



PARTICIPANT HANDBOOK

WASHTENAW COUNTY DRUG TREATMENT COURT



JANUARY 2021
22ND CIRCUIT COURT
101 E Huron St. Ann Arbor, MI 48104

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WELCOME

Welcome to the Washtenaw County Drug Treatment Court (WCDTC), a specialty treatment court within the 22nd Circuit Court of Washtenaw County.

We offer an alternative to traditional case handling for substance dependent offenders that integrates substance abuse treatment and recovery support with judicial supervision.

We know that substance abuse is a major factor in many criminal court cases. Many substance dependent individuals repeatedly cycle through the court system for charges related to substance abuse without receiving the treatment needed to change their behavior.

Our goal is to connect participants with the treatment, resources, and skills needed to achieve long-term recovery from addiction and end their pattern of criminal activity.

This handbook will explain the WCDTC program and help guide you through it successfully.

We're happy to have you as a participant in our program and look forward to supporting you on your recovery journey.

Sincerely,

Hon. Carol Kuhnke
Presiding Judge
Washtenaw County Drug Treatment Court

THE MISSION

The mission of the Washtenaw County Drug Treatment Court is to rehabilitate nonviolent offenders with substance use disorders in order to enhance public safety, lessen costs to the community, and reduce recidivism by providing participants with the supervision, recovery support, and substance abuse treatment needed to become productive members of society.

THE TEAM

TEAM MEMBER	ROLE
JUDGE	<ul style="list-style-type: none">• Leader of the WCDTC team.• Presides over the drug court docket.• Final decision maker.
DRUG COURT COORDINATOR	<ul style="list-style-type: none">• Manages ongoing operations of WCDTC.• Provides resources and support to participants.• Provides input on incentives and sanctions.
TREATMENT PROVIDERS (DAWN FARM, INC.)	<ul style="list-style-type: none">• Provides substance abuse assessments and treatment.• Reports on participants treatment progress.• Provides input on incentives and sanctions.
RECOVERY SUPPORT SPECIALISTS (RSS)	<ul style="list-style-type: none">• Mentors in long-term recovery.• Provide peer recovery support.• Provide low-intensity case management services.
PROSECUTOR'S OFFICE	<ul style="list-style-type: none">• Confirms legal eligibility of participants.• May negotiate plea deals/charge reductions.• Provides input on incentives and sanctions.
PUBLIC DEFENDER'S OFFICE	<ul style="list-style-type: none">• Ensures participants' due process rights are protected.• Provides input on incentives and sanctions.
PROBATION OFFICERS	<ul style="list-style-type: none">• Provides supervision and oversight to participants.• Provides input on incentives and sanctions.

ELIGIBILITY CRITERIA

Eligibility criteria for the Washtenaw County Drug Treatment Court is based on objective standards to ensure admission of participants who are most in need of substance abuse treatment and are likely to succeed in the program.

Eligibility requirements include:

<p>GENERAL ELIGIBILITY</p>	<ul style="list-style-type: none"> • Must be 18+ years of age. • Must be a Washtenaw County Resident. • Charges must be of or related to substance use (MCL 600.1068). • Must plead guilty to all charges.
<p>LEGAL ELIGIBILITY</p>	<ul style="list-style-type: none"> • Must not be a violent offender. Must not have previous or current charges involving the death of or serious bodily injury to any individual, or an offense that is criminal sexual conduct of any degree (MCL 600.1064). • May be denied admission if past or current charges include more than two delivering and manufacturing a controlled substance charge, or possession with intent to distribute a controlled substance charge. • May be denied admission if past or current charges include felonies involving firearms. • May be denied admission if the individual has participated in a drug court program within the past two years.
<p>CLINICAL ELIGIBILITY</p>	<ul style="list-style-type: none"> • Must be assessed to have moderate to severe substance use disorder. Individuals found not to have a substance abuse issue after assessment are not eligible to participate in Drug Treatment Courts (MCL 600.1066). • Must not have a severe and persistent mental illness or cognitive impairment that would make their completion of the program unlikely. • Must not have physical or mental health conditions requiring ongoing prescribed use of narcotic medications or medical marijuana. • Must not be of a mental health condition requiring ongoing use of narcotic medications.

PHASE REQUIREMENTS

In all phases of the program, participants must comply with random drug and alcohol testing, comply with treatment orders, follow up with assignments and referrals, make payments toward court fines and costs, and follow all drug court rules and requirements.

The amount of time spent in each phase is affected by compliance with drug court rules and requirements. Delay in phase advancement or graduation may be imposed as a sanction for program violations or failing to meet phase requirements.

Phase requirements include:

PHASE I: (approx. 90 DAYS)

- Attend 7 recovery support meetings per week.
- Attend drug court review hearings every other week.
- Report to probation agent once per week.
- Obtain a sponsor or mentor.
- Comply with 9:00 PM to 7:00 AM curfew, except for school or work.
- Seek full-time employment, enroll in school, or perform community service.
- No sanctions for 30 days before advancing to the next phase.
- Minimum of 90 consecutive days clean before advancing to the next phase.
- May be granted phase advancement up to 30 days early if all phase requirements are met with minimal to no sanctions.

PHASE II: (approx. 150 DAYS)

- Attend 5 recovery support meetings per week.
- Attend drug court review hearings every other week.
- Report to probation agent once per week.
- Maintain a sponsor or mentor.
- Comply with 10:00 PM to 7:00 AM curfew, except for school or work.
- Maintain full-time employment, enroll in school, or perform community service.
- No sanctions for 30 days before advancing to the next phase.
- Minimum of 90 consecutive days clean before advancing to the next phase.
- May be granted phase advancement up to 30 days early if all phase requirements are met with minimal to no sanctions.

PHASE III: (approx. 150 DAYS)

- Attend 3 recovery support meetings per week.
- Attend monthly court hearings.
- Report to probation agent twice per month.
- Maintain a sponsor or mentor.

- Comply with 11:00 PM to 7:00 AM curfew, except for school or work.
- Maintain full-time employment, enroll in school, or perform community service.
- No sanctions for 30 days before advancing to the next phase.
- Minimum of 90 consecutive days clean before advancing to the next phase.
- May be granted phase advancement up to 30 days early if all phase requirements are met with minimal to no sanctions.

PHASE IV: (approx. 150 DAYS)

- Attend 3 12-step/self-help meetings per week.
- Attend monthly court hearings.
- Report to probation agent twice per month.
- Maintain a sponsor or mentor.
- Comply with 12:00 AM to 7:00 AM curfew, except for school or work.
- Maintain full-time employment, enroll in school, or perform community service.
- No sanctions for 60 days before graduation.
- Minimum of 90 consecutive days clean before graduation.
- Pay off all fines and costs before graduation.

INCENTIVES AND SANCTIONS

Incentives are rewards given for achieving program requirements, recovery milestones, and/or treatment goals in order to encourage positive behavior that enhances recovery.

Sanctions are consequences that are given as a result of program violations in order to discourage negative behavior that is harmful to recovery.

INCENTIVES	SANCTIONS
✓ Praise from the Judge.	✗ Admonishment from the bench.
✓ Gift cards.	✗ Community service.
✓ Early dismissal from review hearings.	✗ Essay assignments.
✓ Early phase advancement.	✗ Delayed phase advancement.
✓ Trinkets, posters, or gifts.	✗ Curfew imposed.
✓ Bus tokens.	✗ Increased reporting.
✓ Gas cards.	✗ Increased drug and alcohol testing.
✓ Reduced reporting.	✗ Formal probation violation.
✓ Reduced drug/alcohol testing.	✗ Tether/house arrest.
✓ Curfew extension.	✗ Jail.
✓ Permission to travel out of state.	✗ Termination.

REVIEW HEARINGS

Review hearings are bi-weekly court appearances that allow the WCDTC team to monitor participants' treatment progress and program compliance, as well as provide support to participants in their recovery.

Phases I and II participants are required to attend review hearings every other week.

Phase III and IV participants must attend review hearings once per month.

Participants must stay present for the entire review hearing unless they have been given permission to leave early by the WCDTC team.

Review hearings are open to the public. Support from family and recovery friends is welcomed and encouraged at review hearings.

WHAT HAPPENS AT REVIEW HEARINGS:

- The judge checks-in with every participant.
- Meeting attendance sheets, community service verification, and other documentation ordered by the WCDTC team is reviewed.
- Incentives are given for those who have met program requirements or achieved treatment goals.
- Sanctions are given for those who have program violations.
- Phase advancements are granted for eligible participants upon team approval.
- Graduation ceremonies are held for individuals who have successfully met all requirements of the program and are eligible for graduation.
- Terminations from the program for individuals meeting termination criteria.

*Review hearings occur every other Thursday at 10:30 AM
Courtroom 9 Zoom: 896 108 0727
22nd Circuit Court
101 E Huron St
Ann Arbor, MI 48103*

COURTROOM ETIQUETTE

Participants are expected to display courtroom etiquette at all drug court review hearings:

DO:

- ✓ Arrive to review hearings 10-15 minutes early.
- ✓ Go to the bathroom before review hearings.
- ✓ Address the judge and drug court team with respect.
- ✓ Stay for entire hearing unless given permission to leave early.
- ✓ Bring your meeting attendance sheet, community service verification, and any other documentation ordered by WCDTC.
- ✓ Dress appropriately.

DO NOT:

- ✗ Talk during review hearings.
- ✗ Leave the courtroom while review hearing is in progress.
- ✗ Be disruptive or disrespectful during review hearings.
- ✗ Bring phones or electronics inside the courtroom.
- ✗ Sleep in the courtroom.
- ✗ Chew gum or chewing tobacco in the courtroom.
- ✗ Bring food or drink into the courtroom.
- ✗ Use profane or vulgar language.
- ✗ Wear clothing with inappropriate language or images, references to drugs/alcohol, or gang affiliations.
- ✗ Wear revealing shirts, tank tops, shorts/skirts, unbuttoned shirts or blouses.
- ✗ Wear hats, bandanas, or sunglasses.

REPORTING TO YOUR PROBATION OFFICER

Participants must report to their probation officer as directed.

Participants must consent to random home-checks at the probation officer's discretion.

Participants must not impede their probation officer's home-check.

Participants must comply with all terms of their probation in addition to drug court rules and obligations.

Bring meeting attendance sheets, community service verification, and other ordered documentation to your probation appointments.

DRUG & ALCOHOL TESTING

Participants will be referred to Community Corrections for *random* drug and alcohol testing a minimum of twice per week until they are in the final phase of the program.

Community Corrections will assign you a letter, number, or color that will determine when you are required to test.

Participants must call the Community Corrections hotline (734-973-4605) every morning and listen to the recording to determine if your letter, number, or color is required to report for testing that day.

A missed test or a diluted test is considered the same as a positive test.

Participants have the right to contest a positive test and have it sent to a lab for confirmation at an additional fee.

SUBSTANCE ABUSE TREATMENT

Dawn Farm Inc. provides substance abuse treatment services for all WCDTC participants. Participants may be referred to other local providers for treatment services that cannot be provided by Dawn Farm, such as some forms of Medication Assisted Treatment (MAT).

Upon admission to the WCDTC, participants must undergo a substance abuse assessment with Dawn Farm in order to determine the level of care they will be placed in and to assist the treatment provider in creating an individualized treatment plan.

The level of care and treatment plan will be continually adjusted as the participant progresses through the program and treatment plan.

Treatment may include detox, short- or long- term residential, individual/group outpatient therapy, recovery support, and/or transitional housing.

All participants are required to participate in treatment services as determined by the treatment provider.

RECOVERY SUPPORT SPECIALISTS (RSS)

A Recovery Support Specialist (RSS) is a mentor in long-term recovery that serves as a blended peer support and low-intensity case manager to help facilitate participants' recovery needs.

All WCDTC participants will have an RSS through their treatment at Dawn Farm in order to help them remove barriers to their recovery and get connected within the sober community.

Participants will meet with their Recovery Support Specialist (RSS) as determined by the treatment provider.

MEDICATION ASSISTED TREATMENT (MAT)

The Washtenaw County Drug Treatment Court allows the use of FDA-approved Medication Assisted Treatment (MAT) if approved by a doctor. Use of MAT will be closely monitored by the WCDTC team.

Commonly used FDA-approved MAT medications include Methadone, Suboxone, Naltrexone, and Vivitrol.

Participants must authorize communication between MAT Treatment Providers and the WCDTC to ensure proper use of MAT medications is being observed.

Any abuse, misuse, or diversion of MAT medications will result in sanctions, up to and including termination from the WCDTC.

MEDICATION

PRESCRIPTION MEDICATION

Participants must disclose all prescription medications they are taking to the WCDTC team.

Participants must inform healthcare providers that they are a participant in the WCDTC and must be given non-narcotic medication alternatives unless there is no reasonable substitute.

Participants must notify the WCDTC of any emergency visits, surgeries, procedures, or medication changes they encounter and must provide any medical documentation requested by the WCDTC.

OVER THE COUNTER (OTC) MEDICATION

Participants must only use over-the-counter medication approved by the WCDTC.

Participants are responsible for reading OTC medications labels before ingesting them.

Acceptable Medications:	Medications to Avoid:
<ul style="list-style-type: none"> • Pain relievers: Tylenol, Advil, Motrin, Ibuprofen, Aleve, Aspirin, etc. • Cold medicine: Mucinex • Allergy medicines: Allegra, Claritin 	<ul style="list-style-type: none"> • Cold medicines containing dextromethorphan, alcohol, ethanol. • Allergy/Sleep Aids containing diphenhydramine, pseudoephedrine, ephedrine, phenyl ephedrine (example: Benadryl, Sudafed).

RECOVERY SUPPORT MEETING ATTENDANCE

Recovery support meetings are peer led 12-step/self-help support groups that will enable you to meet recovering people and form a lasting support network.

Examples of recovery support meetings include Alcoholics Anonymous (AA), Narcotics Anonymous (NA), Refuge Recovery, and SMART Recovery. To find the right meetings for you, talk to your recovery support specialist or refer to the list of meetings included with this handbook.

Participants must attend 90 meetings in 90 days in phase I, 5 meetings per week in phase II, and 3 meetings per week in phases III and IV.

Participants must bring a meeting attendance sheet to each meeting to record their attendance and obtain a signature from the meeting chairperson.

COMMUNITY SERVICE

Participants may be required to perform community service if they are sentenced to community service as a term of their probation, are assigned community service as a sanction for program violations, or until they are employed or enrolled in school.

Participants that are not employed or in school must complete 6 hours of community service per week until they become employed or enrolled in school.

Participants are required to provide verification of community service hours completed, signed by the organization in which they completed the community service.

Bring verification of community service hours to review hearings and probation appointments.

DRUG COURT PROGRAM RULES

Participants must follow drug court program rules in order to complete the program successfully.

Violation of WCDTC program rules will result in sanctions. A pattern of violations and disregard for program rules may ultimately result in termination from the WCDTC program.

DRUG COURT PROGRAM RULES:

1. Must abide by the requirements of the WCDTC laid out in this handbook.
2. Must be truthful with the WCDTC team.
3. Must not use, purchase, or possess any drugs, alcohol, or mind- and mood-altering substances of any kind.
4. Must immediately disclose any alcohol or drug use or program violations to the WCDTC team.
5. Must comply with all ordered drug and alcohol testing.
6. Must not dilute, alter, or falsify drug or alcohol screenings in any way.
7. Must attend drug court review hearings as directed.
8. Must display proper courtroom etiquette at all review hearings.
9. Must report to your probation officer as directed and comply with all probation terms.
10. Must attend substance abuse treatment as directed.
11. Must attend recovery support meetings as directed.
12. Must follow up with all assignments and referrals ordered by the WCDTC team.
13. Must show up and be on time for all appointments and hearings.
14. Must comply with any curfew imposed by the WCDTC team.
15. Must notify the WCDTC within 24 hours of any change in phone number or physical address.
16. Must notify the WCDTC of any police contact within 24 hours.
17. Must not violate any criminal laws of any governmental unit.
18. Must not go to casinos, gambling establishments, bars, or any establishment where the primary purpose is to dispense alcohol.
19. Must not possess any weapons, imitations of weapons, use any object as a weapon, or knowingly be in the presence of anyone possessing a weapon.
20. Must pay all court fines, program fees, drug testing, and treatment costs not covered by the WCDTC.

FINES AND COSTS

Participants must pay a \$500 drug court fee, due by the end of their program participation.

Participants may be required to pay other program costs such as treatment co-pays and drug and alcohol testing. We will help cover these costs with grant funding, subject to availability.

Participants may be required to pay other court fines, restitution, and/or MDOC supervision fees. Court fines and fees must be paid in order to graduate from the program, but some fees may be waived if inability to pay would be detrimental to the participants rehabilitation.

Court fines and Drug Court Fees can be paid at the Circuit Court Clerk's Office:

- In person by cash, credit card, money order, or cashier check (no personal checks accepted) at 101 E. Huron St. Room 1108 Ann Arbor, MI 48104
- By mail using a money order or cashier check; please make checks payable to "Washtenaw County Clerk." Mail to:
P.O. Box 8645
Ann Arbor, MI 48107-8645
- Online at <https://www.washtenaw.org/2823/Online-Payment-Portal>

Payment must include:

- Case number
- Full name and address
- Payment

Michigan Department of Corrections (MDOC) Supervision Fees can be paid:

- **Online:** Visit <http://michigan.feeservice.com> to pay with a credit or debit card or to obtain your account balance. There is an additional \$2.50 convenience fee for each electronic payment.
- **By mail:** Send a Postal Money Order in a preprinted remittance envelope provided by MDOC. Follow the instructions on the envelope to insure proper and timely credit to your account.

Money orders and cashier's checks are the only forms of payment accepted via mail. Other forms of payment such as personal checks or cash will be returned. Only send one payment per envelope. If you have multiple accounts, you must send multiple payments in separate envelopes.

Money orders must be made payable to: **Michigan DOC Fee Payment**

If you have questions about MDOC fee payments, call the fee collection help line at (877) 903-7225.

TERMINATION

In some instances, a participant may be unsuccessfully terminated from the WCDTC.

Termination is used as a sanction for serious or repeated program violations once all other options have been exhausted. Many factors will be taken into consideration prior to termination, including amount of time in the program, number of previous violations, severity of violations, and commitment to recovery.

If a participant is terminated, any charge reductions or dismissals that were promised upon successful completion of the program will be revoked.

REASONS FOR TERMINATION INCLUDE:

- Inability comply with drug court rules and requirements.
- Absconding for longer than 30 days.
- Committing new crimes.
- Can no longer be safely managed in the community.
- Conviction of a felony which occurred *after* admission to the drug court will result in automatic termination.

GRADUATION

Successful graduation is our goal for every participant of the Washtenaw County Drug Treatment Court.

Upon successful completion of the program, participants will be given a graduation certificate and a graduation celebration with their drug court peers. Family members and recovery support is welcomed at graduation ceremonies.

GRADUATION REQUIREMENTS:

- Complete all 4 phases of the program.
- Spend a minimum of 15 months in the program.
- Pay all court fines and costs.
- Have a minimum of 90 consecutive days clean.
- Have a minimum of 60 days without sanctions.
- Be employed or enrolled in school.

Contact Information

Participants may reach out to the WCDTC if they have questions, concerns, or need to notify the team of new information.

Drug Court Coordinator:

- Kristin Sample
- Phone: (810) 599-5424
- Email: samplek@washtenaw.org

Dawn Farm

- Intake: (734) 669-8265
- Outpatient: (734) 821-0216

Probation Department:

- Phone: (734) 222-3390

Additional Resources

FINDING RECOVERY SUPPORT MEETINGS

Washtenaw County has many options for recovery support meetings. Resources for finding local recovery support meetings include:

- **Alcoholics Anonymous (AA):** Visit the Huron Valley Area Intergroup (HVAI) website for a list of AA meetings and events in the Washtenaw, Livingston, and Wayne County area: <https://www.hvai.org>.
- **Narcotics Anonymous (NA):** Visit the Washtenaw Area NA website for a list of NA meetings and events in Washtenaw County: <https://michigan-na.org/washtenaw-area/meetings/>.
- **Refuge Recovery:** To find local Refuge Recovery meetings and events visit <https://refugerecovery.org>.
- **Smart Recovery:** To find local Smart Recovery meetings and events visit <https://www.smartrecovery.org>.

LOCAL RECOVERY ORGANIZATIONS

Getting involved with recovery organizations can be a great way to attend sober events, do service work, and meet people in recovery. Some local recovery organizations include:

- **Michigan Convention of Young People in Alcoholics Anonymous:** MCYPAA is a recovery group that directs attention towards young people by providing the annual Michigan Convention of Young People in AA, as well as other events and meetings. For more information visit <https://www.mcypaa.org>.
- **Washtenaw Alano Club:** The Washtenaw Alano Club is an organization that provides space for various types of recovery support meetings, hosts sober social and holiday events, and offers a safe place for people in recovery to hang out. For more information visit <https://washtenawalano.club> or call (734) 668-8138. Located at 995 N. Maple Rd. Ann Arbor, MI 48103.
- **Friends of Little House Recovery Center:** Friends of Little House Recovery Center provides an environment of recovery for alcoholics, addicts and people with addictive personalities by providing space for recovery support meetings. For more information visit <https://folhrc.wixsite.com> or email folhrc@gmail.com. Located at 802 N River St, Ypsilanti, MI 48197.
- **Ann Arbor Women's Group:** A2WG is a recovery related organization that strengthens women's sobriety through fun and informative events, workshops and retreats. They help women in recovery connect with other recovering women in Washtenaw County. For more information visit <https://a2womensgroup.org>.
- **Families Against Narcotics:** The Washtenaw County chapter of FAN serves to change and save lives by empowering individuals and communities through education, prevention, and support by partnering with area treatment and public safety professionals, the legal community, schools, and other help organizations. For more information visit <https://www.familiesagainstnarcotics.org>.
- **Washtenaw Recovery Advocacy Project:** WRAP, part of Home of New Vision treatment center, is a recovery community organization that seeks to save lives and to reduce the stigma surrounding substance abuse. They host recovery events, workshops, and do community outreach. For more information visit <https://homeofnewvision.org/wrap/>.
- **Dawn Farm:** Dawn Farm is a local addiction treatment center with an emphasis on the recovery community as an important part of healing and support in sobriety. They host sober events and educational opportunities for the community and those in recovery. For more information visit <https://www.dawnfarm.org>.

NATIONAL FELONY-FRIENDLY EMPLOYERS:

AAMCO	FRITO-LAY	SAFEWAY
ACE HARDWARE	FRUIT OF THE LOOM	SAFELITE
ALBERTSON'S	GENENTECH	SALVATION ARMY
AMERICAN GREETINGS	GENERAL ELECTRIC	SARA LEE
APPLE INC.	GENERAL MILLS	SEASONS 52
APPLEBEE'S	GEORGIA-PACIFIC	SHELL OIL
ARAMARK	GOLDEN CORRAL	SHOPRITE
AVON PRODUCTS	GRAINGER	SONIC DRIVE-IN
BAHAMA BREEZE	GREAT CLIPS	SONY
BASKIN-ROBBINS	HANES	SUBWAY
BED, BATH & BEYOND	HH GREGG	SYSCO
BEST WESTERN	HILTON HOTELS	TESLA
BLACK & DECKER	HOLIDAY INN	TRADER JOE'S
BRAUM'S INC	IBM	TYSON FOODS
BRIDGESTONE	IHOP	US FOODS
BUFFALO WILD WINGS	IKEA	US STEEL CORPORATION
CAMPBELL'S SOUP	INTERNATIONAL PAPER	VOLUNTEERS OF AMERICA
CARL'S JR.	INTERSTATE BATTERIES	WENDY'S
CARRIER CORPORATION	JIFFY LUBE	WHOLE FOODS
CEFCO	JIMMY JOHN'S	WYNDHAM HOTELS
CDW	KELLY MOORE PAINTS	
CHICK-FIL-A	KFC	
CHIPOTLE	KOHL'S	
CHRYSLER	KRAFT FOODS	
CINTAS	LONGHORN STEAKHOUSE	
COLGATE-PALMOLIVE	MCDONALD'S	
CONAGRA FOODS	MEN'S WAREHOUSE	
COSTCO	METALS USA	
DAIRY QUEEN	MOTOROLA	
DART CONTAINERS	NORDSTROM	
DENNY'S	OLIVE GARDEN	
DOLE FOOD CO.	PEPSICO	
DOLLAR TREE	PETSMART	
DR. PEPPER	PHILLIP MORRIS INC.	
DUNLOP TIRES	RADISSON	
DUNKIN' DONUTS	RED LOBSTER	
DUPONT	RED ROBIN	
DURACELL	REPUBLIC SERVICES	
EMBASSY SUITES	RESTAURANT DEPOT	
EPSON	RUBBERMAID	
FIRESTONE AUTO CARE	RUBY TUESDAY	