, vulnerable adult) may be used against you in a subsequent adversarial proceeding(s). Also, any unsolicited, spontaneous statements made by the participant in open court, which refers to unrelated criminal activity and which is not related to the your participation in the drug court, may be admissible in other criminal proceedings and such admissibility shall be determined in an evidentiary hearing according to the Rules of Evidence.

Grievance Policy

If you have questions or concerns regarding how you have been treated while in LSCDC or feel that you have been treated unfairly or in an abusive manner, please contact one of the following people:

Program Issues: Miranda Rosa, Coordinator, 507-327-7161

Recovery Specialist: Miranda Rosa, Coordinator, 507-327-7161

Compliance Officer: Miranda Rosa, Coordinator, 507-327-7161

Fellow Participant Issues: Miranda Rosa, Coordinator, 507-327-7161

Court Issues: Minnesota Judicial Center 651-297-7650

Probation Issues: DOC Supervisor 651-301-7208

Coordinator Issues: Patrick Goggins, defense attorney, 952-758-4085

Treatment Issues: MN Department of Human Services, Licensing Division, 651-431-6500

You may also complete an “LSCDC Grievance Report” which will be reviewed at the next scheduled Drug Court Team Meeting. Request this form from any team member.

Courtroom Rules

- Punctuality is a must. You are to be on time for all court appearances (3:45 pm).
- Do not speak when the Court is speaking.
- You will stand when addressing the Court or when addressed by the Court.
- You shall not approach the bench unless permission is obtained or if the Court invites you to do so.
- All weapons are banned in the courtroom.
- All cell phones must be turned off.
- No gum chewing, drinking or eating is allowed while in the courtroom.
- No profanity will be tolerated.

Court Dress Code

Tops:

- Must have sleeves / cover shoulders. Halter tops, tube tops and spaghetti straps are not allowed.
- Men cannot wear muscle shirts or undershirts.
- Must cover torso. Your stomach area should not be seen. There can be no gap, front or back, between the pants and shirt.
- Cannot be transparent.

Bottoms:

- Must fit and be worn at the waist (i.e., sagging is not permitted.)
- Must reach to or below the knee. No SHORT shorts or miniskirts.

Shoes:

- Footwear must be worn at all times.
- No flip flops.
- No bedroom slippers.

Hats and Headwear:

- Baseball hats, stocking caps and knit caps must not be worn in the courtroom.
- Sunglasses may not be worn unless the individual suffers from a visual disability.

General Prohibitions:

Clothing must not display inappropriate writing or pictures, including references to violence, alcohol, drugs or sexual matter.

Curfew

Curfews are determined by phase and are as follows:

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
8 pm – 6 am	9 pm – 6 am	10 pm – 6 am	11 pm – 6 am	12 pm – 6 am

Curfew Extensions

All curfew extension requests must be submitted to the Coordinator by 3 pm Mondays for the team's consideration. No curfew extensions will be granted after that point.

If you have an emergency that would require you to be out past curfew please contact your probation agent and leave a message. You will be asked to give proof of the emergency if possible, such as emergency room documents.

Curfew extensions are earned and may be revoked due to failure to follow program.

Curfews for work, treatment and support meetings are granted with proof of attendance. Extensions for work, treatment, support meetings and support group led events do not count towards the limits on curfew extensions listed below.

Curfew extensions are limited by phase and month and will be granted as follows:

<u>Phase 1</u>	None are granted
<u>Phase 2</u>	1 extension per month – no overnights granted
<u>Phase 3</u>	2 extensions per month – 1 may be an overnight at the discretion of the team
<u>Phase 4</u>	3 extensions per month – some overnights allowed
<u>Phase 5</u>	Will be as lenient as is reasonable

Sobriety Support Group Meetings

You are required to attend weekly sobriety support group meetings, in an amount set by your treatment counselor or your phase. You will choose which meetings to attend.

AA, NA, CA, Smart Recovery, Celebrate Recovery or any other recognized sobriety support meeting is allowed. If you plan to attend sobriety support meetings online, you must let the team know in advance so that you are instructed how to prove that you attended and engaged in such meetings.



Meeting Requirements by Phase*

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0	1	2	3	3

*Subject to change depending on recommendations of your treatment counselor

Proof of Support Meetings

Each week you appear in court you will receive a new meeting verification sheet to submit at your next court appearance. This sheet will need to be signed the chair of the meetings you attend along with a phone number. Also include a brief description of the topic for the meeting.

Failure to submit this sheet at court each week will result in a sanction.

Program Phases

Phase I	
Length of Phase:	60 days
Requirements:	<ul style="list-style-type: none"> • Complete drug court orientation • Obey all laws • Weekly drug court attendance • Meet with your probation agent and recovery specialist on a weekly basis • Submit to random home checks by probation and law enforcement • Submit to a minimum of 2 random drug tests per week • Adhere to an 8 pm until 6 am curfew • Enter chemical dependency treatment at a level determined by the CD assessment • Attend individual and group treatment sessions at level determined by treatment counselor • Complete mental health screen with treatment provider and make arrangements to follow any recommendations • Develop individual treatment plan with treatment counselor in consultation with the rest of the LSCDC team
Criteria for advancing to Phase II:	<ul style="list-style-type: none"> • At least 60 days of participation in Phase I • No unexcused absences for the 14 days leading up to advancement • At least 14 continuous days of sobriety leading up to advancement • Treatment goals are established and progress identified towards meeting those goals
Phase II	
Length of Phase:	120 days
Requirements:	<ul style="list-style-type: none"> • Obey all laws • Weekly drug court attendance • Meet with your probation agent and recovery specialist on a bi-weekly basis (every other week) • Submit to random checks by probation and law enforcement • Adhere to a 9 pm until 6 am curfew • Attend weekly group and individual treatment sessions at a level determined by the treatment counselor • If not already, begin to attend at least 1 recovery support group meeting per week, or as recommended by treatment • Follow any mental health recommendations

Criteria for advancing to Phase III:	<ul style="list-style-type: none"> • At least 120 days of participation in Phase II • At least 45 continuous days of sobriety prior to advancement • No unexcused absences for services/meetings for 45 days prior to advancement • Documented proof of recovery support group meeting attendance • Continued progress towards treatment plan goals • Completion of phase advancement application
Phase III	
Length of Phase:	120 days
Requirements:	<ul style="list-style-type: none"> • Obey all laws • Biweekly drug court attendance (every other week) • Meet with your probation agent and recovery specialist on a bi-weekly basis • Submit to home checks by law enforcement and probation • Submit to at least 2 random drug tests per week • Adhere to a 10 pm until 6 am curfew • Attend weekly group and individual treatment sessions at a level determined by the treatment counselor • Attend criminal thinking treatment once per week, as available • Continue to follow any mental health recommendations • Attend recovery support group meetings at least two times per week and provide proof of attendance • Develop relationship with a sponsor/mentor or temporary sponsor/mentor • Seek sober housing, as necessary • Attend job/educational/skills training as directed • Attend 2 pro-social activities per month
Criteria for advancing to Phase IV:	<ul style="list-style-type: none"> • At least 120 days of participation in Phase III • At least 60 continuous days of sobriety prior to advancement • No unexcused absences from scheduled services for 60 days prior to advancement • Maintained sponsor/mentor • Documented support group attendance • Following drug court fee & other court costs payment plan • Continued progress towards treatment plan goals • Completion of phase advancement application

Phase IV	
Length of Phase:	120 days
Requirements:	<ul style="list-style-type: none"> • Obey all laws • Biweekly drug court attendance (every other week) • Meet with your probation agent and recovery specialist once per month • Submit to at least 2 random drug tests per week • Submit to home checks by law enforcement and probation • Adhere to an 11 pm until 6 am curfew • Attend group and individual treatment sessions at a level determined by the treatment counselor • Continue to follow any mental health recommendations • Attend recovery support group meetings 3 times per week and provide proof of attendance • Maintain relationship with sponsor/mentor • Maintain stable, sober housing • Seek and maintain full time employment/education or a combination, as appropriate • Attend job/educational/skills training as directed • Attend 4 pro-social activities per month • Attend criminal thinking treatment, as available
Criteria to advance to Phase V:	<ul style="list-style-type: none"> • At least 120 days of participation in Phase IV • At least 60 continuous days of sobriety prior to advancement • No unexcused absences for scheduled services for at least 60 days prior to advancement • Maintained full time work or school or a combination • Maintained sponsor/mentor • Documented support group attendance • Completion of phase advancement application
Phase V	
Length of Phase:	120 days
Requirements:	<ul style="list-style-type: none"> • Obey all laws • Monthly drug court attendance • Meet with your probation agent and recovery specialist once per month • Submit to home checks by law enforcement and probation • Submit to at least 2 random drug tests per week • Adhere to a 12 pm until 6 am curfew • Continue to follow recommendations of the mental health screen • Attend group and individual treatment sessions at a level determined by the treatment counselor

	<ul style="list-style-type: none"> • Maintain relationship with sponsor/mentor • Attend recovery support group meetings 3 times per week and provide proof of attendance • Maintain relationship with sponsor/mentor • Attend 4 pro-social activities per month • Attend criminal thinking treatment as needed and available
Commencement Requirements:	<ul style="list-style-type: none"> • At least 120 days of participation in Phase V • At least 90 continuous days of sobriety prior to commencement • No unexcused absences for scheduled services for at least 90 days prior to advancement • Maintained full time work or school or a combination • Maintained sponsor/mentor • Documented support group attendance • Paid drug court fee in full • Completed treatment plan goals • Completion of Pre-Graduation Life Plan and Relapse Prevention Plan one month prior to expected commencement date

Commencement

Once you have completed the criteria for each phase, you will become a candidate for commencement from the Drug Court Program. You will petition the court for a decision on whether you have successfully completed the program and are ready to successfully complete the program.

You will be expected to present a commencement message at your ceremony. You are encouraged to plan your speech and welcome to ask any team member for help.

Your family and friends are welcome at your commencement ceremony. The Judge will present you with a certificate of completion of the LSCDC Program and will recognize your excellent accomplishments. A short reception will follow.



Incentives

Examples of accomplishments Drug Court will recognize	Examples of how Drug Court will recognize your accomplishments
<ul style="list-style-type: none"> • Periods of sobriety • Compliance with treatment plan goals • Securing employment and housing • Completing phases • Educational achievements • Attending pro-social events not required by drug court • Speaking at recovery-related events • Managing difficult situations clean and sober • Regaining custody of children • License reinstatement 	<ul style="list-style-type: none"> • Praise from the judge • Round of applause from the court • Phase Advancement <ul style="list-style-type: none"> • Less restrictive curfew • Less frequent court appearances • Food item • Useful household or personal item • Gift card • Tickets to local activities • Curfew extensions and overnight passes • Graduation Ceremony • Dismissal of criminal case upon completion of probation

Sanctions

Examples of behavior that will be sanctioned	Examples of sanctions used in Drug Court
<ul style="list-style-type: none"> • Use of mood-altering substances • Refusing to submit to a drug test • Diluting/tampering with a drug test • Missed drug test • Dishonesty • Unexcused absence from: <ul style="list-style-type: none"> • court • probation appointments • treatment • sobriety support meetings • any service or event required by Drug Court • Curfew violation • Failure to report employment, address or phone number change • Uncooperative behavior 	<ul style="list-style-type: none"> • Verbal reprimand • Essay or worksheet assignment • Apology letter • Community Service or STS • Impose previous phase restrictions <ul style="list-style-type: none"> • More restrictive curfew • More frequent court appearances • Increased testing • Observe a day's court proceedings • Team roundtable • Daily check-in with team member • Fine • Brief jail sanction

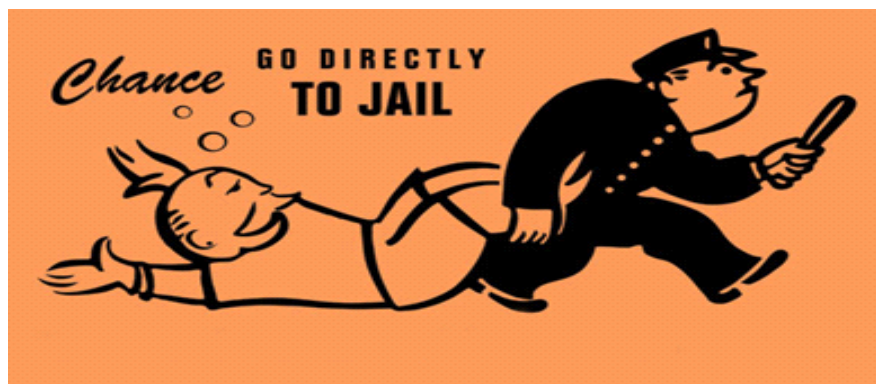
Termination

The Judge makes the final decision for termination from the program. Repeated violations for any of the following can result in termination (this is not a complete list):

- Positive urine tests
- Missed or refused urine tests
- Failure to attend court
- Failure to participate or cooperate in family intervention
- Failure to participate or cooperate in counseling
- Failure to report to case manager
- Failure to attend outside programs
- Failure to attend school or work

The serious violation of a new arrest does not automatically terminate a participant from the program. However if charges are filed for a violent crime or drug dealing, termination will take place.

All advancements, incentives, sanctions, graduations and terminations are subject to the discretion of the Court!



Medication and Drug Court

You and you alone are responsible for what goes in your body



All mood-altering medications, prescription or over-the-counter, must be prescribed under the direction of a licensed medical professional who is aware of your participation in drug court and your addiction. In orientation and at each court appearance forms are available to take to the doctor and have on your person in case of an emergency.

If a mood-altering medication is approved by a licensed medical professional, you must:

1. Immediately notify your probation officer by leaving a message on his cell phone.
2. Follow up with documentation of the medication and the drug court form signed by the licensed medical professional as directed by probation.
3. Make the medication available for pill counting when directed to do so by any member of the drug court team.
4. Notify probation immediately of any changes in the medication.

The drug court will test for mood-altering substances found in prescribed and over-the-counter medications, including, but not limited to: opiates, Tramadol, alcohol and dextromethorphan. This means that most cold-medication will be off limits unless a licensed medical professional deems it necessary and that no suitable alternative exists.

Other tips:

- Be careful with herbal supplements. Anything with the words “extract” will result in a positive test for alcohol, as well as some fermented teas.
- Read the labels of anything you plan to consume. **IF IN DOUBT DO NOT CONSUME.** Consult the pharmacist or treatment provider to ensure that the item is not mood-altering and will not result in a false positive test.
- Do not consume poppy seeds as consumption may result in a false positive drug test.
- Hand Sanitizers – excessive, unnecessary, repeated use of these products may result in a false positive test for alcohol.
- Avoid acetone fingernail polish remover. Alternatives are available.
- Do not drink alcohol substitutes (near beer, O’Doul’s).

Participation Contract

- 1) **I agree to attend** all court sessions and appointments with probation, treatment and law enforcement and to be on time; I agree to maintain contact as directed and sign all necessary releases of information.
- 2) **I will fully participate** in drug and/or alcohol chemical dependency treatment and/or education as directed by the court. I will comply with all other programming requests, pay restitution (if ordered) and all program fees.
- 3) **I agree to comply** with random home visits by my probation agent or other team member and provide drug or breathalyzer tests as directed.
- 4) **I agree to random drug and breathalyzer testing** as directed by my probation agent or other team member. I will report any use of drugs and/or alcohol to my probation agent.
- 5) **I will not engage in behavior** to dilute, substitute or adulterate any urine sample I may provide.
- 6) **I will not possess or consume** any mood-altering chemicals (illegal drugs, synthetic drugs, alcohol or controlled substances). I must provide medical proof of any medications I am taking and make sure the medication will not result in a “false-positive” drug test.
- 7) **I will not use** any prescription drugs (i.e. muscle relaxer, pain medication) or over-the counter medications **without prior verification and approval** from my probation agent.
- 8) **I understand it is my responsibility** to limit and avoid exposure to products that contain ethyl-alcohol, or any other mood-altering chemicals, read product labels and inspect them before I use them, and that use of the products detailed in the participant handbook but not limited to; containing alcohol, other substances, or medications not approved by the LSCDC team, will not be an excuse for a positive or “false-positive” EtG, EtS, or other “false-positive” drug test result.
- 9) **I agree to keep the court, treatment provider and probation agent informed** of my current contact information (address and telephone

number(s) to include work, cell and pager) and that changes in contact information will not occur without the knowledge and consent of my probation agent.

- 10) **I must obtain permission** from the court or my probation agent **prior** to traveling outside the state of Minnesota.
- 11) **I agree that I am subject, at any time, to a search** conducted by a representative of the MN Department of Corrections and/or LSCDC representative, which includes any law enforcement representative, without a warrant, of my person, place of residence, vehicle or other personal or real property. **This personal property includes cell phones, and I agree that the full contents of my cell phone** (and any codes needed to access the phone's contents) **are subject to warrantless search.** I agree that I will have no reasonable expectation of privacy while participating in the LSCDC.
- 12) **I agree that I will pay** the LSCDC entry fee of \$500.00, whether I successfully graduate from the LSCDC or not.

Plan for Drug Court Fee Payment

- 13) **I understand that I am to remain law-abiding** in all respects, obeying state, federal and local ordinances. I **must report any contact with law enforcement within 72 hours**, whether or not I receive a ticket or are arrested. This also applies if I am with other people who are stopped. When in doubt, I will communicate with my probation agent.
- 14) **I understand that any breach** of this contract will result in a review of my case to determine my continued participation in the LSCDC program or the imposition of court ordered sanctions including incarceration or termination.
- 15) **I understand that I will not act** as a confidential informant while a participant in drug court.

My Personal Goals





