

## RCDTC APPLICATION PROCESS

Anyone can refer an applicant to the Program. The applicant must complete the RCDTC application and submit it to the Rockingham County Attorney's Office. A prosecutor will conduct a legal screening to determine if there are any prior convictions or pending charges that would preclude the applicant from entering the Program. The prosecutor will advise the Team of the application and the outcome of the legal screening. Upon passing the legal screen, the applicant will complete clinical screens, administered by the RCDTC clinician, to determine the applicant's level of criminogenic risk and to confirm the presence of a moderate to severe substance use disorder. The applicant will be advised by the prosecutor if the applicant does not pass the legal screen. If the applicant disagrees with the prosecutor's assessment, within 10 days of such notification, the applicant may ask for a review of the application by the Team by submitting a Denial Form to the prosecutor.

Upon passing the legal screen, a RCDTC clinician will meet with the applicant to complete evidence-based screening tools to determine the applicant's risk of criminal recidivism (criminogenic risk). Applicants who score low or moderate risk will be determined ineligible for participation in the RCDTC. Applicants who do not score a high probability of having a substance use disorder defined as moderate or severe by the DSM V will be determined ineligible for participation in the RCDTC.

Applicants who are determined to meet high risk/high need by the clinician will be tentatively eligible for participation in the RCDTC. Information regarding the applicant's screening and assessments will be communicated to the Team. Should there be any concerns about the applicant's appropriateness for the RCDTC, notwithstanding the results of the screen/assessment, the issue(s) will be discussed by the Team, who will determine the individual's suitability for RCDTC and/or the RCDTC's suitability to meet the applicant's needs. The Team will make the final decision on acceptance of an applicant.

If the applicant is found appropriate for RCDTC, the coordinator will, in conjunction with the court clerk, schedule a plea and sentencing hearing to admit the applicant into the RCDTC. Similarly, if the applicant is found ineligible, the coordinator will notify the court and a status hearing with counsel only will be immediately scheduled. The coordinator will maintain the status and screening/assessment results of all applicants in a database and report out information required by funders or other interested parties as needed.

If the applicant fails to appear for the assessment, the coordinator and the court clerk's office will be notified. The applicant will be moved to the bottom of the wait list if one exists. Additionally, the court will immediately schedule a status hearing to address the applicant's behavior.