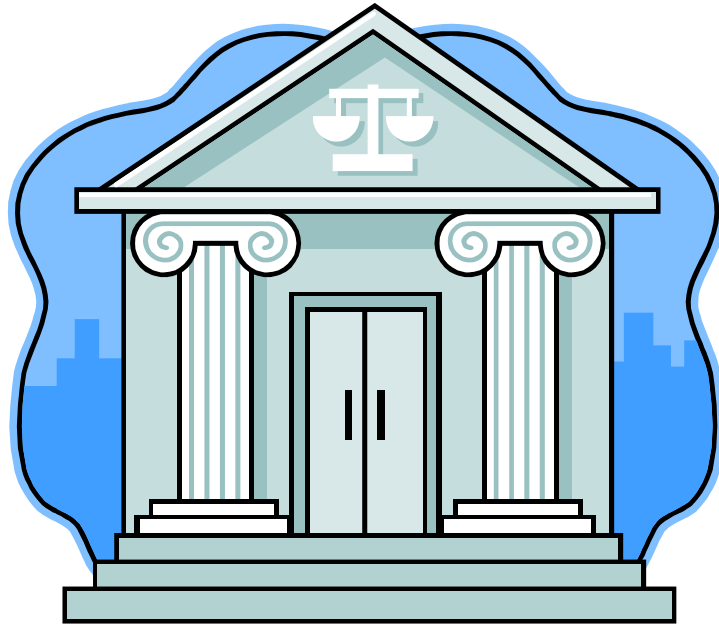


**BLUE EARTH COUNTY
ADULT HYBRID DRUG COURT**

“Recovery... A journey, not a destination”



Sobriety Checkpoint

PARTICIPANT HANDBOOK

Your Name _____

WELCOME!

This Handbook was designed to answer your questions, and to help you successfully complete the requirements of the Blue Earth County Adult Hybrid Drug Court Program. As a participant, you are expected to follow the instructions given to you by the Drug Court Judge and your Drug Court probation officer; as well as to comply with the treatment plan developed for you by an approved CD treatment, and mental health providers.

The Drug Court is divided into four tracks depending on your Risk/Needs assessments. Each track is comprised of four phases that must be successfully completed in order to graduate from the program. This Handbook details what is expected of you as a Drug Court participant. It reviews general program information, as well as what specific things you must do to complete each phase of the program.

If you are reading this Handbook, it means that you have been accepted into Drug Court based upon your history of drug/alcohol use, and encounters with law enforcement. It also means that we are confident that Drug Court will help you learn how to make successful choices, free of the influence of drugs or alcohol.

There will be a test on the information in your handbook that you will need to pass prior to moving to phase two. Please study this book it was written for your use, and to help you be successful while you are a participant in the program.

You are encouraged to share this Handbook with your family and friends. It is very important for them to know the limitations, and rules you will need to follow to be successful in this program.

Motto

Creating a climate for rehabilitation, recovery and reducing crime.

OVERVIEW

The Blue Earth County Adult Hybrid Drug Court Program is a four-phase intervention program for adults who have pled guilty to one or more felony or gross misdemeanor eligible offenses, and who are having difficulty staying clean and sober. The Drug Court Program is for addicted offenders. The program treats a drug as a drug and an addict as an addict, regardless of the drug of choice. It is a collaborative effort between the 5th Judicial District Court, the County Attorney's Office, the Public Defender's Office, the Health and Human Services Agency, law enforcement agencies, jail staff, probation, chemical health and mental health providers. By working together, as a Drug Court Team, we seek to provide a variety of programs and consistent supervision tailored to support and help you maintain a drug-free life.

Drug Court involves intensive supervision of clients by a probation officer, frequent court appearances, mandatory drug and alcohol counseling, mental health services, regular attendance at self-help groups (NA or AA, SMART Recoveries, or Celebrate Recovery) and random drug testing. The Court awards incentives for compliant behavior and imposes sanctions for negative behavior. Participants who do not comply with the rules may be placed in short-term custody, moved back to the previous phase of drug court or a variety of other sanctions. Participants may also be terminated from Drug Court. All of the staff working with Drug Court will assist you to make sure you understand what is expected of you.

Mission

The Blue Earth County Drug Court is a community-wide collaborative effort to reduce crime, increase public safety, lower recidivism, rehabilitate substance abusing offenders, and re-integrate them into the community in hopes that they become contributing members of society, by developing strong supportive relationships with family, friends and surrounding community; by providing multi-faceted interventions, frequent court contacts, intensive supervision and treatment.

THE DRUG COURT TEAM

The Drug Court Judge makes all decisions regarding your participation in the Drug Court Program with input from the Drug Court Team. In addition to the Judge, the Drug Court Team consists of the following members:

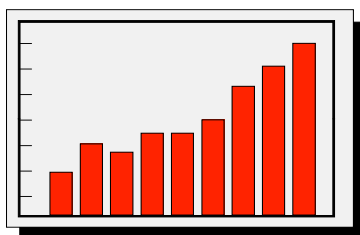
- Defense Attorney
- Assistant County Attorney
- Case Manager/Assessor
- Treatment Provider
- Probation Officer
- Police Officer Liaison
- Sheriff's Department
- Jail staff
- Drug Court Coordinator
- Mental Health Professional
- Peer Support Recovery Specialist



Prior to each Drug Court session, the Drug Court team members familiarize themselves with your progress and the Judge discusses that progress with you during the Drug Court session.

Each member of the team signs a confidentiality agreement. Nothing we talk about as a team will be disclosed to anyone outside of the program.

The presiding Judge and multi-disciplinary team of professionals work collaboratively to address the offense behavior and treat the existing mental health, chemical health or behavioral problems: and facilitate access to eligible services throughout the community.



PROGRESS REPORTS

Before your Drug Court hearing, the Judge is given a progress report presented by your Probation Agent, Treatment Provider, and Mental Health Liaison. If there are any other partners with information regarding your program it will also be discussed at this time. The progress report discusses your drug test results, attendance, participation and cooperation in the CD treatment, and mental health programming, employment or other requirements that were imposed. The judge may ask questions about your progress and discuss any problems you may be having. If you are doing well you may be rewarded with reduced program requirements or, at times, other incentives like gift cards. If your progress reports show that you are not doing well, the judge will discuss this with you and determine future action, which could include a sanction in order to help you remember your goals in the program. Sanctions can be anything from increased program requirements to jail custody.

The information the team receives from your treatment counselor and mental health professional is limited. It is our goal to make sure you are showing up, being respectful, completing assignments and making progress. We are not concerned with the content of your conversations unless they are hurtful to yourself or others.

The only people that have access to these reports are the team members. Each team member signs a confidentiality form. After court these forms are destroyed.



DRUG COURT HEARINGS

As a Drug Court participant, you are required to appear in Drug Court on a regular basis. When you appear you are expected to bring your meeting card providing the dates and signatures proving you have attended your weekly meetings according to your phase requirements. You also need to give the Judge your journal prior to your court date, provide proof of updated fee payments, and updated weekly schedule. Failure to do so may result in a sanction. The number of times you must appear depends upon the track, and phase of drug court you are currently in. Failure to appear will result in the issuance of a warrant for your arrest and detention in jail until you can appear before the court. If you have questions about your court appearances you may contact your probation agent, treatment provider or your attorney.

It is our expectations that you behave appropriately in all court sessions. Any disruptions may result in a sanction. No cell phones, bags, coats, hats, or other contraband can be brought into the court room. All items should be stowed in the locker rooms outside the court room. Although children are welcome in court it is our hope that you find appropriate supervision during court sessions.

Items to be submitted at each court appearance

- Judge's journal
- Participants detailed weekly schedule
- Participants support meeting attendance form
- Any medical forms for missed appointments
- Papers that were given as sanctions the prior week

DRUG COURT PHASES

The Blue Earth County Adult Hybrid Drug Court is a 12 to 18 month program divided into four phases, you must successfully complete each phase before entering into the next phase. Each phase has a key concept or focus. The basic minimum requirements are listed below. The program has four tracks based on the level of risk/needs each participant has based on the LS/CMI/RANT administered by probation/coordinator. The needs component is based on assessments administered by Chemical Health and Mental Health professionals on the team or in the community. Once the assessments scores have been determined, the Drug Court team will place participants in the track best fit to assure program success.

TRACK 1, PHASE 1
(High Risks – High Needs)

KEY CONCEPT:
Stabilization, Assessments, & Orientation

LENGTH OF PHASE:
One Month Minimum (which may follow detoxification or inpatient services).

- REQUIRMENTS:**
- Complete a Chemical Health Assessment, and follow all recommendations.
 - Complete a Mental Health Assessment and follow all recommendations.
 - Notify probation of all medical appointments and stay medication compliant.
 - Complete an LS-CMI, and RANT with the Coordinator and Probation Officer.
 - Comply with BECDC Testing Protocol. Your color will be **RED** in this phase.
 - Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
 - Attend a minimum of three self-help meetings per week approved by probation.
 - Turn in a detailed list of the self-help meetings you have attended at court
 - A minimum of three contacts with your probation officer weekly.
 - Comply with a 9:00 p.m. curfew, no over nights or extensions.
 - Obtain and maintain insurance and treatment funding sources.
 - Complete an autobiography and use history at treatment.
 - Complete a weekly schedule and submit to probation on Monday's.
 - Complete a Journal Entry and turn it in at court each Monday.
 - Set up a payment for Drug Court Fee of 800.00 with court administration.
 - Complete and pass the BECDC handbook test prior to moving to phase 2.

- REQUIREMENTS TO MOVE TO PHASE 2**
- All of the phase one requirements must have been completed.
 - The phase change request must have been filled out and approved by staff.
 - The phase change must be given to the Judge and approved by the team.
 - Address fee payment schedule with probation officer.

TRACK 1, PHASE 2
(High Risks – High Needs)

KEY CONCEPT:
Recovery and Responsibility to Self

LENGTH OF PHASE:
A minimum of six months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignment on time.
- A relapse prevention plan should have been started.
- Follow all recommendations of your Mental Health professional.
- Notify probation of all medical appointments and stay medication compliant.
- Obtain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **RED** in this phase.
- Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court each Monday.
- Attend a minimum of 3 self-help meetings weekly.
- Obtain a sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 2 contacts with your probation officer weekly.
- Comply with a 10:00 p.m. curfew, no over nights or extensions.
- Maintain insurance and treatment funding sources.
- Pay 150.00 dollars towards your Drug Court Fee with BEC Court administrator.
- Enroll in GED classes if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 60 days sanction free to move to phase 3 of the program.
- Start the process of getting your valid driver's license if applicable.

REQUIREMENTS TO MOVE TO PHASE 3

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A minimum of 150.00 paid towards your Drug Court Administration fee.

TRACK 1, PHASE 3
(High Risks – High Needs)

KEY CONCEPT:

Maintenance of Recovery and Responsibility to Self and Others

LENGTH OF PHASE:

A minimum of six months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignments on time.
- Continue to update your relapse prevention plan.
- Follow all recommendations of your Mental Health professional.
- Enroll and complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **GREEN** in this phase.
- Attend the BECDC on the 2nd and 4th Monday at 1:00 p.m. in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend a minimum of 3 self-help meetings weekly. Approved by probation.
- Maintain a relationship with your sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 2 contacts with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- Pay 250.00 dollars towards your Drug Court Fee for a total of 400.00 paid.
- Must have made clear progress in attaining your GED if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 90 days sanction free to move to phase 3 of the program.
- Must have addressed Driver's License issues if applicable.

REQUIREMENTS TO MOVE TO PHASE 4

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A total of 400.00 dollars paid to your Drug Court Administration fee.

TRACK 1, PHASE 4
(High Risks – High Needs)

KEY CONCEPT:

Reinforce a clean, sober, healthy and legal lifestyle

LENGTH OF PHASE:

A minimum of six months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignments on time.
- An updated relapse prevention plan needs to be presented to the team.
- Follow all recommendations of your Mental Health professional.
- Complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **GREEN** in this phase.
- Attend the BECDC on the 1st Monday of the month at 1:00 in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend a minimum of 3 self-help meetings weekly. Approved by probation.
- Maintain a relationship with your sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 1 contact with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- The 800.00 dollar Drug Court fee must be paid in full.
- Obtain your GED if needed.
- A minimum of 120 days clean time needed to graduate from the program.
- A minimum of 120 days sanction free to graduate from the program.
- Obtain your Driver's License if applicable.

REQUIREMENTS TO MOVE TO GRADUATE

- Consistently implement behaviors that support long term abstinence.
- Must show an active involvement in a recovery program.
- Completed all of the requirements of phase 4 and the program.
- A total of 800.00 dollars paid to your Drug Court Administration fee.
- Probation fee must be paid in full.

TRACK 2, PHASE 1
(High Risks – Low Needs)

KEY CONCEPT:
Stabilization, Assessments, & Orientation

LENGTH OF PHASE:
One Month Minimum (which may follow detoxification or inpatient services).

- REQUIREMENTS:**
- Complete a Chemical Health Assessment, and follow all recommendations.
 - Complete a Mental Health Assessment and follow all recommendations.
 - Notify probation of all medical appointments and stay medication compliant.
 - Complete an LS-CMI, and RANT with the Coordinator and Probation Officer.
 - Comply with BECDC Testing Protocol. Your color will be **Green** in this phase.
 - Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
 - Attend two support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
 - A minimum of three contacts with your probation officer weekly.
 - Comply with a 9:00 p.m. curfew, no over nights or extensions.
 - Obtain and maintain insurance and treatment funding sources.
 - Complete a weekly schedule and submit to probation on Monday's.
 - Complete a Journal Entry and turn it in at court each Monday.
 - Set up a payment for Drug Court Fee of 800.00 with court administration.
 - Complete and pass the BECDC handbook test prior to moving to phase 2.

- REQUIREMENTS TO MOVE TO PHASE 2**
- All of the phase one requirements must have been completed.
 - The phase change request must have been filled out and approved by staff.
 - The phase change must be given to the Judge and approved by the team.
 - Must have at least 150.00 paid towards your Drug Court administration fee.

TRACK 2, PHASE 2
(High Risks – Low Needs)

KEY CONCEPT:
Recovery and Responsibility to Self

LENGTH OF PHASE:
A minimum of six months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignment on time.
- Follow all recommendations of your Mental Health professional.
- Notify probation of all medical appointments and stay medication compliant.
- Obtain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **GREEN** in this phase.
- Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court each Monday.
- Attend two support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
- A minimum of 2 contacts with your probation officer weekly.
- Comply with a 10:00 p.m. curfew, no over nights or extensions.
- Maintain insurance and treatment funding sources.
- Pay 150.00 dollars towards your Drug Court Fee with BEC Court administrator.
- Enroll in GED classes if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 60 days sanction free to move to phase 3 of the program.
- Start the process of getting your valid driver's license if applicable.

REQUIREMENTS TO MOVE TO PHASE 3

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A minimum of 150.00 paid towards your Drug Court Administration fee.

TRACK 2, PHASE 3
(High Risks – Low Needs)

KEY CONCEPT:

Maintenance of Recovery and Responsibility to Self and Others

LENGTH OF PHASE:

A minimum of six months.

REQUIREMENTS:

- Enroll and complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **GREEN** in this phase.
- Attend the BECDC on the 2nd and 4th Monday at 1:00 p.m. in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend two support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
- A minimum of 2 contacts with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- Pay 250.00 dollars towards your Drug Court Fee for a total of 400.00 paid.
- Must have made clear progress in attaining your GED if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 90 days sanction free to move to phase 3 of the program.
- Must have addressed Driver's License issues if applicable.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO PHASE 4

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A total of 400.00 dollars paid to your Drug Court Administration fee.

TRACK 2, PHASE 4
(High Risks – Low Needs)

KEY CONCEPT:

Reinforce a clean, sober, healthy and legal lifestyle

LENGTH OF PHASE:

A minimum of five months.

REQUIREMENTS:

- Complete a minimum of 40 hours of Employment or Education per week.
- Complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Comply with BECDC Testing Policy. Your color will be **GREEN** in this phase.
- Attend the BECDC on the 1st Monday of the month at 1:00 in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend one support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
- A minimum of 1 contact with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- The 800.00 dollar Drug Court fee must be paid in full.
- Attain your GED if needed.
- A minimum of 120 days clean time needed to graduate from the program.
- A minimum of 120 days sanction free to graduate from the program.
- Obtain your Driver's License if applicable.
- All probation fees must be paid in full.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO GRADUATE

- Consistently implement behaviors that support long term abstinence.
- Must show an active involvement in a recovery program.
- Completed all of the requirements of phase 4 and the program.
- A total of 800.00 dollars paid to your Drug Court Administration fee.
- Probation fee must be paid in full.

TRACK 3, PHASE 1
(Low Risks – High Needs)

KEY CONCEPT:
Stabilization, Assessments, & Orientation

LENGTH OF PHASE:
One Month Minimum (which may follow detoxification or inpatient services).

- REQUIREMENTS:**
- Complete a Chemical Health Assessment, and follow all recommendations.
 - Complete a Mental Health Assessment and follow all recommendations.
 - Notify probation of all medical appointments and stay medication compliant.
 - Complete an LS-CMI, and RANT with the Coordinator and Probation Officer.
 - Comply with BECDC Testing Protocol. Your color will be **RED** in this phase.
 - Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
 - Attend a minimum of three self-help meetings per week approved by probation.
 - Attain a sponsor/mentor.
 - Turn in a detailed list of the self-help meetings you have attended at court
 - A minimum of two contacts with your probation officer weekly.
 - Comply with a 9:00 p.m. curfew, no over nights or extensions.
 - Obtain and maintain insurance and treatment funding sources.
 - Complete an autobiography and use history at treatment.
 - Complete a weekly schedule and submit to probation on Monday's.
 - Complete a Journal Entry and turn it in at court each Monday.
 - Set up a payment for Drug Court Fee of 800.00 with court administration.
 - Complete and pass the BECDC handbook test prior to moving to phase 2.
 - Comply with all mandated programming set up by the team.

- REQUIREMENTS TO MOVE TO PHASE 2**
- All of the phase one requirements must have been completed.
 - The phase change request must have been filled out and approved by staff.
 - The phase change must be given to the Judge and approved by the team.
 - Must have at least 150.00 paid towards your Drug Court administration fee.

TRACK 3, PHASE 2
(Low Risks – High Needs)

KEY CONCEPT:
Recovery and Responsibility to Self

LENGTH OF PHASE:
A minimum of four months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignment on time.
- A relapse prevention plan should have been started.
- Follow all recommendations of your Mental Health professional.
- Notify probation of all medical appointments and stay medication compliant.
- Obtain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **RED** in this phase.
- Attend the BECDC a minimum of 2x's per month @ 1:00 p.m. Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court each Monday.
- Attend a minimum of 3 self-help meetings weekly.
- Obtain a sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 2 contacts with your probation officer weekly.
- Comply with a 10:00 p.m. curfew, no over nights or extensions.
- Maintain insurance and treatment funding sources.
- Pay 150.00 dollars towards your Drug Court Fee with BEC Court administrator.
- Enroll in GED classes if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 60 days sanction free to move to phase 3 of the program.
- Start the process of getting your valid driver's license if applicable.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO PHASE 3

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A minimum of 150.00 paid towards your Drug Court Administration fee.

TRACK 3, PHASE 3 (Low Risks – High Needs)

KEY CONCEPT:

Maintenance of Recovery and Responsibility to Self and Others

LENGTH OF PHASE:

A minimum of four months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignments on time.
- Continue to update your relapse prevention plan.
- Follow all recommendations of your Mental Health professional.
- Enroll and complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **RED** in this phase.
- Attend the BECDC a minimum of 2x's per month @ 1:00 p.m. Court Room C..
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend a minimum of 3 self-help meetings weekly. Approved by probation.
- Maintain a relationship with your sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 1 contacts with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- Pay 250.00 dollars towards your Drug Court Fee for a total of 400.00 paid.
- Must have made clear progress in attaining your GED if needed.
- A minimum of 90 days clean time needed to move to phase 3 of the program.
- A minimum of 90 days sanction free to move to phase 3 of the program.
- Must have addressed Driver's License issues if applicable.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO PHASE 4

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A total of 400.00 dollars paid to your Drug Court Administration fee.

TRACK 3, PHASE 4
(Low Risks – High Needs)

KEY CONCEPT:

Reinforce a clean, sober, healthy and legal lifestyle

LENGTH OF PHASE:

A minimum of four months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignments on time.
- An updated relapse prevention plan needs to be presented to the team.
- Follow all recommendations of your Mental Health professional.
- Complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy. Your color will be **RED** in this phase.
- Attend the BECDC on the 1st Monday of the month at 1:00 in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Attend a minimum of 3 self-help meetings weekly. Approved by probation.
- Maintain a relationship with your sponsor or mentor.
- Turn in a detailed list of the self-help meetings you have attended at court.
- A minimum of 1 contact with your probation officer weekly.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- The 800.00 dollar Drug Court fee must be paid in full.
- Obtain your GED if needed.
- A minimum of 120 days clean time needed to graduate from the program.
- A minimum of 120 days sanction free to graduate from the program.
- Obtain your Driver's License if applicable.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO GRADUATE

- Consistently implement behaviors that support long term abstinence.
- Must show an active involvement in a recovery program.
- Completed all of the requirements of phase 4 and the program.
- A total of 800.00 dollars paid to your Drug Court Administration fee.
- Probation fee must be paid in full.

TRACK 4, PHASE 1
(Low Risks – Low Needs)

KEY CONCEPT:
Stabilization, Assessments, & Orientation

LENGTH OF PHASE:
One Month Minimum (which may follow detoxification or inpatient services).

- REQUIREMENTS:**
- Complete a Chemical Health Assessment, and follow all recommendations.
 - Complete a Mental Health Assessment and follow all recommendations.
 - Notify probation of all medical appointments and stay medication compliant.
 - Complete an LS-CMI, and RANT with the Coordinator and Probation Officer.
 - Comply with BECDC Testing Protocol. Your color will be **Green** in this phase.
 - Attend the BECDC each Monday at 1:00 p.m. in Court Room C.
 - Attend two support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
 - A minimum of three contacts with your probation officer weekly.
 - Comply with a 9:00 p.m. curfew, no over nights or extensions.
 - Obtain and maintain insurance and treatment funding sources.
 - Complete a weekly schedule and submit to probation on Monday's.
 - Complete a Journal Entry and turn it in at court each Monday.
 - Set up a payment for Drug Court Fee of 800.00 with court administration.
 - Complete and pass the BECDC handbook test prior to moving to phase 2.

- REQUIREMENTS TO MOVE TO PHASE 2**
- All of the phase one requirements must have been completed.
 - The phase change request must have been filled out and approved by staff.
 - The phase change must be given to the Judge and approved by the team.
 - Must have at least 150.00 paid towards your Drug Court administration fee.

TRACK 4, PHASE 2
(Low Risks – Low Needs)

KEY CONCEPT:
Recovery and Responsibility to Self

LENGTH OF PHASE:
A minimum of two months.

REQUIREMENTS:

- Follow recommendations of your CD Counselor, turn in assignment on time.
- Follow all recommendations of your Mental Health professional.
- Notify probation of all medical appointments and stay medication compliant.
- Obtain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy's as directed by probation
- Attend the BECDC as directed by probation.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court each Monday.
- Attend two support based programs per week; (clergy, mentor, or stress relief programs can count for one of those meetings). Turn in detailed list of these meeting to probation every Monday.
- A minimum of 2 contacts with your probation officer monthly.
- Comply with a 10:00 p.m. curfew, no over nights or extensions.
- Maintain insurance and treatment funding sources.
- Pay 150.00 dollars towards your Drug Court Fee with BEC Court administrator.
- Enroll in GED classes if needed.
- A minimum of 60 days clean time needed to move to phase 3 of the program.
- A minimum of 60 days sanction free to move to phase 3 of the program.
- Start the process of getting your valid driver's license if applicable.

REQUIREMENTS TO MOVE TO PHASE 3

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A minimum of 150.00 paid towards your Drug Court Administration fee.

TRACK 2, PHASE 3
(Low Risks – Low Needs)

KEY CONCEPT:

Maintenance of Recovery and Responsibility to Self and Others

LENGTH OF PHASE:

A minimum of two months.

REQUIREMENTS:

- Enroll and complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Complete a minimum of 40 hours of employment or education per week.
- Comply with BECDC Testing Policy's as directed by probation
- Attend the BECDC on the 2nd as direct by probation in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Show proof of one pro social activity to probation each week.
- A minimum of 1 contacts with your probation officer per month.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- Pay 250.00 dollars towards your Drug Court Fee for a total of 400.00 paid.
- Must have made clear progress in attaining your GED if needed.
- A minimum of 60 days clean time needed to move to phase 3 of the program.
- A minimum of 60 days sanction free to move to phase 3 of the program.
- Must have addressed Driver's License issues if applicable.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO PHASE 4

- All of the phase one requirements must have been completed.
- The phase change request must have been filled out and approved by staff.
- The phase change must be given to the Judge and approved by the team.
- A total of 400.00 dollars paid to your Drug Court Administration fee.

TRACK 4, PHASE 4
(Low Risks – Low Needs)

KEY CONCEPT:

Reinforce a clean, sober, healthy and legal lifestyle

LENGTH OF PHASE:

A minimum of one month.

REQUIREMENTS:

- Complete a minimum of 40 hours of Employment or Education per week.
- Complete COG, DBT, and Anger management programming as needed
- Notify probation of all medical appointments and stay medication compliant.
- Maintain SAFE, SOBER, STABLE Housing.
- Comply with BECDC Testing Policy as directed by probation.
- Attend the BECDC as directed by probation at 1:00 in Court Room C.
- Complete a detailed weekly schedule and submit to probation on Monday's.
- Complete a Journal Entry and turn it in to the Judge at court.
- Show proof of one pro social activity to probation each week.
- A minimum of 1 contact with your probation officer per month.
- Comply with an 11:00 p.m. curfew, any changes must be approved by your PO.
- Maintain insurance and treatment funding sources.
- The 800.00 dollar Drug Court fee must be paid in full.
- Attain your GED if needed.
- A minimum of 30 days clean time needed to graduate from the program.
- A minimum of 30 days sanction free to graduate from the program.
- Obtain your Driver's License if applicable.
- All probation fees must be paid in full.
- Comply with all mandated programming set up by the team.

REQUIREMENTS TO MOVE TO GRADUATE

- Consistently implement behaviors that support long term abstinence.
- Must show an active involvement in a recovery program.
- Completed all of the requirements of phase 4 and the program.
- A total of 800.00 dollars paid to your Drug Court Administration fee.
- Probation fee must be paid in full.

CONFIDENTIALITY

State and federal law requires that your identity and privacy be protected. In response to these regulations, Drug Court personnel, case managers and treatment providers have developed policies and procedures to help protect your privacy. You are required to sign Consent for Release of Information. This disclosure of information is for the sole purpose of hearings and reports concerning your specific Drug Court case. Failure to sign or revoking this release will result in a sanction or dismissal from the program.

MANDATED REPORTING

Team members shall refer to and abide by **Minnesota State Statute, Chapter 626**, and report instances that fall under the category of maltreatment to minors or vulnerable adults, or etc. as defined by statute.

DRUG COURT PROGRAM RULES

As a participant you are required to abide by the rules outlined in the participant contract, including, but not limited to the following:

Totally abstain from the use of all mood altering substances

This condition is fundamental to successful completion of the program. Any prescription and over-the-counter medication must be approved by the Drug Court team prior to use. Abuse of prescription and over-the-counter drugs will result in a sanction. Use of someone else's prescription or non-approved medication will result in a sanction. Inform you're treating physicians that you are a recovering addict, and that you may not take narcotic or addictive medications or drugs. Do not associate with people who use or possess drugs. Any visits to anyone in the medical profession must be reported to your case manager, and a medical visit form must be filled out, and returned to your case manager.

Attend all Drug Court Programming as scheduled

This includes individual and group counseling, educational sessions, probation meetings, mental health sessions, monthly special events, and any other related programming as directed by your agent or member of the Drug Court Team. Unexcused missed treatment sessions will result in a sanction. Long term unexcused misses may result in termination from the program.

Be on time for all scheduled Drug Court Programming

Be on time for court and treatment sessions. If you are late for treatment, you will not be allowed to participate and will be considered non-compliant. Contact your counselor and probation officer if there is a possibility that you may be late. You also need to be on time for all scheduled probation meetings failure to show up will result in a sanction.

If you are sick you need to provide a doctor's note to your probation officer providing proof you were actually sick. You also need to notify your probation officer and any professional involved that you are missing.

Special Activities

Every participant must attend all scheduled special events. A copy of the yearly calendar will be provided upon acceptance to the program. All events are posted a month prior to the event at treatment. Your probation officer may excuse you. You must receive this permission two weeks prior to the event.

Attend all scheduled Drug Court sessions

You must attend all court sessions as scheduled by the Drug Court probation agent. As a participant, you are expected to dress appropriately for court. You are expected to wear a shirt or blouse, pants, dress or skirt of reasonable length. Shoes must be worn at all times. Clothing bearing offensive, violent, racist, sexist, drug or alcohol-related themes or promoting or advertising alcohol or drug use is considered inappropriate. Hats may not be worn. Gang attire is also inappropriate. Sunglasses cannot be worn in court unless medically approved. All phones, or other electrical devices must be stored in a locker outside of the courtroom. If possible participants should find proper care for their children outside of the courthouse.

Submit to drug/alcohol testing as directed by staff

You will be tested throughout the entire program. During the first phase you will be tested frequently and randomly. If you miss a test or are not home for a curfew test it will be viewed as a positive test. The officer/agent will not return to your home after they leave. This will also be viewed as a positive test. As you progress through the program, testing is required on a less frequent basis. The goal of the Drug Court program is to help you achieve total abstinence from alcohol and illicit drugs. However, a positive test will not automatically terminate you from the program. The judge will review your overall performance with the drug court team to determine the appropriate consequence or consequences. Any changes in your drug testing schedule will be done by your probation officer only.

No verbal or physical threats towards anyone

Violent or inappropriate behavior is not tolerated and will be reported to the Court. No physical, or verbal threats will be tolerated. This behavior will result in a sanction or termination from the program. You may not possess any weapons while in the Drug Court program. All weapons must be removed from your place of residence.

Address, phone or information changes

Keep the Drug Court team, probation agent and treatment provider informed of your current address, phone number, or any other important information at all times. Failure to do so may result in a sanction.

Phone Calls

All phone calls made to Drug Court staff should be conducted during work hours 8:00 a.m. to 5:00 p.m. All other calls after work hours should be made to your case manager's office number where a message can be left. The only time you should call your case managers cell number after hours is in cases of emergency, or if directed by a staff member to call after hours.

Maintain confidentiality of other Drug Court participants

Treatment cannot succeed unless all participants maintain the confidentiality of other participants and of information disclosed in treatment. As a participant of the BECDC you should not share any information about another participant to anyone outside of the program. Proof of breach of confidentiality can result in termination from the drug court program.

Employment/Education Requirements

You are expected to perform 40 hours of structured activity per week. This may be accomplished by actively seeking or maintaining employment, attending school/job training, performing unpaid alternative community work assignments or other activity approved by the Drug Court Probation Agent. If you provide doctor's orders stating you can't work for any reason this rule would not apply to you. Everyone participant in the court needs to have a high school diploma or GED before graduation. If you have assessments stating you can't complete such programming this rule does not apply to you.

Abide by all other rules and regulations of the Drug Court

Other rules and requirements are outlined in the Drug Court Participation agreement that you must sign in order to enter the program. You must follow of these rules to be compliant with the program.

CHEMICAL TESTING

You will be drug tested randomly throughout your entire Drug Court Program. You will be provided with a copy of the chemical testing policy of Blue Earth County Community Corrections.

Testing Times

All Drug Testing is conducted at the Blue Earth County Jail unless directed by Probation. Everyone needs to show up on time and must be respectful to the people that are conducting the test. The Drug testing times are listed below. A failed attempt at providing will be listed as a positive test. You will be observed to ensure freedom from errors.

Weekdays Testing Times:

Females - 11:00 a.m., and 12:30 p.m.
Males – 11:30 a.m. to 12:30 p.m.

Weekends, and Holiday Testing Times:

Females – 10:40 a.m. to 11:00 a.m.
Males – 10:00a.m. – 10:40 a.m.



The following will count as a positive (dirty) test:

- If you miss a test.
- Stalling - If you are unable to provide a sample within a reasonable amount of time (normally 15 minutes) or if it is not of sufficient quantity to test.
- Any adulteration of any sort. This includes a diluted sample.
- If a positive test needs to be sent to a commercial laboratory for confirmation, you will be required to pay for the cost of the test.
- A positive PBT or a missed curfew check will be viewed as a violation of the Drug Court rules. (If you do not come to the door after the officer calls and knocks it is viewed as a missed and or positive test. They will not return to your home).
- If you have a positive test in any drug court phase, the judge, based on recommendations from the drug court team, will apply immediate sanctions including time in jail to help you stop your drug using behavior.
- **We strongly encourage participants to refrain from sharing beverages, e-cigarettes or food to prevent accidental use of substances. This will not be accepted as an excuse for using mood altering substances.**



SEARCH AND ARREST REQUIREMENTS

As a participant in Drug Court, you are required to submit your person, vehicle, phone or electronic devices, place of residence, or area to search and seizure of narcotics, drugs or other contraband at any time of the day or night with or without a search warrant, without prior notice and without probable cause by any peace officer or probation officer or their representative. Any law enforcement officer who observes a current participant of Drug Court in any of the following circumstances is authorized to arrest that individual:

- ingesting a controlled substance or alcohol;
- in violation of any criminal law;
- being under the influence of a controlled substance or alcohol;
- possessing a controlled substance or alcohol or drug paraphernalia;
- Being in the presence of a person in possession of controlled substance(s) and a reasonable person in a like position would conclude that drugs are present.
- Being in possession of any weapons

Participants detained in jail after arrest will be brought before the Drug Court judge for hearing.

PROGRAM FEES

As a Drug Court participant, you must agree to pay a minimum program fee of 800.00 to the Court Administrator regardless of the length of time you are in the program. You are also responsible for paying for the cost of treatment which is separate from the drug court program fee. Another supervision fee of 360.00 must be paid to the Blue Earth County Corrections office. There may be other fees to pay depending on your situation and needs, such as: any fee for a confirmation of a chemical test; classes or skills training, etc. You must be current with all of your payments before you are allowed to move to the next phase of your program. All participants must show proof of monthly payments prior to each court session. All fees must be to date prior to moving phases or graduating from the program. You may receive credits towards your probation supervision fee for exemplary behaviors. You will not receive any credits towards your Drug Court Administration Fees.

FEE SCHEDULE FOR DRUG COURT	
PHASE 1	0
PHASE 2	150.00
PHASE 3	400.00
PHASE 4	800.00

Where to pay fees

- Pay all Court Administration fees to the Blue Earth County Court Administrators office.
- The BEC Probation supervision fee can be paid at the probation office.
- Pay fees for other services directly to the agency providing the service to you.
- All fees must be paid on schedule prior to any phase move or graduation from the program.



INCENTIVES

Incentives are used to recognize and reward participation and progress. Upon the recommendation of the Drug Court Team, participants may be given rewards or incentives for compliant behavior. The most frequently used incentive is the judge publicly recognizing progress during court sessions and acknowledging to the participant and the entire court the participant's hard work and accomplishments. Individuals who are doing well may also be put into an "express" group and placed early on the court calendar thereby decreasing the time the participant must spend in court.

SANCTIONS

There are immediate and direct consequences for all conduct, both positive and negative. Sanctions follow violations and are applied as close to the time of failure as possible by the Drug Court. Incentives and sanctions are applied at the **participant's next scheduled review/status hearing**, with the exception of serious violations (e.g. positive UA, new crime, etc.), in which case the participant appears at the **next review/status hearing**.

Sanctions are used to emphasize the strict expectations and requirements of the program including participant accountability and to provide more structure and support when it is needed. Although final sanction decisions are made by the judge, the Drug Court team is involved in the process.

TERMINATION FROM DRUG COURT

Warrants, new arrests or a violation of any aspect of your treatment plan may result in your termination from the Drug Court Program. Other violations, which may result in termination, include the following;

- Missing and/or positive drug tests.
- Altered drug test.
- Demonstrating a lack of program response by failing to cooperate with the probation agent or treatment program.
- Violence or threat of violence directed at anyone involved in the Blue Earth County Drug Court Program.
- New Offenses either charged or convicted.
- Repeated Program Violations over an extended period of time without showing remorse or what they have learned from them.
- Absconded, on warrant status for 90 or more days. The participant can reapply upon arrest, and be readmitted subject to program availability, upon approval of the drug court team.

Grievance Policy

If at any time you have questions or concerns regarding your treatment while you are in the Blue Earth County Drug Court. If you feel that you have been treated unfairly, or in an abusive manner. Please contact the following people:

Program Issues - Kevin Mettler (507) 469-5518, kevin.mettler@courts.state.mn.us

Probation Issues - Josh Milow (507) 304-4728, josh.milow@co.blue-earth.mn.us

Program issues – Sonja Krueger (507) 344- 4947 Sonja.Kruger@courts.state.mn.us

Treatment Issues - Marie Larsen (507) 217-5268 Marie.Larsen@allina.com

Non-Discrimination Policy

It is the policy of the Blue Earth County Drug Court Program that no person will be discriminated against on the basis of race, color, religion, national origin, gender, and marital status with regard to public disability, sexual orientation or age



GRADUATION

Upon your successful completion of a treatment program and satisfaction of all other court requirements including continued sobriety, you will graduate from Drug Court. Graduation from the Drug Court program is recognized as a very important event. Your loved ones are invited to join you at a special ceremony as the Drug Court Team congratulates you for successfully completing Phases I – IV of the Drug Court program and achieving your goal to establish a drug-free life. Upon your graduation from the Drug Court Program, you are welcome to come back and visit drug court at any time.

CONCLUSION

The goal of the Blue Earth County Drug Court Program is to help you achieve a life free of dependence on mind-altering substances. The Judge, court staff and the Drug Court Team are here to guide and assist you, but the final responsibility is yours. To succeed, you must be motivated to make this commitment to a drug free life.

DRUG COURT PHONE NUMBERS

Probation Agent: _____

Sponsor: _____

Mental Health Provider: _____

Treatment Provider: _____

Testing Phone #: _____

Public Defender (your attorney): _____

Other: _____

