

Mid-Michigan Regional Sobriety Court

Gratiot, Clinton, Montcalm Counties

Policy and Procedures Manual

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Mission Statement

“The Mid-Michigan Regional Sobriety Court’s mission is to build stronger, safer communities in the counties of Gratiot, Clinton and Montcalm, and to reduce the expenditures associated with alcohol/substance abuse through an intensive, prompt, court structured program that includes sanctions, incentive, and treatment. This will be delivered through a fair administration of justice by treating participants with respect, honesty and dignity.”

Program Overview

The Mid-Michigan Regional Sobriety Court is a twelve to twenty-four month program that integrates criminal justice resources, case management, and substance abuse treatment services in Gratiot, Montcalm, and Clinton counties to rehabilitate targeted repeat OWI and other nonviolent alcohol offenders in lieu of incarceration. Offenders already under supervision who violate the terms of their supervision may also be eligible for admission into the program.

The Sobriety Court team consists of an assigned judge with supporting district court judges, a program coordinator, case managers, a prosecutor from each of the participating counties, substance abuse treatment providers, law enforcement officials, defense attorneys, and representatives from the community supervision and corrections department. The team works together for the common goal of helping participants recover from substance dependency. As a result, many of the participating agencies must rethink their traditional roles and redefine their definitions of successful case outcomes. It is through this team approach that maximum benefits will ensue for substance-dependent offenders.

The Sobriety Court focuses on: (1) compliance with court-ordered conditions of community supervision, (2) the verified maintenance of abstinence/sobriety, (3) participation in and completion of intensive outpatient treatment, (4) the development and maintenance of daily living skills and behaviors which promote lifelong abstinence/sobriety and productive service as a member of the community, and (5) regularly scheduled court hearings to apprise the judge of individual offenders’ progress and compliance or non-compliance while participating in the program, with appropriate rewards or sanctions used in response to demonstrated behaviors.

Honesty and compliance among participants will be rewarded. Court responses may be reduced for honest admissions of violations, while they may be increased for dishonesty. Upon successful discharge from the Sobriety Court, aftercare service recommendations will be provided for participants to help them continue on their path of success.

Program Goals

Goal No. 1- The Mid-Michigan Sobriety Court will provide timely court intervention, screening, and assessment to non-violent substance abuse offenders through participation in a court-supervised program of treatment.

Objectives

- Identify and fast-track eligible participants.

- Of the eligible offenders to the program, 90% will receive substance abuse evaluations within 14 days of referral to the Sobriety Court program; 100% will receive substance abuse evaluations within 30 days of referral to the Sobriety Court program.
- 90% of Sobriety Court Participants will receive court intervention within 10 days of referral to the program – as measured by attendance at Sobriety Court sessions.

Goal No. 2- The Sobriety Court team will provide effective and efficient court supervision to participants in the Sobriety Court Program.

Objectives

- 100% of the Sobriety Court participants will be monitored by frequent alcohol and other drug testing utilizing current technologies that will help maintain abstinence.
- 100% of the Sobriety Court participants will receive intensive court supervision including regular hearings, tracking of progress, and progressive sanctions for failures.
- 75% of the Sobriety Court participants will complete treatment successfully and graduate from the Sobriety Court Program.

Goal No. 3- The Sobriety Court will provide a comprehensive integrated program of drug treatment and rehabilitation services to non-violent substance abusing offenders in Gratiot, Clinton and Montcalm Counties, Michigan.

Objective

- 100% of participants in the Sobriety Court program will receive inpatient or outpatient substance abuse treatment as measured by treatment provider verification reports.

Goal No. 4- The Sobriety Court will help maintain/retain gainful employment for all participants who are able to work in order that they make financial investment in their treatment program.

Objectives

- The Court will partner with agencies such as MIWorks for resume building and job searching.
- 90% of the program participants eligible to work will be employed or engaged in positive community activity upon graduation from the Sobriety Court as measured by case management employment verification reports.
- 50% of the Sobriety Courts participants with no high school degree will earn a GED as measured by educational verification.

Goal No. 5- The Sobriety Court will promote sobriety in order to improve the quality of life for the participant and to build a solid foundation for the participant to become a productive member of society.

Objective

- Provide activities for participants to promote a sober lifestyle.

Goal No. 6- The Sobriety Court will develop and maintain a coordinated system of sanctions and rewards to motivate and facilitate participant success.

Objectives

- Mandate the number of judicial meetings per phase of the program.
- Create a list of sanctions and incentives to encourage positive engagement in the program.

Goal No. 7- The Sobriety Court will enhance collaboration between the Sobriety Court Team Members, the judicial system, law enforcement, substance abuse treatment agencies, health care providers, social services, mental

health interests, and public policy makers to ensure effective case management and increased accountability based on a team approach.

Objectives

- Facilitate monthly meetings with stakeholders.
- Identify and establish communications with key agencies and individuals necessary to accomplish goals.
- Increase coordination with law enforcement, the courts, and treatment providers as measured by attendance record at Sobriety Court sessions and other Sobriety Court related meetings.
- Reduce overlap and duplication of services.

Goal No. 8- The Sobriety Court will promote public safety by reducing recidivism in non-violent substance abusing offenders in Gratiot, Clinton and Montcalm Counties, Michigan and reducing the number of traffic accidents, injuries, and deaths related to DWI offenses.

Objective

- Reduce recidivism among participants who complete the program by 50%.

Goal No. 9- Seek independent evaluation of the overall program goals to gauge program effectiveness while implementing core components to each phase of the program which are mandated for license reinstatement.

Objectives

- Track client’s arrest rates during the twelve months following discharge.
- Compare the client’s overall functioning at the time of admission and discharge.

Goal No. 10- The Sobriety Court will reduce taxpayer costs for the criminal justice system.

Objective

- Increase savings to the taxpayer by reducing incarceration expenses and other high law enforcement costs involving substance abusing offenders for Sobriety Court participants.

Target Population

- Adults, males or females ages 17 and older, who are residents of Gratiot, Montcalm or Clinton County, Michigan, and have long-term to severe alcohol or drug dependency.
- Must have entered a guilty plea to one of the following enumerated crimes:
 1. OWI, OWI II, OWI III, Impaired Driving 2nd, or subsequent offense
 2. Misdemeanor crimes with substantial or compelling substance abuse addiction driven components will be considered on a case by case basis.
- Probation violators who have violated probation for one of the above enumerated offenses, together with a probation violation based on a positive drug or alcohol screen.
- Defendants whose criminal activity is driven by alcohol addiction.

Eligibility Requirements

Offender Qualifiers

1. Defendant must be a resident of Gratiot, Clinton or Montcalm County, Michigan at time of offense.

2. Defendant must be 17 years of age or older.
3. Defendants must voluntarily enter the program while acknowledging chemical dependency and/or history of substance abuse, and must be willing to actively abide by the Sobriety Court Program guidelines.
4. Defendants must not have substantial mental health problems that prohibit their productive participation in the Sobriety Court Program as determined by a treatment provider.

Offense Qualifiers

1. 1st Offense OWI/Impaired with prior OWI/Impaired convictions outside of 7 years
2. 1st Offense OWI/ Impaired upon recommendation of supervisor if:
 - a. There is a high BAC (>.18) at time of the offense or
 - b. Defendant has prior alcohol related offenses (MIP, Open Intox., etc.) or
 - c. Assessment indicates a serious substance abuse problem
 - d. Defendant admits to chronic use of alcohol or other drugs.
3. 2nd Offense OWI/ Impaired.
4. Felony Drunk Driving Offenses – 3rd or 4th OWI/Impaired.
5. Misdemeanor non-violent crimes with substantial or compelling substance abuse or addiction driven components.
6. Any probation violation for one of the above enumerated offenses together with a positive screen for substances of abuse.

Offender Disqualifiers

1. Defendant has not reached the age of 17 years as of the date of the commission of the offense.
2. Defendant is a non-resident of Gratiot, Clinton, or Montcalm County at the time of the offense and does not maintain residency in one of those counties.
3. Defendant has severe Mental Health issues which prohibit meaningful participation in the Sobriety Court Program as determined by the Sobriety
4. Court treatment provider.
5. Defendant refuses to cooperate with screening and assessment procedures, or an unwillingness to participate in required programming, or abide by program rules.

Offense Disqualifiers*

1. Defendant has been previously convicted of a violent crime, defined as the following by Michigan Public Act 224:

"Is currently charged with or has pled guilty to, or, if a juvenile, is currently alleged to have committed or has admitted responsibility for, an offense involving the death of or a serious

bodily injury to any individual, or the carrying, possessing, or use of a firearm or other dangerous weapon by that individual, whether or not any of these circumstances are an element of the offense, or is criminal sexual conduct of any degree.25 (ii) Has 1 or more prior convictions for, or, if a juvenile, has 1 or more prior findings of responsibility for, a felony involving the use or attempted use of force against another individual with the intent to cause death or serious bodily harm.”

2. Defendant was in possession of a firearm at the time of arrest.
3. Defendant has charges pending in other jurisdictions.
4. Defendant has current charges that have resulted in serious personal injuries to victim(s).
5. Defendant has been previously ejected from a Sobriety, Recovery, Drug or other specialty court program.
6. Defendant has a consistent pattern of absconding from probation or community supervision and/or failures to appear for Court appearances and/or a poor record of previous compliance when previously under supervision.

****Each defendant will be considered on a case by case basis. Entry into the Sobriety Court Program will be determined after discretionary review of each case by the Sobriety Court Team. After review, certain offense disqualifiers and stipulations may be waived and individuals may be admitted into the Sobriety Court Program, but only after a unanimous decision is made by the Sobriety Court Team.***

Admission Process

The prosecuting attorney in the local county is responsible for screening local defendants with eligible charges in their jurisdiction for possible participation in the Regional Sobriety Court. To be eligible, defendants must meet the eligibility criteria listed on pages 5-7 of the manual and meet statutory criteria as stated in MCL 600.1064.

Once the local prosecuting attorney has determined that the defendant is legally eligible for and has submitted a referral to the Sobriety Court, the defendant must cooperate with and complete a preadmission screening and evaluation assessment that will include the following:

1. A complete review of the defendant’s criminal history and a review to determine if the defendant has previously been involved with a drug treatment court program.
2. An assessment of the risk of danger or harm to the individual, others, or the community
3. As much as practicable, a complete review of the individual’s history regarding the use or the abuse of any controlled substances or alcohol and an assessment of whether the individual abuses controlled substances or alcohol, or is drug or alcohol dependent.
4. A review of any special needs or circumstances of the individual that may potentially affect the individual’s ability to receive substance abuse treatment and follow court orders.

Before the Defendant is admitted into the Sobriety Court Program, the court shall find on the record or place a statement in the court file pertaining to all of the following:

1. The defendant is dependent upon or abusing drugs or alcohol and is an appropriate candidate for participation in the Sobriety Court Program.
2. The defendant understands the consequences of entering the Sobriety Court Program and agrees to comply with all court orders and requirements of the court’s program and treatment providers.
3. The defendant is not an unwarranted or substantial risk to the safety of the public or any individual, based upon screening and assessment or other information presented to the court.

4. The Defendant is not a violent offender.
5. The individual has completed a preadmission screening and evaluation assessment under MCL 600.1064(3) and has agreed to cooperate with any future evaluation assessment as directed by the Sobriety Court.
6. The Defendant meets requirements, if applicable, under sections outlines in MCL 600.1066(f)
7. The terms, conditions, and the duration of the agreement between the parties, especially as to the outcome for the defendant upon successful completion by the defendant or termination of participation.

The following processes identify the various legal stages for advancement of a defendant into the Sobriety Court including the responsibilities of the involved parties:

Process #1: Once the local prosecutor has screened a defendant charged with OUI 2nd or eligible misdemeanor offense for possible admission into the program, the matter is referred to the program coordinator through a program referral form. Referrals for program participation can also be made by judges, probation officers, or defense attorneys. The program coordinator will place a copy of the referral in the district court file. The District Court Clerks will indicate on the ROA that the defendant was referred to the program. The program coordinator then completes a sobriety court assessment including a risk and needs assessment, and DCCMIS assessment. The program coordinator will then refer the defendant for a clinical assessment through a local substance abuse treatment provider to determine if the defendant meets clinical eligibility criteria for admission. The defendant will have no more than two weeks from the date of referral to schedule all necessary screenings with the coordinator and treatment provider. Once the defendant has completed all of the appropriate assessments, the Sobriety Court Team as a whole will discuss eligibility and determine program admittance. Defendants need to complete all screenings and assessments before entering a plea if completion of the Sobriety Court program is part of the plea bargain. The defendant may complete assessment after entering the plea if the plea bargain does not hinge on the acceptance into the program. [Transfer Cases - Once the team has deemed a participant eligible and admit them into the program, an Order of Transferring Supervision to Drug Treatment Court Form will be entered, accompanying the Order Assigning the Sobriety Court Judge]. If the defendant is found ineligible the program coordinator will notify the prosecutor and the matter proceeds in the traditional manner. Once the participant is accepted or denied, the program coordinator will update the referral form in the district court file indicating the participant was accepted into the program and deliver the court file with the completed referral to the District Court Clerk to update in the ROA. Once accepted, District Court probation will complete a PSI and recommendations for sentencing including completion of the Mid-Michigan Regional Sobriety Court Program. Once the defendant has entered a guilty plea to their eligible misdemeanor charge, the criminal clerks will enter any necessary information into the case management system and submit an adjudication abstract to the Secretary of State. Once sentenced the criminal clerks will enter a sentencing abstract and the participant will meet with their District Court probation officer to go over their order of probation and all other necessary paper work. Defendants who are accepted will meet with the Recovery Court case manager as soon as possible to get started with paperwork and program requirements as needed, which may happen before sentencing.

Once the defendant successfully completes the program, the defendant will be supervised by District Court Probation for the remainder of their probation period, and the case will be handled as a regular probation case from that point on.

Process #2: Once the local prosecutor has screened a defendant charged with OUI 3rd or eligible felony offense for possible admission into the program, the matter is referred to the program coordinator through a program referral form. Referrals for program participation can also be made by judges probation officers, or defense attorneys. The program coordinator will distribute copies of the referral to the district court case file, the circuit court case file, and to the MDOC Probation Department. The District Court Clerks will indicate on the ROA that the defendant was referred to the program. The circuit court clerks will also annotate the referral in their case management program.

The program coordinator will then complete a sobriety court assessment including a risk and needs assessment, and a DCCMIS assessment. Once these original assessments are complete, the program coordinator will refer the defendant for a clinical assessment through a local substance abuse treatment provider to determine if the defendants meet clinical eligibility for admission. The defendant will have more than two weeks from the date of the referral to schedule all necessary screenings with the program coordinator and treatment provider. Once the defendant has completed all of the appropriate assessments, the local Sobriety Court team as a whole will discuss eligibility and determine program admittance. Defendants need to complete all screenings and assessments before entering a plea if completion of the Sobriety Court is part of the plea bargain. The defendant may complete the entry process after entering a plea if the plea bargain does not hinge on the acceptance into the program. Once a guilty plea is entered, sentencing will be scheduled. MDOC meet with the defendant and will prepare a PSI and distribute to the prosecutor, defense attorney, judge and Sobriety Court Coordinator. By this time, the case will be bound over to circuit court. The District Court clerks will forward file information to the County Clerk's Office for creation of Circuit Court Felony File including; ROA, Felony Complaint, Bind Information, Attorney Appearance Pretrial Statement/Offer Sheet, Order Transferring case from District to Circuit Court. MDOC will conduct a presentence interview with the defendant before sentencing. The Defendant will then be sentenced on an OWI III charge by the District Court judge cross assigned as a circuit court judge. Someone from the county clerk's office will be present at sentencing to annotate the appropriate paperwork and data entry. After sentencing, MDOC will draft an Order of Probation and obtain all required signatures for the document. The County Clerk's office will Draft a judgment of sentence and file and Abstract with the SOS.

Once the defendant has completed the program, they will be scheduled a "re-sentencing date" where the prosecutor will file a Nunc Pro Tunc Order on the record. This step will only be used for participants who are offered plea agreements that take their OWI III offense down to an OWI II. This will be scheduled in District Court again, as the District Court Judge will act as a circuit court judge. Circuit Court will be made aware of the date to send a member of their staff to the "re-sentencing" and annotate program completion in their case management system. The Sobriety Court Coordinator will also inform the prosecutor and MDOC of the participant's court date. The prosecutor will prepare and distribute all the appropriate paperwork to satisfy any plea agreements. The Defendant will continue on MDOC probation for a minimum of three months while being supervised by the programs case manager.

Process #3:

Clerical Procedures

Legal cases processed by the Mid-Michigan Regional Sobriety Court will remain within each local county's court system. The supervisory nature of the Mid-Michigan Regional Sobriety Court has been created through a Local Administrative Order issued by the Chief Judges of the circuit and districts courts within Gratiot, Montcalm, and Clinton Counties. Thus, while supervision of the case is transferred and the Sobriety Court judges are assigned by way of direct or blanket assignments, the original criminal case file and number remain the same in the individual courts.

Each of the courts within the Mid-Michigan Regional Sobriety Court has compatible case processing software systems (JIS, JMS). Thus, data entry for post sentencing action such as court hearing, warrants, probation violations, and court fines and costs will remain consistent with current procedures in the various court files. The Sobriety Court Coordinator and case managers are responsible for coordinating with the clerks and other court staff on case processing where legal action has occurred.

Program Phases

The Mid Michigan Regional Sobriety Court is a 12-24 month program, consisting of four phases with various requirements (e.g. treatment, testing, 12-step meetings, community service work, random home visits, etc.). Included in these phases will be intense weekly meetings with a case manager and monthly review meetings with the Sobriety Court Judge.

Phase I

(Minimum 12 weeks)

- Attend Sobriety Court review hearings and meet with Judge biweekly, following all rules and conditions set forth in the program contract.
- Meet with a case manager a minimum of once weekly and additional times, as ordered.
- Attend 90 12-step meetings within 90 days of admission to the Sobriety Court Program and continue with 12-step meetings four times a week thereafter, providing verification of attendance to the case manager. Participants may not count more than two 12-step meetings a day for this requirement.
- Attend counseling for substance abuse as recommended by the substance abuse treatment provider.
- Submit to daily PBT's
- Submit to urine screens for substances of abuse weekly upon request of the Sobriety Court staff.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity on the equivalent of a full time basis. (Positive activity will be left to the discretion of the Sobriety Court Team.)
- Abide by any curfew that may be implemented by the Sobriety Court Judge or Sobriety Court staff. (10pm)
- Allow random home visits by law enforcement officials, Sobriety Court Case Managers, and/or other representatives of the Sobriety Court Team.
- Shall pay \$300 program fee (\$25 a month). These fees must be paid in full before advancement to the next phase.

Requirements for Advancement into Phase II

- Participants MUST have 90 days of continued drug and alcohol free sobriety before advancement to Phase II.
- Participants must be current with their program fees and have paid the \$25 a month fee in full.
- Attended the required number of 12-step meetings and have submitted verification of attendance to the case manager.
- Must be in good standing with the substance abuse treatment provider regarding progress, attendance, and payment at counseling.
- Must be sanction free for at least 30 days.

Phase II

(Minimum 12 weeks)

- Attend Sobriety Court review hearings and meet with Judge once a month, following all rules and conditions set forth in the program contract.
- Meet with the case manager a minimum of biweekly and additional times, as ordered.
- Submit to random PBT's.
- Submit to random urine screens.

- Continue to attend all substance abuse counseling and any other required counseling and/or treatment that have been deemed necessary.
- Attend 12-step meetings three times weekly and submit verification of attendance.
- Secure a sponsor and regularly meet with him/her.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity on the equivalent of a full time basis.
- Complete Community Service as coordinated by the Sobriety Court staff and submit verification. (Felony Offense: 40 hours / Misdemeanor Offense: 20 hours)
- Abide by any curfew that may be implemented by the Sobriety Court Judge or Sobriety Court Staff (11pm)
- Allow random home visits by law enforcement officials, the Sobriety Court case managers, and/or other Sobriety Court Team representatives.
- Shall pay \$300 program fee (\$25 a month). These fees must be paid in full before advancement to the next phase.

Requirements for Advancement into Phase III

- Participants must have 90 days of continued drug and alcohol sobriety before phase advancement.
- Participants must be current with their program fees and have paid the \$25 a month fee in full.
- Attended the required number of 12-step meetings and have submitted verification of attendance to the case manager.
- Completed required community service hours.
- Must be in good standing with the substance abuse treatment provider in regards to progress, attendance, and payment at counseling.
- Have obtained a 12-step sponsor.
- Must be sanction free for at least 30 days.

Phase III

(Minimum 12 Weeks)

- Attend Sobriety Court review hearings and meet with Judge once a month, following all rules and conditions set forth in the program contract.
- Meet with the case manager a minimum of once monthly and additional times, as ordered.
- Continue any substance abuse counseling and/or aftercare as recommended by the substance abuse treatment provider, as well as any other counseling deemed necessary.
- Submit to random PBTs/Urine Screens as ordered.
- Attend 12-step meetings three times weekly and submit verification of attendance.
- Continue to meet with secured sponsor regularly.
- Complete Community Service as coordinated by the Sobriety Court staff and submit verification. (Felony Offense: 20 hours / Misdemeanor Offense: 10 hours)
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity on the equivalent of a full time basis.
- Allow random home visits by law enforcement officials, the Sobriety Court case managers, and/or other Sobriety Court Team representatives.
- Abide by any curfew that may be implemented by the Sobriety Court Judge or Sobriety Court Staff. (12am)
- Shall pay \$300 program fee (\$25 a month). These fees must be paid in full before advancement to the next phase.

Requirements of Advancement into Phase IV

- All participants must have a full 6 months of continued drug and alcohol sobriety before phase advancement.
- Participants must be current with their program fees and have paid their \$25 a month fee in full.
- Must be in good standing with the substance abuse treatment provider in regards to progress, attendance, and payment at counseling.
- Attended the required number of 12-step meetings and have submitted verification of attendance.
- Completed required community service hours.
- Must be sanction free for at least 30 days.

**Phase IV- Transition
(Minimum 12 Weeks)**

- Attend Sobriety Court review hearings and meet with Judge once a month prior to Graduation.
- Continue to meet with the case manager once monthly and additional times, as ordered.
- Submit to Random PBTs/Urine Screens as ordered.
- Attend 12-step meetings four times a week and submit verification of attendance.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, College, vocational training), or be engaged in positive community activity on the equivalent of a full time basis.
- Complete Community Service as coordinated by the Sobriety Court staff and submit verification. (Felony Offense: 20 hours / Misdemeanor Offense: 10 hours)
- Allow random home visits by law enforcement officials, the Sobriety Court case managers, and/or other Sobriety Court Team representatives.
- Abide by any curfew that may be implemented by the Sobriety Court Judge or Sobriety Court Staff. (12am)
- Participant must be clean and sober for at least six straight months and must have all court-ordered amounts paid in full to graduate.
- Shall pay \$300 program fee (\$25 a month). These fees must be paid in full before advancement to the next phase.

Requirements for Graduations

- Participants must demonstrate the ability to be fully responsible for themselves and their choices and behaviors.
- Participants must be aware of the impact of their choices and behavior on their family, friends, and society.
- Participants must make a written and/or oral report to the Sobriety Court on the impact the Sobriety Court has had on their life.
- Participant must be a role model of productive behavior and provide support and encouragement to other Sobriety Court clients.
- Participant must have made payment in full of all fees and treatment costs including probation fees.
- Participant must be clean and sober for at least 90 days.
- Participant must successfully complete Phases I, II, III, and IV.
- Participant must be fully enrolled in school, maintain full time employment, or be fully engaged in positive community activity as to be determined by the Sobriety Court Team.
- Participants must have completed an outtake meeting with their case manager.

Post-Graduation

- 3-12 months non-reporting probation.

- Submit to urine screens and PBT's as directed by the probation department.

Discharge

The following may result in formal violation proceedings which could result in significant periods of incarceration and/or termination from the program:

- Voluntary termination.
- Violent behavior or threats of violent behavior toward self or others.
- Continued program non-compliance as determined by team case review.
- Criminal Behavior
- Sabotaging another individual's sobriety.
- Public safety issue
- Driving while under the influence of alcohol/drugs while in the program

Upon successful completion of the program, participants will continue on a term of probation which will be left to the discretion of the judge and sobriety court team. The program coordinator will be responsible for coordinating any resentencing dates that may be applicable and alerting the local courts of program completion. The coordinator will also be responsible for sending any appropriate paperwork to the state and local courts that verifies participant's completion.

Sanctions

Sobriety court participants will be held accountable for program requirements. If a participant does not meet requirements or relapses, they will be held accountable via program sanctions. Progressive sanctions demonstrate immediate and swift consequences to negative and inappropriate behavior. Sanctions will increase as the violations increase in severity or quality. Sanctions are predetermined and will be made known to participants at entry of the program. Participants will be notified in writing of any program violation. A sanction form will be filled out by the case manager for each sanction including the description of the offense, the sanction imposed, and signatures from the case manager, program judge, and participant. The participant will receive a copy of this form with the original from being placed in the sobriety court case file. All sanctions will be entered into the DCCMIS program by the case manager. The grid on page 14 illustrates the stair step sanctioning of the program. Participants who choose to contend their program violations and sanctions will be scheduled for formal probation violation hearings. Examples of sanctions include: verbal reprimands from the judge and case manager, enhanced curfew restrictions, community service, written assignments, increased urine tests, phase regression, increased support meetings, and incarceration.

Incentives

Just as sanctions result from inappropriate behavior, positive reinforcement must accompany achievement of program goals and exhibited alcohol/drug free behavior. Incentives are immediate acknowledgments that goals are being accomplished. Incentives are offered as a tangible way to acknowledge a client reaching a sobriety milestone, progression to a new phase, or other times when their progress should be lauded. All incentives will be entered in the DCCMIS program by the case manager. Examples of incentives include: praise from the bench certificates, phase progression, decreased supervision and alcohol/urine testing, and priority at hearings.

Level 1	First Non-Compliance	Second Non-Compliance	Third Non-Compliance	Fourth Non-Compliance
Any missed (unexcused) Treatment, Case Management or Probation Meeting	Verbal Reprimand from judge	1 day court observation from jury box	24 hours in jail	48 hours or more in jail. Team case review
Any Missed (unexcused) 12-Step Meeting or unsigned meeting sheet	Verbal Reprimand/ Make up-or additional meetings	Make up or additional meetings: 1 day court observation from jury box	Make up or additional meetings, 24 hours in jail	48 hours or more in jail, make up additional meetings team case review
Forged 12-step signatures	1 day court observation from jury box, additional 12-step meetings	24 hours in jail, additional 12-step meetings	48 hours in jail, additional 12 step meetings	Team Case Review
Late to Court	Verbal reprimand; Last to go in review hearings	Letter of apology, 1 observation from jury box	24 hours in jail	48 hours in Jail, Team Case Review
Failure to Pay fees or restitution	Verbal reprimand from case manager	Verbal reprimand from Judge	Failure to advance phases	Financial Review, Team Case Review
Level 2	First Non- Compliance	Second Non-Compliance	Third Non- Compliance	Fourth Non-Compliance
Late PBT's (up to 2 hours late)	Verbal reprimand	Verbal reprimand, ETG within 12 hours	Increased Blow Times, ETG within 12 hours	Missed PBT, move forward to Missed PBT sanctions
Missed UA's/PBT's	Time clean starts at 0, extra UA's x3 weeks	24 hours in Jail plus extra UA's x3 weeks	48 hours or more in jail plus extra UA's x6 weeks.	Team Case Review
Missed Curfews/No answer at home checks	More Restrictive Curfew	24 hours in Jail	48 hours or more in jail	Team Case Review
Missed Community Service	Verbal Reprimand, Additional 10 hours of CS	Additional 24 hours of CS, 1 day court observation from jury box	24-48 hours in jail, Additional 24 hours of CS	Team Case Review
Violation of Restricted License	Verbal reprimand from case manager	30 day vehicle immobilization	60 day vehicle immobilization	Revocation of Restricted License
Level 3	First Non-Compliance	Second Non-Compliance	Third Non-Compliance	Fourth Non-Compliance
Missed (unexcused) Court Session	Bench Warrant Issued Minimum 24 hours in jail	Minimum 48 hours in jail	Team Case Review	Team Case Review
Deceptive/Dishonest Behavior*	24 Hours in Jail	48 Hours in Jail	Team Case Review	Team Case Review
Entering Establishment Where Alcohol is Served By the Glass	1 day court observation from jury box	24 Hours in Jail	48 Hours in Jail	Team Case Review
Positive/Dilute UAs and PBTs	Increased UAs/PBTs, 12-step meetings. Time Clean Starts at 0.	24 hours in jail Increased UAs/PBTs, 12-step meetings. Time Clean Starts at 0.	48 hours in jail, Team Case Review, possible phase digression. Time Clean Starts at 0.	Team Case Review, possible phase digression
False UA's	24 hours in jail Increased UAs/PBTs	48 hours in jail Increased UAs/PBTs	Team Case Review	Team Case Review
Drugs or Alcohol Present at Random Home Checks	24 hours in jail	48 hours in jail	Team Case Review	Team Case Review
Use of Controlled substances	48 hours in jail	96 hours in jail	Team Case Review	Team Case Review

*Deceptive/ Dishonest behavior will be left to the discretion of the case manager and the Sobriety Court Team.

* Unlisted program violations may lead to sanctions left to the discretion of the Sobriety Court Team.

*Team Case Reviews may lead to unlisted sanctions as well as possible program termination.

* New criminal charges will result in a team review and sanctions will be left to the discretion of the Sobriety Court Team.

Team Meetings and Review Hearings

Participants in the Sobriety Court program are required to attend Review Hearings every two to four weeks depending on what phase of the program they are in. The program judge, prosecutors, attorneys, probation officers/case managers, law enforcement officials, treatment providers, other sobriety court participants, family members, and friends are all invited to attend these hearings. Judges will review participant's progress with the participants and the team to determine what rewards, sanctions or adjustments may be appropriate.

Attendance at review hearings with the judge is mandatory in Sobriety Court. Participant's dress should be appropriate and should not include hats or sunglasses. Additionally, clothes displaying offensive language or advertising alcohol or other drugs is not permitted. Loud and disruptive behavior is unacceptable. No cell phones are allowed in court and participants are required to stay for the entire court hearing session. Participants are encouraged to ask the judge pertinent questions and voice any concerns they may have about their treatment program. Participants will be given notice of their next report day and review hearing. It is the participant's responsibility to keep track of their court dates.

Gratiot County: Team Meetings will be held bi-weekly on Wednesday afternoons. The Sobriety Court Team will meet at 2:00 pm at the Gratiot County Courthouse. This meeting will be directly followed by Review Hearings at 3:00pm in the District Court Room.

Montcalm County: Team Meetings will be held bi-weekly on Monday mornings. The Sobriety Court Team will meet at 11am at the Montcalm County Courthouse in the District Court Jury Room. Montcalm Residents will be required to attend their required review hearings in Gratiot County.

Clinton County: Team meetings will be held bi-weekly on Thursday mornings. The Sobriety Court Team will meet at 10am at the Clinton County Courthouse in the District Court Library. This meeting will be directly followed by Review Hearings at 11pm in the District Court Room.

PROGRAM FORMS