

Tompkins County Felony Drug Treatment Court



Handbook for Participants
Guidelines and Program Information

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Welcome to Tompkins County Felony Drug Treatment Court (FDTC)

This handbook is designed to:

- ? Answer questions
 - ? Address concerns
 - ? Provide information about Drug Court
-

As a participant in the FDTC program, you will be required to follow the instructions given in court by the FDTC Judge and comply with the treatment plan developed for you by your Probation Officer. This handbook will explain what is expected of you. It will also provide general program information.

Ask your probation officer or defense attorney to explain to you anything in this handbook that you do not understand !

What is Drug Court?

The Tompkins County Felony Drug Treatment Court is a special part of Tompkins County Court. It is a court-supervised treatment program for Tompkins County residents who have been convicted of felony charges and who also have a drug or alcohol addiction. The Felony Drug Treatment Court is an intensive **alternative to incarceration** program that includes regular court appearances before the Treatment Court Judge. If you are accepted into Drug Treatment Court, you will be placed on probation and mandated to follow a treatment plan.

What is a treatment plan?

A treatment plan will begin with an evaluation conducted by staff from Cornerstone Recovery Services or the Alcoholism and Drug Council of Tompkins County and your assigned probation officer.

This plan may require all or some of the following:

- ✓ Outpatient treatment
- ✓ Inpatient treatment/Residential treatment
- ✓ Halfway House or Transitional housing placement
- ✓ Regular and random drug testing
- ✓ Counseling (individual and group)
- ✓ Mental Health Counseling
- ✓ Educational/vocational/employment program
- ✓ Participation in self-help (AA/NA) groups

Your probation officer will also help you with other areas of your life according to your individual needs. This may include referrals for:

- ✓ Skills testing and an educational assessment
- ✓ Job Training and job-readiness training
- ✓ School or other educational services
- ✓ Job placement services
- ✓ Family counseling
- ✓ Life Skills classes
- ✓ Public Assistance/Medicaid
- ✓ Recreational activities



How can I participate in the FDTC program?

Because of the seriousness of felony charges, each potential participant must be screened by the Court, the Probation Department, and the District Attorney's office prior to admission into the program.

If accepted into the program by the court, you will then enter a guilty plea and be sentenced. This will occur after consultation with your defense attorney and a detailed explanation of the program requirements. At the time of sentencing, you will sign an order and conditions of probation agreeing to comply with all of the mandates of the program.

How long will I be in the FDTC program?

Although you will be sentenced to a **5 year** period of probation, the amount of time you spend in the FDTC program will be determined by **your individual progress**. The **minimum** length of stay in FDTC is 12 months.

Benefits of the Program:

Alternative to Incarceration

Participants of the FDTC program face a minimum of 1 year local incarceration or state imprisonment. This program offers you the chance to break the cycle of addiction and criminal activity while providing safety to the community.

A Second Chance

This program offers you the chance to move forward in your life with the new things you have learned.

A Healthy Lifestyle

The FDTC program will help you take control of your life in many ways. In addition to learning how to live a sober, crime free life, you will also learn how to: reduce stress, becoming fully employed or complete schooling, rebuild family relationships, and become a productive member of the community.

**We are here to help!
Nobody said it would be easy.**

On the following pages you will find the steps involved in the FDTC program and information about some of the resources that you will need to use to succeed. Remember that there are many people who make up the FDTC Treatment Team, and they all want to see you succeed. If you take advantage of the assistance offered by the Treatment Team, you will discover many ways to make a better life for yourself.

FDTC Basics

You are required to follow all of the mandates found in your orders and conditions of probation and those detailed in the program description.

1. Abstinence

One of the primary goals of FDTC is to help you remain abstinent from alcohol and drugs. You will be tested throughout the entire program. The Judge will have access to all drug test results including failed attempts to provide a screen or refusals to test, and may order a drug test at any time. A positive test or admission of alcohol or other drug use will not disqualify you but may result in a sanction or change in treatment. Drug screens may be conducted at your probation supervision appointments, drug treatment facility, during court appearances, during your home visits, or at any other time.

You will be required to report all drug or alcohol use to the Judge at each court appearance.

- **Alcohol and drug use will result in a sanction and may result in increased treatment.**
- **Failure to report drug or alcohol use will result in a jail sanction.**
- **Any drugs that a doctor prescribes for you must be reported to your probation office immediately.**

2. Refrain from Further Violations of the Law:

You are required to refrain from further violation of the law. Additional offenses may result in being terminated from the FDTC program.

3. Regular Court Supervision

You will be required to appear in front of the FDTC Judge on a regular basis. The Judge will be given progress reports on you regarding your drug tests, attendance, and participation in your treatment program. These reports will come from your Probation Officer, treatment and/or mental health counselor, and the members of the FDTC support program with whom you are working (such as Employment Specialist, Family Advocate, etc.). The Judge will ask you about your progress, and discuss any problems you may be having.

Verbal or physical threats to anyone in the program or any member of FDTC will not be tolerated. Any such behavior will immediately be reported to the Court and may result in a severe sanction or your termination from the program.

Courthouse Behavior:

- ***Respect all court personnel;***
- ***Avoid talking or other distracting behavior during the court session;***
- ***Dress appropriately (No hats, no sunglasses, no T-shirts with alcohol or drug messages);***
- ***You are required to arrive on time and stay until court is finished;***
- ***Avoid the use of offensive language.***

4. Regular Attendance

You are required to attend all of your scheduled treatment sessions, all of your other FDTC appointments, and all of your scheduled court dates.

Treatment sessions include counseling, substance abuse sessions, education sessions and all other sessions as directed. You will be required to be on time for all sessions. If you are late, you may not be allowed to attend and may be considered absent.

It is your responsibility to schedule all needed appointments and to arrive on time for all of them.

5. Required Paperwork

Release of Information:

All members of the FDTC Team must be able to communicate about your eligibility and progress in the program. Upon entry into FDTC, you will be required to sign releases of information to allow this to happen. You must also sign additional releases as needed to arrange further treatment, counseling or support services referrals.

Order and Conditions of Probation:

You will be sentenced to a 5 year period of probation at the time of your entry into the FDTC program. You will be given a copy of the order and conditions of probation at the time of sentencing. Before you agree to the terms of probation you will have an opportunity to review them with your defense attorney and have your questions answered.

6. Completion of Program Phases

Remember that moving to the next Phase will be based on your own progress and your ability to stay focused on what you must do to meet all FDTC expectations and rules.

The Program Phases are explained in the following pages. They are your steps to success.



FDTC Phase Descriptions

Steps to Success!

The Tompkins County Felony Drug Treatment Court is a three-phase program that lasts a **minimum** of one year. Total program length is based upon individual progress. Each phase consists of specific treatment goals, activities, and requirements that you must meet before moving to the next phase. The FDTC Phases are explained in detail on the following pages.

Remember: While there are certain things you must complete, your ability to move forward in the program and graduate will depend mostly on your own attitude and actions. If you miss appointments, ignore other requirements, or fail to stay away from drug and alcohol use, your time in FDTC could be longer.

Throughout the time you are involved in the Tompkins County Felony Drug Treatment Court, you must review your plan with your probation officer and follow it carefully.

Interim Probation Supervision (IPS)

During your initial participation in FDTC you may be required by the court to enter the IPS track for a period of up to 90 days. The purpose of this interim period is to provide you with a time of stabilization and allow the team to evaluate your suitability for the Drug Court program. During IPS you will be expected to abide by the order and conditions of probation and to begin working on the requirements of Phase I outlined by your probation officer.

FDTC Phases

Remember that your moving to the next phase is based on your own progress and your ability to stay focused on what you must do to meet all of the FDTC program rules and expectations.

PHASE I-Early Recovery

Phase I begins when you have been sentenced to probation and have signed your order and conditions of probation.

During Phase I you must:

- report to your probation officer 3 times per week or more, as directed;
- permit random unannounced home visits by probation officers;
- appear in Drug Treatment Court weekly;
- participate in recommended alcohol/drug treatment;
- be subject to drug screening and alcohol screening tests;
- provide verified attendance at a minimum of three 12 step meetings per week;
- complete an educational/employment assessment;
- have a complete physical and dental exam;
- comply with a 10 p.m. curfew;
- complete a mental health screening and attend all recommended follow-up or treatment;
- attend a minimum of 2 life skills, health, employment and education programs as directed; and
- obtain a 12-step sponsor.

To advance to Phase II, you must have at least 90 days of clean urine screens, have at least four satisfactory home visits, and have met all other Phase I requirements. Your probation officer and treatment team must recommend to the Judge that you are ready to move on to the next phase.

PHASE II-Decision Making

During Phase II you must:

- report to your probation officer as directed, at least two times per week;
- permit random unannounced home visits by probation officers;
- report to Drug Treatment Court every other week;
- attend group and individual counseling sessions;
- be subject to drug screening and alcohol screening;
- provide verified attendance at a minimum of three 12-step group meetings per week;
- start educational classes or job skill training;
- attend a minimum of 2 life skills, health, employment, and education programs as directed; and
- follow-up with any recommended mental health, physical or dental treatment.

To advance to Phase III, you must have at least 90 days clean and be involved in your educational/employment plan. Your probation officer and treatment team must recommend to the Judge that you are ready to move on to the next phase

PHASE III – Community Transition

During Phase III you must:

- report to your probation officer as directed, at least once per week;
- permit random unannounced home visits by probation officers;
- report to Drug Treatment Court as directed;
- attend group and individual counseling as recommended;
- be subject to drug screening and alcohol screening;
- continue to provide verified attendance at AA/NA;
- be employed or attending school full-time;

- attend a minimum of 1 life skill, health, employment, and education program as directed;
- plan and complete a community service project as directed;
- participate in victim/offender mediation as directed;
- follow up with any recommended mental health treatment;
- attend a graduate group as directed;
- complete your Graduation Interview Form;
- attend the graduation review panel.

Giving Back to the Community



During Phase III, the Family Services Coordinator will assist you in finding ways to “pay back” the people you directly or indirectly affected. The goal of the project is to repair the harm and rebuild your relationship with the community. Restorative justice principles and practices will be explained to you and a project will be developed that might include victim-offender mediation, victim impact panel, financial restitution, or a community service project.

Graduation

The final decision about your readiness to graduate will be made by the FDTC Judge.

Graduation is a time to celebrate your transition to a healthy lifestyle. You will be able to invite your family and friends to join you at your FDTC Commencement Ceremony. This special event is a celebration of your accomplishments and marks the beginning of your new way of life.

Following your graduation, you will be invited to participate in the FDTC Alumni group. This group is provided to help you continue to succeed. An open invitation is extended to you and your family to continue to get ongoing support from the FDTC program. Sobriety is a lifetime effort!

Follow-up

Drug Court is required to follow-up with you after you leave the program. This follow-up is not intended to identify you individually or to sanction you. The purpose is to get an idea of how people in the program do after they graduate and to measure program success.

The Drug Court Coordinator is responsible for collecting this data, and he or she will contact you after you complete the program to get this information. You will learn more about this process from the coordinator.

FDTC Sanctions & Rewards

The FDTC program responds to both infractions of the rules and achievements made during your participation in the program.

Sanctions in FDTC may include, but are not limited, to the following:

1. Verbal warning or admonishment;
2. Essay assignment;
3. Increased urine testing;
4. Increased attendance at FDTC sessions;
5. Life skills program;
6. Increased Probation appointments;
7. SWAP assignment;
8. Placement in an earlier program phase or repetition of a phase;
9. Additional 12 step meetings;
10. A higher level of treatment;
11. Incarceration; and
12. Dismissal from the Treatment Court.

Incentives for progress in FDTC may include:

1. Weekly acknowledgement of achievements;
2. Recreational activities;
3. Decrease in urine testing;
4. Decrease in attendance at Court;
5. Certificates of Completion;
6. Movie passes;
7. Meditation books;
8. Graduation;
9. Sobriety and a drug free life.

Support Services

As a FDTC Participant you will be **required** to participate in FDTC Support Services:

- Health
- Education
- Employment
- Mediation/Family Services

The purpose of the FDTC Program Support Services Team is to make resources available to you and your family that will help you obtain employment skills, educational assistance and referrals, life skills, and family services. Our goal is to help you and your family build the foundation that you will need to succeed in the FDTC program and in life.

It is essential that you develop the skills that will allow you to build a lasting recovery. The team recognizes that recovery is not an easy process, but we praise your effort and courage to change. Together, we can make it work.

Orientation

The orientation will consist of a group meeting with Drug Court participants and two team members where the entire program will be highlighted. The orientation itself will cover the details of each phase and places a special emphasis on health, family, education, and employment.

At the time of the orientation, you will be able to ask questions or get clarification about any issue related to the Drug Court Program. Legal questions about your case should be directed to your attorney. You will also complete an intake questionnaire at Orientation. This information will be used to measure your progress during your participation in FDTC.



Health

The FDTC program requires that you schedule and complete a comprehensive physical and dental exam and begin following through on any recommendations. You must also schedule and complete a mental health evaluation and follow through on any treatment directives.


Developing positive health habits and knowing how to handle physical and emotional challenges are vital for your success in recovery. As a participant in this program, you will be supported in dealing effectively with current medical conditions and in learning how to maintain a healthy lifestyle.



Education

An important step in building your recovery is to begin doing things differently in all areas of your life including education and employment.

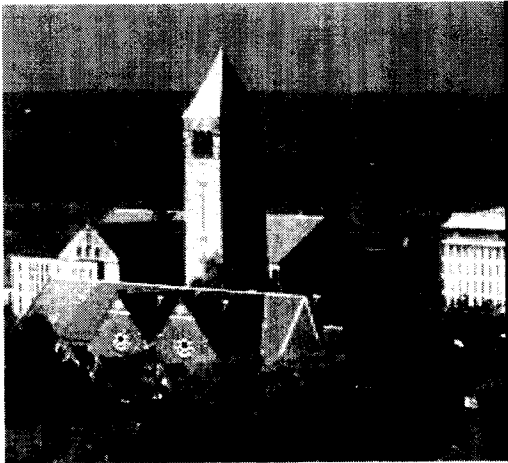
During Phase I of the FDTC program the Employment Specialist will meet with you to create an Individual Employment and Education Plan (IEEP). The purpose of the IEEP is to build a plan that will develop short and long term employment and educational goals. The adult educator on staff will work with anyone who needs a GED and will also provide instruction in many life skills areas.

 Life Skills: Attendance of these FDTC classes are mandatory for phase advancement in the program. They cover such topics as anger management, budgeting, relationships, relapse prevention, and sober recreation, just to name a few.

 GED Assistance

 Vocational Training

 College



Depending on your needs and interests, referrals may be made to other local educational resources.

Employment

Finding and keeping a meaningful full-time job that you like is an important part of building lasting success in recovery. The employment coordinator will help you in meeting your employment goals. This can include:

- ◆ Discovering your interests and skills;
- ◆ Locating and enrolling in training;
- ◆ Getting ready for work (including transportation, childcare arrangements, proper clothing, etc.);
- ◆ Locating the right job for you (including resume preparation, interview skills, and specific job referrals);
- ◆ Learning how to keep a job or advance in the one that you have.



The development of your IEEP and the implementation of your education and employment plans will be done with the FDTC Employment Specialist in individual or small group sessions, and through referrals to appropriate community agencies.

Mediation & Family Services

In cooperation with the Community Dispute Resolution Center, Tompkins County Felony Drug Treatment Court offers family services. The primary role of the CDRC Family Services Coordinator is to focus on family issues, communication, and events that may prevent you from succeeding in your recovery program. The Family Services Coordinator can also refer you for mediation in the following areas:

- Victim-Offender
- Visitation-Custody
- Landlord-Tenant
- Employer-Employee
- Client-Agency
- Neighbors/Roommates/Housemates

At the appropriate time, the Family Services Coordinator will contact family members and/or close friends to enlist their support. Also, this person may help you identify issues that need to be resolved. The Family Services Coordinator will either work alone or with a specially trained mediator.



Important Names and Numbers:

Tompkins Co. Felony Drug Treatment Court Satellite Office

Center Ithaca, Suite 225A
Box 136
171 E. State Street
Ithaca, NY 14850
Phone -(607) 277-1455
Fax - (607) 277-1491

Alcohol and Drug Council of Tompkins County

201 E. Green St. Ste. 500
Ithaca, NY 14850
Phone - (607) 274-6288
Fax - (607) 274-6280

Cornerstone Recovery Services

334 W. State St.
Ithaca, NY 14851
Phone - (607) 273-5500
Fax - (607) 273-1277

Mental Health Clinic

201 E. Green Street
Ithaca, NY 14850
Phone - (607) 274-6200
Fax - (607) 274-6316

Tompkins County Court

320 North Tioga Street
Ithaca, NY 14850
Phone - (607) 274-5431

Community Dispute Resolution Center

120 West State Street
Ithaca, NY 4850
Phone - (607) 273-9347
Fax - (607) 275-9225

Alcoholics Anonymous/Narcotics Anonymous

An AA/NA schedule can be obtained from the Treatment Court, your Probation Officer and/or your treatment provider. You can also call one of the numbers listed below to find a meeting.

Alcoholics Anonymous: (607) 273-1541

Narcotics Anonymous: (607) 387-8292

Circle of Recovery: (607) 277-6124

Clients of Color Group

This group focuses on issues that affect people of color (i.e. substance abuse, racism, oppression, spirituality, relationships, and other issues of concern). All clients are welcome. The group meets at the FDTC satellite office as scheduled.

