

**5th Judicial District
Adult Drug Court Program**

Client Handbook

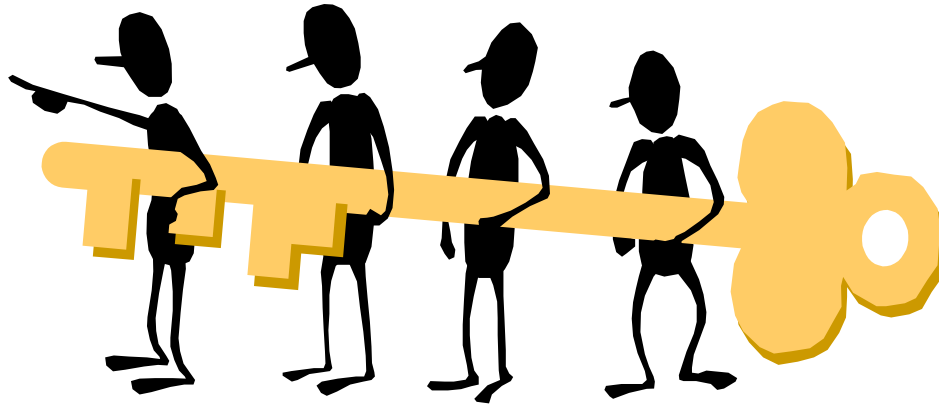


Welcome to the Drug Court Program!

- This program exists to provide intervention, treatment and rehabilitation to criminal offenders and members of the community suffering from chemical dependency.
- The rigorous program gives substance addicted offenders an opportunity to gain control of their lives through their committed participation.
- This handbook will provide participants with the answers to some of the important questions they have. Clients are encouraged to share this handbook with their friends and loved ones so they too may gain a greater insight into the program and discover what drug court is all about.
- By working with a treatment provider and the drug court team, clients will make positive changes in their lives if they stay committed.
- More than just saying “**I am not going to use**”, this program will help you change your lifestyle, and how you think and feel about yourself. But

you have to want to be in the program, and the first step is admitting - **“I have a problem”**.

Who Makes up the Drug Court Team?

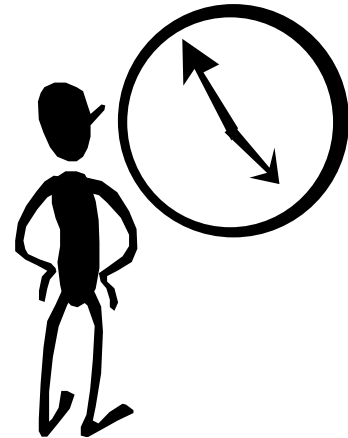


- Drug Court is a collaboration of the District Court Judge, the District Attorney’s Office, Public Defender’s Office, the Sheriff’s Department, the Division of Parole and Probation, and community based addiction treatment and mental health providers who provide assessment and case management for eligible clients.
- Volunteers assist with the mentor, life skills, graduate, and success programs. Family, friends and community support are important ingredients to the success of the client and the program.

- Clients are substance abuse addicts who elect to participate in this very demanding program because they desire to end their downward spiral of use and crime. Clients who choose this program usually have begun to realize the harm they are doing to themselves, their families and their community.
- You must undergo an evaluation by the Drug Court Evaluator prior to being accepted into Drug Court. The Drug Court Coordinator will schedule the evaluation and provide you with the date, time and location of your evaluation. The cost of the evaluation is \$50.00. **The Drug Court will pay the fee and you can reimburse the Court within one month of the evaluation.** If you fail to appear for the evaluation you will be assessed an additional \$50.00 fee.

How Long Will I Be In Drug Court?

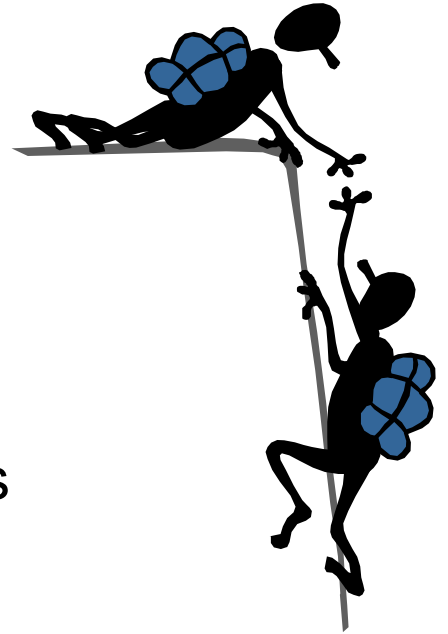
- One year is the minimum participation, and three years is the maximum. Most participants take 12 to 36 months to complete the program.
- However, it's really up to the ***drug court judge*** if the client graduates in one year or if it takes longer. It depends on your participation and progress with the drug court and the treatment provider. Also taken into consideration is whether or not you have internalized what recovery is all about.



What services can be provided?

Drug Court will assist you with. . .

- Life skills training
- Out Patient treatment services
- Individual counseling
- Group counseling
- Mental health counseling
- Recovery support groups
- Employment readiness services
- Vocational training services
- Education and literacy services
- And any other program or service the drug court team believes will assist you in completing the program.



What are my responsibilities?



You must successfully complete each phase of the program, attend counseling and meetings, attend court regularly, take regular urinalysis (“UA”) tests, make all payments, not take medication without approval, behave properly and refrain from any criminal activity.

1. Drug Court Phases

- You must successfully complete each phase of the program before advancing to the next phase and before you are allowed to graduate the program. The three Drug Court phases are:

Phase I

3 self-help support group meetings per week

10:00 p.m. curfew

Minimum of 3 random UA tests per week

Court attendance each week

3 hours of counseling sessions per week and one individual session per month.

You must complete Step 3 (minimum) of the self-help steps

You must have 18 weeks of clean UA tests before advancing to the next phase

Phase II 3 self-help support group meetings per week
10:00 p.m. curfew
Minimum of 2 random UA tests per week
Court attendance every other week
2 hours of counseling sessions per week and one individual per month
You must complete Step 6 (minimum) of the self-help steps.
You must have 18 weeks of clean testing before advancing to the next phase

Phase III 3 self-help support group meetings per week
10:00 curfew
Minimum of 1 random UA test per week
Court attendance every third week
1 hour counseling session per week
You must complete Step 9 (minimum) of the self-help steps
You must have 16 consecutive weeks of clean testing before you will be eligible to graduate.

Some participants may be admitted into a fourth Phase of the Drug Court Program after completion of Phase III if it is deemed necessary by the Judge.

Phase IV (Re-entry Phase)
3 self-help support group meetings per week
Minimum of 1 random UA test per week
Court attendance once each month
The length of time spent in Phase IV will be determined by the Judge

2. Counseling and Meeting Attendance

- You must attend your scheduled counseling sessions ordered by the Judge. If you do not attend a session it will be reported to the Judge and it may result in sanctions by the Judge.
- You must have approval from your counselor or the judge to miss a counseling session, and you must make prior arrangements with your counselor.

3. Court Attendance

- Court attendance is mandatory.
 - **Drug Court is held every Monday at 3:30 P.M. in the Pahrump District Courtroom.**
- There will be no changes in the court calendar for any reason other than court holidays in which case Drug Court will be held on Tuesday at 3:30 P.M. If you are not in court a bench warrant will be issued for your arrest.
- You must obtain pre-approval from the judge to miss a court session.
- You will be expected to be on time for court and to dress appropriately. No shorts, no midriffs showing, no tank tops, thong sandals, or slippers.

- You are expected to follow through with ALL court orders immediately. Failure to do so may result in sanctions by the Judge.

4. Urine Testing

- Urine testing is mandatory.
- If you do not submit a sample or provide a sufficient sample that can be tested for any reason it will be considered as if it were positive.
- A positive test may lead to sanctions by the Judge.
- If you dispute a drug test result you have the right to have an agency re-test the same sample but you are responsible for the cost to re-test the sample if the re-test shows positive results.
- In the event that you are unable to produce a urine sample, you may opt to purchase a saliva test. The cost of the test is \$40.00 and must be paid on the day the test is administered.



5. Employment and/or School

- You will be required to obtain/maintain employment or enroll in vocational/educational instruction. Drug Court requires that clients without a high school diploma pursue a general equivalency diploma (G.E.D.)
- If you are unemployed or you lose your job while in the program, you will be given a time frame in order to secure another job. While searching for employment, you will be required to check in every weekday morning by 8:30 A.M. with the Drug Court Coordinator or Case Worker. You must complete and submit a Daily Itinerary.
- Drug Court staff will routinely verify employment through phone contact with the employer or copies of paycheck stubs. We strongly encourage you to notify your employer of your participation in Drug Court including required court appearances and group sessions.

6. Payment

- You are required to pay \$30.00 per week to Drug Court. All payments must be paid in cash.
- You must make your payments in a timely manner or you may be sanctioned. If your balance exceeds \$120.00, you will be required to complete 8 hours of community service for each week your balance is in excess of \$120.00. If your balance exceeds \$240.00, you will be required to serve 48 hours in jail.
- You will not graduate from the Program if you owe fees.

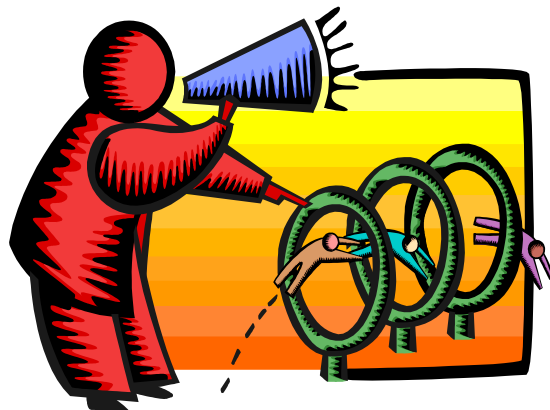
7. Medication

- You cannot take any over-the-counter medicine unless it is listed on the form found in your orientation packet.
- You cannot take any narcotic or prescription medication unless (1) you have a doctor's prescription, AND (2) it is approved by the Judge—If you violate this rule, you may be sanctioned.
- If you do not receive the judge's approval for taking a prescribed medication, and you test positive due to taking medication you may be sanctioned.

8. Behavior

- You must behave properly at all times. If you behave inappropriately in court, or if it is reported to the Judge that you behaved inappropriately during counseling, while giving a UA, while making a payment, while talking with court staff, or so forth, you may be sanctioned.
- You must not commit another crime while in the program. Doing so will lead to sanctions and probable termination from the program.
- Dating between program participants is prohibited without permission from the Judge.

THESE GUIDELINES ARE IN ADDITION TO THE INDIVIDUAL RULES AND REGULATIONS OF YOUR TREATMENT PROVIDER AND OF THE DEPARTMENT OF PAROLE AND PROBATION. You must follow ALL rules and regulations set forth by your individual treatment provider and/or by your probation officer.



What are my Court Progress Hearings?

- Once you have been accepted into drug court you will have weekly court hearings to monitor your progress.
- Your treatment provider will prepare a progress report for the Judge to review at the hearing.



- Your program progress dictates how often you have a hearing. You will attend court weekly, every other week or every three weeks, depending on which phase you are in.
- No matter how bad you think things are - always keep your court dates! If you are honest with the Judge, things will get better. If you miss court or are dishonest, things can and will get worse.

What Should I Bring to my Progress Hearing?



- Make sure you arrive at least 10 minutes before court begins. Being late looks bad, and may lead to sanctions. You must be prepared to remain for the entire court calendar.
- Bring a positive attitude and be prepared to discuss what you are working on in treatment. Make sure you know the names of your treatment counselor and sponsor.
- Bring verified self-help support group meeting attendance sheets. It is important to discuss “What You Have Learned” in treatment. You may want to keep a journal.
- Bring any written reports, letters or other items the Judge asks you to bring. If you missed a payment, this is the time to make it up!

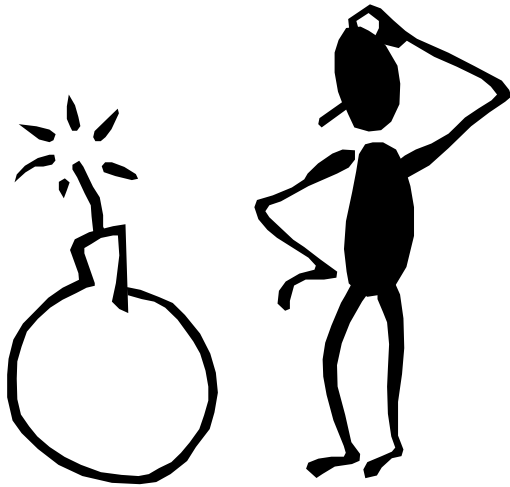
Can I Be Absolutely Honest at My Progress Hearing?

- Yes. The Judge greatly respects honesty, and understands that people make mistakes, have relapses and so forth. It is said, “The truth shall set you free.” The recovery process begins with the TRUTH about your drug abuse and recovery.
- Your privacy is respected with drug court. The drug court team will make every effort to protect your identity by not using your name in any research or evaluation activity without your approval.
- Your contract with drug court guarantees that anything that you say in drug court which relates to your own current or past personal drug use or possession will NOT be used against you by the State if you fail drug court and go back where you were in your criminal proceedings.



- But Note!! You do NOT have legal immunity in this treatment court. If you make a statement about a new crime or past serious offense, it may be used against you.

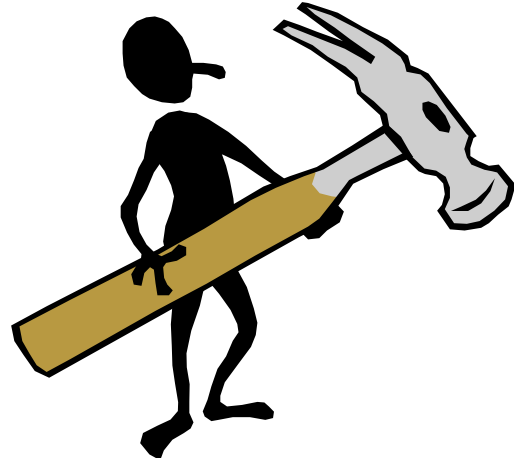
“Non-compliance”, What Does That Look Like?



Remember, you may be sanctioned for non-compliance with the Judge’s orders, including but not limited to:

- Not attending your progress hearing,
- Failure to drop a UA sample or testing positive for an illicit substance
- Failure to attend your assigned treatment program or failing to cooperate with your counselor
- Abnormally diluted UA test results or foreign substances in your UA
- Asking someone else to give a sample in your place
- Failure to attend self-help support group meetings or participate with self-help groups
- Failure to keep appointments with your adult probation, treatment provider or public defender
- Disobeying laws or program guidelines

What is a Sanction?



A sanction is a punitive measure, or the inflicting of negative consequences for negative behavior.

Sanctions are given for demonstrating old destructive behaviors or new violations.

Drug court sanctions may include (but are not limited to):

- Verbal warnings
- Being ordered to write reports or letters
- Fines
- Community Service
- Additional Court Dates, Drops, Counseling (i.e., returning to an earlier phase of the program)
- Jail Time
- Failing the program and being returned to regular court, which could lead to a felony conviction, loss of voting, gun ownership and other rights, and/or prison.

Don't Get Discouraged and Don't Give Up

When you first come to the program you may have difficulty with the following:

- Giving negative UA test.
- Attending the treatment as required.
- Attending self-help support group meetings.
- Being on time with the Treatment Provider.
- Maintaining regular attendance.



Whatever you do, don't get discouraged and quit - that won't get your life back. Only working through the hard times will show results. We are not going to give up on you either. You may receive sanctions when you have difficulty following the program, but that is all part of the treatment process. Just because you miss a meeting or give a dirty test does not mean you will be dropped from the program. We will work with you. We want you to succeed.

Maintaining a Good Foundation for Recovery Includes:

- Understanding the power of truth and honesty
- Obeying laws and rules
- Maintaining employment or school
- Attending self-help support group meetings
- Abstaining from illicit substances and alcohol
- Staying away from toxic people, places and things
- Developing a positive social circle and activities, and more!



The Drug Court Program also includes a Success Program – those who do well and deserve kudos will receive recognition from the Judge. A Mentor & Alumni Group and Juvenile Program are also available, so that you may give back some of the benefits you've learned to help others.

What Determines If I Am Ready to Graduate From Drug Court?



- Completed all phases of the program
- Maintained negative UA testing
- Participating in a strong support system
- Understand the importance of a balanced recovery
- Participating with positive people and activities
- Have stable housing or residency
- Employed, or involved in volunteer work or school, AND
- The Drug Court Judge has determined that you are ready to graduate

What are the benefits of completing Drug Court?

- You will be drug free
- You will gain control of your life
- Your family will know some peace
- You can live your life with integrity
- You will understand the importance of truth and honesty
- You will have a job or will be furthering your education
- Your criminal case may be reduced or dismissed
- You may not have to go to prison
- You will have improved self-esteem
- You will become an accepted member of society



Important Telephone Numbers You Will Need



- Tammi (Cell Phone) 775-764-9100
- District Court 775-751-4214
- Bailiff 775-764-0297
- WestCare 775-751-6990
- Attorney Jason Earnest 775-727-9500
- Adult Probation Dept. 775-751-3702
- First Step Club 775-727-9367

Participant Acknowledgment

I acknowledge I have received a copy of the *Drug Court Client Handbook*, and I am responsible for becoming familiar with its contents. I have read this handbook, and I have had ample opportunity to ask questions and clarify what is required of me as a Drug Court participant. I agree to comply with all rules and expectations contained within this handbook. I understand the handbook is not a contract, and it may be amended or revised according to changes made by the Drug Court Program Staff.

Participant Signature _____

Witness _____

Date : _____



This form must be completed and returned to the Drug Court Program staff.

**FIFTH JUDICIAL DISTRICT ADULT DRUG COURT
INTAKE SHEET**

NAME _____ DOB _____

MAILING ADDRESS _____ CITY _____ ZIP _____

PHYSICAL ADDRESS _____ CITY _____ ZIP _____

RENT OWN RELATIVE'S HOME FRIEND'S HOME OTHER

OTHER OCCUPANTS IN THE RESIDENCE _____ DOGS _____

PHONE: HOME _____ CELL _____

EMERGENCY CONTACT NAME _____ PHONE _____

RELATIONSHIP _____ YOUR MEDICAL INSURANCE _____

EMPLOYMENT _____ ADDRESS _____

HOW LONG EMPLOYED _____ WEEKLY TAKE HOME PAY _____

MARITAL STATUS: M / S / D / W NAME OF SPOUSE _____

CHILDREN OR DEPENDANTS # _____ HOW MANY LIVE WITH YOU # _____

(ON BACK, PRINT THEIR NAMES AND DATES OF BIRTH AND THE NAMES AND DATES OF BIRTH OF ANY OTHERS RESIDING IN YOUR HOUSEHOLD)

INCOME FROM OTHER SOURCES: CHILD SUPPORT \$ _____
WELFARE/FOOD STAMPS \$ _____
PENSIONS/RETIREMENT \$ _____
UNEMPLOYMENT \$ _____
SIS/DISABILITY \$ _____
ALL OTHER INCOME \$ _____

\$ _____ SOURCE _____

LAST GRADE ATTENDED IN SCHOOL _____ ARE YOU PREGNANT _____

DO YOU HAVE: GED? Y / N DIPLOMA? Y / N

SOCIAL SECURITY CARD? Y / N DRIVERS LICENSE? Y / N ARE YOU A VETERAN? Y / N

PLEASE CIRCLE RACE: African American/ Asian/Pacific Islander /Alaska Native /Caucasian
Hispanic/Latino/ Multi-Racial/ Native American/ Other

WHAT IS YOUR ETHNICITY? (Hispanic/Non Hispanic)

WHO REFERRED YOU INTO DRUG COURT? _____ WHEN? _____

DO YOU HAVE ANY PRIOR CONVICTIONS? _____

WHAT IS THE AGE YOU BEGAN USING DRUGS? _____ ALCOHOL? _____

WHAT IS YOUR DRUG(S) OF CHOICE? _____ LAST USE DATE? _____

CURRENT MEDICATIONS? _____

DO YOU HAVE A COMMUNICABLE DISEASE? _____ YES _____ NO

HEPATITIS B ___ HEPATITIS C _____ HIV ___ TUBERCULOSIS ___ NONE _____

DO YOU HAVE A HISTORY OF MENTAL HEALTH CONDITIONS? YES ___ NO _____

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I REALIZE THAT THIS INFORMATION MAY BE SUBJECT TO VERIFICATION.

SIGN _____ DATE _____