

Participant Handbook Huron County Family Dependency Treatment Court



Judge Timothy L. Cardwell

Huron County Juvenile Court
2 East Main Street, Room 101
Norwalk, OH 44857

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Welcome!

The mission of the Family Dependency Treatment Court of Huron County is to serve the best interests of children, by providing collaborative evaluation and treatment services for substance abusing parents who have lost, or are at risk of, losing custody of their children to abuse, neglect or dependency. These intensive services will improve the mental health of parents and the well-being of their children through intervention and treatment in a holistic, strength-based, community-supported justice system.

There are numerous resources that you will have access to by participating in this program including, but not limited to, a range of alcohol and drug treatment services, case management services to assist with linkage to local services and incentives. Our treatment team will administer validated screening and assessment tools to determine your eligibility into our program. Based on your results you could qualify for our program addressing your risks and needs.

Please expect to fully participate in this program for a minimum of 315 days. There is no guarantee that you will complete the program within this minimum timeframe. Progression through the program is not based solely the predetermined timeline. Additional time may be added if you fail to maintain abstinence, obtain new charges or do not complete all of the requirements of the program including your mental health and/or drug and alcohol treatment plans.

Other basic requirements of the Huron County Family Dependency Court Treatment that you will be expected to follow include:

- Attend status review hearings.
- Attend appointments with all service providers and case managers.
- Attend appointments with the coordinator.
- Submit to random and frequent urine screens.
- Comply with sanctions for infractions.
- Engage in a sober support community.
- Abstain from mind and mood alerting substances including but not limited to alcohol, marijuana, kratom, and drugs both legal and illegal except medication prescribed by your physician and taken as recommended.

The participant handbook is a guide outlining your rights and responsibilities in the Family Dependency Treatment Court. Please read it carefully. The handbook is divided into sections for your convenience. If you have any questions about its contents, please ask the Family Dependency Treatment Court Coordinator.

Program Eligibility

Legal Eligibility Screening

1. *Written legal eligibility criteria*- refers to the types of cases that may make an individual legally eligible for the treatment court program. The criterion includes:

- Must be an adult of Huron County.
- A parent/guardian of child(ren) whom Huron County Children Services has filed a complaint of abuse, neglect, or dependency.
- Have risk factors identified on the Global Appraisal of Individual Needs (GAIN) that indicate their need for the program.
- Violent and sex offense cases will be carefully reviewed on a case-by-case basis.

2. *Written legal ineligibility criteria*- refers to cases that may make an individual legally ineligible for the program and are disqualifying factors. These factors include:

- Charges involving sex crimes.
- Charges involving the use of a weapon.
- Violent offenses involving a victim with a serious injury.

If the potential participant appears to be a candidate and meets legal eligibility criteria, they are referred for clinical assessment.

Clinical Eligibility

1. *Written Clinical Eligibility Criteria*- refers to factors that make an individual clinically eligible for the treatment court program. These criteria are collaboratively developed, reviewed and agreed upon by the advisory committee. These factors include:

- Clinically assessed to be in need of an Intensive Outpatient level of care. Being drug and/or alcohol dependent and because of this dependency, cannot safely and effectively parent his/her child(ren).
- Cognitively able to participate voluntarily in the Huron County Family Dependency Treatment Court evaluation process, treatment recommendations, and all services and activities as deemed necessary.

2. *Written Clinical Ineligibility Criteria*- refers to factors that may make an individual clinically ineligible for the treatment court program. These factors include:

- Clinical diagnosis of a severe mental illness that would hinder the ability to complete program requirements.
- Clinical diagnosis of a developmental disability that would prohibit the client from completing program requirements.

Program Entry

1. **Participant Identification and Referral**- Informal referrals may come from HCJFS.

2. **Screening**- You will be screened to determine your legal eligibility into our program during a meeting with the Huron County Family Dependency Treatment Court Coordinator.

During the screening meeting, the coordinator will:

- Explain the program requirements and expectations to the participant.
- Complete a GAIN assessment determining the participant's need for the program.
- Assist the participant in filling out/signing necessary paperwork and releases for participation in the program.
- Assist the participant in setting up MH/AOD assessment with an MH/AOD provider.
- Inform the MH/AOD provider of participant's name to expedite MH/AOD assessment.

During the screening meeting, the participant will:

- Submit to a baseline drug test.
- Voluntarily disclose criminal history, residency information, education, and employment. Family, medical and other information will be gathered during the GAIN assessment process.

3. **Clinical Assessment**- You will be scheduled to receive a clinical assessment that will determine your clinical eligibility to participate in our program. The coordinator will inform you of your scheduled appointment. If there are any issues with completing the clinical assessment, please contact the coordinator immediately. If for any reason you fail to complete the clinical assessment acceptance into the program would be denied.

4. **Acceptance into Docket**- Your legal and clinical eligibility criteria is reviewed with the Treatment Court Team. If approved by the Judge, you will be required to appear at the next Treatment Court Status Hearing.

- The Family Dependency Treatment Court Docket Judge shall have the discretion to decide the participant's admission into the treatment court program. This will be in accordance with the written legal and clinical eligibility criteria for Family Dependency Treatment Court.
- The written legal and clinical eligibility criteria and termination criteria do not create a right to participate in the Family Dependency Treatment Court Program.

Once you have been advised of your acceptance into the program, you will be asked to acknowledge an understanding of responses to compliance and non-compliance with our program. This will include criteria for termination.

You will be asked to meet with staff to complete necessary paperwork including releases/exchanges of information.

At this time, you have now entered into our program and officially been ordered into our Family Dependency Treatment Court. Your case plan through the Huron County Department of Job and Family services will be updated to reflect your admission into the Family Dependency Treatment Court program.

You will appear at the next status review hearing. Status review hearings will take place at the Huron County Juvenile Court before the Judge every Thursday at 2:00p.m., until completed. *(Not all participants are required to appear at each status review hearing. Participant's progress and phase in the Family Dependency Treatment Court docket determines frequency).*

Summary of Supervision and Treatment Requirements

Supervision Requirements

Upon entry into the program, you will begin reporting to the coordinator. The coordinator will monitor your performance and progress throughout the program. You will report to the coordinator as outlined in each treatment Court phase, your case plan, your treatment plan and in any additional Court orders. Reporting to the Coordinator may be increased or decreased depending on your progression in the program. Changes of address, phone numbers, employers, etc., must be reported to the coordinator within 24 hours or the next Court business day.

Treatment Requirements

- Treatment services are individualized based upon the results of your clinical assessment, determined level of care and ongoing progress in the program.
- Treatment services will be provided by licensed addiction professionals and clinicians. Treatment services may include residential treatment, intensive outpatient treatment, individual treatment sessions, family therapy, gender specific programming, medication, medication monitoring, case management and programming to address those who have been diagnosed with co-occurring disorders.
- Ancillary services may also be required based on the individualized results of your clinical assessment. This may include education, vocational training, employment, transportation, housing, parenting classes, domestic violence programming and physical, mental, and dental health services.
- Therapeutic adjustments in treatment services, as well as participation in community-based mutual support meetings, will be based upon the clinically informed needs of the participant.

Treatment Team

Judge

The Judge is the leader of the treatment team. The Judge attends all treatment team meetings and monitors treatment progress. The Judge makes decisions concerning incentives, sanctions, phase advancement and successful completion or unsuccessfully termination from the Family Dependency Treatment Court program. The Judge will discuss your progress with you at each status review hearing.

Defense Counsel

Defense counsel attends treatment team and the status review hearings upon your request. It is your responsibility to contact your defense counsel for attendance at the treatment team meetings and status review hearings. It is your right to request attendance of defense counsel during the portion of the treatment team meeting that concerns you. The defense counselor provides input on incentives, sanctions, phase advancement, successful completion or unsuccessful termination. The defense counsel may also assist the participant in advocating for themselves throughout their participation in the Family Dependency Treatment Court program.

Family Dependency Treatment Court Coordinator

The coordinator facilitates and participates fully in team meetings, provides input on incentives and sanctions, phase advancement, successful completion or unsuccessful termination. The coordinator is responsible for the administrative aspects of the program and directly oversees and maintains the daily operation of the Family Dependency Treatment Court of Huron County. This includes meeting with any potential participants upon referral and gathering progress reports from treatment and service providers to present to the treatment team. The coordinator provides compliance monitoring of each participant. The coordinator makes recommendations as well as presents each case in the Status Hearings.

Caseworker: Huron County Job and Family Services

The caseworker assists the treatment team with monitoring the parent's compliance of the agency case plan. The caseworker has the most contact with the parents outside of the program. This includes frequent home and office visits. The caseworker is in the best position to notify the Court of any compliance problems of the child protection case plan. The caseworker may also make recommendations for incentives and sanctions, program advancement, and graduation or termination.

Guardian Ad Litem

The Guardian Ad Litem is an independent representative for the child(ren). They provide the voice of the child(ren) throughout the process. The role of the Guardian Ad Litem (GAL) also becomes significant outside the family recovery docket if it is necessary for the Court to address visitation, reunification or other child protection issues on the regular dependency docket.

Licensed Treatment Providers

Appropriately trained and licensed staff members of designated treatment agencies are responsible for the treatment element of the Family Dependency Treatment Court program. Clinicians from treatment agencies conduct treatment assessments, provide clinical diagnoses and develop treatment plans for program participants. Treatment clinicians attend the treatment team meetings and status review hearings. The clinician provides progress reports to the treatment team and makes recommendations regarding rewards and sanctions, program advancement and completion or termination from the program. Those who provide treatment for the specialized docket must be appropriately licensed and trained to deliver services.

Peer support

Peer support services are utilized and available to you as part of Family Dependency Treatment Court. Your peer support can assist you in identifying recovery support activities, assist with transportation, attending meetings and court with you for support. Peer supports use their lived experience to help in your recovery process. A representative from Peer Support will attend Treatment Team meetings and participate in discussions regarding incentives and sanctions, program advancement, and graduation or termination.

Prosecutor/HCJFS or Child Protective Services Attorney

The prosecutor incorporates a non-adversarial approach while recognizing their distinct role. The prosecutor/agency attorney may file contempt charges as part of the sanctioning process. The role of the prosecutor also becomes significant outside the Family Dependency Treatment Court program when addressing visitation, reunification or other child protection issues.

Treatment Team Meetings and Status Review Hearings

Treatment Team Meetings

The Family Dependency Treatment Court team monitors your performance and progress through treatment team meetings. You have the right to request the attendance of your defense counsel during the portion of the treatment team meeting that concerns you. You are responsible for contacting your defense counsel with the request of attendance at the treatment team meeting. Treatment Team meetings will take place prior to status review hearings every Thursday from 1:00 P.M. to 2:00 P.M. at the Huron County Juvenile Court.

Status Review Hearings

- The Treatment Court Judge will have ongoing judicial interaction with you during regularly scheduled status review hearings. You are required to attend all status review hearings. They will be held in the presence of other program participants.
- You will appear before the Family Dependency Treatment Court docket judge weekly in the initial phase (Phase 1). As you progress in the program, you shall appear regularly as outlined in the attached phase requirements.
- You are expected to comply with continuous Judgment Entries. Each participant will receive a copy of the entry after each status hearing.
- Status review hearings will occur on Thursday's at 2:00 P.M., until completed. These hearings are held at the Huron County Juvenile Court.

Phases

During the upcoming months, you will progress through various phases of the Family Dependency Court. Your progression through the program is based on your performance in the treatment plan and compliance with phase requirements.

Please be aware that phase progression is NOT based solely on pre-set timelines.

All phases require that you begin and continue treatment upon entering the program. Furthermore, all phases require you to submit to at least three (3) random drug screens weekly, report for your scheduled status hearings and meet all expectations/requirements as outlined in each phase.

Phases of Treatment

Orientation Phase

- Meet with coordinator to review and complete the participation agreement and release of information forms.
- Review the participant handbook.
- Attend initial specialized docket status review hearing.
- Introduce the participant to treatment team members, including clinician(s), case manager(s) and others.
- Become familiar with the location of service providers and address any issues of transportation.
- Engage in the treatment plan process.

Phase One-

Expectations:

- Appear in status review hearings once per week.
- Provide drug/alcohol screens (minimum of 3 times per week).
- Meet with Family Dependency Treatment Court Coordinator 3 times per week.
- Follow case plan.
- Ongoing evaluations of needs, and address if necessary.
- Attend and participate in a minimum of 3 recovery support activities per week.
- Attend and participate in treatment as recommended
- Comply with all Court orders.
- Medication compliance.
- Participate in family team meetings, if requested/required
- Cooperate with GAL and HCJFS.
- Cooperate with treatment.

Advancement to next phase:

- Meet all Phase One Expectations.
- Written essay to identify goals and plan to reach them.
- Recommendation from Treatment Team.
- 45 days minimum in Phase and 21 consecutive days negative/clean/sober.

Phase Two-

Expectations:

- Appear in status review hearings every other week.
- Provide drug/alcohol screens (minimum of 3 times per week).
- Meet with Family Dependency Treatment Court Coordinator 3 times per week.
- Obtain a recovery coach/sponsor
- Develop an educational/vocational/employment plan.
- Begin to develop/re-establish sober peer relationships.
- Attend and participate in a minimum of 3 recovery support activities per week.
- Follow case plan.
- Attend and participate in treatment as recommended
- Attend and participate in approved parenting program, if requested/required
- Comply with all Court orders.
- Develop reliable and team approved transportation plan.
- Cooperate with GAL and HCJFS.
- Participate in family team meetings, if requested/required
- Medication compliance.

Advancement to next phase:

- Meet all Phase Two Expectations.
- Written essay of progress with goals and plan.
- Recommendation from Treatment Team.
- 90 days minimum in Phase and 30 consecutive days negative/clean/sober.

Phase Three-

Expectations

- Appear in status review hearings every other week.
- Provide drug/alcohol screen (minimum of 3 times per week).
- Maintain and keep contact with recovery coach/sponsor
- Attend and participate in minimum of 3 recovery support activities per week.
- Meet with Family Dependency Treatment Court Coordinator 2 times per week.
- Follow case plan.
- Medication compliance.
- Attend and participate in treatment as recommended
- Develop relapse prevention plan.
- Continue progress on educational/vocational plans.
- Continue to participate in sober activities.
- Maintain sober relationships.
- Work with family coach as needed.
- Comply with all Court orders.
- Cooperate with GAL and HCJFS.
- Maintain team approved reliable transportation.
- Participate in family team meetings, if requested/required

Advancement to next phase:

- Meet all Phase Three expectations.
- Written essay of relapse prevention plan and achievements.
- Recommendation from treatment team.

- Demonstrate capability to care for self and children.
- 90 days minimum in Phase and 60 consecutive negative days/clean/sober.

Phase Four-

Expectations:

- Appear in status review hearings once every 3 weeks.
- Meet with Family Dependency Treatment Court Coordinator 2 times per week.
- Provide drug/alcohol screens (minimum of 3 times per week).
- Utilize relapse prevention plan.
- Attend and participate in a minimum of 2 recovery support activities per week.
- Continue involvement with recovery coach/sponsor
- Continue with educational/vocational plan.
- Follow case plan.
- Maintain sober peer relationships.
- Engage in treatment/aftercare as recommended.
- Comply with all Court orders.
- Medication compliance.
- Work with family coach if needed.
- Sustain permanent housing.
- Maintain team approved reliable transportation.
- Participate in family team meetings, if requested/required

Advancement to next phase:

- Meeting and maintain goals and expectations of Phase Four.
- Written essay of what changes have occurred, aftercare plan and future story.
- Recommendation for graduation by treatment team.
- 90 days minimum in Phase and 120 consecutive days negative/clean/sober.

Only the Judge determines when the participant has complied with the program requirements and successfully completed the program.

Graduation

Graduation ceremonies are a celebration of the participant's successful completion of all Family Dependency Treatment Court requirements. The Huron County Family Dependency Treatment Court celebration consists of a ceremony in open Court. The celebration provides a specific time for the team, the participant, the participant's family and current program participants to acknowledge the work and success of the participant.

Aftercare

Once a participant successfully completes all phases of Huron County Family Dependency Treatment Court the following requirements are expected:

- Continued abstinence.
- Keep child(ren) free from dependency, abuse and neglect.
- Participate as needed in Huron County Family Dependency Treatment Court follow up contacts and surveys.

Incentives

Incentives are individualized according to a participant's specific treatment plan. Incentives are directly related to the participant's achievements and certain milestones within the Huron County Family Dependency Treatment Court. Incentives are designed to reward hard work and compliance with program rules and phase expectations.

Examples of behavior that could be rewarded with incentives include:

- Attending all required Court hearings.
- Attending all required treatment appointments.
- Maintaining close and productive contact with Coordinator, caseworker and treatment provider.
- Reaching individual treatment objectives.
- Abstaining from alcohol and drugs, as evidenced by negative results.
- Engaging in vocational or education activities.
- Advancing in Family Dependency Treatment Court phases.
- Accomplishing any other milestone identified by the team.

The following are types of incentives that you may receive for good behavior:

- Gift Certificates.
- Achievement Certificates.
- Verbal praise from the bench.
- Decrease in frequency of meetings with Coordinator.

Please remember that rewards and incentives are not mandatory. The Court may provide incentives earned through your constant willingness to successfully participate in recovery. Incentives are given on a case-by-case basis. This program is designed to empower participants to solve their own problems by utilizing strengths and resources in each household.

Sanctions

Sanctions are immediate, graduated and individualized. They are used as teaching tools and guidance for behavior improvement. Sanctions are in response to a participant's non-compliance. Please note the response to non-compliance includes termination from the program.

Examples of non-compliant behaviors include:

- Failing to attend Court hearings and treatment appointments.
- Failing to follow specialized docket rules.
- Failing to keep scheduled appointments with the coordinator, case manager or other team members.
- Not complying with random alcohol and drug screens or testing positive for alcohol and/or drugs.
- Failing to improve troublesome behaviors.
- Failure to keep confidentiality of other participants.
- Failure to comply with sanctions.
- Obtaining new criminal charges.

Non-compliance with treatment itself will be informed and addressed by a therapeutic response. Graduated sanctions in response to non-compliance are based on the severity and circumstances surrounding the action.

Some examples of responses include:

- Verbal reprimand from the bench.
- Written essay and read report in Court.
- Homework assignment.
- Increased reporting to Coordinator.
- Loss of privileges/group activity.
- Increased drug screens.
- Increased home visits.
- Daily reporting.
- Journal Writing.
- Any combination of sanctions.
- Community Service.
- Increased Court appearances.
- Contempt.
- Termination from Treatment Court.

Participants have the rights to notice, hearing and consultation with counsel before the Court will make any contempt finding, or any other life or liberty sanction is imposed.

Termination

Behaviors that could lead to unsuccessful termination include:

- Ongoing non-compliance with treatment or resistance to treatment.
- New criminal charge or serious violent activity.
- A serious Family Dependency Treatment Court docket infraction or series of infractions.
- Long term inability to provide negative drug and/or alcohol screens.
- New allegations of physical or sexual abuse of a child.
- Participant fails to embrace or engage in substance abuse recovery, good mental health and personal growth.
- Participant continues willful non-compliance with program goals and expectations.
- Participant poses a risk of health and safety to other participants.

Effects of unsuccessfully termination include:

- Loss of eligibility for specialized docket.
- Further legal action, including contempt and JFS filing a Motion for Permanent Custody.
- Depending on the circumstances, the participant may be subject to jail and other penalties.

Termination/Discharge Hearings

You may be terminated or neutrally discharged from the Huron County Family Dependency Treatment Court program upon recommendation by the Family Dependency Treatment Court team. Neutral Discharge (Participant is discharged through no fault of their own but due to the following) may include, but is not limited to:

Terminal illness.

Participant moves out of county.

Participant's needs are greater than the program.

Military deployment.

Serious injury or incapacitation.

Serious mental health condition.

Other factors that may keep participant from meeting requirements. The case will be set for a hearing. The team will present its recommendation to the Judge, who has discretion to decide if termination is warranted from the specialized docket in accordance with the termination criteria. Participants have the rights to notice, hearing and consultation with counsel before a decision is made to terminate.

Substance Use Monitoring

You will be expected to submit to a drug screen on a random, weekly basis (minimum of 3 times per week). You will submit to frequent, random and observed alcohol/drug screens. All alcohol and drug testing is individualized based on your needs. These needs include your primary substance of dependency as well as a sufficient range of other substances.

The participant will submit to a substance abuse screen when asked. When the participant is informed that he/she needs to provide a sample, it is their responsibility to report for their drug screen. The program uses Random.org to ensure the selection process is random in nature. Participants will be notified by the coordinator through the technology they select. Currently, the program uses Facebook Messenger, phone calls, email, and text messages to notify participants that they are to report for screens. When the participant is informed that he/she needs to provide a sample, it is their responsibility to report for their drug screen at the location provided by the coordinator.

At each treatment team meeting, the results of substance monitoring tests will be provided to all present team members. Testing positive will result in an immediate notification to the Judge and be immediately sanctioned.

The following acts will be treated as positive tests and immediately sanctioned:

- Failing to submit to a test.
- Testing positive for illegal drugs/alcohol.
- Submitting an adulterated sample.
- Submitting another individual's sample.
- Diluting the sample.

Being in possession of alcohol, illegal substances and/or paraphernalia is considered a violation and will be deemed as a positive screen and sanctions will apply.

Please note: During intake, the results of your substance abuse screen will be used as a baseline to determine the level of drug/alcohol use. If you relapse while in the program, the treatment team may consider an adjustment in treatment and/or the possibility of sanctions. The adjustment in treatment may include, but is not limited to, increased level of care, more frequent drug screens, increase number of required support group meetings and/or homework assignments. Any change in the treatment plan and/or sanction are enforced and reinforced by the Judge. You are responsible for traveling to the requested location when asked to provide a drug screen. You will be expected to arrive promptly for drug testing. Drug screens must be submitted within thirty (30) minutes of notification.