

CHESHIRE COUNTY DRUG COURT PARTICIPANT HANDBOOK



NAME: _____

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Introduction: Welcome Letter

From the Judge:

One day, a young, frail woman appeared in Court. She was in shackles and had been in jail for quite some time. She had been in trouble with the police many, many times. All due to her drug addiction. On this day, she was to be sentenced for her participation in a robbery. It was the worst offense in her life. She trembled as she spoke to the Judge. She told the judge how her prior attempts at treatment had failed, that being on probation never worked for her, that all she ever wanted to do when she was “out” was use. But then she started to talk about something that her older cellmate taught her during her most recent time in jail: knitting. Yes. Knitting.

One morning she was untangling a large ball of yarn that had many knots in it. She spent four hours untangling the ball of yarn, untying many, many knots. She had to be patient. She had to work hard. And it wasn't fun. From that hard, frustrating work (that she hated), she was able to make something beautiful, something she could be proud... a pair mittens for her daughter. As she sat there, she realized that recovery is a lot like knitting. She told the Judge that knitting was a perfect metaphor for what she now knew to be recovery - the hard, horrible work of untangling herself and getting sober, and then using what she untangled to make something beautiful: the rest of her life.

Drug Court was created and designed to help all participants untangle their own personal, tangled ball of yarn and create a successful path for recovery.

You are a potential participant in the Cheshire County Drug Court. The Drug Court Team is committed to working with those individuals who choose to participate in the program and who are willing to work toward making healthy lifestyle changes to achieve and maintain recovery.

This handbook is for you to keep. Please take the time to review the handbook. Hopefully, it will answer some questions about the program and how the program works. The Drug Court Team evaluates the program rules and requirements on a regular basis, and this handbook will change when the need arises.

Reading and understanding the expectations of Drug Court should help you decide if it is the right fit for you. This is a challenging program but Drug Court graduates often say it changed – and in some instances saved – their lives.

If you have not already been accepted into the program and you have any specific questions or concerns, please direct those questions to your lawyer. If you have already been accepted into the program, please direct questions to your assigned probation officer, case manager or a treatment counselor.

Sincerely,

Hon. David W. Ruoff
Presiding Justice

Mission of Cheshire County Drug Court

The mission of the Cheshire County Drug Court (CCDC) is to enhance public safety, reduce recidivism and rehabilitate non-violent felony offenders who have a substance use disorder. This will be accomplished by providing a judicially supervised, community-based, comprehensive treatment program to empower the individual to develop a substance-free and law-abiding lifestyle in a fiscally responsible manner.

You will be on probation/parole and will be expected to follow the terms and conditions of probation/parole and rules of the CCDC Program. The CCDC Team will be there for support, but you will ultimately determine your success in the program and in your recovery.

PROGRAM DESCRIPTION OVERVIEW

The program is divided into five (5) separate phases. Once you are accepted into the program, you will be required to begin fulfilling the requirements of Phase I. The CCDC Team will work with you to decide when you are eligible to advance to Phase II, Phase III, Phase IV, Phase V and eventual graduation. The amount of time spent in each phase is based upon an individual's overall progress in the program. Suggested periods of time are listed with each phase down below. Please be aware that you can be terminated from the program prior to successful completion, according to the rules outlined in this handbook.

The Drug Court Team

The Drug Court Judge will make all decisions regarding your participation in the Drug Court Program with input from the Drug Court Team. In addition to the Judge, the Team may include the following members:

- Program Coordinator
- County Prosecutor
- Public Defender/Defense Counsel
- Clinical Director
- Probation/Parole Officer from Cheshire County
- Representative from County Dept. of Corrections
- Representative from local Police Department
- Case Manager(s)
- Treatment provider(s)
- Other provider (s)
- Evaluator (when appropriate)

CCDC Program Phases

As outlined below, the CCDC Program is divided into five phases that you must complete in order to successfully graduate from Drug Court. Each phase has objectives that you must meet in order to move to the next phase. Early phases focus on substance use treatment and addressing issues in your life that can interfere with treatment such as unstable housing, child care, or mental health issues. Middle phases focus heavily upon treatment to address substance use and criminal behaviors. Later phases focus upon developing the foundations and supports you will need in your life to be successful in long-term recovery.

The time spent in each phase depends upon how quickly you are able to meet the required objectives. The times listed in each phase are general guidelines-the time may be longer than indicated or may be shortened if there is significant progress. The objectives of each phase are subject to change at the discretion of the Cheshire County Drug Court Team.

Phase I: (Acute Stabilization 45 days):

The focus of Phase 1 is stabilizing into Drug Court. The participant will work on addressing issues that impact engagement in treatment. In order to advance to Phase II, a participant must meet the objectives listed below.

PHASE I	
Key Concept:	Acute Stabilization (45 days)
Minimum treatment, probation and court requirements:	<ul style="list-style-type: none"> ● Weekly Drug Court appearances ● Complete a comprehensive biopsychosocial and substance use assessment and participate in recommended ASAM level of Treatment (i.e. Detox, Residential, IOP, Outpatient, Individual or Group Treatment) ● Develop individual substance abuse treatment plan ● Develop individual case management plan (life skills, educational, medical, psychological, etc.) ● Meet with a case manager at least one (1) time each week or as deemed necessary ● Attend all scheduled treatment and individual program plan sessions ● Attend AA or NA or other alternative secular approved self-help meetings at least five (5) times each week (signature to be obtained for each meeting) or as deemed appropriate by treatment provider or case manager ● Obtain and engage regularly with sponsor or recovery coach within thirty (30) days ● Must call the Aspenti Colorline or check the app on a daily basis ● Submit to random urinalysis a minimum of two (2) times per week ● Meet with a probation/parole officer one (1) time per week or as deemed necessary ● Obtain legal photo identification within thirty (30) days of program entry (carry on person at all times) ● Obtain a medical assessment within thirty (30) days including STD testing ● Adhere to curfew of 10 p.m., unless otherwise authorized ● Must continue to pay \$520.00 or work towards the equivalent (such as 52 hours community service) ● Each week a participant is fully compliant they will receive a \$10 reduction in court fees ● Demonstrate honesty about any drug use and/or behaviors in violation of the CCDC rules ● Must have made at least some reasonable payment(s) towards any other applicable court ordered financial obligations (i.e., child support, restitution, fines) A determination of reasonable payments will be based on individual circumstances (i.e., amount(s) owed, employment status and ability to pay) ● In order to advance to Phase II a participant must have regular attendance at treatment, office visits and work on criminogenic thinking as it pertains to honesty. Participants must have a minimum of 14 consecutive days abstinent. ● Participants can file a petition for Phase advancement. The petition will be reviewed by the Drug Court Team

Phase II: (Clinical Stabilization 60 days):

Participants will have successfully met all requirements of Phase I. In Phase II, the participant will begin working to formulate long-term recovery and life goals. The participant will continue to make regularly scheduled court appearances; however, the number of required appearances may be reduced by a decision of the team based on the participant’s progress. The participant will now be required to seek employment. Absent a disqualifying disability, the participant will be required to provide proof that he/she has met 100% attendance while engaged in employment or schooling program. The participant will also be required to make arrangements to meet any court-ordered financial obligations.

PHASE II	
Key Concept:	Clinical Stabilization (60 days)
Minimum treatment, probation and court requirements:	<ul style="list-style-type: none"> ● Continuation of individual substance abuse treatment program ● Continuation of case management plan working on short term goals and identifying long term goals for recovery ● Must be seeking employment, employed, or enrolled in an educational/ vocational training program ● Meet with case manager once per week or as deemed necessary ● Make formal court appearance before judge and Drug Court Team, based on individual progress; will be a minimum of every other week ● Attend AA or NA or other alternative secular approved self-help meetings at least five (5) times each week or as prescribed by treatment provider or case manager (signatures to be obtained at each meeting) ● Must call the Aspenti Colorline or check the app on a daily basis ● Submit to random urinalysis a minimum of two times per week ● Must work towards HiSET (High School Equivalent Test) or High School Diploma, unless GED or diploma previously attained ● Adhere to curfew of 10 p.m., unless otherwise authorized ● Pay restitution fees on a weekly basis ● Must continue to pay \$520.00 or work towards the equivalent (such as 52 hours Community Service) ● Each week a participant is fully compliant they will receive a \$10 reduction in court fees. ● Demonstrate honesty about drug use, risky behaviors and activities ● In order to advance a participant must be compliant with treatment, compliant with supervision, and have 30 consecutive days of abstinence ● Participants can file a petition for Phase advancement. The petition will be reviewed by the Drug Court Team.

Phase III: (90 days Pro-social Habilitation):

Participants will have successfully met all requirements of Phase II. In Phase III, the participant is expected to complete strategies for long-term recovery and substance free life goals. The participant should focus on developing a strong foundation of positive, safe relationships and prosocial activities. Participants will continue to attend substance abuse treatment as outlined in his/her individual treatment plan. Sanctions and incentives will still be applied to the participant at the discretion of the team.

PHASE III	
Key Concept:	Reinforce an Abstinent, Sober, and Legal Lifestyle (90 days)
Minimum treatment, probation and court requirements:	<ul style="list-style-type: none">● Continuation of individual substance abuse treatment plan● Meet with case manager every other week or as deemed necessary● Review and revise case management plan● Establish sober network● Establish and engage in pro-social activities● Work on relapse prevention plan● Attend AA or NA or other alternative secular approved self-help meetings four (4) times per week or as prescribed by treatment provider (signatures to be obtained at each meeting)● Must call the Aspenti Colorline or check the app on a daily basis● Submit to random urinalysis a minimum of two times per week● Make formal court appearance before judge, based upon individual progress; will be a minimum of every other week● Must be employed or enrolled in an educational/vocational training program● Adhere to curfew of 10 p.m., unless otherwise authorized● Must have a minimum of 45 days of consecutive abstinence, comply with treatment and probation and parole to be considered for phase advancement● Demonstrate honesty about drug use, risky behaviors and activities● Participants can file a petition for Phase advancement. The petition will be reviewed by the Drug Court Team.

Phase IV Adaptive Habilitation (90 days):

Participants will have successfully met all requirements of Phase III. In Phase IV, the participant is expected to complete strategies for long-term recovery and substance free life goals. They are expected to establish a safe and sober network.

Participant will be gainfully employed, performing community service or enrolled in an educational training program, and maintain proof of a 100% attendance rate. Participant will continue to meet (or make arrangements to meet) any court-ordered financial obligations.

PHASE IV	
Key Concept:	Adaptive Habilitation (90 days)
Minimum treatment, probation and court requirements:	<ul style="list-style-type: none">● Continuation of individual substance abuse treatment plan● Continuation of individual program plan, and continue work on long-term goals● Meet with case manager as indicated by case manager● Attend AA or NA or other alternative secular approved self-help meetings three (3) times per week or as prescribed by treatment provider● Submit to random urinalysis a minimum of two (2) times per week● Make formal court appearance before judge, based upon individual progress; will be a minimum of once a month● Adhere to curfew of 10 p.m., unless otherwise authorized● Maintain sober support network and pro-social activities● Begin/maintain other areas (employment, housing, health, medical, family, education and financial management● Must have a minimum of 60 consecutive days of abstinence to be considered for phase advancement● Review and maintain long term goals on case management plan● Develop a plan to “Give Back” to the Drug Court Community. “Giving Back” can take many forms, but it is designed to help support new participants engage in the program and develop the skills and support networks necessary for recovery. Examples of “giving back” include, but are not limited to: co-facilitating Relapse Prevention or other groups, accompanying new participants to peer/recovery support meetings, or helping to organize sober, prosocial activities for the Drug Court● Develop an Aftercare Plan that will be enacted and practiced in Phase V● Participants can file a petition for Phase advancement. The petition will be reviewed by the Drug Court Team.

Phase V Continuing Care (90 days):

The participant will focus on their Continuing Care Plan as they prepare for graduation. In order to graduate, the participant must meet all of the requirements listed below.

PHASE V	
Key Concept:	Continuing Care (90 days)
Possible suggestions for your specific continuing care plan might be:	<ul style="list-style-type: none"> ● Monthly court appearances ● Continue work with vocational-rehab if not employed ● Continue counseling with outside treatment provider ● Continue working with recovery coach/sponsor ● Complete high school equivalency diploma by taking the HiSET or completing high school classes ● Attend job interviewing or resume writing classes ● Meet with your probation officer as mandated by the PPO ● Attend AA or NA or other alternative secular approved self-help meetings three (3) times per week or as prescribed by treatment provider (signatures to be obtained at each meeting) ● Submit to random urinalysis a minimum of two times per week ● Peer-to-peer mentoring ● Be engaged in a solid recovery support network which includes both recovery support and prosocial activities ● Meet with case manager at least one time per month for six months or on an as needed basis. ● Meet with treatment provider for individual counseling as deemed necessary ● “Gave Back” to the Drug Court Community ● Begin/maintain other areas (employment, housing, health, medical, family, education and financial management ● Demonstrate honesty about any drug use, risky behaviors and activities ● Must have a minimum of 90 consecutive days abstinence to be considered for graduation ● Must complete recovery story prior to graduation ● Complete Continuing Care Plan for recovery post-graduation

Graduation

Shortly before the anticipated completion of Phase V requirements, a graduation ceremony will be scheduled. The ceremony brings together graduating participants' family and friends, members of the Drug Court Team and Steering Committee, other Drug Court participants, local officials, and members of the public to celebrate and honor the substantial achievement of Drug Court completion.

Participants are encouraged, but not required, to speak at their graduation regarding their Drug Court experience, and are also invited to bring a speaker, such as a family member, friend, or counselor who can speak to the efforts, struggles, and accomplishments of the graduating participants. The graduation ceremony serves as an inspirational testament to the redemption and healing that remain possible through individual and community efforts and application of evidence-based practices, even in the face of the most abject life circumstances and histories and the most profound addiction.

Participants will continue to meet with their case manager one time per month for six months following graduation. Participants must attend the Alumni Recovery Support Group on an as needed basis.

Following graduation, by motion, terms of probation may be reduced and/or convictions may be vacated, in accordance with the terms of participants' individual sentences.

Cheshire County Drug Court Rules

Participants are required to abide by the following rules, including, but not limited to:

1. Participants must not use, sell, possess, distribute, transport or be in the presence of any controlled drugs, mind-altering substances, supplements or synthetic substances.
 - a. Participants must completely refrain from the use of any alcohol or other drugs.
2. Upon release from jail, participants must report directly to the Keene Probation/Parole Office. If a participant is released after business hours, including weekends and holidays, they must report the following day.
3. Participants must keep the Drug Court Team, case managers, treatment, and PPO informed of their current address at all times.
 - a. Participants must obtain permission from their probation officer and case manager to change addresses/residences. They must fill out a change of address form with probation prior to moving.
4. Participants must provide their current telephone number to the Drug Court case manager, their treatment provider and their probation officer.
 - a. All participants must have their voicemail set up on their phone.
5. Participants must dress appropriately for court and treatment sessions and always address the judge in a courteous and respectful manner. No shorts, tank tops, sunglasses or hats in the courtroom.
 - a. No use of cellphones in the courtroom
 - b. No chewing gum in the courtroom
6. In all phases, participants can expect to have random drug tests weekly. Upon request, they must also submit to an examination by the drug recognition expert (DRE) officer. Refusal to do so will result in an immediate sanction and possible termination.
7. Participants are not permitted to travel outside of New Hampshire without permission from the Keene Probation/Parole Office and approval of the Drug Court Team.
8. Participants must maintain residency within Cheshire County throughout the time they are in the program.
9. Participants will be required to sign paperwork, such as release of information forms, so that the Team can obtain information from your providers and share information about you and your progress.
 - a. Participants are required to sign a contract agreeing to participate in the CCDC Program.
10. Participants must sign a urine analysis contract with their case manager and abide by its terms.
11. Participants must obtain health insurance within one month of their acceptance and plea into drug court.
12. Participants must sign the CCDC Program's medication sheet. There is zero tolerance for narcotic prescription medication. If you have a medical situation that requires attention, you must acknowledge and communicate the following to the treating provider:
 - a. You have a substance use disorder;
 - b. You are a member of the CCDC Program;
 - c. You cannot take any narcotic medication.

13. All prescriptions must be pre-approved by the participant's probation/parole officer and/or case manager before being filled.
14. All participants are required to get approval from his/her probation/parole officer, and/or case manager to take any over-the-counter medication, herbal supplements., etc. (Complete a Participant Medication form)
15. Participants must attend all scheduled treatment and individual sessions. This includes individual and group treatment, as well as self-help meetings.
16. Participants will complete all assignments that are provided and are expected to present them in court or in treatment on the given due date.
17. Participants are expected to be on time to all CCDC Program related obligations.
18. Participants may not live with other drug court participants while they are in the program. *Participants residing at 2nd Chance Transitional Housing Program are the only exception.*
19. Participants are not permitted to be in the residence or apartment of another participant for any purpose.
20. Association with other drug court participants or probationers outside of drug court or recovery activities is prohibited unless expressly authorized by a drug court team member.
21. Participants are not allowed to work together without prior permission from their probation/parole officer.
22. Participants are not allowed to be involved in any business transaction with other participants or establish any businesses with another participant while enrolled in the program.
23. Participants should have a transportation plan. At the discretion of the assigned probation/parole officer, participants may be able to ride together to CCDC Program required appointments or meetings including court, probation/parole, treatment, and self-help meetings. Participants are allowed to contact each other for support only when necessary (i.e. not able to get in touch with other support people).
24. Participants must present their Drug Court identification cards under the following circumstances:
 - a. Participants must carry their identification cards at all times and must present them upon curfew checks.
 - b. Participants must present ID cards when coming into contact with any law enforcement.
 - c. Participants must present ID cards to medical/healthcare providers when seeking treatment for preventative measures, illness, or injury.

NOTE: Failure to follow any of these rules may result in a sanction or possible termination from the Drug Court program.

Program Fees and Other Financial Obligations

You will be required to pay a fee to participate in the CCDC Program. The Drug Court fee is \$520.00. Exceptions to this will be at the discretion of the CCDC Team.

Payments can be made throughout the phases of the program at the Cheshire County Finance Department located at 12 Court Street, Keene, NH. You can pay in cash or a check payable to Cheshire County.

Community service hours performed beyond your required/sanctioned hours can count towards your program fees. Participants will be credited at the rate of \$10 per hour of community service above and beyond what is required.

Once accepted into the program, positive drug test results may result in a probation/parole violation being filed. If you request a confirmatory test, you must pay for the \$80 cost of the test before the test is sent for confirmation. This \$80 fee for a confirmation test cannot be worked off by community service, but must be paid in cash or check payable to Cheshire County. If the test comes back negative, participants will be refunded his/her money. If the test comes back positive, participants may be sanctioned more seriously for dishonesty.

You are also expected to pay restitution as ordered by the court depending on your crime.

CCDC Program Incentives and Sanctions

Incentives and sanctions are used to assist in rewarding healthy recovery choices/behaviors and decreasing high-risk choices/behaviors. When you have done particularly well in certain areas, you can expect to receive an incentive or reward. When you have not met requirements or you have violated a rule, you can expect to receive a sanction in order to disrupt the high-risk behavior.

Incentives and sanctions will be given by the CCDC judge, upon the recommendation of the Team. Both incentives and sanctions are given as immediately as possible and are individualized to your particular behavior. The list of incentives and sanctions below will be used as a guideline for the Team and judge.

Additional sanctions and incentives will be added at the Team's discretion. Final decision and implementation of incentives and sanctions will be at the discretion of the judge. In addition to any court-ordered sanctions, the Treatment Team might provide a therapeutic intervention in response to the participant's non-compliant behavior.

INCENTIVES

Healthy recovery choices/behaviors that will result in incentives include, but are not limited to:

BEHAVIORS	INCENTIVES
<ul style="list-style-type: none"> ● Getting an AA/NA sponsor ● Engaging a recovery coach ● Honesty ● Achieving 30 days of abstinence ● Obtaining employment ● Continued positive program compliance ● Locating appropriate housing ● Completing educational program/GED/HiSet or HS diploma ● Paying fines/restitution ● One week of full compliance ● Participating actively and positively with treatment ● Attending a full week of all counseling appointments ● Effective communication with the team ● One week of negative urine screens ● Letters of commendation from employers or teachers ● Peer support mentors ● Attending recovery retreats or marathons ● Ambassadorships to outside agencies 	<ul style="list-style-type: none"> ● Judicial praise/congratulations ● Applause/recognition ● Handshake from the judge ● Reduction in drug court fees ● Being allowed to leave court early ● Extension of curfew ● Reduction in community service hours ● Reduction in reporting requirements ● Gas/phone/necessities gift card ● Passes or local fitness clubs ● Tickets for local sporting events ● Release from electronic monitoring ● Early advancement between phases ● Medallion ● Weekend pass out of county/state ● Phase advancement ● Abstinence certificates ● Toiletry items ● School Supplies ● Healthy foods ● Fishbowl drawings ● Sobriety chips, key chains

SANCTIONS

High-risk choices/behaviors that will result in sanctions include, but are not limited to:

BEHAVIORS	SANCTIONS
<ul style="list-style-type: none"> ● Missed treatment appointment, self-help meeting, probation appointment or any other court ordered appointment ● Missed court session ● Missed urinalysis test(s) or refusing to provide a sample, diluted or adulterated sample ● Failure to produce self-help meeting verification ● Failure to comply with fines/fees/restitution ● Failure to perform community service hours ● Lying, dishonesty ● Disruptive behavior in treatment ● Failure to notify probation officer about police contact ● Lack of participation in treatment ● Failure to comply with curfew ● Violation of conditions of probation ● Re-arrest for a new offense ● Failure to maintain appropriate residence ● Repeated positive urine screens that indicate a pattern of use ● Associating with other offenders with the exception of fellow CCDC participants for groups or other related activities 	<ul style="list-style-type: none"> ● Day in court sanction ● Writing an apology letter when appropriate ● Research papers/other homework assignments ● Increase community service hours ● Incarceration at the House of Corrections ● Increase urinalysis testing ● Increase in probation reporting requirements ● Increase case management ● Treatment level demotion ● Daily check-ins ● Imposition or increase of curfew ● Electronic monitoring and/or BAC testing ● Issuance of a bench warrant ● Filing of a violation of probation ● Increased community based peer support requirements ● Phase demotion ● Termination

Contested Jail Sanction Hearings:

Drug Court participants do not waive every right when they enter into the Drug Court program. One of those rights is the right to a contested hearing when a violation of the rules of Drug Court could result in a jail sanction. This means the participant can contest the evidence supporting the violation, if they deny they violated the rules of the program.

The hearing will be brief and will be held during or at the end of the regular Drug Court session. Prior to the hearing the participant will be notified (either verbally or in writing) of the conduct he/she engaged in that was a violation of the rules of Drug Court. The defense attorney team member (or designee) will represent the participant, and the prosecutor team member (or designee) will represent the state during the hearing.

The Drug Court violation hearing will generally proceed by offer of proof so, in most instances, witnesses will not be required to testify at the hearing. In addition, Lab Analysts will not be required to testify at the contested hearings regarding positive urine tests. If the Drug Court judge determines by a preponderance of the evidence that the participant violated the rules of the program, the participant may receive a lengthier sanction than if they had been honest about their conduct. If a jail sanction of more than 7 days is imposed, or if a participant is held pending further action of the team, the participant will be transported to each drug court session and the team will assess the participant's status.

Before a sentence of **more than six days incarceration** will be considered by the Court, a violation of probation will be filed, and the participant will have an opportunity to have an attorney appointed. When in need of legal advice about Drug Court, participants represented by an attorney should seek advice from that attorney. When not represented, participants are always welcome to seek free advice from any New Hampshire Public Defender attorney in or out of court (phone: 603-357-4891). There may be times when public defenders cannot provide advice due to conflicts of interest; in that case, the public defender office can provide contact information for other local criminal defense attorneys.

Waiver Language:

I understand that if I wish to contest a violation and the violation could result in a jail sanction, I can request a hearing on whether I committed the violation. However, I agree that this hearing will be limited in nature. I agree that in most instances, the hearing will proceed by offer of proof, meaning in most instances witnesses will not be required to testify at the hearing. I agree that lab analysts will not be required to testify at contested hearings regarding positive urine tests. I understand that dishonesty will result in larger sanctions if I am found to have violated and denied the conduct.

Termination from CCDC Program

Warrants, new arrests, or a violation of any aspect of your treatment plan, case plan, and rules of probation may result in being terminated from the CCDC Program.

NOTE: Failure to follow any of the drug court rules may result in a sanction or possible termination from the drug court program.

Violations which ***may*** result in termination include, but are not limited to the following:

- Refusing substance abuse treatment or failure to give consent to release of information
- Failure to comply with the requirements of the recommended level of treatment
- Non-compliance with your treatment plan, case plan, and rules of probation
- Lying or dishonesty under any circumstances
- Failure to comply with the drug testing policy, housing policy, or a court order
- Failure to remain arrest free
- Committing a new criminal or violation-level offense
- Engaging in illegal activity, even if not arrested
- Falsifying or adulterating urine tests
- Use of any synthetic substances
- Violence or threats of violence directed at anyone
- Voluntary withdrawal from the program or withdrawal of waiver
- Sharing drugs or encouraging other participants to use drugs or alcohol

Violations which ***will*** result in termination include the following:

- A new arrest/conviction of an offense that is defined as a “violent” offense
- Selling drugs to another participant(s)

The final decision to terminate you from the CCDC Program will be at the discretion of the judge after an evidentiary hearing. You have the right to representation at this hearing.

Random Drug Testing

Random drug testing can be conducted by a probation/parole officer or a case manager, depending upon the location of the participant at the time of the urinalysis. They can also be taken at the Cheshire County Department of Corrections on weekdays, weekends, or evenings by a corrections officer. Other collectors are available at the BLA patient service center.

You will be expected to call the Colorline on a daily basis at 844-313-9068 or follow the color line App Instructions for www.colorline7.com. If your color has been called, you need to report to the patient service center or a location determined by the case manager. If your color has been called on the weekend, you need to report to the Cheshire County Department of Corrections at the hours dictated by the case manager. Testing times at the Cheshire County House of Corrections are between the hours of 8:00 a.m. and 10:00 a.m. or 3:00 pm to 5:00 pm for urinalysis testing.

Over-the-counter and prescription medications may have an effect on the test results. Any medication must be prescribed by a doctor with written documentation provided to the case manager. **All prescriptions must be pre-approved by the participant's probation/parole officer and/or case manager before being filled.**

Urine testing process:

- Participant is escorted to the restroom by a trained, same sex monitor
- All coats, jackets, packages, backpacks, etc., shall be left outside the restroom
- The monitor will wear protective gloves when handling urine samples
- A label will be completed by the monitor indicating the date, time and name of participant
- The participant must wash their hands with soap and water and dry them completely before and after the collection process
- The monitor must directly and fully observe all sample collections. This may involve the removal of certain items of clothing or pulling down pants, skirts or undergarments and pulling up dresses, shirts or undergarments. At the monitor's discretion, a pat down may be conducted
- The monitor must be able to fully observe the passage of urine directly into the container
- Upon completion of the collection, the participant shall wipe off any excess liquid with a paper towel
- The participant shall secure the lid on the container, place a sealing strip around the container, and affix the label to the outside of the container
- The participant and the monitor shall initial the label/sealing strip
- The sample shall be stored appropriately in a refrigerator or freezer until collected by the lab

The following will be considered a positive test result:

- **Dilution** – Dilution is defined as the following- Adding liquid to the sample or drinking excessive amounts of water/fluids to achieve a drug concentration below the threshold. Because there is no way to determine whether a dilution is intentional or accidental, and because research shows that the majority of dilutions are, in fact, intentional, **we consider all dilutions to be positive tests.** To avoid unintentional dilutions, avoid excessive amounts of water or other beverages before testing. Sanctions for a diluted UA result may vary depending upon all of the circumstances of your case. A dilution will automatically result in the resetting of the number of days proof of abstinence. A dilute specimen, by definition, is a urine specimen that has a creatinine of less than 20 g/dl but greater than 2 g/dl and a specific gravity of 1.0200 or less.
- **Adulteration** – adding a chemical masking agent to the urine to inhibit the testing procedure
- **Substitution** – replacing a legitimate urine sample with an alternative
- **Refusal** to produce a sample
- **Inability** to produce a sample of sufficient quantity
- **Inability** to produce a sample after 60 minutes

Should a participant request lab verification of a positive test result based on the above conditions, the participant is responsible for payment of an outside lab fee if it is returned with a verified, positive result.

These procedures follow the policy and training protocols of the NH Probation/Parole Department.

Medication Assisted Treatment

The Cheshire County Drug Court Team recognizes that addiction to illicit drugs and alcohol is, in part, a neurological or neuro-chemical disorder characterized by chronic physiological changes to brain regions governing motivation, learning, attention, judgment, insight, and affect regulations.

As a result of this, the Cheshire County Drug Court allows certain medication assisted treatments (MAT) for opioid addiction – including antagonist medications such as naltrexone, and partial agonist medications such as buprenorphine to be administered during the Drug Court Program. Medication assisted treatments have been proven through rigorous scientific studies to improve addicted offenders' retention in counseling and have been known to reduce illicit substance use, re-arrests, technical violations, re-incarcerations, hepatitis-C infections, and mortality. The availability and use of MAT for addiction is endorsed by leading scientific and practitioner organizations in the substance abuse treatment field. To be eligible for MAT, a participant is evaluated by the treatment team and then referred to the appropriate provider. These evaluations are done on an as needed basis and may not be suited for every participant.

All participants who receive Medication Assisted Treatment will have to sign a contract with the clinic where they are receiving treatment and a release to the Drug Court Treatment Team.

Levels of Treatment – narrative

The Cheshire County Drug Court program includes an Intensive Outpatient Program (IOP) and individual counseling sessions. Your treatment course will be based on your individual needs and goals. All treatment begins with a thorough assessment and an initial treatment plan. As you achieve your initial goals and/or objectives, you and your therapist will develop new ones. You will regularly update your treatment plan with your therapist, especially at times of Phase/Level promotion and prior to graduation. Determining how to maintain your recovery after discharge is crucial, and is part of your treatment plan. Family and/or couples sessions, and **psychiatric evaluations, including medication evaluations**, are scheduled as needed during your time in treatment.

LEVEL 1

In the first Level of treatment, the focus is on stabilization, reorientation and reintegration. This is accomplished by encouraging the development of skills necessary to advance their recovery from substances and unlawful behavior. We will encourage and expect honesty from the Participants, help them to develop and implement refusal skills, develop and enact a crisis intervention plan, and develop distress tolerance skills.

LEVEL 2

In this level, building upon the skills learned in Level 1, we now begin to deepen the skill set and guide the Participants as they explore their existing recovery support networks, including peers and family. In early recovery and reintegration, the Participant's primary recovery support network should consist of fellow recovering addicts who have been in recovery who can assist you with focusing on reintegration into a positive lifestyle. This can help a Participants progress as well as help alleviate feelings of isolation as they distance themselves from their old people, places and things and ways of thinking before having established an abstinent recovery focused new lifestyle. There will also be a focus on developing emotion regulation skills.

LEVEL 3

This Level's primary focus is on maintaining and growing current recovery support community to assist with an abstinent life by addressing those needs that could have a negative effect on recovery and treatment gains already accomplished. We begin to address chronic, relapse prevention issues such as interpersonal effectiveness skills, mindfulness skills, emotion regulation skills, family conflict or disorganization, general coping and life skills and executive functioning skills.

LEVEL 4

The objectives in Level 4 are to prepare the Participants for ongoing recovery outside of treatment court and to rely more on their recovery supports systems that have been developed. This Level will see the Participants consistently and successfully assessing their situations, knowing when to ask for help, asking for help and following through with the recommendations of their abstinent support system. Additionally, the Participants will have learned sufficient interpersonal effectiveness skills, emotion regulation, mindfulness and distress tolerance skills and will have a variety of prosocial activities to help support their life of abstinence and recovery. An aftercare plan will be developed.

LEVEL 5

The purpose of this level is to assist the Participants with transitioning to and identifying ongoing needs for their personal ongoing recovery support network under limited supervision, guidance and direction. This recovery support network will provide a safety net for the Participants as they begin continue living within the guidelines of their personal aftercare plan that continues in their future life and make changes as necessary as they approach commencement.

CCDC Supervision

In order to be admitted into the CCDC, the participant must be sentenced to probation or parole. By monitoring the participants through the case manager and the probation/parole officer, the drug court is able to detect those individuals who are not meeting their required program commitments or are engaging in criminal conduct. Because of the strict reporting requirements and ongoing communication across the drug court team, those who miss appointments or counseling sessions are quickly detected.

The case manager, probation/parole officer, and the clinical team will work collaboratively to oversee the identified needs of each participant. The case manager will be responsible for monitoring all aspects of the participant's progress from intake to discharge planning and will advise the other members of the team regarding the therapeutic needs of the participant. The case manager and treatment provider will make referrals for psychological or psychiatric intervention. The case manager assesses the participant in the areas of education, vocation, health, dental, and substance use disorders. The treatment provider will complete a thorough bio/psycho/social assessment of the participant, to identify particular areas requiring intervention (i.e. substance of choice, medical history, home/relationship environment, employment and/or education). The case manager will also work with the participant to develop the life skills curriculum that reflects their needs that have been identified through the assessment process. The probation/parole officer will be responsible for supervision at home, curfew restrictions, and employment verification.

The case manager, probation/parole officer, and the clinical team will attend pre-court sessions with the team and/or provide necessary information regarding the status of participants' supervision. This process is achieved by submitting progress reports to the drug court coordinator and court on or before the date that the participant is scheduled to appear. Included in these reports is updated information concerning relevant treatment progress/concerns, urine tests and court ordered financial obligations, etc.

Participants will be expected to live in a residence that is agreed upon by the probation/parole officer and case manager. Participants are expected to adhere to a curfew which means off the streets and at an approved residence. Curfews are set for approved residences at 10:00 p.m. for all phases of Drug Court, unless otherwise authorized. If a participant receives a visit from their probation/parole officer or local law enforcement agent after 10:00 p.m. and he/she is not at the approved residence, he/she will be sanctioned accordingly.

Exceptions to this rule for employment or attendance at AA, NA or other alternative secular approved self-help evening meetings needs to be confirmed and approved by the probation/parole officer and/or case manager (Monday-Friday 8:00 a.m.-4:00 p.m.). For all other exceptions, the participant must ask the Team in advance for special permission to be out after curfew.

Important Numbers and Contact Information

NAME	TITLE/ROLE	CONTACT INFORMATION
Connie Flagg	Case Manager	<p>Colorline: 844-313-9068</p> <p>Phone: (cell) 603-313-4826; (landline) 603-355-0160</p> <p>Address: 33 West St., 2nd floor, Keene, NH</p>
Marty Barnard	Drug Court and Behavioral Health Court Clinician	<p>Phone: 603-313-4862</p> <p>Address: 33 West St., 2nd floor, Keene, NH</p>
Stacey Lanza	Clinical Coordinator	<p>Text/Phone: 603-499-3724</p> <p>Address: 33 West St., 2nd floor, Keene, NH</p>
Ryan Conover	Probation	<p>Phone: 603-352-4139</p> <p>Address: 28 Mechanic St., Keene, NH</p>
Alison Welsh	Program Coordinator/Project Director	<p>Phone: 603-357-1827</p> <p>Address: 33 West St., 2nd floor, Keene, NH</p>

Agreement to Follow the CCDC Rules

This workbook outlines the basic principles, protocols and procedures of the Cheshire County Drug Court Program. Should you have any questions along the way, please be sure to reach out to the appropriate team member. We want you to be successful during this program and far beyond your time with us. We recognize that it won't be easy, but we feel you are well worth it! The goal Cheshire County Drug Court Program is to help you achieve a life of sobriety. The judge and the Drug Court Team are here to guide you, and to be of assistance, but ultimately the final responsibility is yours.

By signing this, I, _____, acknowledge and agree to follow all of the rules in the Drug Court Handbook. If I have any questions, I will contact my case manager.

Participant Signature

Date

Case Manager/Drug Court Staff Member

Date

Agreement to Follow the CCDC Rules (Court Copy)

By signing this, I, _____, acknowledge and agree to follow all of the rules in the Drug Court Handbook. If I have any questions, I will contact my case manager.

Participant Signature

Date

Case Manager/Drug Court Staff Member

