

La Crosse County

OWI Treatment Court
AND
Program Policy and Procedures
Manual

Effective
January 1, 2023



LA CROSSE COUNTY

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**LA CROSSE COUNTY
OWI TREATMENT COURT PROGRAM**

POLICIES AND PROCEDURES MANUAL

INTRODUCTION

This manual is subject to revisions

MISSION STATEMENT

“The OWI Treatment Court reduces OWI recidivism through the use of evidenced-based practices.”

OWI Treatment Courts are built upon a unique partnership between the criminal justice system and the treatment community, one which structures treatment intervention around the authority and personal involvement of the Judge. OWI Treatment Courts are also dependent upon the creation of a non-adversarial courtroom atmosphere where a single Judge and a dedicated team of court officers and staff work together toward a common goal of breaking the cycle of alcohol abuse and criminal behavior.

Because of the unique problems and opportunities that present themselves in working with alcohol-involved criminal offenders, treatment and rehabilitation strategies must be “reality-based.” OWI Treatment Court Programs must therefore recognize:

- Individuals with substance use disorder are most vulnerable to successful intervention when they are in the crisis of initial arrest and incarceration, so intervention must be immediate and up-front.
- Preventing gaps in communication and ensuring offender accountability are critically important. Therefore, court supervision must be highly coordinated and very comprehensive.
- Substance use disorders affect people from all walks of life and all age groups. This illness is common, recurrent and often serious, but it is treatable and many do recover.
- Treatment must be comprehensive according to scientific studies to achieve the best possible outcome.
- Substance use disorder seldom exists in isolation from mental health and other serious problems that undermine rehabilitation, so treatment must include integration of other available services and resources such as educational assessments, vocational assessments and training and job placement.

- Intermittent advancements are part of the recovery process; so progressive sanctions and incentives must be integral to the OWI Treatment Court strategy.

The goals of the La Crosse County OWI Treatment Court Program are to:

- Reduce alcohol and other substance related crimes;
 - Reduce participant contacts with the criminal justice system;
 - Reduce costs associated with criminal case processing and re-arrest;
 - Introduce participants to an ongoing process of recovery designed to achieve total abstinence from substance-related OWIs;
 - Promote self-sufficiency and empower those with substance use disorders to become productive and responsible members of the community;
 - Hold participants accountable;
 - Recognize cultural and gender diversity;
 - Use risk/needs assessments and other evidence base tools to determine programming.
-

ELIGIBILITY STANDARDS

Each potential participant must meet the following criteria to be considered for the OWI Treatment Court or OWI Program:

Requirements:

1. Be a resident of La Crosse County at time of sentencing
 - a. Out of County Conviction (Does not apply to OWI 5th/6th)
 - i. Resident of La Crosse County.
 - ii. Client must serve mandatory 48 hours jail time in the county of conviction prior to Justice Support Services' participation.
2. Offense must be for a qualifying OWI case
 - a. A participant is convicted of an OWI 2nd, 3rd, 4th, 5th, 6th
 - i. A participant with a 6th OWI that occurs within 5 years of a 5th OWI is presumed ineligible. A participant can still apply for admission to the court.
 - b. A participant convicted of an OWI causing injury or with minor in vehicle may be eligible to participate.
 - c. A participant convicted of an OWI causing death is ineligible for entry into the OWI Court

INTAKE AND ENTRY PROCESS

Each qualifying participant must complete the intake/referral process based upon their applicable OWI level.

Admission into the program begins with evidence-based assessments. These evidence based assessments will be conducted by La Crosse County Justice Support Services (JSS). The participant is responsible for contacting JSS. If a potential participant is currently on bond with JSS they should reach out to their worker to schedule the assessments. If not currently on bond with JSS a potential participant should contact Justice Support Services.

The intake process does change based upon a participant's applicable OWI level.

1. 2nd Offenses and Criminal OWI 1st Offenses

- a. A participant should first contact Justice Support Services at 608-789-4895 to schedule the Wisconsin Assessment of the Impaired Driver (WAID). There is no fee for this assessment.
- b. There are four potential outcomes for the WAID
 - i. Irresponsible Substance Use
 - ii. Irresponsible Substance Use Borderline
 - iii. Suspected Substance Dependency
 - iv. Substance Dependency
 - v. Substance Dependent in Remission
- c. A participant with a WAID finding of "irresponsible substance use" or "irresponsible Substance Use Borderline" may enter the OWI Program.
- d. A participant with a WAID finding of "suspected substance dependency" or "substance dependency" will contact 608-785-5749 to schedule needed assessments.
- e. There are four potential outcomes for the additional assessments
 - i. Low
 - ii. Medium Low
 - iii. Medium High
 - iv. High
- f. A participant with a low or medium low risk finding will be in the OWI Treatment Court Track 1.
- g. A participant with a medium high or high risk finding will be in the OWI Treatment Court Track 2.
- h. A participant in either OWI Treatment Court Track 1 or Track 2 will attend OWI court orientation. Orientations are typically on Wednesdays at 1:30 P.M. until approximately 2:45 P.M. at Justice Support Services. A participant should schedule the orientation in advance by calling 608-785-5749.

2. 3rd Offenses/4th Offenses

- a. A participant should contact their Justice Support Services worker (if applicable) or contact 608-785-5749 if their bond does not require Justice Support Services to schedule needed assessments.

- i. A participant with a low or medium low risk finding will be in the OWI Treatment Court Track 1.
 - ii. A participant with a medium high or high risk finding will be in the OWI Treatment Court Track 2.
 - b. A participant will attend OWI court orientation. Orientations are typically on Wednesdays at 1:30 P.M. until approximately 2:45 P.M. at Justice Support Services. A participant should schedule the orientation in advance by calling 608-785-5749.
- 3. 5th& 6th Offenses**
 - a. Schedule and complete OWI Court Orientation.
 - i. A participant will schedule the orientation in advance by calling 608-785-5749.
 - ii. Orientations are typically on Wednesdays at 1:30 P.M. until approximately 2:45 P.M. at Justice Support Services.
 - b. Meet with OWI Court Coordinator to sign necessary paperwork
 - c. Schedule and complete needed JSS assessments.
 - i. A participant should contact their Justice Support Services worker (if applicable) or contact 608-785-5749 if their bond does not require Justice Support Services to schedule needed assessments.
 - d. Obtain a Clinical Assessment with a dual-licensed AODA **AND** Mental Health provider.
 - e. Contact La Crosse County Human Services Fiscal Department to complete a financial for OWI Court
 - f. Complete OWI Court plea documents
- 4. Other**
 - a. A participant convicted of a criminal OWI 1st (causing injury, with minor child, etc.) will follow the intake and entry procedure for an OWI 2nd offense

For OWIs that have sentencing guidelines we generally expect the sentence will follow the applicable Seventh Judicial District OWI Sentencing Guidelines. The Judge will impose the sentence, but stay a portion of the recommended jail time. Jail time that is not stayed will be served on electronic monitoring with the exception of the mandatory 48 hour jail time. Nothing in this section shall be construed as limiting the sentencing Judge's discretion.

For OWIs that are a fifth or sixth the Judge will find the participant guilty but delay sentencing for approximately one year. During that time the participants bond will be revoked and the participant will begin house arrest enforced through Electronic Monitoring.

Entry

- 1. OWI 2nds
 - a. Upon conviction the Judge will instruct the participant on the day of their start of GPS monitoring and report to JSS for enrollment in the court.
- 2. OWI 3rds and Higher
 - a. Upon conviction and on the day of sentencing, the court will instruct the participant to immediately report to Justice Support Services.

- b. The participant will begin EM or report to jail and begin EM once jail sentence has concluded.
 - c. Drug and Alcohol testing begins immediately.
 - d. If probation is ordered the participant will sign up for probation and report as instructed by the Wisconsin Department of Corrections
3. OWI 5th and 6th
- a. On the day of plea, the court will instruct the participant to immediately report to Justice Support Services.
 - b. The participant will begin EM immediately.
 - c. Drug and Alcohol testing begins immediately.
 - d. The participant will sign up for probation and report as instructed by the Wisconsin Department of Corrections

JUDICIAL ASSIGNMENT

1. Assignment to OWI Treatment Court Judge
 - a. Participants will be assigned to the OWI Treatment Court Judge.
 - b. Upon completion of the court the case will be reassigned back to the sentencing Judge, if needed.
2. Case
 - a. If participant exercised right to substitution of OWI Treatment Court Judge pre-conviction the participant shall sign a waiver permitting the OWI Treatment Court Judge to exercise jurisdiction during treatment court participation.
3. Expulsion
 - a. If a participant is expelled, the sentencing Judge would assume the case again.
(See Appendix II)
 - b. If the participant faces sentencing and the OWI Treatment Court Judge would be the sentencing Judge the participant may exercise a substitution of the OWI Treatment Court Judge.

COURT PROCEEDINGS

The OWI Treatment Court Calendar will be a specialized, separate Court, and is dedicated to the evaluation, treatment and supervision of eligible and suitable participants. The OWI Treatment Court shall be held as scheduled. Court may be changed due to court scheduling issues. Participants will be notified of change of date and time ahead of time.

For participants in Track 1 court will be held on the beginning of each phase or as directed. Court is typically held on alternating Mondays and Tuesdays. Court on Monday begins at 3:00 P.M. Court on Tuesdays begins at 10:00 A.M.

For participants in Track 2 court will be held as dictated by the participants phase or as directed. Court is typically held on alternating Mondays and Tuesdays. Court on Monday begins at 3:15 P.M. Court on Tuesdays begins at 10:15 A.M.

A closed staffing will take place prior to OWI Treatment Court or as otherwise directed by the Judge. At this staffing, the team will advise the Judge of the progress or any violation(s) of each participant.

All participants must be at court when scheduled, unless otherwise excused by the Judge or Court Coordinator. Participants will stay for the entire court hearing unless given prior approval to leave early or treatment is scheduled for that time.

During the Treatment Court hearing, the Judge will discuss the participant's progress and interested parties when appropriate. Sanctions and Incentives may be addressed. The Judge may adjust the sanction according to the exculpatory or mitigating information shared by the participant.

RULES AND EXPECTATIONS DURING COURT

Appropriate courtroom decorum will be expected during court sessions. Expectations will include:

- Cell phones must be turned off
- Be on time for court
- Participants must refrain from speaking out of turn during any proceeding
- Communication must be respectful in all aspects to include language, voice tone, behavior, and dress
- Participants are expected to give full attention to the proceedings
- Participants are expected to participate in acknowledgement of the success of other participants
- Participants must refrain from wearing clothing that reflects support for alcohol or drug use

EXPECTATIONS OF PARTICIPANTS

Participants are expected to comply with the following requirements:

1. Compliance with the individualized case plan.
 - Full participation in all recommended treatment, recovery groups and cognitive behavioral programming to be determined in the case plan.
2. Attend and be on time for scheduled appearances before the OWI Treatment Court Judge
3. Begin treatment as soon as possible
4. Attend office visits with the coordinator as determined by case plan.
5. Comply with DOC rules (if applicable)
6. Avoidance of any premises where the major source of business is alcohol sales
 - Examples include but are not limited to Bars, Taverns, Beer Tents, etc.
7. No consumption of non-alcoholic beer/wine.
8. No consumption of controlled substances without valid prescription
9. No consumption of other mind-altering substance
10. No consumption of CBD, Delta 8 or other hemp or related THC products
11. No consumption of foods that interfere with testing
12. No use of any medications, mouthwashes, or personal hygiene products containing alcohol
13. Report all medications to JSS and DOC agent as directed
14. Comply with alcohol and drug testing.
15. Comply with jail time/electronic monitoring.
16. No driving unless license is properly reinstated
 - Driving while revoked/suspended will result in a jail sanction

EMPLOYMENT

1. Participants must have pre-approval before accepting employment with another participant's business.
2. Participants must have pre-approval before accepting employment at a business that serves or predominately sells alcohol.
3. The following steps must be taken to approve employment:
 - a. Employment request will be reviewed on a case by case basis.
 - b. The team will review the request.
 - c. The business must be legitimate.

OWI 2ND PROGRAM

The OWI 2nd Program is for those who are convicted of an OWI 2nd and have a WAID assessment finding of “irresponsible substance use” or “irresponsible Substance Use Borderline.”

1. Electronic Monitoring
 - a. Comply with Electronic Monitoring rules as determined by JSS
2. Violations
 - a. Violations will be addressed as determined by sentencing Judge

PHASE STRUCTURE AND COMMENCEMENT CRITERIA TRACK 1

The La Crosse County OWI Treatment Court Program Track 1 shall consist of four phases. The Phases are as follows:

Phase 1 Acute Stabilization	
Minimum Length of Time	60 days
Sobriety Days for Advancement	14 days (consecutive)
Court appearances per Month	Beginning of each phase or as directed
Drug Testing/Alcohol Testing	Minimum 2x weekly
Treatment Focus	-Obtain clinical assessment -Obtain AODA assessment -Engage with treatment
Groups and Treatment	Attend recovery groups as recommended
Case Plan	Initiate case plan goal with treatment provider
JSS or DOC Appointments	Weekly or bi-weekly
Transportation Plan	Develop Transportation Plan
Housing	Develop plan to obtain stable housing
Address Medical Needs	Establish primary care provider
Address Financial Issues	-Set up payment plan with clerk of courts -Complete a financial screening
Employment/Education	Develop Plan if needed
Life Skills	Begin changing, people, places and things
Other	Address GPS and Jail Time

Phase 2 Clinical Stabilization	
Minimum Length of Time	90 days
Sobriety Days for Advancement	30 days (consecutive)
Court appearances per Month	Beginning of each phase or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	-Attend peer recovery groups -Enroll in Responsible Decisions
Case Plan	Review
JSS or DOC Appointments	Bi-weekly or as directed
Transportation Plan	-Follow transportation plan -Discuss Driver Safety Plan (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Follow medical recommendation(s)
Address Financial Issues	Develop plan including JSS fees and Court fees
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Other	Address GPS if applicable

Phase 3 Pro-Social Habilitation	
Minimum Length of Time	90 days
Sobriety Days for Advancement	60 days (consecutive)
Court appearances per Month	Beginning of each phase or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	Maintain Peer Recovery Groups
Case Plan	Review
JSS or DOC Appointments	Monthly or as directed
Transportation Plan	-Follow transportation plan -Develop Plan for DSP (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Address Medical
Address Financial Issues	Address financial plan
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Other	Address GPS if applicable

Phase 4 Adaptive Habilitation	
Minimum Length of Time	90 days
Sobriety Days for Advancement	90 days (consecutive)
Court appearances per Month	Beginning of each phase or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	Maintain Peer Recovery Groups
Case Plan	-Review -Present substance abuse prevention plan
JSS or DOC Appointments	Monthly or as directed
Transportation Plan	-Continue to follow transportation plan -Sign DSP (unless lifetime revocation) -Address transportation license reinstatement (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Address medical
Address Financial Issues	Address financial plan
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Cognitive Programming Class	Continue MRT
Ancillary Services	Address (i.e. parenting, family support)
Other	Complete OWI Court evaluation

PHASE STRUCTURE AND COMMENCEMENT CRITERIA TRACK 2

The La Crosse County OWI Treatment Court Program Track 2 shall consist of five phases. The Phases are as follows:

Phase 1 Acute Stabilization	
Minimum Length of Time	30 days
Sobriety Days for Advancement	14 days (consecutive)
Court appearances per Month	Weekly/Bi-Weekly
Drug Testing/Alcohol Testing	Minimum 2x weekly
Treatment Focus	-Obtain clinical assessment -Obtain AODA assessment -Engage with treatment
Groups and Treatment	Attend recovery groups as recommended
Case Plan	Initiate case plan goal with treatment provider
JSS or DOC Appointments	Weekly or as directed
Transportation Plan	Develop Transportation Plan
Housing	Develop plan to obtain stable housing
Address Medical Needs	Establish primary care provider
Address Financial Issues	-Set up payment plan with court -Complete a financial assessment
Employment/Education	Develop Plan
Life Skills	Begin changing, people, places and things
Other	Address GPS and Jail Time

Phase 2 Clinical Stabilization	
Minimum Length of Time	90 days
Sobriety Days for Advancement	30 days (consecutive)
Court appearances per Month	Bi-Weekly or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	-Attend peer recovery groups -Enroll in Responsible Decisions
Case Plan	Review
JSS or DOC Appointments	Weekly/Bi-weekly or as directed
Transportation Plan	-Follow transportation plan -Discuss Driver Safety Plan (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Address medical
Address Financial Issues	Develop plan including JSS fees and Court fees
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Other	Address GPS if applicable

Phase 3 Pro-Social Habilitation	
Minimum Length of Time	90 days
Sobriety Days for Advancement	45 days (consecutive)
Court appearances per Month	Monthly or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	Maintain Peer Recovery Groups
Case Plan	Review
JSS or DOC Appointments	Weekly/Monthly or as directed
Transportation Plan	-Follow transportation plan -Develop Plan for DSP (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Address Medical
Address Financial Issues	Address financial plan
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Cognitive Programing Class	Begin MRT
Other	Address GPS and Jail Time

Phase 4 Adaptive Habilitation	
Minimum Length of Time	90 days
Sobriety Days for Advancement	60 days (consecutive)
Court appearances per Month	Monthly/as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment
Groups and Treatment	Maintain Peer Recovery Groups
Case Plan	Review
JSS or DOC Appointments	Monthly or as directed
Transportation Plan	Continue to follow transportation plan
Housing	Maintain
Address Medical Needs	Address medical
Address Financial Issues	Address financial plan
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Cognitive Programing Class	Continue MRT
Ancillary Services	Address (i.e. parenting, family support)
Other	Address GPS and Jail Time

Phase 5 Continuing Care	
Minimum Length of Time	90 days
Sobriety Days for Advancement	90 days (consecutive)
Court appearances per Month	Monthly or as directed
Drug Testing/Alcohol Testing	Random
Treatment Focus	Engage with treatment

Groups and Treatment	Maintain Peer Recovery Groups
Case Plan	-Review Case Plan -Review Substance abuse prevention plan
JSS or DOC Appointments	Monthly or as directed
Transportation Plan	-Continue to follow transportation plan -Sign DSP (unless lifetime revocation) -Address transportation license reinstatement (unless lifetime revocation)
Housing	Maintain
Address Medical Needs	Address medical
Address Financial Issues	Address financial plan
Employment/Education	Maintain support, employment, education
Life Skills	Continue changing, people, places and things
Cognitive Programing Class	Complete MRT
Ancillary Services	Address
Other	Complete OWI Court evaluation

PHASE ADVANCEMENT

During each phase the participant will complete each requirement of each phase to advance to the next phase.

1. Complete of Check List for each phase.
2. Submit the Check List to the treatment court team for review.
3. The team will review Check List and approves phase advancement.
4. If the team does not approve advancement a plan will be developed with the participant to complete the phase.

COMMENCEMENT

Upon successful completion of all phases, including a good faith effort toward payment of all assessed fees and restitution, completion of an Exit Interview, completion of a Relapse Substance Use Prevention Plan, and upon recommendation of the team, the Judge shall declare the participant a graduate of the OWI Treatment Court Program. The commencement ceremony will recognize successful completion of all required goals.

RANDOM TESTING PROTOCOL

A critical component of successful OWI Treatment Court participation involves intense supervision and random testing to determine compliance with the rules of the OWI Treatment Court Program. Each participant is subject to random testing by Justice Support Services for the purpose of detecting the use of alcohol, drugs or other controlled substances. Colors are assigned to determine frequency of testing, however, any team member, law enforcement or Department of Corrections staff may request additional testing.

1. Participant Testing Procedure

- a. Post Sentencing or Post Plea if OWI 5th/6th
 - i. After sentencing the participant will report immediately to Justice Support Services where they will submit to a drug and alcohol test by urinalysis.
 - ii. The participant will be assigned a color. A staff member from JSS will explain the testing process.
- b. Regular Testing
 - i. The participant will call the testing line **daily** at 1-608-785-5532.
 - ii. The color line is updated daily by approximately 7:15 A.M. on weekdays (Monday through Friday) and 8:15 A.M. on weekends (Saturday and Sundays);
 - iii. A recorded message will play listing the date and colors for the day
 - iv. The participant is responsible for ensuring that the date given at the beginning of the recorded message is the correct date for the day the participant is calling;
 - v. If a participants color is listed then the participant must come to JSS by 7:15 A.M. to 6:45 P.M. on weekdays (Monday through Friday) and 8:15 to 3:15 P.M. on weekends (Saturday and Sunday). Holidays may impact testing hours. Participants should speak to a JSS staff member and/or watch for posted signs regarding testing hours on or around holidays.
 - vi. When a participant reports to JSS they will go to the testing door
 - vii. Prior to delivering testing, the participant may be asked whether or not the test will be positive.
 - viii. A JSS staff member will let the participant in to a restroom and the participant will give a urinalysis sample observed by a same gender JSS staff member.
 - ix. After the urinalysis the participant will sign their name verifying their attendance.
- c. Requested Testing
 - i. A participant may subject to additional testing at the request of an OWI Treatment court team member, law enforcement, the Department of Corrections, and/or the jail
 - ii. This testing may include
 1. Urinalysis
 2. Preliminary Breath Test (PBT)
 - iii. The participant will submit to the test as requested and comply with testing guidelines

- iv. The participant will produce a sample immediately upon request
 - v. If a participant fails to produce a test or a test of sufficient quantity it shall be considered a positive test for the presence of drugs or alcohol.
2. Testing Expectations
- a. Participant Expectations
 - i. All tests are conducted by observed urinalysis.
 - ii. Participants shall follow all listed testing procedures.
 - iii. Participants shall have three attempts (three minutes each) at producing a sufficient sample. If a participant fails to produce a sufficient sample after three attempts it will be considered a missed test.
 - iv. Participants shall not tamper with their sample in any way including but not limited to: using another's urine, using synthetic urine, using a masking agent, or any other devices that would alter a sample
 - v. Participants shall not drink excessive liquid (also known as flushing) within 3 hours of coming to JSS to give a sample. A test that results in a deficient creatinine level (flushing) finding will be considered positive test.
 - vi. Participants who request to miss testing must do so verbally or in writing to their case worker or Department of Corrections agent a week prior to the proposed dates. The request will be staffed by the OWI Court Team. The participant will be notified if their request is granted or denied.
3. Testing
- a. Methods
 - i. Testing shall be done by an observed urinalysis
4. Testing Outcomes
- a. Urinalysis
 - i. A participant will be notified by JSS staff and/or the Department of Corrections if their sample results in a positive test.
 - ii. The participant may request the sample be sent in for confirmation testing through an outside lab. The participant will sign a form acknowledging that if the confirmation test is positive they will be responsible for the cost of the test. If the test is negative the participant will not be charged. A confirmation test that is positive may result in additional sanctions by the OWI treatment court team.
 - iii. A positive test will result in an appearance at the next OWI Treatment Court session
 - b. Missed Tests
 - i. The first missed test will result in a verbal warning
 - ii. Subsequent missed tests will be presumed positive for the presence of drugs or alcohol
 - iii. Frequent missed tests may result in progressive sanctions
 - c. Deficient creatinine level (Flushing)
 - i. The first deficient creatine level (flushing) will result in a verbal warning
 - ii. Subsequent deficient creatine levels will be presumed positive for the presence of drugs or alcohol
 - iii. Frequent flushings may result in progressive sanctions

5. Additional Testing Methods
 - a. The OWI Treatment Court Team may have a participant use additional testing options beyond urinalysis. This can include but is not limited to:
 - i. Preliminary Breath Tests (PBT)
 - ii. Remote Breath (test from home)
 - iii. SCRAM (ankle bracelet, alcohol skin detection)
 - iv. Drug testing equipment (lab)
6. Other
 - a. Alternative testing by outside agencies will not be accepted

USE OF PRESCRIBED MEDICATIONS

1. Participants will not be prohibited from utilizing prescribed medications. Scripts must be provided to JSS immediately upon entry to the program or upon prescription.
 - a. A participant must sign a two way release of information for Justice Support Services and the medical provider

MEDICATION ASSISTED TREATMENT (MAT)

1. OWI Treatment Court criteria for M.A.T.
 - a. MAT treatment must be by an approved provider based on license and certification and with a prescription for the necessary medication.
 - b. Reciprocal releases must be signed
 - c. Communication must be open and frequent between the team and provider.
 - d. MAT must be included in the case plan.

INCENTIVES, SANCTIONS AND THERAPUTIC ADJUSTMENTS

Incentives are awarded to participants for many reasons, but specifically for demonstrating progress towards meeting case plan goals.

Sanctions are a response to any violations of the rules of the OWI Treatment Court Program and may result in an immediate response as determined by Team.

Interventions are a response to assist a client in identifying and correcting a behavior that is preventing progress toward case plan goals. (See Matix ____)

1. Incentives may include:
 - a. Reduced jail time.
 - b. Reduced fines.
 - c. Reduced fees.
 - d. Earlier driver's license reinstatement.
 - e. Bus Tokens/Passes
 - f. Gift Certificates
 - g. Positive team interaction
 - h. Verbal Praise
 - i. Obtain an occupational driver's license
 - j. Removal of ignition interlock device.
 - k. Assistance with employment.
 - l. Removal of curfew.
 - m. Removal of an electronic monitoring device.

2. Sanctions may include:
 - a. Jail (If participant test positive for alcohol or show signs of controlled substance use they may be held in jail until the next OWI Court Hearing)
 - b. Curfew
 - c. Electronic Monitoring
 - d. Increased Supervision
 - e. Day Reporting
 - f. Community Service
 - g. Completing an essay
 - h. Adding additional hours of community service for each day as assignment such as community service or an essay is not turned in by the due date.

3. Therapeutic Adjustments may include:
 - a. Increased Alcohol Testing
 - b. Increased Support Groups
 - c. Verbal Warnings
 - d. Team Intervention
 - i. Request participant to come before the team to discuss participation
 - e. Increased treatment
 - f. A homework assignment to assist in changing the behavior

COMMUNICATION OUTSIDE OF TEAM MEETINGS

Situations requiring team attention outside of the scheduled team meeting, the following procedure will be followed.

1. The person receiving the request will contact the treatment court supervisor to determine if the situation is a crisis requiring immediate attention. If the supervisor is unavailable, a probation supervisor or the Justice Support Services manager may be consulted.
2. If determined the situation is a crisis, the following people will be contacted: the judge, the probation agent, the prosecutor, the defense attorney, the coordinator, and the treatment representative. Contact may be made by phone or email.
3. The supervisor will allow one hour for responses. If no response is received, the supervisor will make the decision without input from the entire team.

RESTITUTION

Restitution will be ordered by the court on an individual basis.

Restitution will be collected at the Clerk of Courts, 333 Vine Street, La Crosse, WI. The traffic clerk will inform OWI Treatment Court coordinator of the amount of restitution owed.

AMBASSADOR PROGRAM

The OWI Treatment Court Ambassadors are trained to provide a service to Treatment Court participants. A manual is provided with guidance on what their service entails including how to maintain appropriate boundaries while providing information and support. The Ambassador role is to review phase requirements with participants and assist in clarifying the court expectations, troubleshoot when expectations are difficult to meet, and direct to Treatment Court coordinator for questions unrelated to phase support. The Ambassadors are available to meet with current OWI Treatment Court participants every other Monday and every other Tuesday, see schedule posted in lobby for times.

New Ambassadors will be reviewed by the Treatment Court coordinator and further screened by current group facilitators to determine if the prospective Ambassador's facilitation role is appropriate.

The Ambassador Team consists of:

1. Treatment Court coordinators
2. Judge
3. Treatment Court graduates
4. DOC agent

The Ambassador Team will meet as scheduled to:

1. Review Ambassador experience working with the participants.
2. Answer questions posed to the Ambassadors to take back to the participants.
3. Provide guidance when difficult situations arise.

Upon commencement, all OWI Treatment Court Program graduates will be invited to join the Ambassadors. The rules for the Ambassadors are established by the Ambassador Team.

FEES AND FISCAL MANAGEMENT

1. Participant payment responsibilities
 - a. Treatment Court Fee - \$500.00
 - b. Driver Safety Plan - \$350.00
 - c. Fines
 - d. Fees
 - e. Restitution will be determined on an individual basis and ordered by the court.

2. Equipment costs
 - a. Global Positioning Units (GPS-electronic monitoring) - \$18.00/day
 - b. Remote Breath \$18.00/day.
 - c. Global Positioning and Remote Breath \$34.00/day

FAILURE TO PAY FINES

If a participant is delinquent in the payment of fines the information will be recorded and provided to coordinator to be shared in the weekly team meeting.

OPERATOR'S LICENSE

Participants are required ask the team for permission to obtain an operator's license.

1. Participants will:
 - a. Provide proof of Ignition Interlock Device installation (IID).
 - b. Sign a release of information allowing the Team to periodically review IID reports if not accessible without a release.
 - c. Notify the Court of an IID provider change.
 - d. Participants will be responsible for reporting any positive test on the IID.

EXPULSION

A participant may be expelled from the program if the team votes to terminate the participant for meeting the below enumerated criteria or they meet the automatic expulsion criteria:

1. Grounds for Expulsion

- a. Discretionary expulsion criteria
 - i. The participant's conduct threatens public safety;
 - ii. The participant's conduct threatens the integrity of the program or;
 - iii. The person is unwilling or unable to engage in treatment or meet reasonable expectations for progression;
 - iv. Other grounds the court deems eligible for expulsion
- b. Automatic Expulsion criteria
 - i. The participant commits a new OWI related offense and there has been a finding of probable cause by the Judge
 - ii. A participant has failed to participate in the OWI Treatment Court for 30 consecutive days. Failure to participate is defined as a failure to have face-to-face contact with coordinator or agent and violation of program requirements.

2. Discretionary Expulsion Procedure

- a. Motion
 - i. If a voting team member believes there are grounds for termination they will inform the team
- b. Second
 - i. A separate voting team member must second the motion made
- c. Discussion
 - i. The Judge will excuse themselves from any further discussion. The team will discuss the benefits of meeting with the participant. If the team decides to meet with the participant the meeting will be scheduled on the participants next court date without the presence of the OWI Treatment Court Judge
- d. Hearing/Meeting
 - i. The participant is entitled to a hearing on the motion to terminate.
 - ii. The participant shall be served with a notice of expulsion, to include the date and time for the initial expulsion hearing and the right to be represented by an attorney
 - iii. The hearing will be scheduled sufficiently in advance to permit the participant to obtain counsel. If the participant was represented by a public defender lawyer or believes their financial circumstances would entitle them to a public defender lawyer, they should immediately contact the public defenders office (149 6th Ave. S., La Crosse; 608-766-4001) so that a lawyer may be reappointed. A participant that doesn't qualify will be given sufficient time to apply for a court appointed attorney or retain an attorney at their own expense.
 - iv. The hearing shall consider the following...
- e. Vote

- i. Upon a majority vote, a recommendation for expulsion will be made to the OWI Treatment Court Judge. If there is no majority vote for expulsion, the expulsion participant will continue in the program.
 - ii. If the team recommends expulsion, the matter will be set for a termination hearing on the same day
 - f. Termination hearing
 - i. The motion for expulsion will be on the record and in open court
 - ii. A representative of the team will present the team's position to the Court during open court
 - iii. An attorney may continue to represent the participant
 - g. Judge Decision
 - i. If the OWI Treatment Court Judge agrees that there is a basis to grant the motion for expulsion, findings and conclusions will be made on the record
 - 1. OWI 2, 3, 4
 - a. The participant will be removed from the program and the remaining sentence will be imposed of if the participant is enrolled in probation the DOC agent may commence with revocation proceedings if deemed appropriate
 - 2. OWI 5, 6
 - a. The Judge will immediately revoke the defendant's electronic monitoring, direct the participant to report to jail and notify the sentencing court. The Judge will be provided with a copy of the expulsion motion executed by the Judge following the expulsion hearing. No other information will be provided by the District Attorney's Office to the Sentencing Judge, unless first disclosed to the Sentencing Judge by the former participant
 - ii. If the OWI Treatment Court Judge concludes expulsion is not appropriate the participant will continue in the program.
3. **Automatic Expulsion Procedure**
 - a. Expulsion due to re-offense
 - i. A letter will be provided to the participant notifying them of their expulsion
 - ii. The participant may petition for re-admission within 30 days of expulsion
 - iii. The petition must allege facts sufficient to establish a probability that the participant has been wrongly accused
 - iv. The participant shall be heard at the next OWI Treatment Court session by the Judge and the Treatment Court team
 - v. The expulsion shall not disqualify a participant from being admitted to the OWI Treatment Court for the subsequent offense if the sentencing judge determines participation to be an appropriate condition of the sentence
 - b. Absconding expulsion protocol
 - i. A participant who has failed to participate in the OWI Treatment Court for 30 consecutive days will be automatically expelled from the program if the team determines this is an appropriate outcome.

- ii. A letter will be provided to the participant or the participants last known address notifying the participant of the expulsion
 - iii. Failure to participate is defined as a failure to have face-to-face contact with coordinator or agent and violation of program requirements.
 - iv. A commitment order shall be issued to serve the balance of the sentence without release.
 - v. The participant may petition for re-admittance by filing a petition within 10 days of commitment.
 - vi. The petition shall be considered by the treatment court team at the next team meeting and decided by the OWI Treatment Court Judge during the court session following the hearing.
 - vii. The team may extend the time frames in the interest of justice
4. Voting Members- must have regular attendance to participant in the voting process
- a. Justice Support Services representative
 - b. DOC
 - c. Defense Attorney
 - d. Law Enforcement
 - e. District Attorney
 - f. Other member designated by the Court.

VOLUNTARY / INVOLUNTARY DIS-ENROLLMENT

A participant has the option to dis-enroll from the treatment court in one of two ways:

1. Participant dis-enrollment during the court process
 - a. Participant attends court and dis-enroll in the presence of the Judge and on court record.
 - b. Participant acknowledges he or she may not reapply for the current OWI case for admission and must complete their sentence in the La Crosse County jail without release or by leave of the sentencing court.
2. Participant dis-enroll outside of the court process
 - a. OWI Treatment Court coordinator provides the waiver form to be reviewed with the client before signature.
 - b. Participant acknowledges he or she may not reapply for the current OWI case for admission and must complete their sentence in the La Crosse County jail without release or by leave of the sentencing court.

Dis-enrollment versus successful program status:

1. If a participant decides to leave the Court within the first 60 days program status will be considered a dis-enrollment.
2. If the participant leaves the Court AFTER 60 days, program status will be considered unsuccessful.

OWI TREATMENT COURT

1. The OWI Treatment Court team should consist of the following:
 - a. Circuit Court Judge.
 - b. Representative from the District Attorney's Office.
 - c. Representative from the Public Defender's Office.
 - d. Department of Corrections Agent
 - e. Treatment Court Coordinator or Supervisor.
 - f. Treatment Provider
 - g. Law Enforcement
2. The tenure of each member will be subject to the discretion of the Judge
3. The OWI Treatment Court Policy Team should consist of:
 - a. Circuit Court Judge.
 - b. Representative from the District Attorney's Office.
 - c. Representative from the Public Defender's Office.
 - d. Department of Corrections Agent
 - e. Treatment Court Coordinator or Supervisor.
 - f. Treatment Provider
 - g. Law Enforcement
 - h. Alternates for each position may be appointed by the drug Treatment Court Policy Team Representative
 - i. Other individuals including Team members may attend upon invitation but will not have voting privileges
4. Method for adding or modifying a policy
 - a. Policies may be added, modified or removed by the OWI Treatment Court Policy Team by consensus if possible or by vote
5. Memorandums of Understanding (MOU's) for each agency representative will be reviewed and signed every five years except when the following changes occur:
 - a. New agency representative.
 - b. New agency official.
 - c. New Judge.

CONFIDENTIALITY

Participant records are protected under the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient records, 42 C.F.R. Part 2, and the Health Insurance Portability and Accountability act of 1996 (HIPAA). As such, patient records cannot be disclosed without written consent unless otherwise provided for in the regulation or statute. Absent specific statutory authority to the contrary, no confidential information may be released without the participants, written consent as documented by a signed release form that complies with the requirements of applicable laws and regulations. Once the participant has signed the consent to release information from the participant has agreed to the release of his/her records to the OWI Court Program.

POLICY:

In order to ensure that treatment is successful, the OWI Court program must be able to guarantee the confidentiality of information provided by its participants. In turn, this also becomes the responsibility of all staff members, team members and anyone visiting or partnering with the OWI Court program. Participants are advised to consult with their attorney when questions of confidentiality arise.

CONFIDENTIALITY STANDARDS OF CONDUCT:

1. Do not refer or speak about participants by name with non-team members of the OWI Court Program
2. Refrain from using participants' names while engaging in conversations that take place in public places
3. When not able to relay information that is confidential, explain why confidentiality is vital.
4. When in doubt at any time, simply refrain from sharing any information at all.

APPENDICES

Residency Criteria/ Guidelines	Appendix I
Consent and Order Returning Case to Substituted Judge	Appendix II
Dis-Enrollment Questionnaire	Appendix III
Disenrollment Notice of Withdrawal and Waiver of Hearing	Appendix IV
Treatment Court Letter Notifying Medical Provider of Participation	Appendix V
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APPENDIX I

RESIDENCY CRITERIA

There are **four criteria** in the statutory definition of “**legal residency**”:

(1) **Physical presence** within the state/county.

- Physical presence must be (2) **voluntary** on the part of the individual, or by choice of the person’s legal guardian appointed by a court under ch. 880, Wis.Stats. (Note that guardianship court orders issued in another state are honored in Wisconsin.)

- The individual has the (3) **intent to remain in (4) a place of fixed habitation** within the state/county.

All of these four criteria must occur **simultaneously**. If any one or more of the four criteria do not simultaneously apply to a person, legal residency is not established.

Criteria Clarification:

1. Physical Presence

Physical presence in a county creates a rebuttable presumption that the individual intends to reside there. This presumption can be overcome by a preponderance of evidence to the contrary, such as the individual's expressed intent to reside elsewhere. The intent must have existed when the individual was physically present in the other county. The physical presence presumption places the burden on the county where the individual is located. If the individual is covered by s. 51.40, the wording of some provisions in that section overcomes the physical presence presumption.

2. Voluntary

The simultaneous concurrence of all four criteria must be voluntary on the part of the person or his or her legal guardian. Examples of physical presence not being voluntary include, but are not limited to, placement pursuant to a court order such as a protective placement order, or placement pursuant to the conditions of probation or parole supervision. Placement for care or treatment by a county 51.42/437 department to another jurisdiction does not change the individual's legal residence while the individual is receive treatment. See s. 51.22(4) and s. 51.40(2) (a) 2.3

3. Intent to Remain

Intent to remain has been interpreted to mean "to live in that county for the foreseeable future." A person, or his or her guardian on behalf of their ward, must have the intent to remain, for the foreseeable future, in the county where he or she is physically present. Generally, intent to remain may be expressed verbally by the individual or his or her guardian. However, a written expression of intent by a person’s legal guardian is preferable when the person has a legal guardian and the person’s county of residency is in dispute. No specific time period must have elapsed to establish the intent to remain for Wisconsin residency. Situations such as, but not limited to, seasonal employment in Wisconsin, an extended vacation, temporarily caring for a sick relative / friend, or for educational / training purposes do not alone qualify as having the intent to remain. Other facts that may be considered as indicators of intent include the location from which the individual files tax returns, or maintains financial accounts, or has a driver’s license, or votes, for example.

4. Place of Fixed Habitation

Examples of a place of fixed habitation include a home, apartment, condominium, residential hotel or a mobile home (fixed on a site). It also may include a nursing home, CBRF or other supervised residential facility when the person intends to live there for the foreseeable future because he or she has long term care needs and the services of the facility are needed to meet those needs. A motel, hotel (except a residential hotel), or rooming house are generally not considered places of fixed habitation. However, in limited situations a motel, hotel or

rooming house may be considered a place of fixed habitation if the person lives there voluntarily and intends to remain there for the foreseeable future.

A place of fixed habitation does not include a car or other motorized vehicle because it is not a fixed habitation. Nor does it include an emergency shelter for the homeless because it is by definition a temporary shelter, a shelter for victims of domestic abuse, or a nursing home, CBRF or other supervised residential facility where a person's stay is temporary to address acute care needs. When all four criteria are met simultaneously, the person becomes a resident of the State of Wisconsin and the respective county where there is concurrence of physical presence. There is no waiting period before a person establishes legal residency in Wisconsin. Once a person establishes legal residency in a Wisconsin county, he or she does not lose that residency until he or she establishes legal residency in another Wisconsin County or in another state. Even in extreme situations where a person has been homeless, perhaps for years, he or she retains their legal residency in the county and state where they last established legal residency before becoming homeless.

APPENDIX II

STATE OF WISCONSIN

CIRCUIT COURT

LA CROSSE COUNTY

State of Wisconsin

CONSENT AND ORDER RETURNING
CASE TO SUBSTITUTED JUDGE

vs.

(Defendant/Respondent name)

Case No. (Case Number)

The defendant _____ hereby requests pursuant to sec. 971.20 (11) that the criminal action and all pertinent records be transferred back to the Honorable _____ (substituted judge) to allow for participation in the La Crosse County (drug) (OWI) Court. The defendant understands and agrees that the aforementioned judge has full authority to act in this case consistent with Wisconsin law and treatment court policies and procedures.

Defendant

Defendant's Attorney

Consent to Return Action to Substituted Judge

The undersigned agree that the aforementioned matter shall be transferred back to the Honorable _____ to allow for treatment court participation with the judge having full authority to act consistent with Wisconsin law and treatment court policies and procedures pursuant to sec. 972.20(11).

Prosecutor

Assigned Judge

Substituted Judge

Order Returning Action to Substituted Judge

Pursuant to sec. 972.20(11), Wis. Stats., and upon the consents set forth above, the aforementioned matter is transferred back to _____ to allow for participation in the La Crosse County (OWI) (Drug) Court.

Dated this ____ day of _____, 20 .

Circuit Judge, Branch
Assigned Judge

APPENDIX III

La Crosse County OWI Treatment Court Dis-enrollment Questionnaire

1. Questions posed to participant:

- Why are you dis-enrolling?
- What happened between enrolling and now?
- Was your intention to complete the program?
- What would you need to have happened for you to remain in OWI Treatment Court?

2. Coordinator will complete the following information:

- What number of OWI's?
- How many days into the program prior to dis-enrollment?
- How many days have passed since ending EM and dis-enrollment?
- How much stayed time does the participant have to serve?

Staff Signature _____ Date: _____

APPENDIX IV

**La Crosse County OWI Treatment Court Dis-enrollment -Notice of Participants
Withdrawal and Waiver of Court Hearing**

Name: _____ Case Number: _____

1. I understand that participation in the OWI Treatment Court is voluntary.
2. I have decided to withdraw from participation in the OWI Treatment Court.
3. I have made this decision voluntarily and with free will understanding that:
 - a. I may consult with an attorney if I wish.
 - b. This is a final decision and I may not be re-enrolled in OWI Treatment Court as part of this sentence.
 - c. I may not be eligible for electronic monitoring (GPS) or other services through Justice Support Services for this sentence.
 - d. I understand that I may serve the remaining portion of my sentence in the La Crosse County jail without release for any reason.
 - e. The amount of jail time left to serve and/or my release date will be determined by the La Crosse County Sheriff's Department.
4. I understand that I must select a date to report to the jail or GPS within one week of today's date. I will report to the jai or hook up at 6 p.m. on _____.
5. I also waive my right to a hearing in front of the OWI Treatment Court Judge on the issue of my voluntary withdrawal from OWI Treatment Court.

Dated this _____ of _____, _____

Client Signature

OWI Treatment Court Representative

C: Client
Jail

Dated this _____ of _____, _____

Client Signature

OWI Treatment Court Representative

CC: Client
Jail
Clerk of Courts
Justice Support Services

APPENDIX V

Treatment Court Letter Notifying Medical Provider Of Participation

Date:

To Whom It May Concern:

The OWI Treatment Court team encourages participants to work with a therapist in conjunction with taking a medication for depression, anxiety, or other mood disorders as research indicates the medication is more effective. The following letter is provided for clients receiving prescribed medications:

To: Medical Providers
From: La Crosse County OWI Treatment Court

Your patient is providing you with this letter because he or she is an OWI Treatment Court Participant.

The La Crosse County OWI Treatment Court provides integrated court supervision and substance abuse services to a diverse population in La Crosse County to reduce OWI related crimes, better utilize jail resources, and improve the quality of life of substance abuse offenders resulting in increased community safety and improvement of the quality of life in the whole community.

The OWI Treatment Court Team requests that physicians prescribing medication(s) to a Participant attempt to prescribe medication that will not pose a risk to the Participant's recovery from addiction. The Team is aware that this is not always possible, but asks that alternatives be explored prior to prescribing a habit-forming medication.

Thank you for your time and consideration. If you have further questions please feel free to contact Tammy Simmons or Kelsey Connor, the OWI Treatment Court Coordinators, at 608-789-4895.

Respectfully,

OWI Treatment Court Coordinator

APPENDIX VI PHASE REQUIREMENTS TRACK 1				
	Phase 1	Phase 2	Phase 3	Phase 4
Minimum Time	60 days	90 days	90 days	90 days
Sobriety Days	14 consecutive days sobriety	30 consecutive days sobriety	60 days consecutive sobriety	90 days consecutive sobriety
Court	Beginning of each phase or as directed	Beginning of each phase or as directed	Beginning of each phase or as directed	Beginning of each phase or as directed
Appointments (w/ Coordinator or DOC Agent)	Weekly/Bi-weekly	Bi-weekly(or as directed)	Monthly (or as directed)	Monthly (or as directed)
Treatment Focus	-Obtain Clinical assessment -Obtain AODA assessment -Engage with treatment	Engage with treatment	Engage with treatment	Engage with treatment
Recovery Support Groups	Attend recovery groups as recommended	-Attend peer recovery groups -Enroll in responsible Decisions	-Maintain peer recovery groups; -Establish recovery network	-Maintain peer recovery groups*; -Maintain recovery network
Case Plan	Initiate case plan goal with treatment provider	Review Case Plan	Review Case Plan	Review and present substance abuse prevention plan
Medical	Establish primary care provider	Address medical	Address medical	Address medical
Employment/Education/Housing	Develop Plan*	Maintain employment/support/stable housing/education	Maintain employment/support/stable housing/education	Maintain employment/support/stable housing/education
Life Skills	Begin changing people, places and things	Continue changing people, places and things	-Demonstrate changing people, places and things -Establish pro-social activities;	-Demonstrate changing people, places and things -Maintain pro-social activities; -Address ancillary services
Drug & Alcohol Testing	Random	Random	Random	Random
Transportation	Develop transportation plan	-Follow Transportation plan; -Discuss DSP*	-Follow transportation plan; -Develop plan for DSP*	-Follow transportation plan; -Sign plan for DSP* -Address license*
Financial	-Contact fiscal to complete financial. -Contact clerk of courts for payment plan	Develop financial plan including JSS fees and court fees Budget Assessment	Address financial plan	Address financial plan
Other	Address GPS and jail time*	Address GPS and jail time*	Address GPS and jail time*	Complete OWI court evaluation

*if applicable

APPENDIX VII PHASE REQUIREMENTS TRACK 2

	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Minimum Time	30 days	90 days	90 days	90 days	90 Days
Sobriety Days	14 consecutive days sobriety	30 consecutive days sobriety	45 days consecutive sobriety	60 days consecutive sobriety	90 days of consecutive sobriety
Court	Weekly/Bi-Weekly	Bi-Weekly	Monthly (or as needed)	Monthly (or as needed)	Monthly (or as needed)
Appointments (w/ Coordinator or DOC Agent)	Weekly (or as directed)	Weekly/Bi-weekly(or as directed)	Monthly/Bi-monthly (or as directed)	Monthly (or as directed)	Monthly (or as needed)
Treatment Focus	-Assessment Clinical & AODA -Engage with treatment	Engage with treatment recommendations	Engage with treatment	Engage with treatment	Engage with treatment (if needed)
Recovery Support Groups	Attend recovery groups as recommended	-Attend peer recovery groups -Enroll in responsible Decisions	-Maintain peer recovery groups; -Establish recovery network	-Maintain peer recovery groups*; -Maintain recovery network	-Maintain peer recovery groups*; -Maintain recovery network
Cognitive Programming			Begin MRT	Continue MRT	-Complete MRT
Case Plan	Initiate case plan goal with treatment provider	Review Case Plan	Review Case Plan	Review Case Plan	-Review Case Plan -Substance abuse prevention plan
Medical	Establish primary care provider	Address medical;	Address medical;	Address medical	Address medical;
Employment/Education	Develop Plan	Maintain employment/support/stable housing/education	Maintain employment/support/stable housing/education	Maintain employment/support/stable housing/education	Maintain employment/support/stable housing/education
Life Skills	Begin changing people, places and things	Continue changing people, places and things	-Demonstrate changing people, places and things -Establish pro-social activities;	Demonstrate changing people, places and things -Maintain pro-social activities; Address ancillary services	-Demonstrate changing people, places and things -Maintain pro-social activities; Address ancillary services
Drug & Alcohol Testing	Random	Random	Random	Random	Random
Transportation	Develop transportation plan	-Follow Transportation plan; -Discuss DSP*	-Follow transportation plan; -Develop plan for DSP*	-Follow transportation plan; -Develop plan for DSP*	-Sign DSP* -Address transportation license reinstatement*
Financial	-Contact fiscal to complete financial. -Contact clerk of courts for payment plan	Develop financial plan including JSS fees and court fees Budget Assessment	Address financial plan	Address financial plan	Address financial plan
Other	Address GPS and jail time (if applicable)	Address GPS and jail time (if applicable)	Address GPS and jail time (if applicable)	Address GPS and jail time (if applicable)	Complete OWI court evaluation

*if applicable

