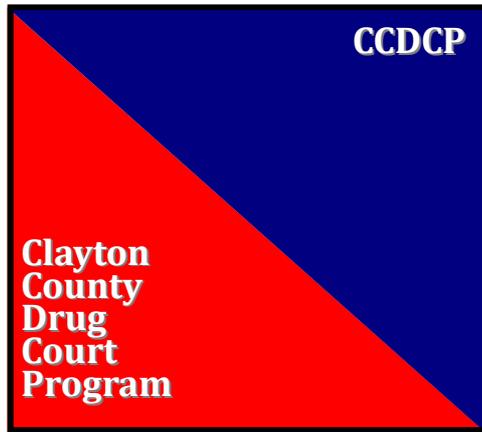


CLAYTON COUNTY SUPERIOR COURT
DRUG COURT PROGRAM PARTICIPANT HANDBOOK



Honorable Albert B. Collier, Presiding

Harold R. Banke Justice Center
9151 Tara Blvd. Suite 3CA01
Jonesboro, GA 30236
Office: 770-477-3415
Fax: 770-478-2381





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IMPORTANT NUMBERS AND COMMUNITY RESOURCES

Drug Court Coordinator
Superior Court Admin. Office
Harold R. Banke Justice Center
9151 Tara Blvd., Ste. 3CA01
Jonesboro, GA 30236
Phone: 770-477-3415
Fax: 770-478-2381

Public Defender's Office
146 N. McDonough St.
Jonesboro, GA 30236
Phone: 678-479-5036
Fax: 678-479-5037

Department of Corrections
1331 Citizens Pkwy, Ste. 201
Morrow, GA 30260
Phone: 770-960-4100

The Clayton Center
853 Battle Creek Rd.
Jonesboro, GA 30236
Phone: 770-478-1099

University of Georgia, Clayton
County Cooperative Extension
1262 Government Circle
Jonesboro, Georgia 30236
Phone: 770-473-3945

Clayton County Community Ser-
vices Authority, Inc.
1000 Main Street
Forest Park, GA 30298
(404) 363-0575

Clayton House
112 Broad Street
Jonesboro, GA 30236
(770) 478-0191

Crisis Pregnancy Center
530 Parkwood Way
Jonesboro, GA 30236
770-477-1501

Health Department
1117 Battle Creek Road
Jonesboro, GA 30236
(678) 610-7199

Riley Clinic First Baptist Church
Jonesboro
147 Church Street
Jonesboro, GA 30236
(770) 478-6710

Georgia Department of Labor
2450 Mount Zion Parkway,
Building 100, Ste. 100
Jonesboro, GA 30236
Office: (678) 479-5886

Career Resource Center
409 Arrowhead Blvd., Suite C-5
Jonesboro, GA 30236
Office: (770) 472-2121 or (770)
960-2172

Catherine's First Fruit
6509 Highway 85
Riverdale, GA 30274
(678) 216-0553

Welcome

Welcome to The Clayton County Drug Court Program and congratulations on your decision to change your life. This handbook provides general information about our program and tells you about some of your responsibilities and duties.

Participants are expected to follow the orders and instructions of the Drug Court Judge and other members of the Drug Court Team. Not every question can be answered in this booklet, so it is your job ask questions when you are unsure of issues about your case. Each phase of this program will address changes in your lifestyle. If you have questions, please ask the Drug Court Coordinator.

Overview

The Clayton County Drug Court is for non-violent adults who have pled guilty to a repeat drug possession charge or related offenses. Many community agencies are available to assist you during this process. By working together, we will provide a treatment program opportunity that will include constant supervision to help you maintain a drug-free life.

There are four phases of the Drug Court Program and your participation requires many court appearances, random drug tests, and group and family counseling. The Court applauds compliant behavior and may impose sanctions for failure to follow the rules. The Drug Court staff will assist you to be sure that you understand your responsibilities for successful completion of the program.

Mission Statement

The mission of the Clayton County Drug Court is to reduce recidivism while improving the quality of life for the offender, their family and the community at large by providing supervision, treatment and positive reinforcement through a structured, cost-effective program. It is the goal of the Clayton Drug Court to facilitate inter-agency collaboration by utilizing a multi-disciplinary team approach to ensure public safety.

Confidentiality

Federal and State law requires that your identity and privacy be protected. In response to these laws, the Drug Court has developed policies and procedures to guard your privacy. You are asked to sign a consent form, which will allow the Drug Court staff to view and discuss your case.

Your involvement with Drug Court allows you to hear the cases of other participants. You are expected to respect their privacy in court and group sessions and you are not allowed to discuss another participant's case.

The Difference It Can Make

Clayton County Drug Court allows you to live in the community while you become sober and clean. During the program, you should expect daily contact with court staff, law enforcement, and treatment providers, who are all dedicated to supporting your drug free lifestyle. When you graduate, you will have a network of professionals willing to assist you as a productive member of the community.

The Drug Court Team

In addition to the Judge, the Drug Court Team includes:

- Drug Court Coordinator
- District Attorney
- Public Defender
- Law Enforcement

The Judge will make all decisions about your case after consultation with the members of the Drug Court Team. Reports of other team members will also be considered.

Judge's Role

The Drug Court Judge leads Drug Court, developing a working relationship with participants as he monitors their progress. He will not act as a case manager, personal attorney, or legal advisor. Other than court sessions, information to the Judge from a participant must go through the Coordinator.

Coordinator's Role

The Coordinator is the primary contact person for all Drug Court operations . He/she attends all scheduled court sessions and staffings, and provides the Drug Court Team with information about your case. The Coordinator also conducts a screening to ensure your eligibility for the program and an orientation for participants after sentencing. It is your responsibility to maintain contact with the Coordinator.

District Attorney's Role

The District Attorney (DA) may also be called the prosecuting attorney. This person makes certain that each eligible offender is referred to Drug Court and presents

each case to the Judge. The D.A. attends staffings and makes suggestions to the Judge concerning incentives and sanctions. If you are terminated from the program, the D.A. will ensure that your Probation Officer files a petition for violation of probation in your case.

Public Defender's Role

The Public Defender protects the legal rights of each participant and keeps them informed of the Drug Court process. This person makes sure that each eligible offender is referred to Drug Court and presents each case to the Judge. The Public Defender also works with the D.A. in following the progress of each participant and notifies the Team of important issues during staffing sessions.

Probation's Role

Probation Officers keep track of each participant's compliance with the Drug Court rules by scheduling check-ins, testing for drug use, and ensuring that there are no prohibited items in the home during home visits. Probation officers also serve on the Drug Court Team, make reports to the Judge, and attend staffing sessions.

Treatment Provider's Role

Treatment Providers are well trained and educated in treating substance abuse and serve on the Drug Court Team. They also determine the best treatment program for each participant in an effort to help you overcome your addiction. Treatment Providers also attend staffing sessions and discuss your progress.

Law Enforcement's Role

Law Enforcement officers make certain that participants

are following the rules of Drug Court. Officers conduct random surveillance and home visits. Please note that you and your home may be searched during home visits and you may be asked to take a drug test during the home visit. Officers are responsible for informing the Drug Court Team of any contact that a participant has with law enforcement agencies while enrolled in the program.

Staffings

The Drug Court Team holds a staffing before each Drug Court session to talk about your progress. During the staffing, the Judge is informed of your drug test results, support meeting attendance, cooperation in treatment, employment status and other requirements. If you are doing well, your achievements will be acknowledged when appropriate. If you are not doing well, the Judge will discuss this with you and possibly order a sanction. Sanctions may include increased requirements, jail time, or termination from the program. If you are terminated from the program, your case will be returned to the criminal court for further processing.

Drug Court Appearances

Drug Court is held each Friday. You are required to attend as scheduled and must report to court by **9:00 a.m.** If you have a legitimate reason that you are unable to attend, you must inform the Drug Court Coordinator 24 hours in advance. If you do not appear, a warrant for your arrest will be issued and law enforcement officers will be sent to take you into custody. If you have any questions, you must contact the Drug Court Coordinator immediately.

Courtroom Behavior

Your attendance in court is a **mandatory** and critical requirement of your participation in the Clayton County

Drug Court program. From the moment of enrollment, your behavior should be respectful of others. You are expected to be cooperative with court staff and respectful of others by using “sir” and “mam”. Address the Judge by calling him “Your Honor” or “Judge”.

You must be dressed properly for court or treatment meetings. Do not wear shorts, tank tops, halter tops, hats, or sunglasses. Excessively baggy clothing or clothing that is too tight, short, or revealing is not acceptable. If you do not have appropriate court clothing, you should contact the Drug Court Coordinator, who will refer you to a clothing closet. Not having clothing for court is not an acceptable excuse not to appear. Also, clothing that advertises alcohol/ drug use or products, obscene content, or has offensive language is not allowed.

If you are late to court, you must report as quickly as possible. Not reporting will result in having a warrant issued for your arrest. Once the court session begins, there is to be **no talking**, unless you are addressed by the Judge or other Drug Court Team Members.

Also, you may not sleep, read, write, or use electronic equipment of any kind. Absolutely **NO** cell phones, pagers or other electronic equipment will be allowed into the courtroom unless turned completely **OFF**. Vibration mode is **NOT** acceptable. If your phones, pagers, or other electronic devices are heard in court, law enforcement will take them from you and the Judge may impose a sanction. You must stay seated while in the courtroom at all times unless directed otherwise by the Judge or other Drug Court staff. Loud talking or behaviors are **NOT** allowed.

Drug Court Fees

You are expected to pay for a portion of your treatment by paying program fees. If you do not pay your fees, you will not be allowed to advance to the next phase. Fees include:

- \$300 during Phase I
- \$586 during Phase II
- \$586 during Phase III
- \$586 during Phase IV

If you do not admit drug use and test positive on a drug screen, the test will have to be verified at an independent lab in order to confirm the results. You are responsible for the cost of sending the test for confirmation.

Phase I: 8 Weeks	
<ul style="list-style-type: none"> • Follow treatment plan • Attend court weekly • Attend 2 Family counseling/ Orientations • Attend 3 support meetings weekly • Random drug screens • Attain a sponsor & a home group • Report to Probation Officer weekly • Follow probation rules 	<ul style="list-style-type: none"> • Obtain approved employment • Obtain approved housing • Maintain at least 30 consecutive days clean • Pay Drug Court fees • Complete all other requirements Phase I • Request advancement to the next phase in writing
Phase II: 24 Weeks	
<ul style="list-style-type: none"> • Follow treatment plan • Attend court weekly • Attend 3 support meetings weekly • Random drug screens • Report to Probation Officer weekly • Follow probation rules • Maintain approved employment • Obtain court approved housing • Develop a financial plan 	<ul style="list-style-type: none"> • Attend a 6 week family development course, if applicable • Complete 48 hours community service • Develop a pro-social activity plan • Maintain 90 days clean • Pay Drug Court fees • Request advancement to the next phase in writing & conduct presentation to the community

Phase III: 20 Weeks	
<ul style="list-style-type: none"> • Follow treatment plan • Attend court bi-weekly • Attend 2 support meetings weekly • Random drug screens • Report to Probation Officer weekly • Follow probation rules • Maintain approved employment • Maintain approved housing • Attend 2 pro-social activities per month 	<ul style="list-style-type: none"> • Complete 60 hours community service • Create relapse prevention plan • Maintain at least 120 days clean • Request advancement to the next phase in writing & conduct presentation to the community
Phase IV: 20 Weeks	
<ul style="list-style-type: none"> • Follow treatment plan • Attend court bi-weekly • Attend 2 support meetings weekly • Random drug screens • Maintain approved employment • Maintain approved housing • Maintain minimum 140 days clean • Report to Probation Officer bi-weekly 	<ul style="list-style-type: none"> • Follow probation rules • 2 monthly pro-social community activities • Complete 120 hours community service • Review and sign relapse prevention plan • Pay Court ordered restitution and/or child support payments • Pay Drug Court fees • Take Exit Survey • Request graduation

*** In each phase, you must complete all tasks as requested and required by the Drug Court Team, even if they are not included in this listing.**

Attendance and Emergency Notification Policy

You must immediately speak with the Drug Court Coordinator and the Treatment Provider as soon as an emergency occurs. If your emergency happens after office hours, you may leave a message, however, you must continue to call until you speak with an actual person. Your emergency excuse is not valid until you have confirmation from the Coordinator and the Treatment Provider. If you

wait until after you miss a court date to tell the Drug Court about your excuse, you may be sanctioned, even if you have a legitimate excuse.

You must show the Court proof of your emergency in writing as soon as you have recovered from your emergency at the next possible opportunity. You must provide proof of the medical records, police report number and officer names (in cases of vehicle accidents). The sooner you notify the Drug Court Coordinator of an emergency, the sooner arrangements can be made to assist you.

Drug Testing Policy

Probation Officers, Law Enforcement Officers, and Treatment Providers will be conducting random testing of your blood, breath, urine, saliva, or other bodily substances. You must give samples as requested as a required part of your participation in Drug Court. Excuses, such as an inability to urinate, will not be accepted. Also, failing to give a sample upon request or giving fake samples are grounds for sanctioning. You may also be terminated from the Drug Court Program for continued positive drug screens. You may be asked to give samples of your urine, breath, blood, or other bodily substances at any time, without probable cause or warning. You are expected to give the sample at the time and location you are instructed within 2 hours. Failure will be considered as a refusal and subject to sanctions. The point of being drug tested is to be held responsible for your actions and make sure that you are striving toward a drug free lifestyle. Sanctions for alcohol and drug use are intended to encourage you to stay sober. Honesty is important to your recovery. If you are honest with the Drug Court, the Court may consider your truthfulness if you test positive for drug use.

Program Rules

Participants must follow these basic rules and other rules of Drug Court:

1. Do not use or possess any alcohol or illegal drugs.
2. Do not associate with people who use or possess drugs. Tell your doctor that you are a recovering substance abuser and may not take any narcotic or addictive medications. Your doctor must confirm that he/she has been notified in writing and proof must be submitted to the Coordinator.
3. You must attend court, meetings and treatment sessions as scheduled, submit to random drug testing, stay drug free, and follow the law.
4. You must be in your home by 9:00 p.m. each night, unless you are at treatment or work. Your work schedule must be given to the Drug Court Coordinator and approved by the Drug Court Team before you are able to be outside of your home past curfew.
5. You are not allowed to have any weapons of any kind.
6. You must keep the Drug Court Coordinator, Probation Officer, and Treatment Provider informed of your current address and phone number at all times.
7. Law Enforcement Officers may search your person, property, home, and/or vehicle at any time with or without a warrant and/or reasonable cause.
8. Dress appropriately for all court & treatment sessions.
9. You may not have sexual relationships or date another Drug Court participant while enrolled in the program.
10. Follow all rules of Drug Court and all other conditions of your sentence.

No visitors are allowed in court or treatment meetings without written approval from the Drug Court staff. Allow your drivers to stay in the parking lots or hallways.

Search and Arrest Policy

As a participant in Drug Court, you are required to allow officers to search your person, vehicle, and home for narcotics, drugs or other contraband at any time of the day or night. The officer conducting the search may or may not have a search warrant, probable cause, or give prior notice. If a law enforcement officer observes a Drug Court participant in any of the following circumstances, arrest is allowed:

- Violating any criminal law
- Taking a controlled substance and/or alcohol or being under the influence
- Possessing a controlled substance, paraphernalia or alcohol

Participants detained in jail after arrest will be brought before the Drug Court Judge for a hearing.

Incentives

When the Drug Court Team recommends it, participants may be given rewards or incentives for following the Drug Court rules. Incentives may include:

- Praise by the Drug Court Team or Judge during the court session
- Various rewards
- Promotion to the next phase
- Credit towards community service hours
- Graduation certificate

Sanctions

Being sanctioned is not the same as being punished. Sanctions are meant to help you focus on what you should achieve from the Drug Court Program and from living a drug free life. Some sanctions are:

- Jail time

- Writing essays
- Increased community service hours
- Increase reporting to probation officer
- Earlier curfew

Giving Back

Gaining insight into yourself, learning to deal with peers and authority figures, and living a drug free life is a sure sign of positive change. The way to reinforce such positive behaviors is to share your knowledge with others. You are encouraged to serve as a mentor to those who are entering the program.

Termination from Drug Court

If you violate the rules of Drug Court, the Judge may terminate you from the program on the following grounds:

- Missing or giving positive drug test
- Altering or tampering with samples
- Not following program rules
- Continued Relapsing
- Threatening or behaving violently to anyone at any time
- Re-arrests
- Any other reason determined by the Drug Court Team

Graduation

When you successfully complete the requirements of all four phases of Drug Court, you will graduate from the program. Graduation is an important milestone in your new drug free lifestyle. Your family and loved ones will be invited to join you at the graduation ceremony as the Drug Court Team congratulates you on your achievement.

Conclusion

The goal of the Clayton County Drug Court Program is to help you achieve a life free from drug abuse. The Judge, Drug Court Team, and court staff are here to guide and assist you, but the final responsibility is yours. In order to succeed, you must be dedicated and motivated to make the commitment to a drug free life.