

**DWI DRUG COURT DWI
DRUG COURT INTERVENTION
AND TREATMENT PROGRAM**



PARTICIPANT HANDBOOK

Name _____

Intake/Orientation Date: _____

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WELCOME

A letter from Judge Robert Anchondo and Team Members

Welcome to the DWI Intervention and Treatment Program. The program was created to address a serious problem that involves the disease of alcohol. It is designed as a team approach to help the participant through the program and comply with all requirements of the program. The team will consist of: The Judge, Supervision Officers, Prosecutor, Defense Attorney, Treatment Providers, Court Coordinator, and Specialty Court Liaison which will be an essential part in providing the discipline required for the participants success in addressing this very serious and debilitating disease.

You will be successful in this program if you follow three simple rules:

BE HONEST: We can work through almost any problem together if you are truthful with us. You will not succeed in this program if you are dishonest with us, yourself or your family.

SHOW UP ON TIME: Respect the time of those who are trying to help you. If you are late to appointments, treatment and Court hearings, it is a signal that you are not serious about this program.

ACCEPT RESPONSIBILITY: You are in this program due to your own actions. Take responsibility for what you have done and what you need to do. We will help you; however, sobriety is hard to achieve, especially when you don't want it for yourself.

Please know that you have support in this effort to attack the disease that has consumed your lives. The program is designed to help you, but you must be committed to the program and its tasks. Working together, we can achieve the success toward a safe, clean, and sober life.

Sincerely,

Robert Anchondo and Team

Judge, County Criminal Court at Law #2

This program was created to give persons an opportunity to seriously address their addiction to drugs and alcohol and recover from their addiction. By choosing to enter the DWI Drug Court program, you are choosing perhaps the best opportunity you will ever have to reclaim and rebuild your life. However, the Program is not easy. In fact, there are far greater expectations on you than if you were on regular probation.

The DWI Drug Court Program is a 14 month program designed primarily for people with DWI offense convictions. A person may enter the program, if the person admits that they have chronic alcohol and/or drug issues which contributed to their criminal conduct. ***However, if you don't believe you are addicted to alcohol or drugs, then you do not belong in this program.***

If you admit you have a substance abuse problem and you want help, you may avoid incarceration in the State prison by successfully completing this 14 month program. Not everyone is suited to be placed in this program. It is a difficult program and requires a commitment to stop drinking and using drugs and begin following rules. For some, prison may be more appropriate.

Please read this handbook carefully. It is your responsibility to be familiar with its contents. We encourage you to share this information with your family and friends who support your recovery. The information in this handbook may change, without prior notice, and should not be considered a binding agreement between you and the drug court program.

DWI DRUG COURT INTERVENTION AND TREATMENT PROGRAM CLIENT HANDBOOK

DWI Drug Court Program Responsibility

The DWI Drug Court Program is responsible for providing dignified, respectful service to the participant. Service coordination will be provided under the established protocols and the DWI Drug Court Program mandates. Participants will be informed of changes in the program. Equal treatment and services will be given without regard to race, color, sex, sexual orientation, religion, national origin, ancestry or physical disability.

Some Questions and Answers

The DWI Drug Court Program is for people with a misdemeanor Driving While Intoxicated conviction. The program lasts 14 months. Depending on your needs you will be required to participate in treatment, 12-step programs, alcohol and other drug screening/testing, community service, vocational counseling, and educational classes.

The DWI Drug Court Program is divided into five Phases. In order to move from Phase to Phase certain criteria must be met. Phase 1 will begin when you sign the court contract and lasts 2 months; Phase 2 will last 3 month;, Phase 3 will last 3 month; and, Phase 4 will last three months. At the end of Phase 4, you will be ready to transition to phase 5 for 3 months, which is the aftercare phase, providing all of the phase advancement requirements are completed.

Who Can be a Part of the DWI Drug Court Program

The program will be available to any adult convicted of a Driving While Intoxicated offense. A minimum participation period of 14 months is required. Eligibility is determined based on a screening process conducted by the Program Case Manager followed by a Mental Health Assessment/ Substance Abuse Assessment. Upon acceptance in the program you will be required to sign a contract as a condition of participating in the DWI Drug Court Program.

Confidentiality

Federal laws regarding confidentiality protect the records of all participants. We are prohibited from releasing written or verbal information without your written signed consent. However, there may be emergency or legal circumstances that will not require your permission to release information such as:

1. The disclosure is allowed by a court order.
2. The disclosure is made to medical personnel in a medical emergency, or to qualified personnel for audit or program evaluation.
3. You commit or threaten to commit a crime, either at the program or against any court staff person, Team member, other program participant, or member of community.
4. You are suspected of child abuse.
5. You are threatening homicide or suicide.

General Program Rules and Regulations

1. I am responsible for calling the individual who I have the scheduled appointment (i.e. community supervision officer or counselor) to cancel and to reschedule all assigned appointments before the scheduled time.
2. I must show up for scheduled appointments on time. A missed appointment to the community supervision officer or counselor may be equivalent to a positive drug test.
3. I must abide by the curfew set by the DWI Drug Court Program. An exception to an established curfew requires prior approval by the DWI Drug Court Team, Judge, surveillance officer, or community supervision officer.
4. I cannot drive until the DWI Drug Court Team grants permission.
5. If this is my second DWI conviction, I will not be able to drive without a Deep Lung Interlock Device installed in my vehicle.
6. I must submit frequently to alcohol and other drug screening/testing.
The results of my alcohol and other drug screens/tests will be reported to the Team, which includes Judge Anchondo.
7. I am responsible for paying all fees in a timely manner.
8. I will not be permitted to participate in any treatment program activity while under the influence of alcohol or other drugs.

9. I must behave appropriately at all times
10. I am responsible for being informed about program announcements by reading all material given to me by the Team and the treatment program.
11. I will need to sign a consent form waiving confidentiality of any medical treatment or social service records to allow supervision of my case.
12. I am responsible for keeping the Team, community supervision officers, surveillance officer, and treatment provider informed of my current address and telephone number(s), including any cellular number, and to report any changes immediately.
13. I must request permission from the Team before taking any over-the-counter drugs (cold remedies). Participants must refrain from eating any food products containing poppy seeds.
14. I will conduct myself in a respectful and proper manner when addressing to Court and team members.
15. I will dress appropriately for all drug court matters.
16. Failure to follow these rules and regulations will result in a sanction.

Courtroom Behavior and Rules

1. When addressing the Judge, I shall approach the bench with the utmost respect for the position.
2. I understand that "appropriately dressed for court" requires that I comply with the following rules:
 - A. No tank tops, muscle shirts, crop-tops, starter jackets, or shirts with words or pictures;
 - B. No sagging (i.e. pants or shorts that hang below the waist);
 - C. No unbuttoned shirts;
 - D. No hats, caps, or bandanas;
 - E. No gang attire of any kind;
 - F. No phones or pagers;
 - G. No shorts, even in summertime.
 - H. I shall dress in a clean and well-groomed manner.

Participant's Responsibility To The Program

You are responsible for adhering to all DWI Drug Court Program rules and policies. You are responsible for conducting yourself in a cooperative and dignified manner. Acting out, vulgarity or threatening behavior is prohibited and can have great consequences.

Fee Agreement

You will be responsible for paying a \$500 program fee in addition to other fees or restitution assessed by the Court. All clients are required to set up a payment plan upon entering the program. An individual may participate in the DWI Drug Court Program regardless of their current ability to pay their fees. Unless you request special payment arrangements that are approved by the Team, the assessed payments you are required to follow is outlined in your conditions of probation.

Counseling

You will be required to participate in treatment activities. A treatment program can include the following activities:

1. Individual and group counseling
2. Family Counseling
3. Mental Health evaluation and services
4. Other treatment deemed necessary by the Team

Treatment Planning

A counselor will prepare a treatment plan to guide your recovery process. The treatment plan is a problem-solving strategy to identify problems, create goals and identify action plans. The problems to be addressed in the treatment plan may include, but is not limited to the following need areas:

1. Alcohol and other drug addiction
2. Family problems
3. Unstable employment history
4. Lack of social network

5. A lack of understanding of the legal consequences of your offense
6. Medical and/or psychological problems
7. No high school diploma

Please be aware that you must participate in treatment groups, education classes, and life transitions/job development. This is a part of your treatment plan and court contract. If you miss any of these classes, you are required to make them up. You are also required to call in advance to tell the appointment host that you will be absent. All absences must be documented! For example, if you attend a medical or dental appointment, you must obtain a signed note from your doctor or office staff indicating the date and time. If you are going to be late to a Court session, you must notify the Surveillance Officer, Community Supervision Officer, or court immediately. Failure to do so may result in a warrant being issued.

Drug Testing

You will be required to submit to drug screening/testing. Screening/testing can be random or done at the request of the Judge, surveillance officers, community supervision officers, or the Team throughout the entire process. A drug screen/test will be observed and temperature tested. If your specimen does not register within the right temperature, it will not be accepted and will be reported as "dirty". The Court will rely on the result, and by signing the DWI Drug Court Program contract, you agreed not to protest a positive result "dirty".

If a surveillance officer requests a urine sample, you will have 20 minutes to provide that sample. If you are unable to produce a urine sample within 20 minutes, then the Surveillance Officer will report a positive drug result to Judge Anchondo, the Community Supervision Officer, and to the Team.

You must bring in all medication prescribed by a physician to the Community Supervision Officer/court. Prescriptions may be verified with your physician. Over-the-counter medications and medication taken without a prescription will not be accepted as a valid reason for specimens resulting in a positive drug screen/test. You must gain permission from the Court before taking any over-the-counter drugs containing alcohol or an illicit substance. You must abstain from eating any poppy seed food products.

Sanctions

Sanctions will be ordered for positive drug screens/tests, failure to participate in the program, failure to appear, new charges, or failure to pay fees or perform community service. Sanctions include but are not limited to:

- Verbal admonishment
- Increased supervision by the DWI Drug Court Program Judge, community supervision officer
- Imposition of curfew
- Increased drug testing
- Increased community service requirements
- A specified amount of jail time
- Commitment to a community residential treatment program for a specified period of time
- Unsatisfactory discharge from the DWI Drug Court Program which could result in prosecution for the original charge.

Incentives

Incentives may be granted for negative (clean) drug screens/tests, good reports, full participation, payment of fees and family or community support. Incentives may include any of the following:

- Phase Advancement
- Praise from the Bench/Team
- Applause
- Verbal accolades
- Gift Certificate
- Curfew extensions (except phase one)
- Program Completion Certificates
- Reinstatement of driving privileges
- Fewer court appearances
- Graduation Ceremony

PROGRAM DESIGN AND SERVICES

The participant will be expected to adhere to the following requirements:

Phase 1: Acute Stabilization

Duration: 2 months

- Shall attend and receive certificate of completion for Victim Impact Panel presentation (general)
- Shall schedule a medical appointment (Physical exam)
- Shall engage with the treatment plan which will be developed by your treatment provider. You are to set up the appointment within 24 hours of the next business day of intake
- Shall attend recovery support groups, as instructed by your treatment provider
- Shall appear weekly before the court for DWI Drug Court review hearings
- Shall report to your assigned Community Supervision Officer once a week.
- Case plan to be developed by your Community Supervision Officer of which you are expected to follow your appointments
- Shall report to any probation office 3 times per week (M,W,F) on a weekly basis for breath analysis testing until otherwise instructed

Note: Not required to do this if you are monitored by an alcohol device

- Shall have your alcohol monitoring device uploaded on a weekly basis (if applicable)
- You are not allowed to drive a motor vehicle without express permission from the court, you are to make arrangements by public transportation and/or supportive family members to comply with program requirements
- Shall complete ¼ of assessed community service hours (as directed by your community supervision officer)
- Shall abide by home curfew time 8:00 p.m. to 6:00 a.m.(unless at work/ school/counseling sessions/Recovery support group meetings)must provide a work schedule/meeting sign in sheet for verification
- You are to present a stable, habitable, and drug free residence
- Shall submit to unannounced breath analysis and random observed urinalysis/saliva testing (to include random referral to local drug testing labs)
- You are not allowed to spend weekends or overnight absences from home without the expressed permission from the court
- Shall be present when home visits are conducted by Surveillance Officers/Community Supervision Officers during curfew hours, they shall be allowed to enter premises and have the right to conduct a

- search of the premises and allow Officers to photograph living conditions
- You are to address and comply with statutory-mandated jail confinement (if applicable)
 - Shall establish a financial statement audit
 - Shall maintain employment/enrolled in school (must show proof of same to Community Supervision Officer)
 - You are to avoid people, places and things that will impair your recovery

Phase Advancement Requirements

- Attendance compliant with treatment and all requirements as mentioned above
- In order to advance the team will review treatment progress
- Sober time minimum of 14 consecutive days
- You are to be **HONEST**, forthcoming, committed to change and remain crime free

Phase 2: Clinical Stabilization **Duration: 3 months**

- Shall register and complete DWI/Repeat offender education program (provide certificate of completion to your Community Supervision Officer)
- Shall write and present a good-bye letter to drug of choice
- Shall engage and attend treatment counseling as directed by your Counselor
- Shall attend recovery support groups as instructed by your treatment provider
- Shall appear biweekly before the court for DWI Drug Court review hearings (unless otherwise directed)
- Shall report to your assigned Community Supervision Officer biweekly and continue reviewing case plan (follow your appointments)
- Shall report to any probation office 3 times per week (M,W,F) on a weekly basis for breath analysis testing until otherwise instructed

Note: Not required to do this if you are monitored by an alcohol device

- You are to have your alcohol monitoring device uploaded on a weekly basis (if applicable)
- You are not allowed to drive a motor vehicle without express permission from the court, you are to make arrangements by public

- transportation and/or supportive family members to comply with program requirements
- Shall complete ¼ of assessed community service hours
 - Shall abide by home curfew time 9:00 p.m. to 6:00 a.m.(unless at work/ school/counseling sessions/Recovery support group meetings) must provide a work schedule/meeting sign in sheet for verification
 - You are to present a stable, habitable, and drug free residence
 - Shall submit to unannounced breath analysis and random observed urinalysis/saliva testing (to include random referral to local drug testing labs)
 - You are not allowed to spend weekends or overnight absences from home without the expressed permission from the court
 - Shall be present when home visits are conducted by Surveillance Officers/Community Supervision Officers during curfew hours, they shall be allowed to enter premises and have the right to conduct a search of the premises and allow Officers to photograph living conditions
 - Shall be current with all required payments (fine, court cost, program fee, probation fees, restitution fees-if any) pursuant to financial statement audit
 - Shall have stable employment/enrolled in school (must show proof of same to Community Supervision Officer)
 - You are to avoid people, places and things that will impair your recovery

Phase Advancement Requirements

- Attendance compliant with treatment and all required appointments
- In order to advance the team will review treatment progress
- Sober time minimum of 30 consecutive days
- You are to be **HONEST**, forthcoming, committed to change and remain crime free

Phase 3: Pro-social Habilitation

Duration: 3 months

- Shall engage and attend treatment counseling as directed by your Counselor (begin cognitive processing of criminal thinking)
- Encourage sober network (sponsor, recovery support peers)
- Encourage pro social activities (hobbies, wellness, exercise, nutrition)
- Shall attend recovery support groups, you must attend no less than 3 meetings per week (unless otherwise instructed by your treatment provider)

- Shall appear monthly before the court for DWI Drug Court review hearings
- Shall report to your assigned Community Supervision Officer biweekly continue with case plan (follow your appointments)
- Shall report to any probation office 2-3 times per week (M,W,F) on a weekly basis for breath analysis testing until otherwise instructed

Note: Not required to do this if you are monitored by an alcohol device

- Shall have your alcohol monitoring device uploaded on a weekly basis (if applicable)
- You are not allowed to drive a motor vehicle without express permission from the court, you are to make arrangements by public transportation and/or supportive family members to comply with program requirements
- Shall complete ¼ of assessed community service hours
- Shall abide by curfew time 10:00 p.m. to 6:00 a.m.(unless attending work/school/counseling sessions/recovery support group meetings)
- You are to present a stable, habitable, and drug free residence
- Shall submit to unannounced breath analysis and random observed urinalysis/saliva testing (to include random referral to local drug testing labs)
- You are not allowed to spend weekends or overnight absences from home without the expressed permission by the court
- Shall be present when home visits are conducted by Surveillance Officers/Community Supervision Officers, they shall be allowed to enter premises and have the right to conduct a search of the premises and allow Officers to photograph living conditions
- Shall be current with all required payments (fine, court cost, program fee, probation fees, restitution fees-if any) pursuant to financial statement audit
- Shall have stable employment/enrolled in school (must show proof of same to Community Supervision Officer)
- Must be enrolled in GED classes/program (only required if not already obtained)
- You are to avoid people, places and things that will impair your recovery

Phase advancement Requirements

- Attendance compliant with treatment and all required appointments
- In order to advance the team will review treatment progress
- Sober time minimum of 45 consecutive days
- You are to be **HONEST**, forthcoming, committed to change and crime free

Phase 4: Adaptive Habilitation

Duration: 3 months

- Shall engage and attend treatment counseling as directed by your Counselor
- Encourage a sober network (sponsor, recovery support peers)
- Encourage pro social activities (hobbies, wellness, exercise, nutrition)
- Shall continue attending recovery support groups, you must attend no less than 3 meetings per week (unless otherwise instructed by your treatment provider)
- Will be provided with a treatment re-assessment before advancing to phase five
- Shall appear monthly before the court for DWI Drug Court review hearings (unless otherwise directed)
- Shall report to your assigned Community Supervision Officer biweekly
- Shall report to any probation office 3 times per week (M,W,F) on a weekly basis for breath analysis testing until otherwise instructed

Note: Not required to do this if you are monitored by an alcohol device

- Shall have your alcohol monitoring device uploaded on a weekly basis (if applicable)
- You are not allowed to drive a motor vehicle without express permission from the court, you are to make arrangements by public transportation and/or supportive family members to comply with program requirements
- Shall complete ¼ of assessed community service hours
- Shall abide by curfew time 11:00 p.m. to 6:00 a.m.(unless attending work/school/counseling sessions/recovery support group meetings)
- You are to present a stable, habitable, and drug free residence
- Shall submit to unannounced breath analysis and random observed urinalysis/saliva testing (to include random referral to local drug testing labs)
- You are not allowed to spend weekends or overnight absences from home without the expressed permission from the court
- Shall be present when home visits are conducted by Surveillance Officers/Community Supervision Officers, they shall be allowed to enter premises and have the right to conduct a search of the premises and allow Officers to photograph living conditions
- Shall pay off all required payments (fine, court cost, program fee, probation fees, and restitution fees-if any) pursuant to financial statement audit
- Shall have stable employment/enrolled in school (must show proof of same to Community Supervision Officer)
- As need based, upon assessment; (Job Training, Parenting/Family Support, Vocational Training)
- You are to avoid people, places and things that will impair your recovery

Phase advancement Requirements

- Attendance compliant with treatment and all required appointments
- In order to advance the team will review treatment progress
- Sober time minimum of 60 consecutive days
- You are to be **HONEST**, forthcoming, committed to change and crime free

Phase 5: Continuing Care

Duration: 3 months

- Shall engage in treatment counseling (continue cognitive processing of criminal thinking)
- Encourage a sober network (sponsor, recovery support peers)
- Encourage pro social activities (hobbies, wellness, exercise, nutrition)
- Shall continue attending recovery support groups, you must attend no less than 3 meetings per week (unless otherwise instructed by your treatment provider)
- Shall appear monthly before the court for DWI Drug Court review hearings (unless otherwise directed)
- Shall report to your assigned Community Supervision Officer monthly for finalized case plan (follow your appointments)
- Shall report to any probation office 2 times per week (M,F) on a weekly basis for breath analysis/urine analysis testing until otherwise instructed

Note: Not required to do this if you are monitored by an alcohol device

- Shall have your alcohol monitoring device uploaded on a weekly basis (if applicable)
- You are not allowed to drive a motor vehicle without express permission from the court, you are to make arrangements by public transportation and/or supportive family members to comply with program requirements
- Shall zero out your community service hours (unless otherwise instructed by your CSO) that are required within the program
- Shall abide by curfew time 11:00 p.m. to 6:00 a.m.(unless attending work/school/counseling sessions/recovery support group meetings)
- You are to present a stable, habitable, drug and alcohol free residence
- Shall submit to unannounced breath analysis and random observed urinalysis/saliva testing (to include random referral to local drug testing labs)
- You are not allowed to spend weekends or overnight absences from home without the expressed permission from the court
- Shall be present when home visits are conducted by Surveillance Officers/Community Supervision Officers during curfew, they shall be allowed to enter premises and have the right to conduct a search of the premises and allow Officers to photograph living conditions

- Shall have stable employment/enrolled in school (must show proof of same to Community Supervision Officer)
- Must have obtained a GED certificate (if applicable)
- You are to avoid people, places and things that will impair your recovery

Graduation Requirements

- Shall remain crime-free and sober for 90 consecutive days during this phase
- Submission to all drug screening/testing requirements
- No alcohol or other drug use
- No re-arrests/active warrants
- Documented participation in Recovery support groups
- Have successfully completed treatment (i.e. SOP, aftercare services, other)
- Meet with the DWI Drug Court Judge prior to release from the program
- Compliance with all Program, Treatment and Probation requirements
- Payment satisfied for all assessed restitution/program/probation/other fees
- Complete all program required community supervision hours
- Ability to present a stable, habitable, and drug free residence
- Must have obtained a GED certificate (if applicable) have stable employment/enrolled in school for 90 consecutive days

Participants that have accomplished the goals outlined in this section and who have participated in the program for no less than fourteen (14) months are eligible to graduate. However, if a participant fails to complete the requirements outlined in this section and neglects to forge a plan for relapse prevention, they may be extended in the program.

DWI DRUG COURT DIRECTORY

For your convenience, a list of the team members and their contact information is noted below.

Compliance Officer Leticia Medina
lemedina@epcounty.com
500 E. San Antonio, Ste. 772 (915-834-8232 ext. 5)

Specialty Court Liaison Ana Dominguez
adominguez@epcounty.com
500 E. San Antonio, Ste. 710 (915-834-8232 ext. 5)

Probation Officer Manuel Solis
msolis@epcounty.com
7145 Industrial (915-771-8500)

Probation Officer Linda Potts
lpotts@epcounty.com
500 E. San Antonio, Ste. 771 (915-834-8232 ext. 5)

Intensive Probation Program
Counselor Ms. Rosales
vrosales@epcounty.com
7145 Industrial (915-771-8500)

Aliviane Counseling Center
Counselor Ms. Gonzalez
bgonzalez@aliviane.org
1626 Medical Center Dr., 2ND FLOOR (915-779-3764)

Shela M. Carter, MA, LPC, LCDC, MAC, CART
SCarter@epcounty.com
800 E. Overland, Ste. 101 (915-546-8120 Ext. 4182)

Officer Ferrel (EPPD) (915-472-4455) CELL

Deputy Gonzalez (EPSO) (915-472-4458) CELL

***NOTE: WHEN YOU ARE OUT PAST YOUR CURFEW TIME DUE TO WORK SCHEDULE HOURS; ATTENDING LATE AA MEETING; OR AN EMERGENCY SITUATION YOU MUST CALL AND TEXT BOTH SURVEILLANCE OFFICERS AT THE CELL PHONE NUMBERS LISTED ABOVE. PLEASE LEAVE A DETAILED MESSAGE WITH A TELEPHONE NUMBER IN CASE THEY NEED TO RETURN YOUR CALL.**

SUMMARY OF DRUG COURT PARTICIPANT RULES



1. Be on time for court and treatment sessions, submit to random drug testing, and stay clean, sober and law abiding.
2. Attend and sign a DWI Drug Court orientation contract, which outlines your rights, benefits, and responsibilities.
3. Don't associate with persons using or possessing drugs or be where drugs or alcohol are being used by others.
4. Don't use or possess any illegal drugs, alcohol or drug paraphernalia.
5. Tell your doctors you are a recovering addict and may not take narcotic or addictive medications or drugs, unless prescribed by Board-Certified Addiction Specialist who is aware of your addiction history and approved by the DWI Drug Court Team.
6. Don't use or possess any weapons unless authorized by drug court, and disclose the presence of any weapons possessed by others in your household.
7. Advise the DWI Drug Court Team of any changes in your current address and phone number.
8. Dress appropriately for court and treatment sessions.
9. Follow all DWI Drug Court rules and regulations.
10. Pay fees and costs as ordered by the DWI Drug Court Judge.
11. You and your property may be searched at any time by the DWI Drug Court officers and/or probation officers.
12. Do not leave El Paso County unless approved by the Judge or your probation officer.

**Remember, success comes
One day at a time**

Personal Notes
