



LEBANON COUNTY

D.U.I. COURT PROGRAM

PARTICIPANT MANUAL

Updated 2015

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WELCOME to the Lebanon County D.U.I. Court Program! The D.U.I. Court uses a Team (Together Each Achieves More) approach to a very serious personal and social problem. The members of the Treatment Team are all here to do our jobs so that you can maintain your sobriety.

YOU CAN SUCCEED in this program if you follow some simple rules:

BASIC PROGRAM RULES

1. **SHOW UP.** Be on time for groups, meetings and (D.U.I.) Court sessions.
2. **BE HONEST.** We can work through almost any problem together if you are truthful with us. Of all the rules, this is often the most difficult. The program staff and the Court expect you to be honest in all areas of your life. **DO NOT** attempt to falsify records, conceal alcohol or other drug use or tamper with or dilute your urine tests. Eventually, you will get caught.
3. **DON'T WHINE.** Effort is necessary to complete this program. It will be necessary to make life adjustments in order to be fully engaged in recovery. This program is about accountability and personal responsibility. Sobriety does not come easily for anyone.

There are a lot of people supporting you – the Treatment Team, as well as other participants in the program. We look forward to working with you toward your successful completion of this program and a clean and sober life.

DISCLAIMER

The information contained in this manual is intended solely for the use of the Lebanon County D.U.I. Court program and its participants. All information contained herein is subject to modification as directed by the Honorable President Judge of Lebanon County.

This manual is not intended to answer every question about the D.U.I. Court program. It is, however, a valuable source of information and we hope participants will use it.

This manual is not designed to provide or give legal advice. Any questions regarding the status of outstanding criminal case(s), parole information, and questions about Probation or Intermediate Punishment Supervision should be reviewed with the appropriate authority – be it an attorney, Federal, State, or County Probation Officer.

Information about this program can also be found on the Lebanon County website under the Criminal Justice Advisory Board (LCCJAB) departmental link.

Please go to the following web address and click on “Departments, LCCJAB” for more information:

<http://www.lebcounty.org>

WHAT IS THE LEBANON COUNTY D.U.I. COURT?

The Lebanon County Court of Common Pleas has instituted a D.U.I. Treatment Court in an effort to address the cycle of alcoholism and addiction, to protect the public, and to provide more structured implementation of treatment required by the new law.

The fundamental goal of the D.U.I. Court is participant sobriety for the purpose of reducing the recidivism rate attributable to D.U.I. Such a goal is accomplished through substance abuse intervention coupled with continuing judicial supervision to reinforce participant compliance with court conditions.

Mission Statement: The mission of the Lebanon County D.U.I. Court Program is to promote public safety by holding repeat D.U.I. Offenders accountable, through required treatment and other rehabilitative activities, LONG ENOUGH to receive treatment benefits.

The core of the D.U.I. Treatment Court is a heightened level of judicial involvement and intensive probation supervision coupled with rigorous treatment to address addiction. The D.U.I. Court uses the 10 Key Components of Drug Courts and the 10 Guiding Principles of DWI Courts as the basis for its structure.

As a participant in this program, you will have direct and frequent contact with the D.U.I. Court Treatment Team Members. This Team consists – at a minimum – of a Treatment Court Judge, D.A., D.U.I. Court Coordinator/Representative, Probation Officer, Public Defender, and a Lebanon County Commission on Drug and Alcohol Abuse Representative. Meetings of the Treatment Team occur regularly and are closed to Alumni and other Treatment Court participants. Team members will discuss your case during such meetings to make sure that you are making progress in fulfilling the requirements of the D.U.I. Court Program. Frequent contact with members of this team will help to motivate you by providing immediate reactions to successes and failures during your process of rehabilitation. There will be judicial interaction and intervention throughout the D.U.I. Court process. The D.U.I. Treatment Court employs an aggressive approach designed to assist you in your rehabilitation through a supervised program focusing on treatment and accountability.

Traditionally, D.U.I. Courts – locally and nationwide – have contributed to encouraging recovery while reducing recidivism rate, the number of criminal court dockets and prison population. It is the goal of the Lebanon County Court of Common Pleas to apply established yet innovative approaches to offenders within Lebanon County. This approach will maximize the chances that addicted habitual offenders will maintain alcohol and/or drug and crime-free lifestyles while offering you intensive rehabilitation.

D.U.I. COURT PROGRAM ELIGIBILITY

The Lebanon County D.U.I. Court Program is a post-adjudication program requiring the offender to enter a guilty plea to his/her charges. Participant entry into the D.U.I. Court is based on established eligibility criteria. This is not a diversion court; the D.U.I. criminal charges will not be reduced or dismissed upon successful completion of the program. In recognition of public safety and sentiment, this court concurs with the supported resolution by National Mothers Against Drunk Driving (MADD), "MADD recommends that DUI/DWI courts should not be used to avoid a record of conviction and/or license sanctions."

The Lebanon County D.U.I. Court primarily targets second and third-time D.U.I. Offenders with serious alcohol abuse or issues of dependence. The offender must, after a Court Reporting Network (CRN) evaluation and Lebanon County Commission on Drug and Alcohol Abuse (LCCDAA) drug and alcohol assessment are completed, be willing to comply with the program.

Offenders involved in a motor vehicle accident in which a person other than the offender suffered injury, or the vehicle contained a passenger under the age of fourteen (14) years of age, **will not be accepted** into the D.U.I. Treatment Court Program. In a case involving injury, however, an offender will be considered eligible for the program pending the approval of the injured person.

To better define its participants and to summarize the eligibility criteria for this program, the Lebanon County D.U.I. Court uses the following criteria to determine its eligible participants:

PARTICIPANT CHARACTERISTICS:

- Adult (Age 18 or above)
- Diagnosis of alcohol abuse/dependence or drug abuse/ dependence
- Participant must demonstrate an internal willingness to change
- Resident of Lebanon County for six (6) months prior to the offense.
- No prior violent arrest history
- Second D.U.I. offense – Blood Alcohol Content (BAC) of .16 or above
- Third D.U.I. Offense
- Multiple Simultaneous Offenses
- Sentencing guidelines provide for appropriate period of incarceration/probation to allow for offender's participation in the program.

The characteristics of the participants chosen for this program may be altered based on the success of the program and/or special cases for first-time D.U.I. offenders. **An opening in the program MUST exist for an individual to be considered for D.U.I. Court. Participant selection for D.U.I. Court is not retroactive.** The Lebanon County D.U.I. Court **will not accept** participants with a mental health disorder that renders an individual unable to complete the program's requirements. **If you have been accepted as a participant in the D.U.I. Court in the past, you are not eligible for admission into the program again.**

D.U.I .COURT STRUCTURE / MODEL

The Ten Key Components of Drug Courts and the Ten Guiding Principles of DWI Courts, as established by the National Association of Drug Court Professionals (NADCP) and the National Drug Court Institute (NDCI), form the foundation and structure of this court.

Ten Key Components of Drug Courts:

- ⇨ Drug courts integrate alcohol and other drug treatment services with justice system case processing.
- ⇨ Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
- ⇨ Eligible participants are identified early and promptly placed in the drug court program.
- ⇨ Drug courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
- ⇨ Abstinence is monitored by frequent alcohol and other drug testing.
- ⇨ A coordinated strategy governs drug court responses to participants' compliance.
- ⇨ Ongoing judicial interaction with each drug court participant is essential.
- ⇨ Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
- ⇨ Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
- ⇨ Forging partnerships among drug courts, public agencies, and community based organizations generates local support and enhances drug court program effectiveness.

Guiding Principles for DWI Courts:

GUIDING PRINCIPLE #1 – TARGET THE POPULATION

Targeting is the process of identifying a subset of the DWI offender population for inclusion in the DWI court program.

GUIDING PRINCIPLE #2 – PERFORM A CLINICAL ASSESSMENT

A clinically competent objective assessment of the impaired-driving offender must address a number of bio-psychosocial domains including alcohol use severity and drug involvement, the level of needed care, medical and mental health status, extent of social support systems, and individual motivation to change.

GUIDING PRINCIPLE #3 – DEVELOP THE TREATMENT PLAN

Substance dependence is a chronic, relapsing condition that can be effectively treated with the right type and length of treatment regimen.

GUIDING PRINCIPLE #4 – SUPERVISE THE OFFENDER

Driving while intoxicated presents a significant danger to the public. Increased supervision and monitoring by the court, probation department, and treatment provider must occur as part of a coordinated strategy to intervene with repeat and high-risk DWI offenders and to protect against future impaired driving.

GUIDING PRINCIPLE #5 – FORGE AGENCY, ORGANIZATION, AND COMMUNITY PARTNERSHIPS

Partnerships are an essential component of the DWI court model as they enhance credibility, bolster support, and broaden available resources.

GUIDING PRINCIPLE #6 – TAKE A JUDICIAL LEADERSHIP ROLE

Judges are a vital part of the DWI court team. As leader of this team, the judge's role is paramount to the success of the Drug court program.

GUIDING PRINCIPLE #7 – DEVELOP CASE MANAGEMENT STRATEGIES

Case management, the series of inter-related functions that provides for a coordinated team strategy and seamless collaboration across the treatment and justice systems, is essential for an integrated and effective DWI court program.

GUIDING PRINCIPLE #8 – ADDRESS TRANSPORTATION ISSUES

Though nearly every state revokes or suspends a person's driving license upon conviction for a DUI offense, the loss of driving privileges poses a significant issue for those individuals involved in a DWI/Drug Court program.

GUIDING PRINCIPLE #9 – EVALUATE THE PROGRAM

To convince "stakeholders" about the power of DWI court, program designers must design a DWI court evaluation model capable of documenting behavioral change and linking that change to the program's existence. A credible evaluation is the only mechanism for mapping the road to program success or failure.

GUIDING PRINCIPLE #10 – CREATE A SUSTAINABLE PROGRAM

The foundation for sustainability is laid, to a considerable degree, by careful and strategic planning.

TRADITIONAL COURT CHARACTERISTICS

VERSUS

D.U.I. COURT CHARACTERISTICS

D.U.I.	TRADITIONAL
D.U.I. Court Team is created to achieve goals to support treatment interventions.	The Court Team consists of a judge, prosecutor, defense counsel, etc.
Non-Adversarial	Adversarial
Goal is to restore the participant as a productive, non-criminal member of society.	Goal is to process the case; apply the law.
The Office of Probation Services, Lebanon County Commission on Drug and Alcohol Abuse (LCCDAA), as well as the Treatment Team, will play a central role in monitoring the participant's progress in treatment.	Judge exercises limited role in supervision of the defendant.
Formalized and structured treatment interventions for each participant.	Interventions for substance abuse at the discretion of the judge.
Incentives and Sanctions used in response to violations of the D.U.I. Court Program.	Relapse may lead to a maximum sentence.

APPLICATION AND APPROVAL PROCESS

Applications for admission to the Lebanon County D.U.I. Court Program – if an opening exists – should be submitted within 30 days before the date set for the applicant’s formal court arraignment. A pamphlet of information about the D.U.I. Court may be sent to the applicant with the summons for this arraignment. This pamphlet will also be available in Central Booking. Applications for the D.U.I. Court will be available at the Magisterial District Judges’ Offices, the Court Administrator’s Office, and the District Attorney’s Office.

Applications will initially be reviewed by the D.U.I. Coordinator – who works out of the Office of the District Attorney – and another member of the Treatment Team. A Court Reporting Network (CRN) Evaluation, a LCCDAA drug and alcohol evaluation and LSI-R evaluation will be conducted and applications will then be further reviewed by the entire D.U.I. Court Treatment Team. Based on these discussions, you will be recommended or denied access to the D.U.I. Court program. The District Attorney will notify you in writing if you are denied. Please be aware that timely responses if you are accepted into the program is necessary.

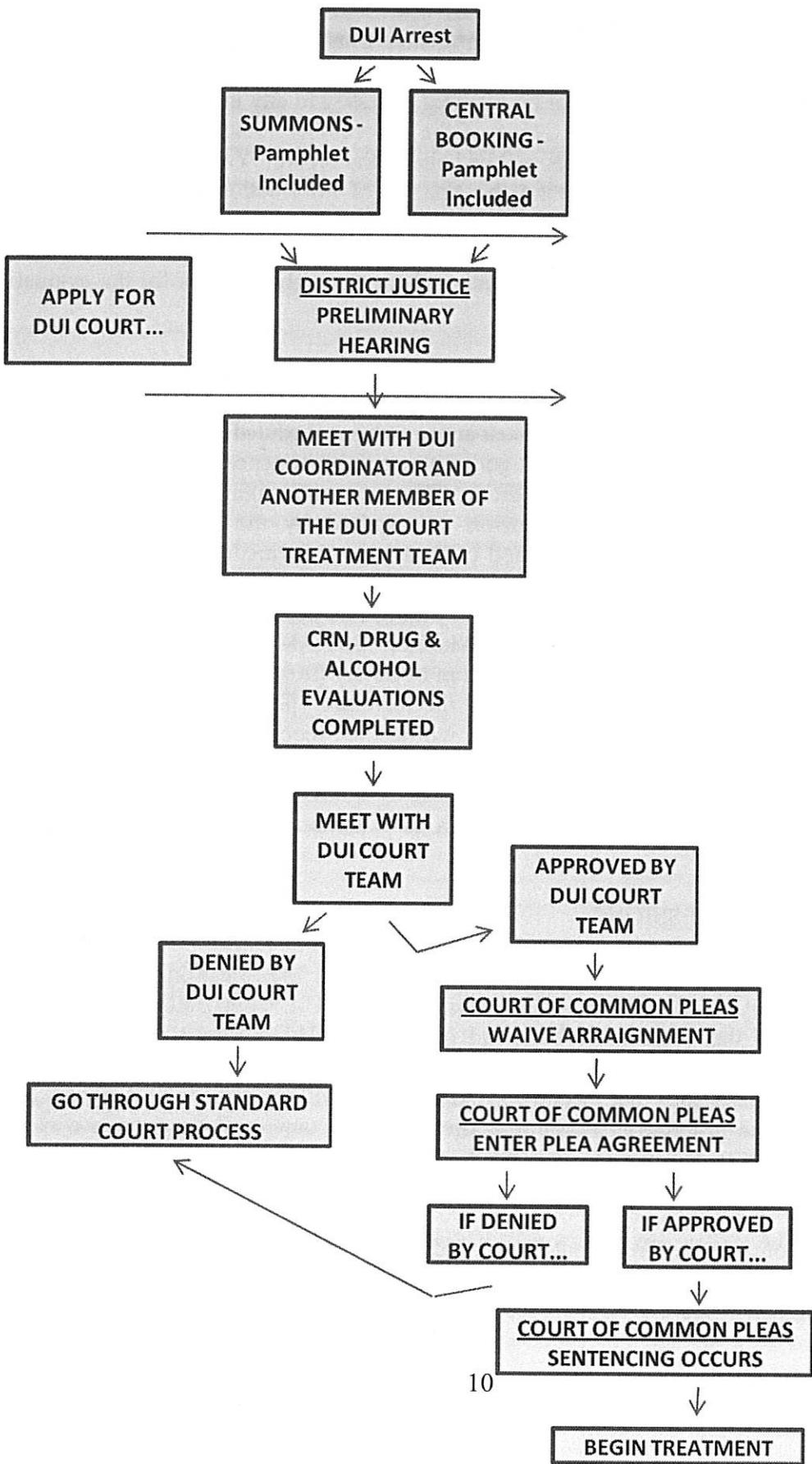
As stated in the previous paragraph, before applicants are accepted into the D.U.I. Court Program, they will be pre-screened by the D.U.I. Coordinator and another member of the Treatment Team. These representatives of the Treatment Team will explain the program requirements, the five (5) phases of the program, conditions of these phases and the Probation Supervision Contract. A CRN Evaluation and a LCCDAA drug and alcohol evaluation will be conducted and an Intake Questionnaire will be completed. Applicants who are accepted into the program will be supervised by a D.U.I. Court Probation Officer. This Officer will verify the applicant’s address and conduct a home investigation to ensure a stable residence.

Additionally, information and documents may be requested including but not limited to psychological evaluations, treatment plans, and proof of employment.

Applicants approved for the D.U.I. Court Program will be sent notice of a hearing date. This notice will also contain instructions encouraging you to contact the D.U.I. Coordinator for a thorough review of the program and expected conditions of it. When these conditions are accepted, you will report to the scheduled Court session to enter a plea of guilty to your charges. You will then be placed into the program.

The program will substitute Electronic Monitoring and/or the use of a SCRAM unit (or other Alcohol Monitoring device) in lieu of incarceration, or the program may provide a combination of incarceration and Electronic Monitoring to fulfill the mandatory sentencing required by the “DUI/Driving after Imbibing” statute.

The following page contains a flowchart representing the basic Application & Approval process for the D.U.I. Court program:



D.U.I. COURT APPEARANCES

All Treatment Court proceedings shall be kept confidential as allowed by the Pennsylvania State and Federal Confidentiality Regulations. No information disclosed shall be the basis for prosecution of new crimes, and you cannot be required to testify to any information discussed or disclosed during D.U.I. Court sessions. None of the proceedings, other than the guilty plea, sentencing, and sanction/violation hearings will be held on the record. You will be asked to sign a release of information waiver authorizing the transfer of information among D.U.I. Court participating agencies and court-appointed observers as allowed by Federal and State Confidentiality Regulations. You will also be asked to sign a release of information waiver authorizing information about your case to be gathered for research purposes for the evaluation of the effectiveness of the D.U.I. Court.

I. GUILTY PLEA AND SENTENCING

As a D.U.I. Court applicant, you must appear when scheduled for court. At the initial court appearance, you will enter a guilty plea and be sentenced. You then become a participant in the D.U.I. Court Program. The court will sentence you to five (5) years Intermediate Punishment Supervision as required by the “D.U.I./Driving After Imbibing” statute. The initial period of Restrictive Intermediate Punishment will be spent on Electronic Monitoring and House Arrest in accordance with mandatory minimum sentence requirements. Also, during this period, you will be placed on a Secure Continuous Remote Alcohol Monitor (SCRAM) bracelet device (or other Alcohol Monitoring Tool) for a minimum of ninety (90) days. Combined, these two Restrictive Punishments will complete the remaining portion of Phase I—up to 12 (twelve) months--of the program. You will also be required to pay all court-ordered costs, fines, fees, and/or restitution associated with your case. Additionally, you will be required to pay the one-time D.U.I. Court Program fee. However, the inability to pay this fee cannot be used as a reason to exclude you from participating in the program.

II. D.U.I. COURT SESSIONS

You are required to attend D.U.I. Court sessions at the direction of the Probation Services Department. During these sessions, the D.U.I. Court Judge reviews, in the presence of the Treatment Team and other active D.U.I. Court participants, your progress to ensure that you are fulfilling the D.U.I. Court Program requirements. It is during these sessions that incentives and sanctions will be given to participants based on individual progress or negative action. D.U.I. Court sessions provide continued interaction between participants and the D.U.I. Court Judge, as you continue in the program.

Anyone outside the Treatment Team, Judge, or other D.U.I. Court participants who wishes to attend a court session must make a request in writing to the D.U.I. Court Coordinator. This allows the Treatment Team to maintain the confidentiality of all

participants and the personal issues that are addressed by the Court. No photography or recordings are allowed during court sessions unless specifically approved by the Judge.

III. COURT ROOM DECORUM

Please remember that you are in a court room

1. Always be on time.
2. Do not bring your cell phones to court.
3. Please dress appropriately.
4. Always sit in the front three rows.
5. When addressing the Court, speak loud and clear so everyone can hear.
6. Out of respect, do not hold conversations with each other when another participant is addressing the Court.

PROBATION SUPERVISION

Prior to acceptance to the D.U.I. Court Program, you will be pre-screened by the D.U.I. Court Coordinator, the LCCDAA Case Manager, and the D.U.I. Court Probation Officer. During these meetings, these Treatment Team members will explain the program requirements, the five (5) phases of the program, conditions of these phases, and the conditions for Supervision. While a participant in D.U.I. Court, you will be supervised by a D.U.I. Court Probation Officer. This Officer will verify your address and conduct a home investigation to ensure that you have a stable place of residence.

When you are accepted into the program, you will continue through the Lebanon County Office of Probation Services' intake process in accordance with the department's policies and procedures. You must complete a CRN Evaluation and a LCCDAA Drug and Alcohol Evaluation. You must also sign the Conditions of Supervision, the D.U.I. Court Conditions, and the D.U.I. Court Contract. Costs and Fines payments will begin to be collected immediately from the start of Supervision. A monthly payment plan will be arranged at the discretion of the Supervising Probation Officer.

During Phase I, you are required to be on a court-ordered Electronic Monitoring device and/or a SCRAM (or other Alcohol Monitoring) device. Intentional tampering with or destruction of any devices may lead to immediate termination from the program. You will be subject to intensive supervision, and the Probation Officer will utilize drug-screening tests for other drug and/or alcohol detection.

You will meet with the D.U.I. Court Probation Officer to prepare a weekly schedule. You are required to attend 90 Support Group meetings in 90 days after which you will attend a minimum of four (4) meetings per week in Phases I and II, three (3) meetings per week in Phase III, and two (2) meetings per week in Phases IV and V. You must sign and submit a record of your attendance at these meetings to your Probation Officer. You must also submit to random

alcohol/drug screening. Additionally, the Probation Officer may perform field and/or phone curfew checks and will enforce sanctions during your supervision when necessary.

You will submit to urine tests and continue contact at the Office of Probation Services throughout the duration of the program. The Electronic Monitoring device may be removed, but you may still be required to wear a SCRAM (or other Alcohol Monitoring) device. You will have a curfew set up by your Probation Officer. The Probation Officer, working together with the D.U.I. Court Coordinator, will refer you to educational and vocational programs. The D.U.I. Court Probation Officer sits on the D.U.I. Court Team and attends all meetings and briefings. The Probation Officer is responsible for relaying supervision history reports to the Team.

To avoid jeopardizing treatment, if you have a violation that involves new criminal charges, you must immediately notify a D.U.I. Court Probation Officer who will in turn report to the Treatment Team. You may be detained. The Treatment Team providers and the D.U.I. Court Judge will be informed immediately if you test positive for alcohol and/or other drugs. You will be required to attend 12-Step meetings and report to the treatment provider the following day if the provider is unavailable when the situation first presents itself.

URINE TESTING POLICY

Urine testing may take place at Probation Services, your residence, your employment or another location that a contact visit is made.

1. A Probation/Parole Officer of the same sex shall escort the offender to the urine testing restroom and administer the test. The offender may be searched prior to testing to ensure that said specimen submitted is that of the foregoing offender.
2. All offenders shall wash their hands with soap/water prior to submitting a specimen in an effort to eliminate contaminants or tainted material on hands or under fingernails.
3. The Probation/Parole Officer shall ask the offender if he/she is currently prescribed and taking any medications and document such in the offenders case notes.
4. The screening Probation/Parole Officer shall wear sterile medical gloves when handling an offender's urine specimen.
5. A Probation/Parole Officer shall personally observe/witness the offender place his/her specimen in the bottle.
6. A Probation/Parole Officer shall use his/her discretion when deciding which drug screens are applicable for an offender.
7. A urine test may be ordered by any Supervisor or the assigned Probation/Parole Officer of said case:

- a. When he/she has reason to believe the offender is under the influence of drugs or alcohol.
 - b. When the offender is found to be in possession of suspected illicit drugs or alcohol, or when suspected illicit drugs or alcohol are detected or found in an area controlled, occupied, or inhabited by the offender.
 - c. When information is received that the offender is currently under the influence of, or has recently used, illicit drugs or alcohol.
 - d. When an offender appears to have violated any condition of his/her supervision.
 - e. As part of a random and routine testing program of an offender as delineated in the signed rules and regulations. Urine testing shall not be used for the purpose of harassing or intimidating an offender.
 - f. When information has been received, or it is observed, that an offender may be submitting a fraudulent/tainted urine specimen, the witnessing Officer may request a second sample from the offender. A Supervisor shall be consulted as to any further action to be taken.
8. If an offender is unable to provide a urine specimen immediately, he /she can be held or detained by the supervising Probation/Parole Officer for a reasonable period of time. Furthermore, if the offender is “unable to give or refuses to give a urine specimen”, a violation pursuant to the rules and regulations may be charged.
9. If an offender’s initial screen reveals a “positive” result for an illegal controlled substance:
- a. And the offender denies the presence of the alleged controlled substance, the Probation/Parole Officer shall request a confirmation analysis from a certified laboratory. If the laboratory verifies the presence of an illegal substance, the offender shall be assessed a fee which covers the cost of the laboratory confirmation test.
 - b. If it is determined that the offender has used illegal drugs, the Probation/Parole Officer and/or their Supervision shall make a decision regarding how the violation will be addressed (e.g. written warning, semi-weekly urine testing, arrest, and/or referral to treatment).

INCENTIVES AND SANCTIONS

I. INCENTIVES

The Lebanon County D.U.I. Court program is designed to provide a positive lifestyle change without the use of alcohol and/or controlled substances. Adhering to this manner of thinking, it is the belief of the D.U.I. Court that you should be rewarded for your positive participation in the program. The D.U.I. Court Treatment Team is responsible for developing specific incentives and rewards and for determining how these rewards and incentives will be distributed to encourage you as you progress through the D.U.I. Court Program.

II. SANCTIONS FOR NON-COMPLIANCE

You are expected to comply with all recommended aspects of treatment and supervision. Failure to comply results in sanctions which – for other than positive urine screening – may include verbal warnings, conferences with Probation Officers or Counselors, increased treatment level of care, increased Support Group meetings, community service assignment, or incarceration. Sanctions for positive alcohol/drug screens may include incarceration, increased levels of treatment care and/or program termination. After termination from the program, the participant will be given the maximum sentence permissible by law. This resentencing could include time in a state prison facility.

Driving under suspension shall not be tolerated and may result in immediate removal from the program.

Please refer to Appendix A to reference the Sanction Matrix.

D.U.I. COURT PHASES

As a participant involved in the D.U.I. Court Program, you will proceed through five (5) phases of intensive treatment and probation. It is possible to complete the program in as little as 18 months if you successfully comply with all requirements of each phase. The following is a summary of the phase requirements.

PHASE I: SOBRIETY AND STABILITY

(Target completion: between six (6)—twelve (12) months)

- Stabilization, detoxification, if necessary
- Comply with all treatment recommendations
- Participating in inpatient/outpatient/Support Group programming
- Obtaining stable and appropriate housing
- Submitting to drug/alcohol testing
- Attending D.U.I. Court sessions twice a month or as otherwise directed
- Review for medication needs
- Mandatory Support Group Meeting, etc. attendance with:
 - ✓ Completion of ninety meetings in ninety days (90/90)—A minimum four (4) meetings weekly following the completion of 90/90
 - ✓ Obtainment of a temporary sponsor of same sex immediately
 - ✓ Obtainment, within 3 months, of a permanent sponsor of the same sex who has at least a year of sobriety
- Complete court-ordered, mandatory minimum sentence on House Arrest with Electronic Monitoring
- Complete a minimum of ninety (90) days on the Alcohol Monitoring (SCRAM) bracelet or other Alcohol Monitoring Device
- Completion of this phase is also dictated by your compliance with Electronic Monitoring and/or Alcohol-Monitoring requirements.
- Must have three (3) months clean BEFORE advancing to the next program phase

PHASE II: ESTABLISHING A HEALTHY LIFESTYLE

(Target completion: Minimum of three (3) months)

- Continuing counseling as needed
- Obtaining education/job training
- Securing employment, unless you are a full-time student, retired, or disabled
- Performing community service, as directed
- Submitting to drug/alcohol testing
- Attending D.U.I. Court sessions as directed
- Mandatory Support Group Meeting attendance:
 - ✓ Minimum of four (4) meetings weekly
 - ✓ Maintain weekly contact with sponsor or as directed by sponsor
- Must have a minimum of three (3) months clean BEFORE advancing to the next program phase

PHASE III: MAINTAINING A HEALTHY LIFESTYLE

(Target completion: Minimum of three (3) months)

- Continued intensive supervision
- Maintaining employment and/or continuing education
- Submitting to drug/alcohol testing
- Continuing recommended treatment
- Mandatory Support Group Meeting attendance:
 - ✓ Minimum of three (3) meetings weekly
 - ✓ Maintain weekly contact with sponsor or as directed by sponsor
- Attending D.U.I. Court sessions as directed
- Must have a minimum of three (3) months clean BEFORE advancing to the next program phase

PHASE IV: AFTERCARE

(Target completion: Minimum of six (6) months up to completion)

- Continuing intensive supervision
- Submitting to drug/alcohol testing
- Continued recommended treatment
- Attending D.U.I. Court sessions as directed
- Mandatory Support Group Meeting attendance:
 - ✓ Minimum of two (2) Support Group meetings
 - ✓ Maintain contact and an active relationship with sponsor
- Must have a minimum of six (6) months clean BEFORE advancing to the next program phase
- You could be recommended for EARLY TERMINATION from the program following successful completion of Phase IV, but only subsequent to the Treatment Team conducting a case-closure review.
- Attend DUI Court graduation

PHASE V: GENERAL SUPERVISION

(Target completion: Minimum of six (6) months up to completion)

- Continuing supervision
- Submitting to drug/alcohol testing
- Continuing recommended treatment
- Mandatory Support Group Meeting attendance:
 - ✓ Mandatory Support Group meeting attendance at the direction of the Office of Probation Services
 - ✓ Maintain contact and an active relationship with sponsor
- Attending monthly Alumni meetings
- You may be recommended for EARLY TERMINATION from supervision during Phase V, but only subsequent to the Treatment Team conducting a case-closure review

<u>PHASE REQUIREMENTS AT-A GLANCE*</u>				
<u>Phase</u>	<u>Minimum Months</u>	<u>Goals</u>	<u>Support Group Meetings Per Week</u>	<u>DUI Court Sessions</u>
<u>I</u>	6	Sobriety and Stability	7 while completing 90/90 Upon completion 4 days/ week	2/month
<u>II</u>	3	Establishing a Healthy Lifestyle	4	1/month
<u>III</u>	3	Maintaining a Healthy Lifestyle	3	1/month
<u>IV</u>	6	Aftercare	2	1/month-TBD
<u>V</u>	6	General Supervision	TBD by Probation Services	N/A

This table lists **minimum** requirements of each phase. Participants may be required to do more than what is listed as determined by the Treatment Team and the D.U.I. Court Judge.

D.U.I. COURT GRADUATION REQUIREMENTS

The following criteria are required to graduate from the Lebanon County D.U.I. Court Program:

- Completion of supervision
- Successful completion of treatment and all D.U.I. Court requirements
- Fulfillment of goals stated in the individual treatment plan
- Gainful consistent employment/involvement in vocational/educational training
- Final case-closure review conducted by the Treatment Team

Successful completion of the program is recognized during a graduation ceremony. You will be asked to share your personal success story. Graduation certificates and coins will be awarded. Your family and sponsors are encouraged to attend the graduation ceremony with you.

POST-SUPERVISION RECOMMENDATIONS

To maintain the positive momentum you have achieved through the treatments provided prior to your graduation from the D.U.I. Court Program, you are encouraged to follow these recommendations:

- Attend a minimum of one (1) or two (2) 12-Step meetings per week
- Attend D.U.I. Treatment Court semi-annually
- Attend monthly Alumni meetings
- Maintain contact and an active relationship with your sponsor

TREATMENT PROVIDERS / EXPECTATIONS

You will be required to obtain Treatment for your alcohol or other drug use/abuse while you participate in the D.U.I. Court program from a licensed drug and alcohol provider. A list of Treatment Providers in the area is found on Page 27. You may also contact your insurance company to see if they cover drug and alcohol treatment.

Initially, you will be screened and assessed by a Case Manager at the Lebanon County Commission on Drug & Alcohol Abuse (LCCDAA) using a LCCDAA screening tool as well as a LCCDAA assessment instrument which are both approved by the Department of Health (DOH), Bureau of Drug and Alcohol Programs in Pennsylvania (BDAP).

The LCCDAA Case Manager keeps a record of each assessment that is completed for a potential D.U.I. Court Participant. LCCDAA does not provide treatment in its facility, but can make recommendations for individuals to seek appropriate treatment. If a participant does not have health insurance, or it is otherwise documented the individual HAS health insurance but the insurance DOES NOT cover drug & alcohol treatment, LCCDAA funding may be utilized for this individual.

Using different Treatment Providers ensures:

- That your placement in treatment is determined by your individual needs and that the treatment you receive is individualized.
- That you have access to multiple treatment interventions, which may include addressing the domains of behavior, affect, cognitive, medical, social/family, and spirituality.

Some other expectations of the Treatment include:

- **The consumption of alcoholic beverages, the use of illegal drugs or any other mood-altering substances** or any prescribed medications not taken as directed by a physician **WILL NOT BE TOLERATED**. The D.U.I. Court operates on an abstinence basis. Any prescription medication taken must be authorized by a medical doctor and reviewed with the Treatment Provider and your Probation Officer.
- It is to be expected that someone might use early on, the Treatment Team understands distal versus proximal behavior and would sanction an offender accordingly.
- You will be actively involved in treatment and strive to make personal progress while you are in the D.U.I. Court program.
- It is expected that you will make treatment your primary focus. Missing treatment, or any court-related activity without permission, will be considered a sanctionable act.
- You will be expected to submit to alcohol and/or other drug screening tests on a regular basis. Missing these screenings will be considered a sanctionable act. Failure to give a urine sample is also a sanctionable act.
- Your basic progress in treatment is communicated to members of the Treatment Team after the appropriate releases of information/confidentiality forms are signed.

ANCILLARY SERVICES

It is a Bureau of Drug Alcohol Programs (BDAP) requirement to determine what ancillary services you may need in the LCCDAA assessment as well as the treatment providers covering these services. Ancillary services may include but are not limited to: Education/Vocation, Employment, Physical Health, Drug and Alcohol, Emotional/Mental Health, Family/Social, Living Arrangements/Housing, Legal Status, Basic Needs (food, clothing, utilities, etc.), Life Skills, Child Care, and Transportation.

As of this point in time, the most commonly needed services for D.U.I. Court participants include Vocational Services (such as job placement) and/or classes to fulfill requirements for a degree (GED, etc.). These needs will be assessed on a case-by-case basis and recommendations made to help you make progress towards a healthier and sober lifestyle.

COMMONLY ASKED QUESTIONS

Is there an Administrative Fee for the D.U.I. Court program?

Yes. Currently, the administrative fee for the Lebanon County D.U.I. Court Program is \$500.00.

If I do not have insurance, or my insurance will not cover treatment for drug and/or alcohol addiction, what can I do?

As a last resort, if you are a Lebanon County resident, have no insurance, cannot pay for treatment, or are a low-income individual, you may qualify for funding for treatment through the Lebanon County Commission on Drug and Alcohol and Abuse. Please call this agency at (717) 274 – 0427 for further information.

How long do I have to wear the Electronic Monitoring or SCRAM Device?

The initial period of Restrictive Intermediate Punishment will be spent on Electronic Monitoring and House Arrest in accordance with mandatory minimum sentence requirements. Additionally, during this initial period the participant may also be placed on a Secure Continuous Remote Alcohol Monitor (SCRAM) bracelet device (or other Alcohol Monitoring Device) for no less than ninety (90) days. The maximum period on an Alcohol Monitoring device will be determined by your progress in the D.U.I. Court program. Combined, these two restrictive punishments complete the remaining portion of the first phase – up to one (1) year – of the program.

How am I going to find a job now that I have a criminal record?

Having a criminal record does not mean that you cannot find work. It will require time, honesty, patience, preparation, and networking to complete this search. Please contact a D.U.I. Court Probation Officer and/or the D.U.I. Coordinator if assistance is needed to find employment and/or receive job training. They will direct you to the appropriate agencies for further assistance.

How do I obtain a Sponsor? A Home Group?

Free literature telling you how to do this is available at all 12-Step meetings. It is suggested that you ask for help for these matters *after* you have read the literature. Information is also available through the D.U.I. Court Treatment Team.

Do I still need to attend treatment if I find employment?

Yes. Treatment is the first priority throughout the program.

What should I do if I relapse?

Inform your counselor, Probation Officer, or a representative from the Lebanon County Commission on Drug and Alcohol Abuse as soon as possible if you feel that you are struggling with your sobriety in order to prevent a relapse. However, if a relapse does occur, contact one of the individuals **immediately** and be accountable for your actions. You must always remember that the Treatment Team exists to help and assist with your recovery. It is ultimately the Judge's decision regarding any imposition of sanctions; however, treatment options are always considered in lieu of incarceration when you are honest and take responsibility for your actions.

The worst action you can take is to ignore the requirements of the D.U.I. Court. Severe penalties will be imposed if this occurs.

What is a "CRN" Evaluation?

"CRN" stands for "Court Reporting Network." A CRN Evaluation involves completing a questionnaire that assesses your drug and alcohol use. A certified CRN Evaluator will ask you a series of questions, and responses are scored.

Who will track the 90/90 and other Support Group meetings?

You are responsible for knowing when you began your 90/90 and when you will be finished. However, the D.U.I. Court Probation Officer will verify that you are completing your meetings.

Who tracks the Phases?

The Office of Probation Services will ultimately determine when you have completed a Phase of the D.U.I. Court program.

If I am currently taking a medication such as Naltrexone, Antabuse, Methadone, Buprenorphine, may I still apply for the D.U.I. Court?

Yes. You may be asked to provide a copy of the prescription or a doctor's note.

General Housing Questions

Must I live in Lebanon County to be a participant in the D.U.I. Court Program?

Yes. To be considered for the D.U.I. Court Program, you must be a resident of Lebanon County for six (6) months prior to the offense. When you are sentenced to the program, you commit to maintaining residency in Lebanon County to allow for maximum supervision by the D.U.I. Court Probation Officers and attention to the Treatment and Recovery Process through the structure of the D.U.I. Court Program. Maintaining residency in Lebanon County is vital to compliance with the intense requirements of the D.U.I. Court.

SCRAM + House Arrest with Electronic Monitoring

A HOME PHONE LINE IS REQUIRED!

What is the purpose of the SCRAM device?

The SCRAM device will be used to monitor whether or not alcohol has entered your body. The device is able to detect even small amounts of alcohol in products such as perfumes, colognes, lotions, cleaning products, mouthwash, etc. You must refrain from alcohol consumption or any contact with products that might contain alcohol.

What is the purpose of the SCRAM + Electronic Monitoring device?

The SCRAM dual bracelet has the ability to multi-task; monitoring alcohol detection and monitoring house arrest.

How do I wear the SCRAM + Electronic Monitoring bracelet?

The unit will be attached to your leg using an ankle band. You are responsible for any damage to the equipment. You will be required to wear the non-removal bracelet for a minimum of ninety (90) days. The maximum period on an Alcohol Monitoring device will be determined by your progress in the DUI Court program. Combined, SCRAM + EM will complete the remaining portion of the first phase—up to one (1) year—of the program.

Do I have to charge my SCRAM + Electronic Monitoring bracelet?

No. But you must scan your SCRAM bracelet at your residence, at the same time every day using a magnet, which will be provided to you by your Probation Officer.

May I have visitors while I am on SCRAM + Electronic Monitoring?

There MAY NOT be any unapproved visitors at your residence at any time. You ARE permitted up to 10 approved visitors at your residence. Any person who is 18 years or older who visits your residence MUST be on the approved list. If a person is NOT on the list, then s/he MAY NOT VISIT you at your residence. All adults who visit you must be able to provide identification upon request. No more than three (3) approved visitors may be present at your residence at the same time.

Am I allowed to leave home while I am on SCRAM + Electronic Monitoring?

You MUST report for all appointments scheduled by your Probation Officer. No excuses will be accepted. You MUST respond immediately if anyone from the Office of Probation Services attempts to contact you.

You may only leave your home if you have received prior approval from your Probation Officer. If you are not going to work, you must call your Probation Officer's office at least ½ hour before you are scheduled to leave. You will only be given approval for designated work hours, court appearances, and appointments with your Probation Officer, banking, church, treatment appointments, Support Group meetings, and personal medical appointments. If you reside alone you will be given permission for daily tasks at the discretion of your Probation Officer.

You must provide written verification for all appointments. (When you go to the doctor, get a doctor's note with the date and time of the appointment.) You will not be permitted to leave your place of employment for meals or break periods. If you are unemployed, you will be permitted to go searching for a job; however, you must have the business sign a sheet/note with the date and time on it that you were there. In case of a life-threatening emergency, you may leave your home, but you must contact the on-call Probation/Parole Officer as soon as possible.

How much does SCRAM + Electronic Monitoring cost?

You will be charged one-and-a-half (1.5) times your hourly salary OR a minimum of \$12.00 (maximum of \$30.00) per day while on home monitoring.

How do I let my Probation Officer know what my schedule is?

You will receive a weekly planner. The planner is to be filled-in and given to the Probation Officer each week. If something is not on the schedule, you may not do it.

Support Group Meetings

When do I start the Support Group meetings?

You may start your Support Group meetings after being formally accepted into the D.U.I. Court Program (after your second interview) to get a head start on your 90 meetings in 90 days. **You MUST start attending Support Group meetings on the day that you are sentenced to the D.U.I. Court Program.**

How many meetings must I attend in Phase 1?

You are required to attend 90 meetings in 90 days during Phase 1 of the D.U.I. Court. If you attend a drug & alcohol counseling, that counseling session counts towards a Support Group meeting for that day. Upon completion of your 90/90 you will be required to attend 4 meetings per week.

How many meetings must I attend after I complete my 90/90?

You are required to attend four (4) Support Group meetings per week after completing your 90/90 in Phase I and Phase II, three (3) meetings per week in Phase III, and two (2) meetings per week in Phase IV and V. If you continue to attend drug & alcohol counseling, that counseling session counts toward a 12-step meeting for that day.

How do I prove that I went to a Support Group meeting?

You are required to fill-out a Support Group meeting attendance sheet for each meeting you attend. Again, **you MUST fill out this sheet every day or for every meeting you attend and show it to your Probation Officer on at least a weekly basis.**

D.U.I. Court Sessions

How often must I attend the D.U.I. Court sessions?

You will be required to attend D.U.I. Court sessions on the second (2nd) and/ or the fourth (4th) Tuesday of every month at 8:30 a.m. **Court begins promptly at 8:30 a.m. Lateness will not be tolerated.** Your Probation Officer will provide you with a schedule of the D.U.I. Court sessions. The location of the specific courtroom may change, but D.U.I. Court will usually be held in the Lebanon County Municipal Building, Courtroom One (1) (the D.U.I. Court Judge's Courtroom). If the location or time of the session changes, you will be notified immediately. You must bring your EM schedule and Support Group Meeting attendance sheets to every court session. If you are in Phase 1 (on SCRAM + EM) this will count as your weekly meeting with your Probation Officer. Please contact your Probation Officer if you still have questions regarding when and where to appear for D.U.I. Court sessions.

TREATMENT PROVIDERS IN THE AREA

The following are Licensed Outpatient Drug & Alcohol Treatment Providers located in Lebanon County, PA and may or may not provide treatments services to those in the D.U.I. Court Program:

New Perspective at White Deer Run
3030 Chestnut Street
Lebanon, PA 17042
(717) 270-3900

Pennsylvania Counseling Services Renaissance
618 Cumberland Street
Lebanon, PA 17042
(717) 274-2741
BI-LINGUAL PROVIDER

Another Chance Counseling
756 Cumberland St., Suite 3
Lebanon, PA 17042
(717) 507-1386

*Veterans Administration Medical Center
1700 South Lincoln Avenue
Lebanon, PA 17042
(717) 272-6621
*For Veterans who are eligible for Veterans benefits

The following are Licensed Outpatient Drug & Alcohol Treatment Providers located in the surrounding area (near Lebanon County, PA) and may or may not provide treatments services to those in the DUI Court Program:

Caron Foundation
845 Park Road
Wyomissing, PA 19610
(610) 678-2332

Good Samaritan Center for Counseling
Good Samaritan Healthplex, Industrial Park Road
St. Clair, PA 17970
(570) 622-5898

Mazzitti and Sullivan – Hershey
1345 East Chocolate Avenue
Hershey, PA 17033
(717) 534-1650

T.W. Ponessa and Associates Counseling
1862 Charter Lane
Lancaster, PA 17603
(717) 390-1776

PA Counseling Services Renaissance
40 Pearl Street
Lancaster, PA 17603
(717) 397-8081

PA Counseling Services Renaissance
4918 Locust Lane
Harrisburg, PA 17109
(717) 671-9610

Nuestra Clinical
50 East New Street
Lancaster, PA 17602
1-800-593-3139
(717) 431-1435
BI-LINGUAL PROVIDER

PA Counseling Services Renaissance
125 South Fifth St.
Reading, PA 19602
(610) 685-2187
BI-LINGUAL PROVIDER

DEPARTMENTAL CONTACT INFORMATION

IF YOU ARE HAVING HARD TIME MAINTAINING SOBRIETY, ASK FOR HELP **PRIOR** TO A RELAPSE.

As a participant in the D.U.I. Court, you should contact your Counselor, D.U.I. Court Probation Officer, your Sponsor, or the Lebanon County Commission on Drug & Alcohol Abuse Case Manager if you are struggling with sobriety in the hope to prevent a relapse.

Please contact the following departments to speak with someone about the DUI Court:

Department	Phone Number	Ask For...
Lebanon County Office of Probation Services Adult Unit 508 Oak Street Lebanon, PA 17042-6794	(717) 273 – 1557	A D.U.I. Court Adult Probation Officer
Lebanon County Commission on Drug & Alcohol Abuse 220 East Lehman Street Lebanon, PA 17046	(717) 274 – 0427	The D.U.I. Court Case Manager
Office of the District Attorney of Lebanon County Municipal Building, Room 11 400 South Eighth Street Lebanon, PA 17042-6794	(717) 228 – 4403	The D.U.I. Court Coordinator
Office of the Public Defender of Lebanon County Municipal Building, Room 122 400 South Eight Street Lebanon, PA 17042-6794	(717) 228 – 4412	The D.U.I. Court Treatment Team Public Defender
Crisis Intervention & Information Center Good Samaritan Hospital 429 4 th Street Lebanon, PA 17042	(717) 274 – 3363	Crisis Intervention open 24 hours

CONCLUSION

The D.U.I. Court Program has been developed to help you achieve total abstinence from alcohol and other drugs and criminal activity. The program is designed to promote self-sufficiency for you to become a productive and responsible member of society. In addition, it is intended to establish a positive support system to assist you in the on-going process of recovery. The program is voluntary and thus is YOUR CHOICE. The Judge and the Treatment Team are present to guide and assist you through this process, but **the final responsibility for your actions is yours alone.** YOU must be motivated to make this change and commit to an alcohol and drug-free life.

We hope this manual has been helpful and has answered many questions about the program. Any additional questions or concerns about the D.U.I. Court program may be directed to the D.U.I. Coordinator and/or other members of the D.U.I. Court Treatment Team.

Best Wishes.

DUI Court Sanctioning Grid

At the discretion of the DUI Court Treatment Team, the following sanction options shall be used alone or in combination for participants in the DUI Court program. Sanctions used to address a violation are determined on a case-by-case basis and are not limited to the below options. Removal is an option at any Phase of the program if deemed appropriate by the DUI Court Treatment Team.

<u>TYPE OF VIOLATION</u>	<u>1ST VIOLATION</u>	<u>2ND VIOLATION</u>	<u>3RD VIOLATION</u>
<u>ALCOHOL VIOLATION</u>	<p>Proximal Behavior</p> <ul style="list-style-type: none"> • NO INCARCERATION IF HONEST • RELAPSE PREV. PLAN • RESTART 90/90 • TX TEAM REVIEW <p>Distal Behavior</p> <ul style="list-style-type: none"> • LCCF 48 HRS • INCREASE PBT TESTING • SCRAM MONITORING • RELAPSE PREV. PLAN • COMPLETE 30/30 • TX TEAM REVIEW 	<p>Proximal Behavior</p> <ul style="list-style-type: none"> • LCCF 48 HRS • SHORTER INCARCERATION IF HONEST • RELAPSE PREV. PLAN • RESTART 90/90 • TX TEAM REVIEW <p>Distal Behavior</p> <ul style="list-style-type: none"> • LCCF 3-5 DAYS • INCREASE PBT TESTING • SCRAM MONITORING • RELAPSE PREV. PLAN • COMPLETE 30/30 • TX TEAM REVIEW 	<p>Proximal Behavior</p> <ul style="list-style-type: none"> • LCCF 3-5 DAYS • SHORTER INCARCERATION IF HONEST • RELAPSE PREV. PLAN • RESTART 90/90 • TX TEAM REVIEW <p>Distal Behavior</p> <ul style="list-style-type: none"> • LCCF 5-7 DAYS • INCREASE PBT TESTING • SCRAM MONITORING • RELAPSE PREV. PLAN • COMPLETE 90/90 • TX TEAM REVIEW
	<u>DRUG VIOLATION</u>	<p>Proximal Behavior</p> <ul style="list-style-type: none"> • NO INCARCERATION IF HONEST • RELAPSE PREV. PLAN • RESTART 90/90 • INCREASE URINE TESTING • TX TEAM REVIEW <p>Distal Behavior</p> <ul style="list-style-type: none"> • LCCF 48 HRS • RELAPSE PREV. PLAN • COMPLETE 30/30 • INCREASE URINE TESTING • TX TEAM REVIEW 	<p>Proximal Behavior</p> <ul style="list-style-type: none"> • LCCF 48 HRS • SHORTER INCARCERATION IF HONEST • RESTART 90/90 • INCREASE URINE TESTING • TX TEAM REVIEW <p>Distal Behavior</p> <ul style="list-style-type: none"> • LCCF 3-5 DAYS • RELAPSE PREV. PLAN • COMPLETE 30/30 • INCREASE URINE TESTING • TX TEAM REVIEW

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<p align="center"><u>EM VIOLATION</u> (ALTERNATIVE TO INCARCERATION)</p>	<ul style="list-style-type: none"> • LCCF 5-7 DAYS • RESENTENCED INTO PROGRAM • COMMUNITY SERVICE • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 7-14 DAYS • RESENTENCED INTO PROGRAM • COMMUNITY SERVICE • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF UNTIL VIOLATION HEARING • TX TEAM REVIEW
<p align="center"><u>SCRAM VIOLATION</u> (+ ALCOHOL READING USE ALCOHOL VIOLATION CHART)</p>	<ul style="list-style-type: none"> • LCCF 24 HRS • NO INCARCERATION IF HONEST • INCREASE PBT TESTING • EXTEND SCRAM • RELAPSE PREV. PLAN • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-7 DAYS • INCREASE PBT TESTING • EXTEND SCRAM • RELAPSE PREV. PLAN • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 7-14 DAYS • INCREASE PBT TESTING • RE-START SCRAM • RELAPSE PREV. PLAN • TX TEAM REVIEW
<p align="center"><u>NEW CHARGES</u></p>	<ul style="list-style-type: none"> • CASE BY CASE REVIEW BY TREATMENT TEAM 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
<p align="center"><u>MISS SCHEDULED OFFICE APPOINTMENT</u></p>	<ul style="list-style-type: none"> • WARNING • INCREASE REPORTING TO PROBATION OFFICE • INCREASE D/A TESTING • COMMUNITY SERVICE • TX TEAM REVIEW 	<ul style="list-style-type: none"> • INCREASE REPORTING TO PROBATION OFFICE • INCREASE D/A TESTING • WRITTEN WARNING • COMMUNITY SERVICE • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-7 DAYS • INCREASE REPORTING TO PROBATION OFFICE • INCREASE D/A TESTING • EM • TX TEAM REVIEW

DUI Court Sanctioning Grid

At the discretion of the DUI Court Treatment Team, the following sanction options shall be used alone or in combination for participants in the DUI Court program. Sanctions used to address a violation are determined on a case-by-case basis and are not limited to the below options. Removal is an option at any Phase of the program if deemed appropriate by the DUI Court Treatment Team.

<p><u>MISS DUI COURT</u></p>	<ul style="list-style-type: none"> • LCCF 24-48 HRS • ATTEND BOTH DUI COURTS FOR 2 MONTHS • INCREASE D/A TESTING • REVOKE ANY PRIVILEGE PASSES • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 3-6 DAYS • ATTEND BOTH DUI COURTS FOR 2 MONTHS • NO PRIVILEGE PASS ELIGIBILITY • INCREASE REPORTING TO PROBATION OFFICE • INCREASE D/A TESTING • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-7 DAYS • ATTEND BOTH DUI COURTS FOR 2 MONTHS • NO PRIVILEGE PASS ELIGIBILITY • INCREASE REPORTING TO PROBATION OFFICE • INCREASE D/A TESTING • TX TEAM REVIEW
<p><u>LATE TO DUI COURT</u></p>	<ul style="list-style-type: none"> • LCCF 24 HRS • WAIT IN HALL UNTIL COURT IS OVER • ATTEND BOTH DUI COURTS FOR 2 MONTHS • REVOKE ANY PRIVILEGE PASSES • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 48 HRS • WAIT IN HALL UNTIL COURT IS OVER • ATTEND BOTH DUI COURTS FOR 2 MONTHS • REVOKE ANY PRIVILEGE PASSES • TX TEAM REVIEW 	<ul style="list-style-type: none"> • 3-5 DAYS LCCF • WAIT IN HALL UNTIL COURT IS OVER • ATTEND BOTH DUI COURTS FOR 2 MONTHS • NO PRIVILEGE PASS ELIGIBILITY • TX TEAM REVIEW
<p><u>NOT ATTENDING 12 STEP MEETINGS AS DIRECTED</u></p>	<ul style="list-style-type: none"> • WARNING • MAKE UP MEETINGS • RESTART 90/90 • RECOVERY ESSAY • RELAPSE PREV. PLAN • WRITTEN WARNING • TX TEAM REVIEW 	<ul style="list-style-type: none"> • INCREASE 12 STEP MEETINGS • RECOVERY ESSAY • RELAPSE PREV. PLAN • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-7 DAYS • INCREASE 12 STEP MEETINGS • INCREASED FEES • EM • TX TEAM REVIEW
<p><u>FAILURE TO PAY ON F&C</u></p>	<ul style="list-style-type: none"> • WARNING • JOB SEARCH • COMMUNITY SERVICE • TX TEAM REVIEW 	<ul style="list-style-type: none"> • TX TEAM REVIEW • JOB SEARCH • COMMUNITY SERVICE • WRITTEN WARNING 	<ul style="list-style-type: none"> • TX TEAM REVIEW • JOB SEARCH • COMMUNITY SERVICE

DUI Court Sanctioning Grid

At the discretion of the DUI Court Treatment Team, the following sanction options shall be used alone or in combination for participants in the DUI Court program. Sanctions used to address a violation are determined on a case-by-case basis and are not limited to the below options. Removal is an option at any Phase of the program if deemed appropriate by the DUI Court Treatment Team.

<u>TRAVEL W/OUT PERMISSION</u>	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • WRITTEN WARNING • ESSAY • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-10 DAYS • EM • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • EM • TX TEAM REVIEW
<u>CHANGE RESIDENCE W/OUT APPROVAL</u>	<ul style="list-style-type: none"> • WRITTEN WARNING • ESSAY • TX TEAM REVIEW • EM 	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • TX TEAM REVIEW • EM 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • EM • TX TEAM REVIEW
<u>CURFEW</u>	<ul style="list-style-type: none"> • WRITTEN WARNING • ESSAY • INCREASE REPORTING TO PROBATION OFFICE • EARLY CURFEW • EM • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • INCREASE D/A TESTING • INCREASE REPORTING TO PROBATION OFFICE • EARLY CURFEW • EM • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • INCREASE D/A TESTING • EARLY CURFEW • EM • TX TEAM REVIEW
<u>NON-TRUTHFUL ACCOUNT</u>	<ul style="list-style-type: none"> • LCCF 72 HRS • WRITTEN WARNING • ESSAY • VERBAL PRESENTATION TO DUI COURT • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • EM • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • EM • TX TEAM REVIEW

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<p align="center"><u>POSSESS CONTRABAND (WEAPONS, STOLEN PROPERTY, ETC.)</u></p>	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • WRITTEN WARNING • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-10 DAYS • TX TEAM REVIEW • EARLY CURFEW • EM 	<ul style="list-style-type: none"> • LCCF 7-14 DAYS • EARLY CURFEW • EM • TX TEAM REVIEW
<p align="center"><u>FAILURE TO ATTEND ASDP AS SCHEDULED</u></p>	<ul style="list-style-type: none"> • WRITTEN WARNING • APOLOGY LETTER TO INSTRUCTOR • TX TEAM REVIEW • RESCHEDULE SESSION IMMEDIATELY 	<ul style="list-style-type: none"> • TX TEAM REVIEW 	<ul style="list-style-type: none"> • TX TEAM REVIEW • EM
<p align="center"><u>FAILURE TO ATTEND TREATMENT</u></p>	<ul style="list-style-type: none"> • WRITTEN WARNING • ESSAY • BACK INTO TX ASAP • INCREASE D/A TESTING • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-10 DAYS • TX TEAM REVIEW • BACK INTO TX ASAP • INCREASE D/A TESTING 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • BACK INTO TX ASAP • INCREASE D/A TESTING • TX TEAM REVIEW
<p align="center"><u>REMOVAL FROM TREATMENT</u></p>	<ul style="list-style-type: none"> • WRITTEN WARNING • LCCF 4-7 DAYS • TX TEAM REVIEW • BACK INTO TX ASAP • INCREASE D/A TESTING 	<ul style="list-style-type: none"> • LCCF 5-10 DAYS • BACK INTO TX ASAP • INCREASE D/A TESTING • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF- 7-14 DAYS • INCREASE D/A TESTING • BACK INTO TX ASAP • TX TEAM REVIEW

DUI Court Sanctioning Grid

At the discretion of the DUI Court Treatment Team, the following sanction options shall be used alone or in combination for participants in the DUI Court program. Sanctions used to address a violation are determined on a case-by-case basis and are not limited to the below options. Removal is an option at any Phase of the program if deemed appropriate by the DUI Court Treatment Team.

<p><u>FREQUENTING PLACES THAT PRIMARILY SERVE ALCOHOL</u></p>	<ul style="list-style-type: none"> • ESSAY • INCREASE D/A TESTING • REPORT WEEKLY • TX TEAM REVIEW • EARLY CURFEW 	<ul style="list-style-type: none"> • LCCF 4-7 DAYS • REPORT WEEKLY • INCREASE D/A TESTING • EXTENSION IN PROGRAM • EM • TX TEAM REVIEW 	<ul style="list-style-type: none"> • LCCF 5-10 DAYS • REPORT WEEKLY • TX TEAM REVIEW • INCREASE D/A TESTING • EXTENSION IN PROGRAM • EM
<p><u>NOT OBTAINING A SPONSOR</u></p>	<ul style="list-style-type: none"> • RESTART 90/90 • ESSAY • TX TEAM REVIEW 	<ul style="list-style-type: none"> • RESTART 90/90 • TX TEAM REVIEW • RELAPSE PREV. PLAN 	<ul style="list-style-type: none"> • TX TEAM REVIEW
<p><u>UNEMPLOYED</u></p>	<ul style="list-style-type: none"> • COMMUNITY SERVICE • JOB SEARCH • TX TEAM REVIEW 	<ul style="list-style-type: none"> • WRITTEN WARNING • COMMUNITY SERVICE • JOB SEARCH • TX TEAM REVIEW 	<ul style="list-style-type: none"> • COMMUNITY SERVICE • JOB SEARCH • TX TEAM REVIEW

*This document was revised after input from members of the Lebanon County DUI Court Treatment Team and is used as part of the Policy & Procedure Manuals in program operation.

*Participants are responsible for any increase in costs that occur as a result of SCRAM monitoring, EM supervision and positive drug tests.



LEBANON COUNTY DUI COURT PROGRAM

I have read or have had read to me the Lebanon County DUI Court Program Participant Manual. By signing below, I acknowledge understanding of the requirements of this program.

Defendant's Printed Name: _____

Date: _____ Defendant's Signature: _____

Date: _____ Witness: _____

