

ALBEMARLE-  
CHARLOTTESVILLE  
THERAPEUTIC DOCKET

PARTICIPANT HANDBOOK

# WELCOME TO THE THERAPEUTIC DOCKET

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The mission of the Therapeutic Docket is to provide an evidence-based, judicially-supervised approach that addresses the needs of eligible defendants, for whom there is a likely connection between their mental illness and their criminal behavior. The Therapeutic Docket will facilitate their early identification and diversion from incarceration, and link participants to appropriate mental health treatment and community support.

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As a participant in the Therapeutic Docket, you will be expected to follow all the instructions from the General District Court Judge and the Therapeutic Docket Team. You will also be expected to comply with your individualized treatment plan. You will soon develop a treatment plan with the assistance of your probation officer and the Treatment Providers.

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The Therapeutic Docket program values truth, honesty, trust, and fairness. Truthfulness comes first in the Therapeutic Docket. If you want to receive the best treatment possible, then you must be truthful with the Therapeutic Docket Team and other participants. If you are not honest, you will find it hard to gain the trust and respect of others in the Therapeutic Docket. Truth and honesty will help you in your journey to health and recovery. In return for your truth and honesty, the Court and the Therapeutic Docket Team will treat you with fairness and respect. All of the sanctions and incentives in the Program are designed to assist you in your journey towards living a healthy, productive, stable and law abiding life.



# OVERVIEW



The Therapeutic Docket is a three phase program (6 to 12 months) for adult criminal offenders who have a mental illness. The Therapeutic Docket seeks to provide a variety of services and supports in order to help you learn to live a crime free life and gain knowledge of resources that are in the community. The Therapeutic Docket requires frequent Court appearances, random drug and alcohol screenings (if needed), individualized treatment plans, and intensive supervision. The

Therapeutic Docket gives incentives for positive, compliant behavior and imposes sanctions for non-compliant or negative behavior. If you do not follow the rules, you may be placed into short term custody, moved back to a previous phase of the program or receive one of a variety of other sanctions, including termination from the Therapeutic Docket.

## THE THERAPEUTIC DOCKET TEAM

The General District Court Judge makes all decisions regarding your participation in the Therapeutic Docket. The Judge bases decisions on input from the Therapeutic Docket Treatment Team. The Team includes:

- ❖ The General District Court Judge
- ❖ The Probation Officer
- ❖ The Therapeutic Docket Specialist
- ❖ The Treatment Provider/ Clinician
- ❖ The Commonwealth's Attorney
- ❖ A Defense Attorney



(The Commonwealth's Attorney and the Defense Attorney are encouraged but not required to participate as members of the Docket Team. However, they are vital in the referral process and as supporters of your success.)

# PROGRESS REPORTS



Before each Court Review hearing, the Judge and the rest of the Therapeutic Docket Team receive progress reports from The Therapeutic Docket Specialist, Probation Officer and Treatment Clinician. These progress reports describe your attendance, participation in treatment,



and compliance with program requirements. Once in Court, the Judge may ask you questions about the information in your progress report in order to address any concerns and acknowledge achievements. If you are doing well, you may receive a reward or an incentive. If you are not doing well, the Judge will determine the need for further action after discussing the concerns with you

during the hearing. Further action may include a sanction. All sanctions are designed to help you become more accountable and maintain motivation to achieve your treatment goals.

# COURT REVIEWS



Therapeutic Docket participants are required to appear before the General District Court Judge on a frequent basis so he or she can review individual progress. Each phase of the program determines how often you will be required to appear. Failure to appear for scheduled Court Review hearings may result in a bench warrant being issued



for your immediate arrest and detention until the Judge is available for another hearing. If you have any questions about Court Review hearings you should contact the Therapeutic Docket Specialist.

# THERAPEUTIC DOCKET PHASES



## **Phase One Requirements are as follows:**

### **Phase I-**

- Attend court appearance every 2 weeks.
- Meet with the probation officer/and or the mental health clinician weekly.
- Comply with treatment plan established by the probation officer and mental health clinician.
- Attend appointments with other treatment providers.
- Take all medication as prescribed.
- Comply with all drug screens.
- Remain drug-and alcohol-free.
- Actively search for employment, if unemployed and able to work.
- Maintain current employment, if employed.
- Have no new criminal charges/convictions arising after being placed in the program.
- Develop a plan to pay court costs during the probation periods.

### **Participants may move to Phase II when they have consistently done the following:**

- Attended appointments with the Court, probation officer, mental health clinician, support groups, and treating psychiatrist/psychologist.
- Complied with the elements of the service plan, including medication therapy.
- Remained drug and alcohol free.
- Had no new criminal charges/convictions arising after being placed in the program.
- Obtained and maintained stable employment, if able to work.
- Made payments on court costs.

## **Phase Two requirements are as follows:**

### **Phase II-**

- Attend Therapeutic Docket review sessions twice per month.
- Meet with probation officer, and/ or mental health clinician in person every other week (two times per month).
- Attend appointments with the appropriate treatment providers.
- Comply with elements of the service plan, including medication therapy.
- Demonstrate stability with regards to housing and financial management.
- Remain drug and alcohol free.
- Maintain employment, if able to work.
- Have no new criminal/ traffic charges or convictions which arise after being placed in the program.
- Demonstrate consistent ability to pay court costs.
- Attend support groups as specified in the service plan.
- Pay other court ordered obligations.

### **Participants will be promoted to Phase III once they consistently demonstrate a clear pattern of stability in the following areas:**

- Attendance at appointments with the Court, probation officer and mental health clinician.
- Compliance with the individualized service plan.
- Compliance with mental health treatment, including medication therapy.
- Stability in housing.
- Stability in financial management.
- Stability in family relationships (with whom the participant resides).
- Remaining drug-and alcohol-free.
- Maintaining employment, if able to work.
- Maintaining a law abiding lifestyle.
- Paying court costs.
- Paying other court ordered obligations such as restitution if appropriate.

## **Phase Three requirements are as follows:**

### **Phase III-**

- Attend the Therapeutic Docket review session in court once each month.
- Meet with the probation officer, and/ or mental health clinician in person at least once a month and have phone contact at least every two weeks.
- Attend appointments with appropriate treatment providers.
- Comply with the established service plan, including medication therapy.
- Demonstrate stability in housing.
- Demonstrate stability in financial management.
- Remain drug and alcohol free.
- Maintain employment, if able to work.
- Have no new criminal/ traffic charges or convictions which arise after being placed in the program.
- Pay court costs in full, if able.
- Pay treatment fees in full, if able.
- Pay any other court ordered obligations in full, if able.

### **Graduation:**

#### **Generally, participants are deemed successful when they have:**

- Actively participated in and completed the first three phases of the docket and have developed a plan for transition to independent living.
- Been compliant in taking prescribed medications.
- Remained arrest-free for at least a six month period.

# DRUG AND ALCOHOL TESTING



If it is deemed necessary, you will be drug and alcohol tested randomly throughout the Therapeutic Docket. The following basic guidelines apply.

All drug screens require a valid sample. If a valid sample cannot be obtained, the participant will be sanctioned. A valid sample has the following characteristics:

- The collection of the sample is observed by an appropriate person.
- The sample is not dilute.
- The sample is within normal temperature limits.
- The sample has not been tampered with or adulterated in any way.
- The control test included on each drug test appears normal.

All drug screens are tested using FDA approved on-site drug testing supplies. If a positive result occurs on a drug test and the participant does not admit to using the substance in question, the

urine sample may be sent to an approved lab for GCMS confirmation. If the sample is subsequently confirmed positive for the substance in question, the participant may be required to pay for the cost of the confirmation testing. If a positive result occurs on a drug test and the participant does admit to using the substance in question, he or she will sign a voluntary admission form stating how much of the substance they used and when the use occurred. All participants receiving positive test results will be addressed by the Court.



Falsifying a urine sample or tampering with a sample is a violation of law and may result in termination from the Therapeutic Docket as well as new charges being placed against the participant.



# THERAPEUTIC DOCKET RULES



As a Therapeutic Docket participant, you will be required to abide by the following rules:

- Groups start on time. If you are late, you may not be allowed to attend group.
- Bathroom needs should be taken care of prior to group meetings.
- Cell phone use is not permitted in group or court. Phones must be either turned off or left outside. Failure to abide by this rule will result in your cell phone being confiscated.
- Participants are required to dress appropriately for court and treatment sessions.
- Participants must never behave in a violent manner or make threats towards other participants or staff. Violent or inappropriate behavior will not be tolerated and will be reported to the Court. Such conduct may result in termination from the Therapeutic Docket.
- Racial or ethnic slurs and name-calling will not be tolerated.
- No stealing.
- No weapons, alcohol, drugs or drug paraphernalia are permitted on the program grounds. Violation of this rule will result in immediate dismissal from the program.
- Participants reporting to the program under the influence of alcohol, drugs, or prescription drugs that are not cleared by staff, will not be permitted to attend group.

- Groups are for business. Outside distractions such as side talk, personal business, daydreaming, and sleeping are not permitted. Participants are required to be actively involved in the group discussion. If the discussion seems to be dull, it is the responsibility of the participant to present a topic that he/she believes would be more suited for group discussion.
- Groups are to be used for self-examination, not for finding fault, or blaming.
- **Groups are confidential.** Information shared in the group is not to be discussed outside the group setting. What is heard during group remains in the group. A breach of the confidentiality policy will result in your **termination** from the program.
- Attendance at all treatment sessions is mandatory. This includes individual and group counseling and other meetings that are a part of your treatment plan. If you are unable to attend a scheduled session, you must contact the appropriate staff member with whom your appointment is scheduled.

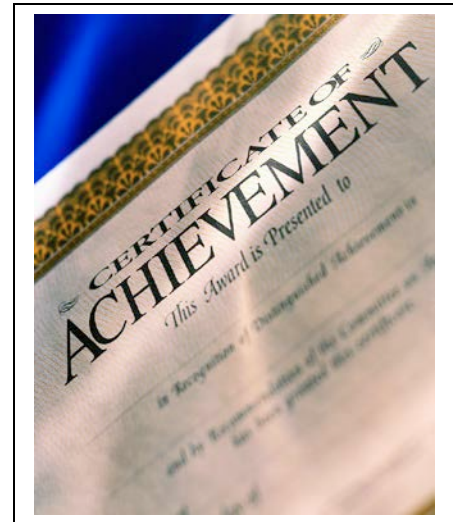
# INCENTIVES AND SANCTIONS



Compliance with all Therapeutic Docket rules and requirements is expected.

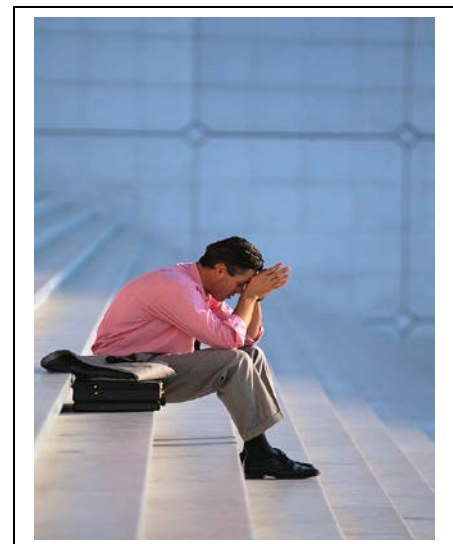
**Incentives** are rewards for good behavior and doing what is expected of you. The rewards you receive will generally become greater as you progress through the program and accomplish greater things.

- Praise from the Judge
- Applause from the court audience
- Certificates of Achievement
- Phase Promotion
- Tokens
- Small Gifts
- Movie Tickets
- Gift Cards
- Less frequent court appearances
- Less frequent probation meetings
- Less frequent treatment meetings
- Less frequent drug screens



**Sanctions** are used as a response to problem behavior. They are designed to help you develop accountability and responsibility. The sanctions you receive will generally become tougher if your problem behaviors do not improve. Sanctions are also given out relative to the severity of the immediate problem. Sanctions may include:

- Report more frequently to the probation officer and/or mental health clinician
- More frequent court appearances
- More frequent drug screens
- Demotion of a Phase
- Performance of community service hours
- Thinking Report
- Brief period of incarceration
- Attend more frequent community support meetings
- Increased level of treatment
- Termination from the docket.



# CONFIDENTIALITY

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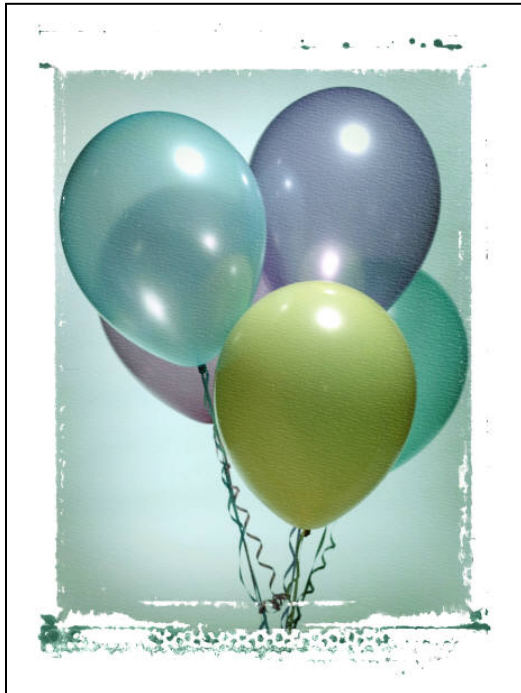


You will be required to sign a “Consent for Release of Information” form so that your treatment information can be discussed in your Court Review hearings, staffing meetings, and reports. You can revoke your Consent for Release at any time, however, that would make you ineligible for participation in the Therapeutic

Docket and you would subsequently be terminated from the Program. Confidentiality also applies to any information you may learn about others in your treatment group. It is vitally important that you do not discuss any other participant’s information outside of group or with anyone who is not associated with the Therapeutic Docket. To do this, would be to break the group’s trust and would be very detrimental to the therapeutic environment.

# GRADUATION

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After successfully completing your treatment plan and satisfying all of your other Therapeutic Docket requirements, you will graduate from the Program.

Graduation from the Therapeutic Docket Program is a very important event. You can invite family and/or other special people in your life to attend the ceremony and witness your success at establishing a healthy, productive, stable and law abiding life.

***Congratulations!***