

CLINTON COUNTY TREATMENT COURT

Participant Handbook



This handbook is to be used as a general guide to the Clinton County Treatment Court Program. It is not intended to answer specific questions regarding your case(s) or parole/probation. Please direct these questions to your attorney or probation officer.

**EVERY DAY DO SOMETHING THAT WILL
INCH YOU CLOSER TO A BETTER TOMORROW**

Name:

Date Issued:

Case Manager:

Probation Officer:

Counselor Name:

Counselor Phone:

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MISSION STATEMENT

The mission of the Clinton County Treatment Court of the 25th Judicial District of Pennsylvania is to reduce recidivism by facilitating treatment and rehabilitation, and to provide increased supervision to the criminal substance abuser, as opposed to simply warehousing them. Our goal is to return individuals to the community who are clean and sober, with an improved quality of life, and who are better equipped to maintain their sobriety, thereby improving the lives of all of us.

Welcome to the Clinton County Treatment Court Program

The Clinton County Treatment Court is committed to assisting with early intervention, treatment and rehabilitation of non-violent offenders with substance abuse problems. It is a great opportunity for those who wish to change the circumstances in their lives and break the cycle of drug/alcohol dependency.

This handbook will provide complete information about the Clinton County Treatment Court Program and what is expected of you as a participant. **Do not lose this book!** You must take it with you to all meetings, treatment sessions, case management appointments and court dates. We also encourage you to share this handbook with your family and friends for support and encouragement.

We hope to see positive changes in your life as a result of your dedication to completing the Clinton County Treatment Court Program. The Treatment Court Team is committed to providing you with support and encouragement as you earn your way to a clean and sober life through Treatment Court.

Program Description

The Clinton County Treatment Court is a highly structured program that combines drug and alcohol rehabilitation and supportive services through court supervision.

Non-violent offenders with substance abuse problems can receive the help they need to overcome their addiction while under the strict supervision of the Treatment Court Judge. Treatment Court is unique because it represents a much closer working union between treatment and the criminal justice system than what is traditionally seen in the criminal courts.

The end result is a greater likelihood that offenders will remain drug and alcohol free and become productive members of society, while avoiding further contacts with the criminal justice system.

Benefits of the Clinton County Treatment Court Program

When you successfully complete Treatment Court, you will obtain the following rewards:

- ❖ You will be clean and sober
- ❖ You will have more job and education opportunities
- ❖ You will have better relationships with family and friends
- ❖ You will have a better understanding of yourself
- ❖ You will have a positive outlook on life

Treatment Court Conditions of Supervision

1. You shall report in person, to the Clinton County Probation Office, in accordance with the written and/or oral instructions given to you by the Probation Office or Treatment Court Committee.
2. You shall comply with all Municipal, County, State and Federal Laws. If you are arrested, receive a citation, or are being investigated by any law enforcement officer, you must notify the Probation Office within 48 hours from the time you become aware of the allegations.
 - a. You shall advise law enforcement that you are under the supervision of the Adult Probation Department.
 - b. You shall act respectfully toward law enforcement.
 - c. You shall not act as a confidential informant for any law enforcement agency while actively participating in Treatment Court nor during the aftercare portion.
3. You shall not change your approved residence or telephone number, including cell phone number, without the prior permission of the Probation Office.
 - a. You shall obtain permission from the Probation Office before allowing anyone to reside in your home.
 - b. You shall permit any Probation Officer to visit you at your home and fully cooperate with such visits.
 - c. You shall not possess or have any access to any firearms, crossbows, pellet guns, rifles, shotguns or any other offensive weapon(s) without written permission from the Probation Office.
 - d. You shall abide by the following curfew during your active participation in Treatment Court:
 - i. 9 p.m. to 6 a.m. in Phase I
 - ii. 10 p.m. to 6 a.m. in Phase II
 - iii. 11 p.m. to 6 a.m. in Phase III
4. You shall be respectful and **honest** to the Treatment Court Committee, all probation staff, any treatment providers, and refrain from all disorderly conduct and abusive language.
5. You must remain in Clinton County, unless you have secured written permission from a Probation Officer or the Treatment Court Committee to travel elsewhere.
6. You shall pay all court costs, fees, fines, and restitution to the Probation Office pursuant to a schedule your Probation Officer establishes.
7. You shall make every effort to obtain and maintain employment and support your legal dependents. If your employment changes, you shall notify the Probation Office in within 48 hours of that change.
 - a. If you are unemployed or lose your job, you shall cooperate with the Probation Office in securing employment.
8. You shall refrain from any behavior which threatens or presents danger to yourself and/or others.
9. You are prohibited from using or possessing alcoholic beverages, including at your approved residence.

- a. You are prohibited from entering any public or private places of business that deals in or sells alcoholic beverages.
10. You shall not possess, sell, or use nonprescription/illegal drugs, inhalants and/or solvents, including mind altering substances like Bath Salts, K2, Spice, or another other synthetic drug.
11. When instructed by the Probation Office you shall submit to drug and alcohol testing and you may be financially responsible for costs associated with such testing. No outside drug test results will be honored by the Treatment Court unless, they were requested by the Probation Office or were completed by an approved Treatment Provider.
 - a. You may be required to report to a specific location and time as instructed by your Probation Officer to provide a drug or alcohol test. Being late or missing the scheduled drug test may be considered a use.
 - b. Failure to provide a sample or sufficient quantity for testing device will be considered a use.
 - c. Diluting urine by ingesting excessive amounts of fluids will be considered a use.
 - d. Substituting or altering urine specimen or attempting in any way to modify your bodily fluids or other specimens for the purpose of changing the drug testing results, will be considered a positive test and may be grounds for immediate termination from Treatment Court.
12. You shall comply with all requirements of the Electronic Monitoring Program (SCRAM/GPS), including the conditions set forth in the Program Participant Agreement and pay all costs associated with this program.
13. You shall comply with all requirements of the PharmChem[®] Drug Patch, including not tampering or removing said patch.
14. You shall obtain approval of your probation officer or Treatment Court Committee prior to consuming medications that have been prescribed to you and take any approved prescription medications as prescribed. (Phase progression will be suspended until approved medication is complete.)
 - a. When instructed by the Probation Office you shall bring your prescription medications to every office appointment.
 - b. When instructed, you shall provide the Probation Office with written verification within 48 hours of any medical/dental contact and sign a release for all information regarding said contact.
 - c. You shall advise medical/dental professionals that you are in recovery and not permitted to consume or possess addictive medications or narcotics.
 - d. You shall not permit anyone else to use your prescription medications and shall not give or sell it to anyone else.
 - e. You shall use _____ pharmacy to fill any prescription medication.
 - f. If approved by the Treatment Court Committee for prescriptions such as Suboxone, Subutex, Vivitrol, Methodone, or any similar medication, you shall not travel outside Clinton County for such prescriptions.
15. You shall not take any over-the-counter medications, poppy seeds, vitamins or any other type of supplements without permission from the Probation Department.

16. You shall friend request the Adult Probation Department Facebook account and allow full access to any information on your account.
 17. You shall perform _____ hours of community service.
 18. You shall successfully complete any treatment or program that is recommended by the Probation Office or Treatment Court Committee.
 19. You shall attend all self-help meetings, including weekly Mock Meetings as recommended by the Treatment Court Committee.
 20. You shall successfully complete Treatment Court, including a minimum of one year aftercare upon graduation from Treatment Court.
 21. You shall abide by any policy and procedural changes that may occur during your participation in Treatment Court and Aftercare Phase.
 22. You shall comply with any special conditions imposed by the Court or any Treatment Court conditions imposed by your Probation Officer, Treatment Counselor, Treatment Committee, or West Branch Drug and Alcohol Abuse Commission.
 23. _____
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Court/Judicial Supervision

You will be required to appear regularly in Drug Treatment Court to discuss and review your progress. The Treatment Court Judge will encourage and reward you when you are doing well in the program. The Treatment Court Judge will discuss any infractions that have occurred and will impose sanctions/orders if you are not doing well.

If you cannot make your court date, you **MUST** call your probation officer as soon as possible and explain why you cannot attend the court date. If you do not come to court, the Treatment Court Judge may issue a Bench Warrant for your arrest.

Services Provided

The Clinton County Treatment Court will refer you to treatment providers for the following services:

- ❖ Substance abuse assessments
- ❖ Detox, inpatient or outpatient treatment
- ❖ Individual counseling
- ❖ Group counseling
- ❖ Recovery support group
- ❖ Drug testing

The Clinton County Treatment Court will also provide you with a case manager and probation officer to provide the following services:

- ❖ Employment counseling
- ❖ Training referrals
- ❖ Education and literacy assistance
- ❖ Referrals for health care services
- ❖ Alternative housing services and/or placements
- ❖ Referrals to social services

Phases of Treatment Court

Treatment Court is comprised of three (3) phases. You must complete all three (3) phases to graduate from Treatment Court

Phase I

- Duration: Minimum of four months (length of time differs upon individual progress)
- Monitoring through GPS and/or SCRAM
- Curfew as instructed by Probation
- Appear in court bi-weekly or as instructed
- Participation in the appropriate level of drug and alcohol treatment
- Meet with Probation Officer as directed and comply with Treatment Court Conditions
- Mandatory recovery meeting attendance;

1) Completion of five (5) meetings per week

2) Hand in completed meeting sheets at court appearances

3) Obtain a sponsor

- Mandatory attendance at weekly Mock Meeting

Phase II

- Duration: Minimum of four months (length of time differs upon individual progress)

- Curfew as instructed by Probation

- Appear in court bi-weekly or as instructed

- Meet with Probation Officer as directed and comply with Treatment Court Conditions

- Participation in the appropriate level of drug and alcohol treatment

- Mandatory recovery meeting attendance;

1) Minimum of four (4) meetings weekly

2) Hand in completed meeting sheets at court appearances

3) Utilize sponsor

- Mandatory attendance at weekly Mock Meeting

Note: Must complete the Electronic Monitoring portion of sentence prior to moving to Phase III, unless approved by the Treatment Court Committee.

Phase III

- Duration: Minimum of four months (length of time differs upon individual progress)
- Curfew as instructed by Probation
- Appear in court monthly or as instructed
- Meet with Probation Officer as directed and comply with Treatment Court Conditions
- Participation in the appropriate level of drug and alcohol treatment
- Continued recovery meeting attendance:
 - 1) Minimum of four meetings weekly
 - 2) Hand in completed meeting sheets at court appearances
 - 3) Utilize sponsor
- Mandatory attendance at weekly Mock Meeting

Note: All phases can be extended for violation of program rules. Treatment Court participants can be moved back in Phase for violation of program rules.

Graduation Criteria

- Six (6) months sobriety
- Demonstrated commitment to treatment and recovery (attending counseling and meetings four times a week, utilizing sponsor)
- Working toward GED if applicable
- Maintained school, volunteer work and/or employment for 90 days
- No unexcused absences from scheduled services
- No violations for a minimum of 60 days
- Fines/restitution must be current
- Must attend all Court hearings and appointments with probation officer
- Community service must be completed

Aftercare Phase

- Duration: minimum of 1 year (length of time differs upon individual progress)
- Appear in court every other month or as instructed
- Attend a minimum of four (4) recovery meetings per week and submit sheets at court appearance
- Continue with treatment as recommended
- Meet with Probation Officer as directed and comply with Treatment Court Conditions

Incentives

The Treatment Court Program is designed to provide a positive lifestyle change without the use of alcohol and/or drugs. With this in mind, it is the belief that participants should be rewarded for their positive participation in the program. The committee is responsible for developing these incentives and rewards and determining how these rewards and incentives should be distributed.

Following completion of each phase, the participant shall receive a certificate of completion along with a token of appreciation. As the participant progresses positively through the Treatment Court Program, the committee may choose to reward the participant with additional incentives. These reward and incentives shall be presented during the courtroom session for all participants to experience these benefits of positive treatment and participation.

In order to encourage positive changes and compliance with treatment and supervision the treatment court may use the following incentives:

- Praise/Judicial acknowledgment
- Applause
- Curfew extensions

- Community Service reductions
- Supervision fee reductions
- Early release from progress hearing
- Allowance of day and/or overnight trips
- Phase movement prior to completion of EM
- Certificates of acknowledgement
- Mugs/Pens/Books
- Gift cards

Weekly program compliance will result in a participant's name being entered into the fishbowl for monthly random drawing.

Acknowledgements will be made for sobriety time, phase changes, progress in treatment, supervision compliance, active participation with alumni functions and any other noteworthy positive behavioral changes.

Sanctions

Relapse

- Incarceration up to termination from the program.
- Additional 45/90/120 days in phase.
- Relapse in Phase III-restart Phase II.
- Tampering/Adulterating drug screens may result in termination from Treatment Court.
- For participants that relapse after graduation:
 - Speak at Drug Court session
 - Incarceration
 - Weekly APO contacts
 - Mandated attendance at Self Help meetings
 - Reassessment

Court Proceedings

- Failure to attend Treatment Court may result in incarceration, community service work assignment, an increase in Status Hearings, and an increase in probation contacts.

APO Reporting

- Failure to report as scheduled may result in incarceration, community service and/or placement on Electronic Monitoring.
- Electronic Monitoring violations may result in incarceration.

Treatment

- Missed treatment appointments may result in incarceration, community service and/or placement on Electronic Monitoring.
- Failure to obtain a sponsor or failure to provide meeting attendance sheets at Status Hearings may result in community service work assignments.
- Unsuccessful discharges from treatment may result in termination from the program.
- If in Rehab at start of program, Phase I begins upon successful discharge.
- If referred to Rehab while in program, this adds 60 days to current phase.
- If referred to rehab and a halfway house while in program, restart Phase I or II upon successful discharge from treatment.

Hospital/Medications

- Not following protocol will result in sanctions.
- Must notify APO prior to taking prescribed medications.
- If requested, participants must sign consents for medical personnel to release information to program.

Termination

You can be dismissed from Treatment Court for violation of program rules, including but not limited to:

- Repeated/continuing use of alcohol or other drugs
- Repeated/continuing failure to comply with treatment
- Repeated/continuing failure to comply with supervision
- Absconding
- Conviction of new offense

Every effort will be made to meet your treatment/program needs thereby limiting the potential for dismissal from Treatment Court.

If it is recommended that you be dismissed from Treatment Court, you will be informed of this decision by the Treatment Court Judge during a regularly scheduled Status Hearing. If not already in custody, you may be detained in the county jail with the filing of a detainer against you by your supervising probation officer. A petition to revoke your Intermediate Punishment sentence will then be filed with the Court. Appropriate Revocation Hearings will be scheduled. Upon program violations being confirmed at a Revocation Hearing, a new sentence will be imposed. The original sentencing

guideline form will be reviewed prior to sentencing for use as a guide in the imposition of a new sentence.

Community Service Requirements

Treatment Court participants will be required to complete community service as a component of Treatment Court. The following sets forth community service requirements.

1. Participants will be assigned a specific amount of community service upon entry into Treatment Court. Assigned hours must be completed within the first 60 days of entry into PHASE I.
2. After completion of community service, participants who are working less than 20 hours per week will be required to complete 60 hours of community service on a monthly basis.
3. Participants working 20-34 hours per week in part-time employment will be required to complete 10 hours of monthly community service.
4. Participants working full time hours, a minimum of 35 hours per week, will not be required to complete a monthly community service assignment.
5. Community service hours can also be assigned as a sanction for noncompliance with Treatment Court rules.

6. Community service hours will be tracked on time sheets provided by the supervising probation officer.
7. Treatment Court participants will be required to participate in any special/annual community service projects as deemed appropriate by the Treatment Court Judge.

Treatment Court Mock Meeting

The Treatment Court Mock Meeting is held every Tuesday from 6:00pm to 7:00pm unless otherwise noted. This meeting is closed to Treatment Court participants. The meeting is held at Crossroads Counseling, Inc. (8 N. Grove Street, Suite 4, Lock Haven, PA 17745).

Attendance is mandatory for all phases of Treatment Court. This meeting may be counted toward one self-help meetings attended as required through program participation. Children are not permitted to attend.

Treatment Court Alumni Association Meeting ***(www.treatmentcourtalumni.org)***

Clinton County Treatment Court will not initially have an Alumni Association since this is a new program. Graduates of the Clinton County Treatment Court will be encouraged to attend the Lycoming County Treatment Court Alumni Association. This Association is a self-help service organization that promotes continual rehabilitation and recovery for its members. It was developed for those who are winning their battles against addiction. Our mission is to provide an opportunity for Alumni Associates to share their experience, strength and hope. The Alumni Association provides the opportunity to talk with

clients in the Treatment Court Program and provide them with insight and answers to help them stay clean and sober, graduate and achieve balance in their lives. The Alumni Association offers a setting when old friendships can be renewed and maintained. The Alumni Association is also a place to learn. It will provide suggestions on ways to improve your lives while continuing to work on achieving a balance.

The Treatment Court Alumni Association Meetings are held the last Wednesday of every month at 4:30 p.m. unless otherwise noted. The meeting is held at West Branch Drug and Alcohol (213 West Fourth Street, Williamsport, PA 17701) in the 3rd floor conference room. Children are not permitted to attend.

PROBATION OFFICE

While you are in the Treatment Court Program an officer from Clinton County Probation will closely supervise you. The probation officer represents the Court. It is his/her responsibility to make sure you follow your court order, rules of probation and abide by the law in the community.

You will receive a list of the rules of probation from the probation officer. Read these rules carefully and ask your probation officer if you do not understand something. While you are a member of Treatment Court you must follow these rules or face a penalty from the Court.

The probation officer will also be responsible for monitoring curfews, house arrests and electronic monitoring/GPS. If you are placed on one of these restrictions, your probation officer will explain what is involved.

The Treatment Court may ask you to complete journals, essays, employment searches and other programs. The probation officer will be monitoring these orders and reporting to the Court on their status.

The probation officer will also be conducting random drug testing while you are on the Treatment Court Program. Alcohol or other drug testing may include: SCRAM, urinalysis, drug patch, breathalyzer and saliva.

PROBATION OFFICER: _____

PHONE NUMBER: (570) 893-4051
ext. _____

PROBATION OFFICE ADDRESS:

Clinton County Adult Probation Services
2nd Floor Garden Building
232 East Main Street
P.O. Box 725
Lock Haven, PA 17745

Treatment Court Contacts

Name	Address	Phone Number
President Judge Craig P. Miller	230 East Water Street, 2 nd Floor Lock Haven, PA 17701	570-893-4013
Judge Michael F. Salisbury (Treatment Court Judge)	230 East Water Street, 2 nd Floor Lock Haven, PA 17701	570-893-4598
Shea Madden, Executive Director West Branch Drug and Alcohol	213 West Fourth Street, 2 nd Floor Williamsport, PA 17701	570-323-8543 x103
Jason Foltz, Chief Probation Officer	232 East Main Street, Lock Haven, PA 17745	570-893-4051 x3370
Ed Hosler, Deputy Chief Probation Officer	232 East Main Street, Lock Haven, PA 17745	570-893-4051 x3374
David Goodwin, Treatment Court Officer	232 East Main Street, Lock Haven, PA 17745	570-893-4051 x3376
District Attorney's Office	322 East Water Street, Lock Haven, PA 17745	570-893-4141
David Lindsay, Esquire Public Defender's Office	138 East Water Street, Lock Haven, PA 17745	570-748-4802
Paul Ryan, Esquire Public Defender's Office	221 East Main Street, Lock Haven, PA 17745	570-748-7771
Thom Rosamilia, Esquire Public Defender's Office	333 N. Vesper Street, Lock Haven, PA 17745	570-748-5572
Emily Leidhecker, Case Manager West Branch Drug and Alcohol	Clinton County Assistance Office 300 Bellefonte Ave, Suite 101 Lock Haven, PA 17745	570-367-8670 1-888-941-2721
Ginger Pizzuto, Judicial Secretary	230 East Water Street, 2 nd Floor Lock Haven, PA 17745	570-893-4598
Crossroads Counseling	8 North Grove Street, Suite 4 Lock Haven, PA 17745	570-893-1850

*After Hours Emergency—West Branch Drug and Alcohol 220-9799 or 1-888-941-2721

ONCE YOU CHOOSE HOPE
ANYTHING IS POSSIBLE