

Thursday,
April 20, 2023
at 12:00 PM

TREATMENT COURT STEERING COMMITTEE

A SUBCOMITTEE OF THE CRIMINAL JUSTICE
COLLABORATING COUNCIL

Door County Justice
Center
Jury Assembly Room
1209 S. Duluth Avenue
Sturgeon Bay, WI 54235

AGENDA:

1. Call Meeting to Order
2. Roll Call
3. Adopt Agenda
4. Approve Minutes from previous meetings:
January 31, 2023 Treatment Court Steering Committee
March 2, 2023 Treatment Court Steering Committee
5. New Business:
 - a. Jail UA Policy
 - b. Reviewing Updates in Employee Handbook
 - c. Kudo Rewards and Treatment Court Store
 - d. Case Management Services for Referred Individuals
 - e. Termination Process
 - f. Other Treatment Court updates
6. Matters to be placed on a future agenda or to be referred to a Committee, Official or Employee
7. Next Meeting date: May 25, 2023 at 12:00PM
8. Adjourn

To mitigate the impact of COVID-19 this meeting will also be conducted by teleconference or video conference.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89252646740?pwd=U3owdUthSXZqbFNPSm5vUXJBmZFz09>

Webinar ID: 892 5264 6740
Passcode: 452999

Or Telephone:
1 312 626 6799

Deviation from the order shown may occur

In compliance with Disabilities Act, any person needing assistance to participate in this meeting, should contact the Office of County Clerk at 920-746-2200. Notification 48 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to that meeting.

AGENDA Posted: _____, 2022 by _____

Door County Treatment Court Steering Committee Minutes

(A Subcommittee of the Criminal Justice Collaborating Council Committee)

Meeting held Thursday, January 31, 2023

Held at the Door County Justice Center

Note: These minutes are subject to review and approval of the Treatment Court Steering Committee

1. **Honorable Judge David L. Weber called the meeting to order at 12:04 p.m.**
2. **Present:** Amy Lehman, Lisa Barnaby, Eric Habetler, Kim Bridenhagen, Kelsey Christensen, Joe Krebsbach, District Attorney Colleen Nordin, Honorable Judge David L. Weber, Jeff Campbell, Sara Siefert, Shannon Viel, Corporation Counsel Sean Donohue, and Sheriff Tammy Sternard.
3. **Adopt Agenda for this meeting:** Motion by J. Krebsbach, seconded by K. Christensen to adopt the agenda. Motion carried by unanimous voice vote.
4. **New Business:**
 - a. **Closed Session:**

D. Weber read the following statutes: Convene into closed session pursuant to §19.85(1)(f), Wis. Stats. to consider the financial, medical, social or personal history or disciplinary data, specifically confidential information, of a specific person, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the person referred to in such histories or data.

Convene into closed session pursuant to §19.85(1)(f), Wis. Stats. for preliminary consideration of specific personnel problems or the investigation of charges against specific persons, namely J. Campbell, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such problem of investigation.

Motion to move to closed session made by J. Krebsbach, seconded by C. Nordin. Motion carried by unanimous voice vote. Committee moved into closed session to discuss confidential matters.

Motion to reconvene in open session made by J. Krebsbach, seconded by C. Nordin. Motion carried by unanimous voice vote. Committee reconvened into open session. J. Campbell excused himself from the remainder of the committee meeting.

Committee further discussed the liability repercussions from J. Campbell's actions. Committee considered consequences for J. Campbell including requiring J. Campbell to take a course related to HIPAA and client confidentiality and allow him to remain on the committee, or remove J. Campbell from committee.

Motion made by D. Weber to keep J. Campbell, but require him to participate in a course prior to returning to the committee. Seconded motion made by C. Nordin. Committee voted 3 in favor, 6 against. Motion denied.

Motion to terminate J. Campbell from Treatment Court Team and Committee made by J. Krebsbach. No one seconded.

Motion to postpone the discussion to next Steering Committee made by K. Bridenhagen, seconded by J. Krebsbach. Motion carried by unanimous voice vote.
5. **Next Meeting Date:** Thursday, February 23, 2023 at 12:00pm.
6. **Adjourn:** Motion by K. Christensen, seconded by L. Barnaby to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 1:01 p.m.

Respectfully submitted by Kelsey Christensen, Court Services Coordinator

Door County Treatment Court Steering Committee Minutes

(A Subcommittee of the Criminal Justice Collaborating Council Committee)

Meeting held Thursday, March 2, 2023

Held at the Door County Justice Center

Note: These minutes are subject to review and approval of the Treatment Court Steering Committee

1. **Honorable Judge David L. Weber called the meeting to order at 12:03 p.m.**
2. **Present:** Amy Lehman, Lisa Barnaby, Kelsey Christensen, Joe Krebsbach, District Attorney Colleen Nordin, Honorable Judge David L. Weber, Sara Siefert, Shannon Viel, Donna Altepeter, and Sheriff Tammy Sternard.
3. **Adopt Agenda for this meeting:** Motion by J. Krebsbach, seconded by S. Siefert to adopt the agenda. Motion carried by unanimous voice vote.
4. **Approve Minutes from Previous Meetings:**
 - a. Motion by T. Sternard, seconded by J. Krebsbach to approve January 5, 2023 Treatment Court Steering Committee minutes. Motion carried by unanimous vote
 - b. D. Weber motioned to amend minutes from January 31, 2023 minutes to include that a motion was made by J. Krebsbach that was not originally included. K. Christensen to amend and bring to committee next meeting.
5. **Old Business:**
 - a. **Recovery Representative Position on the Team:**

D. Weber spoke about other courts informing him that they allow a recovery person on the team, however, the recovery person is a certified peer support. K. Christensen informed team of the findings that she did regarding peer support and included those in the packet today. Committee discussed how the violation impacts the clients and the integrity of the Treatment Court. Committee determined that no matter the decision, the team should explain our decision to the team. Additionally, Committee agreed that role needs to be better defined and offered protentional confidentiality training.

Motion made by T. Sternard to take J. Campbell off the Treatment Court team, but allow him to participate on the Steering Committee. Also, allow K. Christensen conduct further research on peer support specialist as part of Treatment Court team. Seconded motion made by L. Barnaby. Committee voted 3 in against, 6 in favor. Motion carried.
6. **New Business:**
 - a. **WATCP Registration**

K. Christensen informed committee of upcoming conference and asked that individuals wishing to attend need to complete the registration form and return to Kelsey by March 16, 2023.
 - b. **Reviewing Updates in Employee Handbook**

K. Christensen proposed that in interest of time, move this to next committee agenda.
 - c. **Update on New Incentive Program**

K. Christensen informed committee that program will be rolled out hopefully by April 1, 2023 prior to Amy moving positions.
 - d. **Termination Process**

C. Nordin addressed how she can better handle future DJAs. Out of interest of time, further termination process decusion pushed to next committee agenda.
 - e. **Other Treatment Court Updates**

K. Christensen provided updates on where things were at with the upcoming Graduation.
7. **Next Meeting Date:** Thursday, March 23, 2023 at 12:00pm.
8. **Adjourn:** Motion by J. Krebsbach, seconded by S. Siefert to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 1:01 p.m.

Respectfully submitted by Kelsey Christensen, Court Services Coordinator



DOOR COUNTY ADULT TREATMENT COURT

INTRODUCTION TO THE TREATMENT COURT PROGRAM

Property of:

If found please return to:
Court Services Coordinator
Door County Sheriff's Office
1201 S. Duluth Ave, Door County, WI 54235
(920) 746-5669

**This handbook was created by the
Door County Treatment Court Team**

UPDATED 10/31/2022

Contents

WELCOME TO THE DOOR COUNTY TREATMENT COURT PROGRAM.....	3
TIPS ON HOW TO SUCCEED.....	4
SOME DEFINITIONS	5
INCENTIVES AND SANCTIONS.....	6
TREATMENT COURT TEAM.....	8 7
ELIGIBILITY STANDARDS.....	8
TREATMENT COURT SUPERVISION.....	9
PROGRAM RULES	9
ALCOHOL & DRUG TESTING.....	10
PROCESS FOR TERMINATION.....	11
PHASE STRUCTURE	13 11
PHASE ONE – Chance & Responsivity	14 12
PHASE TWO – Challenge & Criminogenic Needs	15 13
PHASE THREE – Choice & Maintenance.....	14
PHASE FOUR – Change & Restorative Justice	17 15
PHASE FIVE – Courage & Self Actualization	19 17
GRADUATION	20 18
CONTINUING CARE	20 18
FORMS.....	21 18
TREATMENT COURT “RULE OF 40” EXPECTATIONS	21 19
RULE OF 40 WORKSHEET.....	23 21
Waiver of Confidentiality and Agreement to Ex Parte Communication	25 23
CONSENT FOR THE RELEASE OF CONFIDENTIAL PROTECTED HEALTH INFORMATION:	27 25

WELCOME TO THE DOOR COUNTY TREATMENT COURT PROGRAM

This handbook is designed to answer questions, address concerns, and provide overall information about the Treatment Court Program. As a participant, you will be expected to follow the instructions given by the judge in Treatment Court and comply with the treatment plan developed for you by the Treatment Court Team. This handbook will detail what is expected of you as a Treatment Court participant and review general program information. All participants are encouraged to share this handbook with family and friends.

TREATMENT COURT PROGRAM OVERVIEW

Door County Treatment Court is a treatment-based alternative to jail, prison, and the standard probation model. The justice system works cooperatively with the Department of Human Services and other services to provide each participant with all the possible tools needed to get into recovery, stay in recovery, and lead a productive, crime-free life. The key components of the Door County Treatment Court Program include:

- **Immediate intervention.** The sooner a person is placed in treatment following a crisis, the more successful the outcome. In Treatment Court, an individual can move from referral or other court action to Treatment Court and treatment in as little as two weeks. More common adjudication processes typically take several months.
- **Voluntary entry.** Participants who decide to enter and voluntarily commit to a program are more likely to succeed.
- **Sanctions and rewards.** Participant accountability is an important piece to recovery and continues success. Incentives for participants include court appearances, gift certificates, recognition of success, graduation to the next phase of the program, and much more. A system of graduated sanctions may include reduced privileges, community service, and increased UA tests.
- **Rule of 40.** Participants are expected to demonstrate 40 hours of productive activity each week. A form which appears similar to a Time Card is provided each week to the participants. The participants need to fill the form out accounting for how they spend their days. It is expected that each participant attends 2 recovery focused meetings a week, has employment or is seeking employment, is engaged in community service, or attending school.
- **Program Phases.** The Treatment Court Program is divided into 5 phases in order to provide short-term goals for the participants to meet. Short-term goals are developed for individuals to have a better chance of success. Participants meet regularly with the Treatment Court judge to review their progress and address positive/negative behaviors. As the participant successfully completes a phase, he/she is rewarded by continuing in a less intensive program.
- **Graduation.** The graduation portion of the Treatment Court is the final phase of the program, designating the end of the intensive program.
- **Continuing Care.** Continuing care may be available by recommendation to assist you during the transition period after you graduate from Treatment Court and as you continue to develop healthy practices to maintain long-term sobriety.

TIPS ON HOW TO SUCCEED

1. BE HONEST. HONESTY IS ESSENTIAL TO TREATMENT COURT.
2. Keep all your appointments and make all court appearances. Keeping appointments is as important as coming to court.
3. You will be busy with appointments and court dates, so put all of your appointments in the calendar that has been provided to you. You must bring your calendar to all meetings and court appearances. Utilize your cell phone alarm clock or the alarm clock provided to you. Excuses are not tolerated.
4. Plan your schedule (work, school, treatment) in advance.
5. Know your treatment schedule.
6. If you absolutely cannot make an appointment, **CALL BEFORE**, not after.
7. Plan ahead. If transportation is a problem, have back-up plan to get to where you have to be. Failure to have adequate transportation is not an excuse.
8. Keep all of your paperwork. Do not throw anything away.

IMPORTANT PHONE NUMBERS:

Court Services Case Manager: Amy Lehman: 920-746-2421

Court Services Coordinator: Kelsey Christensen: 920-746-5669

Defense Attorney: _____

Probation Officer: Main Number: 920-746-3920

Treatment Provider: Human Services Main Number: 920-746-7155

Support persons: _____

Employment/vocational support: _____

AVAILABLE 24/7

CRISIS LINE: 920-746-2588

WISCONSIN ADDICTION RECOVERY HELPLINE: 211 or 833-944-4673

SOME DEFINITIONS

Assessment: To gather information about your drug and alcohol use and lifestyle to find the best treatment for you.

Court Services Coordinator: The person who monitors your progress during the program to make sure that all Treatment Court requirements are satisfied.

Confidentiality: The requirement not to discuss specific names and personal information learned during treatment and court sessions with anyone outside of the treatment group or court.

Counselor: The person who provides you treatment services, in group and individual sessions, and gathers information about your efforts.

Defense Attorney/Public Defender: A Treatment Court Team member that ensures your constitutional rights are protected and generally advocates for your stated legal interest. This person does not represent you on your case, but may represent you if you have a termination hearing.

District Attorney/Prosecutor: The person who represents the State of Wisconsin in criminal proceedings and advocates on behalf of public safety, victim interests, and holding you accountable for meeting your obligations in the program.

Treatment Court Judge:

The Circuit Court Judge who presides over all court appearances and who administers sanctions and incentives based on your progress.

Treatment Court Team: The group of professionals, including the judge, coordinator, counselor, public defender, district attorney, probation officer, law enforcement representative, recovery representative, and employment representative, that provide both legal and treatment oversight of your case.

Drug Testing: You will receive randomized notifications informing you to go the Door County Jail and submit to a breathalyzer and urine drug screen. Any failures to test or diluted drug tests are considered positive drug tests by the Treatment Court team. Tests happen a minimum of 2 times per week throughout your entire program.

Incentives: The rewards the Treatment Court judge gives you for following the program rules.

Sanctions: The negative responses the Treatment Court judge uses when you do not follow program rules as directed.

Treatment Court Team Staffing: At the Treatment Court Team Staffing your progress will be reviewed and decisions regarding the use of an incentive or sanction will be made. The individuals involved in the staffing are all members of the Treatment Court Team.

Support Groups: A group that provides support and an opportunity for personal growth in your new drug-free lifestyle. Examples include Alcoholics Anonymous, Narcotics Anonymous and SMART Recovery.

Treatment: Counseling that you will attend during your entire time in the program. This may include residential treatment, intensive outpatient substance use counseling, standard outpatient substance abuse treatment, relapse prevention, individual counseling, group therapy, mental health treatment, cognitive therapy, aftercare treatment or any other counseling that may be appropriate for you.

Court Programing: Anger management, domestic violence counseling, Moral Recognition Therapy, financial counseling, parenting classes, or any other programming that may be appropriate for you.

Excused Absences: Excused absences from any of your Treatment Court programming must receive prior approval a minimum of 24 hours in advance from the coordinator, therapist, probation agent, and/or the Treatment Court Judge. In the event of any unexcused absence, you must contact the coordinator immediately. Unexcused absences may result in a sanction.

Fish Bowl: Each participant has the opportunity to earn a sticker each week a participant meets their weekly requirements. Once a participant reaches five stickers, that participant may draw from a fish bowl to win a gift certificate.

INCENTIVES AND SANCTIONS

INCENTIVES MAY INCLUDE, BUT ARE NOT LIMITED TO:

- Positive feedback/praise from the Judge, treatment court team member, or family member
- Applause in Court
- Special acknowledgement for maintaining sobriety & other accomplishments
- Increased privileges
- Lowered reporting standards with the Coordinator and Probation Agent
- Before and after pictures
- Sobriety tokens
- Certificates of accomplishment
- Phone cards
- Ride vouchers
- Graduation ceremony
- Gift Certificates
- Movie passes
- Hair cuts
- Fish Bowl drawings
- 100 Day Letters

Phase 3: Community Connections Opportunity

Upon establishing stability within Phases 1 and 2 of Treatment Court, participants within Phase 3 of Treatment Court will be provided with the opportunity to participate in an approved outing, activity, or class to foster connections within their community and develop further skills in support of their recovery. This is a voluntary opportunity by the participant to choose an outing, activity, or class to attend with the Case Manager and/or

another Treatment Court Provider; the outing, activity, or class must take place within Door County and be no longer than 3 hours in length. The following is a list of suggested outings, activities, and classes:

- Completing an art class or project
- Touring a local art studio
- Taking a walk at a local State or County Park
- Going to a local farmer's market
- Participating in a yoga class
- Going thrift shopping
- Attending an orchard and picking fruit
- Touring a light house
- Attend a performing arts/theatre show
- Visiting a Door County Museum or historical landmark
- Participating in a crocheting or knitting class
- Participating in a kayak tour
- Miniature golfing

SANCTIONS MAY INCLUDE BUT ARE NOT LIMITED TO:

- Verbal warning
- Letter of apology
- Limitation or decrease in privileges
- Reading, writing or other assignment
- Journaling
- Peer review
- Behavior contract
- Community service hours
- Take away driving privileges
- Electronic Monitoring (EMP)
- Increased reporting to court and/or coordinator/probation agent
- Increased drug or alcohol testing
- Extension of current phase
- Disciplinary custody
- Imposition of Jail Time
- Termination from the program

TREATMENT COURT TEAM

The Treatment Court judge serves as a lead partner in the Treatment Court Team and presides over all team staffing's and all court sessions. The judge and other team members make all decisions regarding your participation in the Treatment Court program based upon information from the various team members, providers, and other support services. In addition to the Judge, the team is made up of:

- A Court Services Coordinator
- A Case Manager
- A Probation and Parole Agent
- A representative from the District Attorney's Office
- A representative from the Public Defender's Office/Defense Attorney
- Treatment Personnel
- An Evaluator
- A representative from Law Enforcement
- A representative from recovery community

TREATMENT COURT HEARINGS

Treatment Court is held in Branch 2 on Mondays from 1:30pm to approximately 2pm. As a participant in this program, you are required to appear in the Treatment Court hearings on a regular basis. **Missing a Treatment Court Hearing may result in a warrant being issued for your arrest.** Prior to each court session, the team meets at a staffing to review your case and your progress report. This report will discuss your drug testing results, attendance, participation and cooperation with treatment, and compliance with the Treatment Court Rules.

During your court appearance, the judge may ask you questions about your progress and discuss any problems you may be experiencing. You must speak directly with the Treatment Court judge concerning your progress. You are responsible for your own behavior. Please be on time and remain seated and quiet while the court is in session. **Cell phones must be off during court sessions.** Continued non-compliance will result in sanctions.

Any participant appearing at Treatment Court must be dressed in appropriate courtroom attire. The Treatment Court Team will counsel participants who do not dress appropriately.

ELIGIBILITY STANDARDS

The court services coordinator and probation agent will interview each potential candidate referred for possible participation in the program. The proposed participant will participate in any assessments

requested by staff, treatment providers, or others involved in the screening process. The court services coordinator and probation agent will make recommendations to the Treatment Court team, who will either admit or deny the application. The Treatment Court participant must voluntarily agree to abide by the Treatment Court Program rules.

Potential candidates meeting the following criteria will be considered for admission to the Door County Treatment Court Program:

- Must be a resident of Door County and remain a resident throughout their Treatment Court programing
- Have a moderate to severe substance use disorder diagnosis and need for treatment
- 17 years or older
- Must score medium to high risk on the COMPAS assessment for general recidivism and high criminogenic needs.
- Current felony drug offense or drug-related property offense (e.g. felony theft, forgery)
- Cannot have an offense or history of an offense that would identify them as an enterprise drug trafficker
- Non-violent crime with no history of violence

TREATMENT COURT SUPERVISION

As a Treatment Court participant, you are required to appear in Treatment Court on a regular basis. At each appearance, the judge is given a progress report prepared by your treatment team regarding your drug test results, attendance, and participation in treatment. The judge may ask you questions about your progress and discuss and specific problems you have been experiencing. If you are doing well, you will be encouraged to continue with the program and work with your treatment team toward graduation. If you are not doing well, the judge will hold a discussion with you and the Treatment Court Team to determine further action. If you commit program violations (i.e. missed or altered UA tests, failure to attend individual or group counseling, failure to attend treatment groups), the court will impose sanctions. With repeated violations of program expectations or a failure to progress satisfactorily, the court may impose the ultimate sanction of discharge from the program. Failure to appear in court on the date and time you are scheduled could result in a warrant being issued for your arrest and you will be placed in custody.

PROGRAM RULES

As a Treatment Court participant, you will be required to abide by the following rules:

1. **Always be honest.** The Door County Treatment Court was established to combine AODA treatment with a criminal justice approach to give you the best opportunity to change. However, this will take your best effort and truthfulness on your part.
2. **Do not use or possess any alcohol or other drugs.** Sobriety is the primary focus of the Treatment Court Program. Maintaining a drug free lifestyle is the most important aspect of your Treatment program. This includes all substances that pertain trace amounts of any drug or alcohol. No consumption of non-alcoholic beverages, kombucha, CBD products.

3. **Attend all ordered treatment sessions.** This includes individual and group counseling, education sessions and recovery groups. If you are unable to attend a scheduled session, you must contact the treatment provider AND court services coordinator. Missed sessions may result in a program sanction.
4. **Report to your probation agent and court services coordinator as directed.** If you have any problems making an appointment, contact your probation agent and court services coordinator immediately. Some meetings with your probation agent will be conducted in your home. Missed appointments may result in a program sanction.
5. **Be on time.** You are expected to be on time for court, your treatment sessions, and meetings with your agent and court services coordinator. Contact your treatment provider, probation agent, and court services coordinator immediately if there is a possibility that you may be late. If you are late you may not be allowed to attend your meeting or counseling session. Tardiness may also result in a program sanction.
6. **Do not make threats toward other participants and staff, or behave in a violent manner.**
7. **Act and dress appropriately for court and treatment sessions.** Act appropriately when in the courtroom. You are expected to respect the judge and all Treatment Court personnel. Speak with your Treatment Court Team if you need assistance with clothing selection.
8. **Avoid any premises where the primary purpose of the business is the sale of alcohol, unless receiving court approval related directly to employment.**
9. **Attend all court sessions as ordered.**
10. **Maintain your residence in Door County throughout the length of the program.**
11. **Follow the treatment plan as directed by the Treatment Court Team.**
12. **Do not violate the law.** Obey all laws, including traffic laws. Do NOT drive a vehicle if you do not possess a valid driver's license. If you engage in any criminal act, you can expect termination from the program and prosecution for the pending charges.
13. **No gambling or entering an establishment, such as a casino, associated with and/or designated for gambling. Gambling includes but is not limited to the following: betting, playing poker or other associated card games, entering pools, or playing bingo, scratch offs, pull tabs, or the lottery.**
- 12-14. _____
- 13-15. _____ **Tell your probation agent and court services coordinator within 48 hours if you move or change your telephone number or disconnect your telephone.**
- 14-16. _____ **Tell your probation agent and court services coordinator within 48 hours if you change your employment.**
- 15-17. _____ **Prior to traveling you must obtain permission from the Treatment Court Team.** You are required to fill out a Relapse Prevention Plan prior to all travel to be approved by the Treatment Court Team.

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~~16-18.~~ Submit randomized alcohol and drug testing upon request.

~~17-19.~~ Pay for required Treatment Court programming and services. This includes court fines and fees, treatment cost as determined by the treatment provider, supervision fees as determined by DOC policies and procedures, and restitution where applicable.

~~18-20.~~ Understand that you may not opt out of the Treatment Court Program. While admission to the Treatment Court is voluntary, once enrolled, participants cannot leave the program unless they graduate or are terminated.

ALCOHOL AND DRUG TESTING

Door County Treatment Court participation requires random drug and alcohol testing to determine compliance with the rules of the Treatment Court Program. Tests are random and occur a minimum of two times per week throughout the participant's entire program. Participants will select a two-hour daily time slot to conduct their drug test; you will be notified to conduct a test through a text message and/or email two hours ahead of your selected time slot in which you are to report for testing for that day. In keeping with best standards, testing is done at the Door County Jail and observed by trained jail deputies.

In order to conduct drug tests outside of the predetermined and selected time slot, participants must communicate with the Door County Treatment Court Case Manager to obtain prior approval. This approval must be made 48 hours in advance of the day in which the participant would like to complete their potential drug test outside of their time slot. In emergent situations such as medical and/or poor travel conditions due to weather, the participant is still expected to communicate with the Door County Treatment Court Case Manager to provide notice of the emergent situation preventing them from completing their drug test during their scheduled time slot. This contact must be made as soon as possible; if this is outside of regular business hours, it should be made by phone via a phone call or text message. The participant is still expected to complete a drug test within the same day of their notice to conduct the random test.

Positive tests can be challenged for verification and confirmation at the participant's request. You will be required to pay for this additional cost, if the test returns as a confirmed positive. If you are prescribed a medication and your results are negative, these tests will also be sent out for verification and confirmation. Results from a confirmation test will be deemed conclusive by the Treatment Court. Probation agents and treatment providers may also provide drug and/or alcohol screening as necessary per DOC policies and procedures. You may also be required to utilize monitoring devices where necessary. Use of monitoring devices will be based on alcohol and drug use history.

NO CONTACT ORDERS

No contact orders may be implemented for participants within Treatment Court; if a no contact order is implemented, contact includes but is not limited to face to face, phone, third party, electronic device, and mail; a participant is expected to follow the expectations given within the order on all accounts. The no contact orders can include a no contact with other individuals within the community and/or other participants within Treatment Court.

No Contact with Community Individuals:

If a participant has a no contact order with an individual within the community, the participant is required to uphold the expectations given within the order. This will include but is not limited to contact within recovery meetings and/or events, social events and/or outings in the community, and direct contact through employment. If a participant attends the same recovery meeting or event as an individual in which they have a no contact order, the participant is expected to leave the meeting or event. When participating in a social event or outing and coming into contact with an individual with a no contact order, the participant is to leave the outing or event. With regards to employment, participants are to have prior communication with their probation agent about their place of employment; upon obtaining knowledge of any co-workers with a no contact order, the participant is to immediately notify their probation agent to appropriately support the participants employment in compliance with their no contact order.

No Contact with Other Participants:

If a participant has a no contact order with another participant within Treatment Court, the participants are both required to uphold the no contact order. As referenced above, the no contact order between participants includes but is not limited to contact within recovery meetings and/or events, social events and/or outings in the community, and direct contact through employment. In relation to recovery meetings and/or events, the second participant to arrive at the meeting and/or event is expected to leave immediately. Participants should also forego participating in the same social events and/or outings, if a no contact order is implemented.

Notification of Violation(s):

If there is any violation of the order, per the expectations given, the participant is to immediately contact their probation agent and case manager to provide information about the contact. The participant should notify their probation agent and case manager within 24 hours of the contact. It is best practice to have direct communication with the probation agent or case manager; however, if the contact occurs outside of regular business hours and/or the probation agent and/or case manager are unable to be reached, notice can be given in one or more of the following methods: email, text message, or voicemail.

Permitted Contact:

Interactions within a formal treatment setting, such as IOP, are permitted; however, this contact is to be supervised by the treatment provider. The participant is not to interact with the other individual during breaks or other non-treatment means during the scheduled session or outside of the group setting. Contact within a formal treatment setting will be approved by the Treatment Court, and the participant shall be given advance notice of this approval.

COMMUNITY ENGAGEMENT ACTIVITIES

Throughout Treatment Court, participants will be required to participate in community engagement activities. The purpose of these activities is to enable participants to foster positive connections within the County. These connections will provide opportunities for participants to engage in healthy and positive relationships with others in the community and gain knowledge of positive community events to participate in to support their recovery. The following is a suggested list of community engagement activities:

- Helping at a walk/run support benefit
- Ringing bells (Salvation Army)

-Assisting with a food drive/pantry

PROCESS FOR TERMINATION

The Door County Treatment Court shall make termination decisions in accordance with best practice standards. Such decisions may result from a public safety concern, repeated non-compliance with program requirements, or an inability of the Courts to provide the necessary treatment needs of the participant.

Treatment Court participants may be terminated for commission of a violent crime, absconding from the program for more than four weeks, evidence a participant is dealing drugs, evidence a participant has been involved in threatening, abusive or violent verbal/ physical behavior towards anyone, or any other grounds seen fit from the Treatment Court Team.

Any Door County Treatment Court Team member may make an oral motion to begin the termination process. Once the oral motion has been made, the Treatment Court Team meets with the participant to gather further information prior of voting or beginning the motion for termination.

At the formal motion for termination, the team agrees on the recommendation and appropriateness for termination. Termination proceedings may only begin if a majority of the team members consent in favor of termination. Following the consent in in favor of termination, a written motion to terminate is filed with the Treatment Court Judge by the District Attorney's Office. In most cases, a hearing is conducted to ensure the participant's due process rights are protected.

A participant may choose to not contest termination. If the participant waives the right to be heard, the judge shall sign an Order Granting Motion to Terminate and transfer the case to Branch One Circuit Court without further proceedings.

PHASE STRUCTURE

The Door County Treatment Court Program will consist of five phases followed by an optional Continuing Care Phase. Participants are asked to complete an application for phase advancement for each phase. The case manager can assist participants where needed on the application process. The Treatment Court Team will review the application and determine if a promotion to the next phase is appropriate.

Each of the five phases have requirements necessary to complete prior to advancing to the next phase. In addition to the individualized phase requirements, the following are requirements expected of participants during each phase:

- Remain honest with Treatment Court Team members and service providers
- Maintain strict compliance with random alcohol and drug testing at least twice a week throughout the entirety of the Treatment Court
- Participate and be engaged in recommended treatment plans, as determined by the treatment provider
- Adhere to random home and employment visits as determined by DOC policies and procedures
- Complete Rule of 40 sheet weekly and bring to every court hearing

PHASE ONE – Chance & Responsivity

"One chance is all you need."

The minimum requirements for the successful completion of Phase One are as follows:

Length of phase:	60 days based on behavior related incentives and sanctions.
Requirements:	<ol style="list-style-type: none">1. Compliance with enduring Treatment Court requirements.2. Treatment provider and probation agent each develop interim goals and benchmarks with client<ol style="list-style-type: none">a. Goals and benchmarks are personalized to the clientb. To include:<ol style="list-style-type: none">i. Attend treatment court weeklyii. Meet weekly face-to-face with case manager and Probation Agentiii. Attend all scheduled treatment sessionsiv. Address safe, consistent, and independent housing needsv. Attain health insurance if lacking health insurancevi. Maintain a minimum of 15 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems.3. Case manager and client write a Phase 1 Treatment Court Plan inclusive of each goal and benchmark in #2.<ol style="list-style-type: none">a. Each client Phase 1 Treatment Court Plan is personalized to the client4. Treatment provider, probation agent, case manager, and client approve the client's Phase 1 Treatment Court Plan.5. Case manager provides supervision of client's Phase 1 Treatment Court Plan.<ol style="list-style-type: none">a. Client behaviors related to therapy are confidential.6. Case manager reports client progress/evidence in achieving goals of Phase 1 Treatment Court Plan during weekly team staffings.7. Client promoted to Phase 2 as determine by Treatment Court Team

PHASE TWO – Challenge & Criminogenic Needs

“if you don't challenge yourself, you will never realize what you can become.”

The minimum requirements for the successful completion of Phase Two include all of the following requirements:

Length of phase:	90 days based on behavior related incentives and sanctions.
Requirements:	<ol style="list-style-type: none"> 1. Compliance with enduring Treatment Court requirements. 2. Identify the “driver(s)” underlying the client’s criminal and substance abuse behavior with probation agent. 3. Treatment provider and probation agent each develop interim goals and benchmarks with client to reduce the influence of “driver(s).” <ol style="list-style-type: none"> a. Goals and benchmarks are personalized to the client b. To include: <ol style="list-style-type: none"> i. Attend treatment court weekly ii. Meet weekly face-to-face with case manager and Probation Agent iii. Attend a minimum of 1 weekly support connection per week iv. <u>Establish budget and financial need related goals with money management counselor and case manager.</u> v. <u>Address safe, consistent, and independent housing needs</u> vi. <u>Maintain a minimum of 30 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems.</u> 4. Case manager and client write a Phase 2 Treatment Court Plan inclusive of each goal and benchmark in #3. <ol style="list-style-type: none"> a. Each client Phase 2 Treatment Court Plan is personalized to the client 5. Treatment provider, probation agent, case manager, and client approve the client’s Phase 2 Treatment Court Plan. 6. Case manager provides supervision of client’s Phase 2 Treatment Court Plan. <ol style="list-style-type: none"> a. Client behaviors related to therapy are confidential. 7. Case manager reports client progress/evidence in achieving goals of Phase 2 Treatment Court Plan during weekly team staffings. 8. Client promoted to Phase 3 as determine by Treatment Court Team.

Financial Needs

Upon establishing stability within Phase 1, participants within Phase 2 shall work with Case Management to support their financial needs. All participants will be required to meet with a Money Management

Counselor through FISC, a 501 (c) (3) Not-for-Profit Organization. This may include one or more meetings dependent upon the recommendations of the Case Manager and/or Money Management Counselor. The meeting(s) will aid the participant in improving their quality of life by teaching them about financial literacy and provide them with necessary tools to promote and support their financial principles. Through FISC and/or Case Management, participants will also be expected to track and log their income and expenses to assess for improvements in developing and supporting their budget and other identified financial goals. If deemed necessary or under a change in circumstances, participants may be required to attend additional financial meetings with FISC prior to graduating from Treatment Court.

PHASE THREE – Choice & Maintenance

“May your choices reflect your hopes, not your fears.”

The minimum requirements for the successful completion of Phase Three include all of the following requirements:

Length of phase:	90 days based on behavior related incentives and sanctions.
Requirements:	<ol style="list-style-type: none"> 1. Compliance with enduring Treatment Court requirements. 2. Treatment provider and probation agent each develop interim goals and benchmarks with client focused on demonstrating prosocial skills. <ol style="list-style-type: none"> a. Goals and benchmarks are personalized to the client b. To include: <ol style="list-style-type: none"> i. Attend treatment court bi-weekly, unless the team determines more court support is appropriate. ii. Meet bi-weekly face-to-face with case manager and probation agent, or as directed by case manager and probation agent. iii. Attend a minimum of 2 weekly support connection per week. iv. Confirm Relapse prevention plan with treatment provider. v. <u>Establish and maintain, Show continued maintenance with budget</u> vi. Maintain safe, consistent, and independent housing. vii. <u>Attend Job Center meeting and Obtain employment, or be involved in vocational or education program, or community service.</u> viii. Maintain a minimum of 45 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems. 3. Case manager and client write a Phase 3 Treatment Court Plan inclusive of each goal and benchmark in #2. <ol style="list-style-type: none"> a. Each client Phase 3 Treatment Court Plan is personalized to the client

	<ol style="list-style-type: none"> 4. Treatment provider, probation agent, case manager, and client approve the client's Phase 3 Treatment Court Plan. 5. Case manager provides supervision of client's Phase 3 Treatment Court Plan. <ol style="list-style-type: none"> a. Client behaviors related to therapy are confidential. 6. Case manager reports client progress/evidence in achieving goals of Phase 3 Treatment Court Plan during weekly team staffings. 7. Client promoted to Phase 4 as determine by Treatment Court Team.
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Employment and/or Educational Needs

In order to receive an application for Phase 4, all participants must either be gainfully employed or enrolled in an educational program. This employment and/or educational program shall be logged and tracked on each participant's weekly Rule of 40 document.

As a participant within the Door County Treatment Court, all participants must attend a minimum of one meeting with the Door County Job Center to gain knowledge of resources and assistance with obtaining and retaining employment; additionally, participants shall have the opportunity to learn about the various programs offered within the Center to support further employment goals.

If educational needs and/or goals are identified for a participant, the participant shall work with Case Management to support these needs and/or goals. This could include but is not limited to working towards obtaining a GED or HSED, attaining a certification, or looking at attending higher education courses for future employment opportunities. Case Management shall support the participant in locating programming and applicable resources, such as financial support or training.

PHASE FOUR – Change & Restorative Justice <i>"If you change nothing, nothing changes."</i>	
<i>The minimum requirements for the successful completion of Phase Four include all the following requirements:</i>	
Length of phase:	90 days based on behavior related incentives and sanctions.
Requirements:	<ol style="list-style-type: none"> 1. Compliance with enduring Treatment Court requirements. 2. Treatment provider and probation agent each develop interim goals and benchmarks with client focused on demonstrating prosocial skills. <ol style="list-style-type: none"> a. Goals and benchmarks are personalized to the client b. To include:

	<ul style="list-style-type: none"> i. Attend treatment court monthly, unless the team determines more court support is appropriate. ii. Meet twice per month face-to-face with case manager and probation agent, or as directed by case manager and probation agent. iii. Attend a minimum of 2 weekly support connection per week. iv. Confirm Relapse prevention plan with treatment provider. v. Establish and maintain budget vi. Maintain safe, consistent, and independent housing. vii. Maintain employment, or be involved in vocational or education program, or community service. viii. Maintain a minimum of 60 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems. <p>3. Case manager and client write a Phase 4 Treatment Court Plan inclusive of each goal and benchmark in #2.</p> <ul style="list-style-type: none"> a. Each client Phase 4 Treatment Court Plan is personalized to the client <p>4. Treatment provider, probation agent, case manager, and client approve the client's Phase 4 Treatment Court Plan.</p> <p>5. Case manager provides supervision of client's Phase 4 Treatment Court Plan.</p> <ul style="list-style-type: none"> a. Client behaviors related to therapy are confidential. <p>6. Case manager reports client progress/evidence in achieving goals of Phase 4 Treatment Court Plan during weekly team staffings.</p> <p>7. Client promoted to Phase 5 as determine by Treatment Court Team.</p>
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PHASE FIVE – Courage & Self Actualization

"If you have the courage to begin, you have the courage to succeed."

The minimum requirements for the successful completion of Phase Five include all of the following requirements:

Length of phase:	90 days based on behavior related incentives and sanctions.
Requirements:	<ol style="list-style-type: none">1. Compliance with enduring Treatment Court requirements.2. Treatment provider and probation agent each develop interim goals and benchmarks with client focused on demonstrating prosocial skills.<ol style="list-style-type: none">a. Goals and benchmarks are personalized to the clientb. To include:<ol style="list-style-type: none">i. Attend treatment court monthly, unless the team determines more court support is appropriate.ii. Meet twice per month face-to-face with case manager and probation agent, or as directed by case manager and probation agent.iii. Attend a minimum of 2 weekly support connections per week.iv. Confirm Relapse prevention plan with treatment provider.v. Establish and maintain budgetvi. Maintain safe, consistent, and independent housing.vii. Maintain employment, or be involved in vocational or education program, or community service.viii. Maintain a minimum of 90 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems.3. Case manager and client write a Phase 5 Treatment Court Plan inclusive of each goal and benchmark in #2.<ol style="list-style-type: none">a. Each client Phase 5 Treatment Court Plan is personalized to the client4. Treatment provider, probation agent, case manager, and client approve the client's Phase 5 Treatment Court Plan.5. Case manager provides supervision of client's Phase 5 Treatment Court Plan.<ol style="list-style-type: none">a. Client behaviors related to therapy are confidential.6. Case manager reports client progress/evidence in achieving goals of Phase 5 Treatment Court Plan during weekly team staffings.7. Client approved for graduation as determined by Treatment Court Team.

GRADUATION

Participants can apply for graduation once the individual has shown successful participation in of all five phases, completed all community service hours, and are continuing to successfully and consistently make payments towards the participant's payment plan of all assessed fees. The participant must maintain a minimum of 90 days of abstinence from all substances as evidenced by alcohol and drug testing and monitoring systems.

The graduation applicant must complete a graduation application no more than 30 days prior to anticipated Treatment Court completion date. The court services coordinator will verify that the graduation applicant has met all requirements prior to graduation consideration from the Treatment Court Team.

During a meeting with the graduation applicant, the Treatment Court Team reviews the application and applicant's Treatment Court progress. If the Team determines that the applicant has successfully met obligations to the Treatment Court, the Team will declare the applicant a graduate of the Treatment Court.

Each graduate then participates in a graduation ceremony honoring the completion of all established graduates. The court service coordinator notifies graduates of the graduation ceremony date and time. Graduation ceremonies are held to celebrate each graduate's dedication and completion of program requirements. Each graduate is presented with a certificate and letter of completion by the Treatment Court Team. Upon graduation, participants have the option to continue in the Continuing Care Phase of the program.

CONTINUING CARE

Continuing care may be available by recommendation to assist you during the transition period as you continue to develop healthy practices to maintain long-term sobriety.

FORMS

TREATMENT COURT “RULE OF 40” EXPECTATIONS



As part of the Treatment Court program, participants are required to follow the “Rule of 40”. This consists of each participant providing verification of 40 hours of productive activity in the past week. This verification will be submitted to the court services coordinator on a weekly basis. Rule of 40 tracking sheets will be provided to participants.

**If participants do not have tracking sheets, it is their responsibility to develop one or request one from the coordinator.*

The following will meet criteria for the “Rule of 40”:

Education (structured time in class or time engaged in classwork)

Treatment (Actual hours spent in treatment)

Exercise (No more than 1 hour per day will be counted)

Community Service (Actual hours worked with verification of hours sheet completed)

Job Search (Must submit printed application or have job search site sheet. Each application will be approved for 1 hour of credit)

Work (actual hours worked)

Recovery focused meetings (i.e. AA, NA, SMART, , etc.) (Actual time spent IN meeting. Each meeting will be approved for **1 hour** of credit)

Treatment Court Attendance (Each appearance will be approved for a minimum of **2 hours**)

Drug Testing (Each will be approved for **1 hour**)

Time spent meeting/speaking with support person (support person **must** verify by signing sheet)

Program Homework

Meditation/Relaxation/Journaling/Reading (Approved 1 hour per day)

Appointments with coordinator and probation officer (Approved for **.5 hours**)

Food Pantry/Community Assistance (Approved for a Maximum of **2 hours** per visit)

Medical Appointments/Legal obligations

Church or faith-based service

Church/Faith-Based/Community group or meeting (non-AODA related) (Actual time spent IN activity)

Cleaning (Approved for 1 hours per day)

Cooking (Approved for 1 hours per day. Cooking and eating the home-cooked family meal together will count for an hour)

Learning an instrument or trade

Positive family engagement –where applicable (i.e. reading a book to your child, family chores and/or non-screen time activities together, attending positive family activity etc.)

Any other approved activity by the Treatment Court Team

What is not approved?

Shopping, errands, going out to eat, etc. If it seems to have consumed majority of your day, your hours will be cut. Use your discretion, if it is recovery focused and you are still not sure, ASK!

Sheets must be turned to court services coordinator on Thursday of every week.

You must attend 1-2 support meetings each week depending on your phase requirements. If you are missing a meeting, you are expected to make it up by your next court appearance. (i.e. you only attended 1 one week, but your phase requires you to attend 2 per week, you must present with 3 attended the following week.)

If you are in jail, you are expected to participate in eligible programming each week and provide verification of hours participated.

RULE OF 40 DURING THE PANDEMIC

***If you are not able to get a signature or verification sheet provided for the attended support group, you must fill in two to three sentences about what you learned or took away from your support group.**

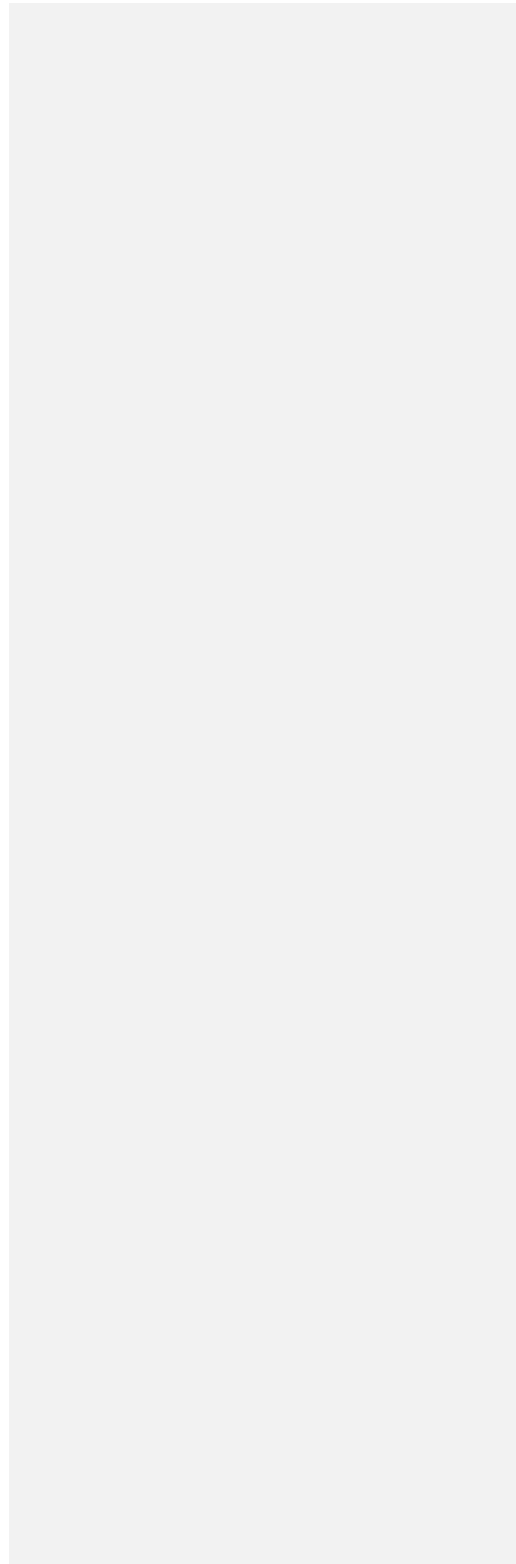
***Fill in your therapy sessions, but leave signature spot blank. Coordinator will be verifying daily with therapists.**



RULE OF 40 WORKSHEET

Day	Activity Description	Time Completed	Total Hours
Wednesday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Thursday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Friday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Saturday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Sunday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Monday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
Tuesday __/__/__	_____ _____ _____ _____	_____ _____ _____ _____	
		Total Hours =	

Court Services Coordinator Signature: _____ Date: _____



Other positive things I did to maintain a drug/alcohol free lifestyle:

Describe one positive thing that has happened this week:

Meeting Log:

DAY	DATE	TIME/LOCATION OF SUPPORT MEETING	TOPIC	SIGNATURE
THURSDAY				
FRIDAY				
SATURDAY				
SUNDAY				
MONDAY				
TUESDAY				
WEDNESDAY				

Support Person Log:

SUPPORT PERSON NAME	DATES AND TYPE OF CONTACT	PHONE	SIGNATURE

Therapist Log:

DAY	DATE	TYPE OF THERAPY	SIGNATURE
THURSDAY			
FRIDAY			
MONDAY			
TUESDAY			
WEDNESDAY			

Supervision Signature: _____ Date: _____

**Door County Treatment Court Program (DCTCP)
Waiver of Confidentiality and Agreement to Ex Parte Communication**

All Door County Treatment Court Program participants, whether proposed or accepted into the program, are required to provide authorization to disclose confidential information as part of their application to and participation in the Treatment Court. The purpose of this authorization is to give the Treatment Court Team access to any and all necessary participant healthcare and non-healthcare information to evaluate and assess the participant's entry into the treatment court program, to determine an appropriate and individualized treatment plan, and to evaluate and monitor the participant's success under that plan.

1	I agree to execute a consent for disclosure of confidential health and medical and non-health information. I understand that members of the Treatment Court Team may require me to provide very personal information. This may include, but is not limited to, drug and alcohol use, my criminal record, education and work history, family history, medical information, physical and sexual abuse history, and psychiatric information.	
2	I understand that information and documents received through any consent for disclosure of confidential health and medical and non-health information may be copied and shared between members of the Treatment Court Team, which consists of the Treatment Court Judge, Court Services Coordinator, Public Defender, District Attorney, Law Enforcement, Probation Agent, and Treatment Providers. I understand that the members of the Treatment Team may change.	
3	I understand that information and documents received through this waiver and information relevant to my progress and participation in treatment may be discussed in open court and may be disclosed to other participants in Treatment Court and observers of Treatment Court including, but not limited to, members of the public and/or media. No pictures or representations of me and no identifying information about me may be disclosed to the public other than in the Treatment Court courtroom without my express written consent.	
4	I understand that occasionally people other than Treatment Court Team members may observe a Treatment Court Treatment Team meeting/staffing, with the understanding that the meetings are confidential	
5	I understand that some information relating to my Treatment Court participation will be publicly available in my criminal court file, which is kept by the clerk of circuit court. This information includes: <ul style="list-style-type: none"> • Any order referring the participant for a Treatment Court assessment; • Any notice admitting or rejecting the participant to Treatment Court; • Any proceedings or orders regarding involuntary termination from Treatment Court; • Any acknowledgement of successful completion of Treatment Court. 	
6	I understand that some information relating to my Treatment Court participation will be kept separate from the regular court file and kept confidential. Access to this information is limited to members of the Treatment Court Team unless I consent to additional disclosure or unless otherwise ordered by the Court. This information includes: <ul style="list-style-type: none"> • Any application to participate in the Treatment Court; • Any information gathered to evaluate the application; • A Treatment Court participation contract; • All medical information and history of substance abuse: diagnosis, drug and alcohol use, monitoring, medical and psychological reports, prescriptions, etc.; • All Treatment Court Team information: weekly progress reports, information provided by team members, team member recommendations; Any agreement by Treatment Court Team that information in treatment file shall be used only for purposes of Treatment Court.	
7	I understand that there are exceptions to the confidentiality of the information referenced in #6. Those exceptions include: <ul style="list-style-type: none"> • General information that does not identify me • Information pertaining to a medical emergency 	

	<ul style="list-style-type: none"> • Information that must be released via a court order • Information regarding a crime perpetrated during the course of the program, or while on program premises, or in Court or staffing, or against team personnel • Information pertaining to child abuse or child neglect • Information for the purpose of research or audits. 	
8	I understand that the Judge may initiate, permit, or consider ex parte communication with members of the Treatment Court Team at team meetings, or by written documents provided to all members of the Treatment Court Team. I understand that this means that even when I am not present, the Judge may discuss me and learn or review any information about me that could affect my participation in Treatment Court.	
9	I understand that statements I make in Treatment Court or to treatment providers about personal drug and alcohol use are not for any other purpose including use in any other criminal proceeding or investigation in which I am either a potential witness or suspect.	
10	For the purposes of Treatment Court hearings, I agree to waive my right to have my attorney of record present. I understand that my case may be discussed without my attorney or the prosecutor present. It is my responsibility to contact my attorney if I have a legal question or a legal issue arises that I am unclear about and for which I need legal clarification.	
11	I understand that failure to sign this waiver will be grounds for exclusion from Treatment Court.	

Participant's Information & Understanding

I am _____ years old. I have completed _____ years of school.

I	DO	DO NOT	Have a high school diploma, GED, or HSED.
I	DO	DO NOT	Understand the English language.
I	AM NOT	AM	Currently receiving treatment for a mental illness or disorder.
I	HAVE NOT	HAVE	Had alcohol, medication, or drugs within the last 24 hours.

I have read this waiver or had it read to me. I understand this entire document and any attachments. I have had an opportunity to discuss and ask questions and I have answered all questions truthfully. By signing this waiver I confirm that it accurately reflects my wishes regarding disclosing confidential information and ex parte communication.

Signature of Participant

Date

_____ Initial here if participant refuses to sign waiver.

Signature of Defense Attorney

Date

Signature of Court Services Coordinator

Date

Original: Participant's Treatment Court File
Copies to: Participant
Probation Agent
District Attorney
Defense Attorney



DOOR COUNTY TREATMENT COURT

CONSENT FOR THE RELEASE OF CONFIDENTIAL PROTECTED HEALTH INFORMATION:

I, _____, authorize the Door County Treatment Court, the Door County Department of Corrections employees supervising my case(s), those serving as Treatment Court coordinators and case managers, and those participating in Treatment Court case management conferences and their supervisors including treatment providers and law enforcement representatives, to communicate with, share, and disclose to one another all of my substance abuse treatment information including my identifying information, my mental health, psychiatric, and medical information, my diagnoses, my urinalysis and other substance testing results, my attendance or lack of attendance at treatment sessions and appointments, my cooperation with treatment, my progress in treatment, and opinions concerning my prognosis. The purposes of the disclosure are to inform the above of my attendance and progress in treatment and to assist them in evaluating and managing my recovery from substance use. I am willing to have information relating to drug or alcohol use, AIDS or HIV status disclosed to the above-identified parties.

I understand that my non-identifiable information will be used for evaluation purposes of Wisconsin Treatment Courts.

I understand that my alcohol and/or drug treatment records are protected under the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, and the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 C.F.R. Parts. 160 & 164. I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it, and that in any event this consent expires automatically at the end of my term of probation or upon further court order, whichever shall first occur. Any revocation must be in writing.

I understand that I might be denied services if I refuse to consent to the disclosure for purposes of treatment, payment, or health care operations, if permitted by state law. I will not be denied services if I refuse to consent to a disclosure for other purposes.

I recognize that hearings are held in an open and public courtroom and it is possible that an observer could connect my identity with the fact that I am in treatment as a condition of participation in Treatment Court. I specifically consent to this potential disclosure to third persons.

I understand that if I refuse to consent to the disclosure or attempt to revoke my consent prior to the expiration of this consent, that such action is grounds for immediate termination from the Treatment Court.

I acknowledge that I have been advised of my rights, have received a copy of this form and have had the benefit of legal counsel or have voluntarily waived my right to an attorney. I am not under the influence of drugs or alcohol. I fully understand my rights and I am signing this consent voluntarily.

My consent to disclosure specifically includes the following and those who assist them in their work:

- Circuit Court Judge
- Court Services Coordinator
- Representatives from Department of Corrections
- Representative from the District Attorney's Office
- Representative from the Public Defender's Office/Defense Attorney
- Treatment Personnel
- Program Evaluator
- Representative from Law Enforcement
- Representative from the recovery community
- Medical care providers

Defendant: _____ Date: _____

Witness: _____ Position: _____

PROHIBITION OF RE-DISCLOSURE OF CONFIDENTIAL INFORMATION

This notice accompanies a disclosure of information concerning a client in alcohol/drug treatment, made to you with the consent of such client. This information has been disclosed to you from records protected by federal confidentiality rules (42 C.F.R. Part 2). The federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 C.F.R. Part 2. A general authorization for the release of medical or other information is **NOT** sufficient for this purpose. The federal rules restrict any use of this information to criminally investigate or prosecute any alcohol or drug abuse patient.

