

PARTICIPANT HANDBOOK



PENNINGTON COUNTY DRUG COURT

Judge Matt Brown

3PM–5PM on Wednesdays

Courtroom C3

Pennington County Courthouse

315 Saint Joseph Street

Rapid City, SD

(605) 394-2595

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WELCOME TO DRUG COURT!

Drug Court will give you tools to change your life and a chance to break the cycle of addiction and crime. The program uses intensive supervision, treatment, and drug testing to help you change. You will have regular contact with the Drug Court Judge, probation, and treatment. You will participate in addiction and mental health treatment, group and individual treatment sessions, regular Drug Court hearings, drug/alcohol testing, and recovery support meetings (AA, NA, etc.). Other activities should be expected because each person's path to recovery is different. Drug Court takes more than 14 months to complete.

Drug Court's goal is **RECOVERY**, not just sobriety. "Recovery" is defined as a process of change through which individuals improve their health and wellness, live self-directed lives, and strive to reach their full potential.

DRUG COURT GIVES YOU A CHANCE TO IMPROVE YOUR:

Health



- ◆ Achieve sobriety
- ◆ Address mental health problems
- ◆ Improve physical health

Home



- ◆ Have a safe and stable place to live
- ◆ Have a clean and healthy place to live

Purpose



- ◆ Have meaningful daily activities (job, school, volunteering, family caretaking, creative projects)
- ◆ Be a productive member of society

Community



- ◆ Build relationships and social networks that provide support, friendship, love, and hope

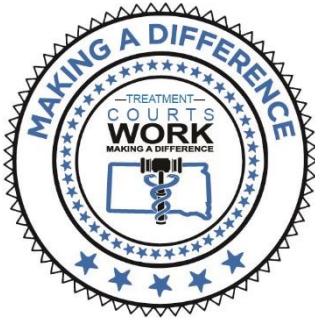
You must follow the rules of Drug Court and the directions given by the Drug Court Judge and Drug Court Team. **Read this Handbook carefully.** It tells you what to expect in Drug Court. You can share this handbook with your family and friends.



The Judge and the Team are here to help you, but **the final responsibility is yours.** We know that with **hard work, honesty, and commitment to recovery** you can be **successful.**

DRUG COURT TEAM

The Drug Court Judge makes all the final decisions about your Drug Court case, with help from the Drug Court Team. Team members are:



- ◆ Judge Matt Brown
- ◆ Coordinator Ashlee May
- ◆ Prosecutor George Grassby
- ◆ Defense Attorney Ilisja Duffy
- ◆ Probation Officers Matt Paulsen, Kelly Veneklasen & Katie Finnesand
- ◆ Substance Use Disorder Treatment Provider Amy McGlade (ROADS)
- ◆ Mental Health Treatment Provider Aimee Janvrin (WRMH)
- ◆ Lieutenant Marc Cote (RCPD)

Defense Attorney: Ilisja Duffy

1321 Mt Rushmore Road
(605) 939-7936 | Email: Ilisja@duffylaw.us

ROADS Outpatient Treatment: Amy McGlade

103 E Omaha Street
(605) 348-8026

West River Mental Health: Aimee Janvrin

111 North Street
(605) 343-0650

Probation Officer: Matt Paulsen

315 Saint Joseph Street (Pennington County Courthouse) 2nd Floor
(605) 209-9170

Probation Officer: Kelly Veneklasen

315 Saint Joseph Street (Pennington County Courthouse) 2nd Floor
(605) 381-2054

Probation Officer: Katie Finnesand

315 Saint Joseph Street (Pennington County Courthouse) 2nd Floor
(605) 381-0679

Daily UA\PBT Call-In Schedule:

Pennington County Treatment Courts Lab Testing Line

Testing Timeframe:	Morning	Afternoon
Call-In Number:	(605) 461-7660	(605) 461-7655
Notification Update Time:	5AM	2PM

Drug Court Coordinator: Ashlee May

315 Saint Joseph Street (Pennington County Courthouse) 2nd Floor
Email: Ashlee.May@ujs.state.sd.us | (605) 394-2595 x1223

PARTICIPANT RIGHTS

By agreeing to be in Drug Court, you have given up some of your rights (disputing search/seizure/traffic stops, preliminary hearing, trial by jury or court, remain silent, etc.).

You have given permission for treatment to share information with the Drug Court Team.

Drug Court is open to the public. The Team cannot tell how the news might use your identity. The Team cannot stop them from sharing information that is public record.



DEFENSE ATTORNEY

Drug Court Defense Attorney Ilisja Duffy will be your defense attorney the whole time you are in Drug Court. You have the right to get your own attorney if you want. Even though Attorney Duffy is a member of the Drug Court Team, she is also your attorney. You have attorney-client privilege, which means you can share confidential information with her that she cannot share with the Team unless you give her permission.

Attorney Duffy's job is to help you understand your rights and the requirements of the Drug Court program. The Drug Court Judge makes all final decisions, but Attorney Duffy will advocate for you to the Judge and the Team. Attorney Duffy will defend your legal rights, make sure you get fair and equivalent treatment, and share your view on things like incentives and sanctions, phase advancement, and graduation or termination. **Unless you request a different attorney**, Attorney Duffy will represent you in evidentiary hearings if you want to question the facts used to decide on sanctions. Attorney Duffy will also represent you if you are facing termination from Drug Court and if you are facing a Probation Violation after termination from Drug Court.

Attorney Duffy will attend Drug Court sessions, and she can answer questions you might have during Drug Court. You should contact her before Drug Court if possible to talk about any issues that might come up. You can reach her by phone at **(605) 393-7936** or by email at Ilisja@duffylaw.us. You can call her or email her for free from the jail.

PROGRAM PHASES

Drug Court has 5 phases and will take longer than 14 months to complete. Each phase helps you grow and heal. **Remember: Everyone moves forward at a different pace.**

PHASE 1:

IN PHASE 1:

- ☐ Come to Drug Court **weekly** (Wednesdays @ 3PM in Courtroom C3)
- ☐ Show up, be honest and try in treatment
- ☐ Follow all treatment recommendations
- ☐ Stay in contact with probation and show up for probation appointments
- ☐ Do random drug/alcohol testing as directed
- ☐ Look for a safe and sober place to live that supports your recovery
- ☐ Do a DIMS curfew check-in each evening from your home
- ☐ Stay home during your **9PM to 5AM** curfew
- ☐ Start changing people, places and things

TO APPLY FOR PHASE 2:

- ☐ At least 60 days in Phase 1
- ☐ At least 14 days of continuous sobriety
- ☐ Participating in treatment
- ☐ Good with probation
- ☐ Written Phase 2 Application
- ☐ Reviewed Phase 2 Application with treatment provider and they signed the front page as “treatment provider”
- ☐ Judge approval

PHASE 2:

IN PHASE 2:

- ☐ Come to Drug Court **every other week** (1st, 3rd & 5th Wednesdays of the month @ 3PM in Courtroom C3)
- ☐ Show up, be honest and try in treatment
- ☐ Follow all treatment recommendations
- ☐ Stay in contact with probation and show up for probation appointments
- ☐ Do random drug/alcohol testing as directed
- ☐ Live in a safe and sober place that supports your recovery
- ☐ Do a DIMS curfew check-in each evening from your home
- ☐ Stay home during your **10PM to 5AM** curfew
- ☐ Keep changing people, places and things
- ☐ **Begin peer recovery support group meetings**
- ☐ **Address your medical concerns**

TO APPLY FOR PHASE 3:

- ☐ At least 90 days in Phase 2
- ☐ At least 30 days of continuous sobriety
- ☐ At least 14 days with no sanctions
- ☐ Participating in treatment
- ☐ Good with probation
- ☐ Written Phase 3 Application
- ☐ Reviewed Phase 3 Application with treatment provider and they signed the front page as “treatment provider”
- ☐ Judge approval

(Continued: Phase 3, Phase 4 and Phase 5 requirements →)

PHASE 3:

IN PHASE 3:

- ☐ Come to Drug Court **monthly** (2nd Wednesday of the month @ 3PM in Courtroom C3)
- ☐ Show up, be honest and try in treatment
- ☐ Follow all treatment recommendations
- ☐ Stay in contact with probation and show up for probation appointments
- ☐ Do random drug/alcohol testing as directed
- ☐ Live in a safe and sober place that supports your recovery
- ☐ Do a DIMS curfew check-in each evening from your home
- ☐ Stay home during your **11PM to 5AM** curfew
- ☐ Keep changing people, places and things
- ☐ Keep attending peer recovery support group meetings
- ☐ **Find a peer recovery support HOME GROUP**
- ☐ **Start building a recovery support network**
- ☐ **Start doing positive activities in the community**
- ☐ **Do a financial education class**

TO APPLY FOR PHASE 4:

- ☐ At least 90 days in Phase 3
- ☐ At least 45 days of continuous sobriety
- ☐ At least 14 days with no sanctions
- ☐ Participating in treatment
- ☐ Good with probation
- ☐ Written Phase 4 Application
- ☐ Reviewed Phase 4 Application with treatment provider and they signed the front page as “treatment provider”
- ☐ Judge approval

PHASE 4:

IN PHASE 4:

- ☐ Come to Drug Court **monthly** (1st Wednesday of the month @ 3PM in Courtroom C3)
- ☐ Show up, be honest and try in treatment
- ☐ Follow all treatment recommendations
- ☐ Stay in contact with probation and show up for probation appointments
- ☐ Do random drug/alcohol testing as directed
- ☐ Live in a safe and sober place that supports your recovery
- ☐ Do a DIMS curfew check-in each evening from your home
- ☐ Stay home during your **12AM to 5AM** curfew
- ☐ Keep changing people, places and things
- ☐ Keep attending peer recovery support group meetings
- ☐ Keep building a recovery support network
- ☐ Keep doing positive activities in the community
- ☐ **Attend at least one Alumni Group meeting while in Phase 4 (last Wednesday of the month @ 7:30pm at I Am Legacy)**
- ☐ **Start your 40-hour volunteer project**
- ☐ **Start working on your GED (if needed)**

TO APPLY FOR PHASE 5:

- ☐ At least 90 days in Phase 4
- ☐ At least 60 days of continuous sobriety
- ☐ At least 14 days with no sanctions
- ☐ Participating in treatment
- ☐ Good with probation
- ☐ Written Phase 5 Application
- ☐ Reviewed Phase 5 Application with treatment provider and they signed the front page as “treatment provider”
- ☐ Judge approval

(Continued: Phase 5 requirements →)

PHASE 5:

IN PHASE 5:

- ☐ Come to Drug Court **monthly** (3rd Wednesday of the month @ 3PM in Courtroom C3)
- ☐ Show up, be honest and try in treatment
- ☐ Follow all treatment recommendations
- ☐ Stay in contact with probation and show up for probation appointments
- ☐ Do random drug/alcohol testing as directed
- ☐ Live in a safe and sober place that supports your recovery
- ☐ Keep changing people, places and things
- ☐ Keep attending peer recovery support group meetings
- ☐ Keep building a recovery support network
- ☐ Keep doing positive activities in the community
- ☐ **Attend at least one Alumni Group meeting while in Phase 5 (last Wednesday of the month @ 7:30pm at I Am Legacy)**
- ☐ **Finish your 40-hour volunteer project**
- ☐ **Finish your GED (if needed)**

TO APPLY FOR

GRADUATION:

- ☐ At least 90 days in Phase 5
- ☐ At least 90 days of continuous sobriety
- ☐ At least 14 days with no sanctions
- ☐ Progress toward completing treatment
- ☐ Good with probation
- ☐ Written Commencement Plan
- ☐ Reviewed Commencement Plan with treatment provider and they signed the front page as “treatment provider”
- ☐ Written Exit Interview
- ☐ Judge approval

APPLICATION FOR PHASE MOVEMENT

You must fill out a phase advancement Application to move to the next phase. Your application is an important part of your program. Answer all the questions completely and as detailed as possible. You should review your phase application with your **treatment provider** and your treatment provider should sign it and date it on the “**Reviewed with treatment provider**” line on the front page.

The time and attention you give to your application will show your commitment to your sobriety and the program. Your application will help the Team decide on your readiness to move phases. You may be asked to update or redo your application if the Team feels it is not complete. Your application must be turned in to the Black Box by 5PM on **MONDAY** so it can be shared with the Team and discussed on Wednesday. The Judge will make the final decision about your phase advancement.

When your phase advancement is approved, the Judge will celebrate with you during the next Drug Court session. You will get a phase medal for the phase you have successfully completed. You can take your phase medals home with you.

You can find blank PHASE APPLICATIONs in the forms box on the first floor of the Courthouse by Courtroom C7.

DRUG COURT SCHEDULE

TEAM STAFFING: 1PM–3PM ON WEDNESDAYS

Courtroom C3, Pennington County Courthouse

The Team talks about participants before each Drug Court hearing. Drug testing, attendance, participation and cooperation, employment, and other topics are shared. The Team will talk about your progress and any problems you have. Staffings are closed to the public. You do not have a right to attend Staffing. You might be invited to Staffing by the Team to talk about private issues if needed.

DRUG COURT: 3PM–5PM ON WEDNESDAYS

Courtroom C3, Pennington County Courthouse

You, the Judge, probation, attorneys, treatment counselors, and other team members will all be in Drug Court to talk about your progress and any problems you have. You will get to talk with the Judge. You might get incentives (rewards) if you are doing well, and sanctions (consequences) if you are not doing well.

You will come to Drug Court weekly in Phase 1, every other week in Phase 2, and monthly in Phase 3, Phase 4 and Phase 5. You might be told to come to court outside the usual Drug Court schedule for special events, temporary court schedule changes, or to get incentives or sanctions. You can find out which Phases should appear for Drug Court in your DIMS Tasks. DIMS Tasks are posted during the week before the court session. You must come to Drug Court if you have been told to come, even if you are not in the Phases listed in DIMS Tasks. A warrant could be issued for your arrest if you do not show up to Drug Court when you are required to. **Ask if you have questions about when you are required to be in Drug Court.** If you miss Court for an emergency, contact probation right away.

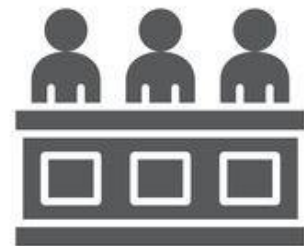
Drug Court Schedule by Phase:

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
All Wednesdays @ 3PM	1 st , 3 rd & 5 th Wednesdays @ 3PM	2 nd Wednesday @ 3PM	1 st Wednesday @ 3PM	3 rd Wednesday @ 3PM

Drug Court hearings are open to the public. You should invite your family members and supports to come and watch. You should expect other participants' family members and supports and other community members to be at Drug Court hearings.

COURTROOM RULES:

- ★ **Be on time!** – If you are not in your seat before 3PM you are late and might get a sanction.
- ★ **Always bring your planner** and put it on the table in case probation needs to check it.
- ★ **Be respectful** to the Judge, the Team, and your fellow participants:
 - Turn off your phone and put it on the table during Drug Court,
 - Be quiet and pay attention,
 - No sleeping.
- ★ **Be supportive** of your fellow participants and encourage them with applause.
- ★ **Stay in Drug Court** during the whole court session unless the Judge excuses you.



OTHER DRUG COURT RULES

★ Follow all directions from the Drug Court Team

★ Follow all laws

Do not commit any crimes. Do not threaten anyone or commit any violent acts. You can be terminated from Drug Court for breaking the law. **Tell probation right away if you have contact with police** (even if it was not your fault).

★ Show up and be on time for ALL appointments

If you need to change any appointment (treatment, office visits, etc.), you must do it **at least 24-hours before the appointment starts**. If you are late or if you miss an appointment, you might get a sanction.



SANCTIONS COULD INCLUDE:

- | | |
|-----------------------------------|--|
| ✗ Daily planning assignment | ✗ Jail |
| ✗ Increased probation supervision | ✗ Payment for missed treatment appointments |
| ✗ Community service | ✗ Other, as decided by the Judge with help from the Team |

If you get excused from an appointment with a team member due to illness or other approved situation, you must also contact any other team members directly to get excused from your appointments with them. **Being excused from one appointment does NOT automatically excuse you from all your appointments.**

★ Be honest and try in treatment

Your treatment plan will be made by you and treatment. You will get both addiction and mental health treatment. You will be in both individual and group sessions. The Team will talk regularly about how you are doing in treatment. **You will be in treatment the whole time you are in Drug Court.** Treatment could include:

- | | |
|--|---------------------------------------|
| ◆ Assessments | ◆ Individual Counseling |
| ◆ IOP (Intensive Outpatient Treatment) | ◆ Medication Assessment |
| ◆ Aftercare | ◆ Medication Management |
| ◆ Recovery Planning | ◆ MAT (Medication-Assisted Treatment) |
| ◆ Recovery Maintenance | ◆ Low-Intensity Residential Treatment |
| ◆ Seeking Safety | ◆ Inpatient Treatment |
| ◆ MRT (Moral Reconciliation Therapy) | ◆ Detoxification services |
| ◆ DBT (Dialectical Behavioral Therapy) | ◆ Specialized treatment services |
| ◆ Clinical Case Management | ◆ Other, as decided by treatment |
| ◆ 8 Dimensions of Wellness | |

You should review all your Phase Applications and your Commencement Plan with your treatment provider, and your treatment provider should sign and date them on the “**Reviewed with your treatment provider**” line on the front page before you turn them in.

★ Stay in contact with probation

Show up for all probation appointments. Return probation's calls as soon as possible and make sure probation always knows how to contact you. Texting probation is **NOT** allowed. If probation doesn't answer your call, leave a **VOICEMAIL** and wait for them to return your call.

You cannot leave the Rapid City area without permission. If you are out of contact with probation, you have absconded and a warrant will be issued for your arrest. If you abscond, you have voluntarily removed yourself from the program and can be terminated from Drug Court.

Probation and/or police will visit you in the community during the day or night and with or without notice. You might be drug/alcohol tested. You must allow your person, property, place of residence and vehicle to be searched and/or seized upon the demand of the Court Services Officer at any time of the day or night with or without a search warrant. **Do not have any firearms, weapons, alcohol, drugs (including marijuana), drug paraphernalia, or other contraband.** You must allow your Court Services Officer access to any electronic devices or media, including cell phones, smartphones, home computers, and gaming systems.

IMPORTANT THINGS TO TELL PROBATION:

- ◆ Any changes to your phone number
- ◆ Any changes to work or school schedules
- ◆ If you quit or get fired from your job
- ◆ If you have a significant other, romantic relationship, or sexual relationship
- ◆ **ALL** medications, pills, and supplements you are taking
- ◆ If you relapsed
- ◆ If you had contact with the police or have been arrested

★ Change people, places and things

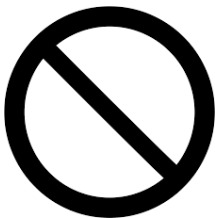
Be **honest** about all your relationships including significant others, friendships, romantic relationships and sexual relationships.

Do not hang out with people who:

- | | |
|---------------------------|------------------------|
| ✗ Are on felony probation | ✗ Are breaking the law |
| ✗ Are on parole | ✗ Are violent |
| ✗ Have charges pending | ✗ Use drugs/alcohol |

The Team will restrict your contact with certain people if needed. You are not allowed to have romantic or sexual relationships with any Treatment Court participant (including Drug Court, DUI Court, Veterans Court and Mental Health Court).

★ Do not have or use drugs or alcohol



Drugs (including marijuana) and alcohol are not allowed. Do not use or have any drugs or alcohol with you, in your home, or in your vehicle. Do not go to places where drugs or alcohol is the primary sale. Admitting you used drugs or alcohol before a test will almost always lessen the sanction you might get.

Honesty is always the best policy.

★ Do all drug/alcohol tests as directed

Drug/alcohol testing helps you with sobriety goals. You will be tested often. You will test on any day of the week, including weekends and holidays.

TESTING SITES:

Court Services (605) 394-2595

Pennington County Courthouse, 2nd Floor

Days: Monday–Friday when the Courthouse is open

UA Times: 8AM–10AM

PBT Times: 8AM–10AM

24/7 Sobriety Program (605) 716-7366

111 New York Street

Days: Daily

UA Times: 6AM–7:30AM and 6PM–7:30PM

PBT Times: 6AM–8AM and 6PM–8PM

You will do at least two UAs each week. Your testing color is assigned by probation. Your UAs are randomly scheduled by the LIMS computer system. **You must call in daily to find out if it is your day to UA or PBT**, so you must always have access to a phone. Be sure to listen to the entire message when you call because there might be more than one color announced on the same day.

Testing Timeframe:	Morning	Afternoon
Call-In Number:	(605) 461-7660	(605) 461-7655
Notification Update Time:	5AM	2PM

If your UA color is announced, you need to do your UA **within 8 hours** of the notification update time. UAs at the 24/7 Sobriety Program are \$10/test. UAs at Court Services are free. You need to be ready to test when you come in. A missed or late UA will be considered as a positive test.

UAs test for many drugs. UAs also test creatinine levels and oxidants, which show if you are drinking too much water to dilute your urine, contaminating your urine with chemicals or substituting your urine with a look-alike sample. **Do not try to fake or mess with your UA!** You will get in trouble for cheating your UA. You will get help and treatment if you are honest and test positive for drugs or alcohol. A diluted, contaminated or substituted sample will be considered as a positive test.

If your UA is positive but you deny using any drugs or alcohol, the sample will be sent to a lab for testing. You pay for the test if lab results are positive. Drug Court pays for the test if lab results are negative.

You will also do random alcohol testing. If your PBT color is announced, you need to do your PBT **by 10AM at Court Services**. You might also be required to do daily PBTs, CAM, or Remote Breath through the 24/7 Sobriety Program. PBTs are \$1/test, CAM is \$6/day (plus \$80 install/removal fee), and Remote Breath is \$5/day (plus \$80 install/removal fee). A missed or late PBT will be considered as a positive test.

YOU MIGHT GET A SANCTION IF:

- ✗ You are late for a drug/alcohol test
- ✗ You miss a drug/alcohol test
- ✗ You cannot produce enough of a sample to be tested
- ✗ Your urine is diluted, contaminated or substituted
- ✗ You interfere with a drug/alcohol test in any way
- ✗ Your test is positive for drugs/alcohol
- ✗ Your test is positive for unapproved medications (prescription or over-the-counter), pills or supplements
- ✗ Your test is positive because of secondhand smoke
- ✗ Your test is positive because you ate poppy seeds

SANCTIONS COULD INCLUDE:

- ✗ Lost Days of Sobriety
- ✗ Jail
- ✗ Shortened testing window
- ✗ Additional testing requirements
- ✗ Community service
- ✗ Other, as decided by the Judge with help from the Team

★ Live in a safe and sober place that supports your recovery

Tell probation where you are living and who you are living with. You need to live in Pennington County and close to Rapid City so team members can meet with you at your home as needed and so you can be fully available to participate in the program.

Do not let someone move in without permission. **Do not move without permission.** The Team might tell you to move if you are not living in a safe and sober place that supports your recovery.



★ Stay home during your curfew

Get to your home before your curfew starts and stay home until your curfew ends. **Do a DIMS curfew check-in each evening from your home.** Your curfew is extended if your treatment or work schedule goes later than your curfew time, but you must go straight home when you get out of treatment or off work and you should do your DIMS curfew check-in as soon as you get home. Ask if you have any questions about when you are supposed to be at home. Contact probation right away if you have an emergency.

Drug Court curfew is:

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
9PM-5AM	10PM-5AM	11PM-5AM	12AM-5AM	None

★ Use and update your planner every day

Drug Court can be overwhelming. Using your planner will help you manage all your program tasks, work tasks and personal tasks. Using your planner will help you focus on the most important things, and you will feel accomplished when you check off what you have done. Checking off completed tasks will help you feel more relaxed when you know you have done everything you are supposed to do. Checking off completed tasks will also help you stay motivated to keep working toward your goals.

Write all your appointments, treatment, meetings, office visits, Court, and daily activities in your Drug Court planner. **Always carry your planner with you and look in it often.** Probation will check your planner regularly.

Using your planner will also help you remember what you have done! If the Team has questions about something that might have happened and wants to know where you were, who you were with, or what you did on a certain day--You can look it up if you write that stuff down! If the Team hears you missed an appointment or a UA--You can look it up if you check that stuff off!

★ Show treatment and probation ALL prescription medications, over-the-counter medications, pills, and supplements you take

Probation and treatment need to know about ALL prescription medications, over-the-counter medications, pills and supplements you take so they can help you make smart choices about your supervision and treatment plans. You must **show** your prescription bottles or Medication Administration Record (MAR) to probation and treatment so they can see all the details of what you are taking, what the dosage is, who prescribes it, when and how you should take it, and that the medication is not expired. You must **tell** probation and

treatment about all over-the-counter medications, pills and supplements you are taking so they can help you make sure what you are taking is safe.

You are responsible for what is in your body. You need to make sure the medicine you are taking and what you are eating/drinking/smoking will not affect drug/alcohol testing. **Read ALL ingredients of what you are eating or drinking or smoking so you know what is going into your body.**

- ✗ Do not take medicine or use products that contain alcohol
- ✗ Do not take medicine or use products that contain THC, CBD, etc.
- ✗ Do not eat poppy seeds
- ✗ Do not use synthetic substance (K2, Spice, etc.)
- ✗ Do not take any cleansing/masking products
- ✗ Do not take diet pills without permission
- ✗ Do not take herbal supplements without permission
- ✗ Do not take cold or allergy medication without permission



Using medication that has controlled substances including THC\CBD\etc. or alcohol is not allowed without permission and monitoring by treatment and probation. You should work with your doctor to find non-addictive medications and treatment options.

SAFE MEDICATIONS (if used as directed):

- ◆ **Pain:** Tylenol, Aleve, Aspirin, Ibuprofen, Excedrin, Midol, Pamprin (not “PM” options)
- ◆ **Stomach:** Mylanta, Milk of Magnesia, Pepto-Bismol, Metamucil, Miralax, Colace, Dialose, Docusate
- ◆ **Antacid:** Zantac, Pepcid, Prilosec, Tums/Roloids
- ◆ **Flu:** Theraflu, Alka-Seltzer
- ◆ **Cough/Cold:** Mucinex, Delsym, Tessalon Perles (non-alcoholic, pediatric, not “D” or “DM”)
- ◆ **Allergies:** Allegra, Claritin, Benadryl, Clarinex, Alavert, Zyrtec, Nasacort/Nasonex, Saline Sprays (not “D” or “DM” options)
- ◆ **Joint Pain:** Tylenol Arthritis, Bengay, Icy Hot
- ◆ **Vitamins:** Multivitamins, Prenatal Vitamins
- ◆ **Other Safe Categories:** Gas Relief; Antibiotics; Antifungals; Hemorrhoid Meds; Asthma Meds; Eye Meds; Ear Meds; Fever Blister Meds; Toothache Relief; Sunscreen; Topical Creams; Vaginal Products; Urinary Products;

DO NOT USE:

- ✗ Cannabidiol (CBD)
- ✗ Sleep Aids
- ✗ Narcotic pain relievers
- ✗ Barbiturates
- ✗ Benzodiazepines
- ✗ Over-the-counter caffeine or diet pills
- ✗ Medications containing Codeine
- ✗ Medications, mouthwash, or topical products containing alcohol
- ✗ Tranquilizers

★ **Take all medications as prescribed**

You must take the **right dose** of your medication, at the **right time**, in the **right way** and as often **as directed**. **Do not take more than the recommended dose of any medication.** Taking prescription medications from different doctors can cause serious health problems including overdose. You must tell your medication prescriber that you are in Drug Court or you could get a sanction. You should work with your medication prescriber to find non-addictive medications and treatment options.

★ **You CANNOT use medical marijuana without authorization**

Medical marijuana is not allowed in Drug Court without authorization from your Sentencing Judge. You can request authorization through probation by filling out the UJS655 Request for Use form, providing a copy of your valid medical marijuana card issued by the SD Department of Health, and providing your medical practitioner's written certification listing your debilitating medical condition. Probation will check the status of your medical marijuana card on the Department of Health website and then forward your Request for Use form and documentation to your Sentencing Judge. A hearing may be held, and your medical practitioner may be subpoenaed to testify. Your Sentencing Judge will make the decision about whether you are authorized to use medical marijuana.

If approved, probation will check the status of your medical marijuana card on the Department of Health website every three months to make sure your card is still valid. You will still do frequent and random drug testing as directed. You can only possess up to three ounces of medical marijuana. You cannot grow your own medical marijuana without the required certifications. Probation might request dispensary receipts to confirm your purchases and probation might compare your receipts to the marijuana you have in your possession. Potential violations will be reported to the Department of Health.

★ Find one doctor for your health needs

Finding and sticking with one doctor to meet your health needs is very helpful for both your physical wellbeing and your emotional wellbeing. Seeing your doctor regularly for check-ups and immunizations helps you stay healthy because your doctor can find and treat any health issues you might have, and your doctor can help you avoid getting sick later. Seeing your doctor regularly helps your doctor get to know you and your medical history. Building a relationship with your doctor helps you feel more comfortable to ask questions that might be difficult or embarrassing. If you need to see a specialist for a major health problem, your doctor can help you find the right one. Seeing your doctor regularly can help you save money because you will be healthier and because you can make an appointment to see your doctor instead of going to the Emergency Room for non-emergency medical care.

You must tell your medical doctor, mental health doctor, eye doctor and dentist that you are in Drug Court. You could get a sanction if you do not. You might be asked to have your doctor fill out the "Substance Abuse History Notification" form to show that your doctor knows you are in Drug Court. You should work with your doctor to find non-addictive medications and treatment options. Probation and treatment might need to talk to your doctor about your doctor's recommendations for your medication and medical treatment.

★ Attend and participate in peer recovery support group meetings and work a recovery program

Peer recovery support groups are AA, NA, SMART Recovery, etc. They should follow a structured model or curriculum. Recovery support groups help you meet new people who want a sober life, they help you learn new skills to conquer cravings, they help support you during difficult emotional times, their members will hold you accountable, and they help you remember you are not alone. Recovery support groups do not replace treatment, but they can give you support and encouragement while you are in treatment. Recovery support groups can also give you lifelong support and encouragement to stay in recovery even after treatment and the Drug Court program.

You are encouraged to attend peer recovery support group meetings and work a recovery program as soon as possible, but no later than in **Phase 2**. You are encouraged to find a peer recovery support group **HOME GROUP** as soon as possible, but no later than in **Phase 3**. You may be told to attend more peer recovery support group meetings as needed.

You are encouraged to look for a **recovery sponsor**. The person you pick as your recovery sponsor will be responsible for encouraging, guiding, and supporting you on your path to recovery. Your sponsor should be **in recovery themselves**, because they will be your role model for learning a new way of life and living sober. Your sponsor should be **at least one year sober**. Your sponsor should have worked through a 12-step program. Your sponsor should **not be a family member**. You should look for someone who will help you get to recovery support group meetings, help you develop new relationships with others in the recovery community, and help you build a strong sober social network.



If you choose to be a recovery sponsor to someone else, your recovery sponsor responsibilities **CANNOT** interfere with your Drug Court responsibilities. You should mentor newer Drug Court participants when you are in the later phases of the program, but you cannot be a recovery sponsor to a fellow Treatment Court participants (including Drug Court, DUI Court, Veterans Court and Mental Health Court).

★ Build a positive social support network and be involved in positive activities in the community



Social connections have a valuable influence on your life. Positive relationships are important to your happiness, self-esteem and ability to cope during difficult times. It is best to involve as many positive people as possible in your recovery. Your positive social support network should include people who will help and support you in reaching your goals. Family and coworkers may be part of your social network, but **you must find other positive supports to help you as well**.

To build a positive support system outside of family and work, you must make the time to meet new people.

Being involved in positive activities in the community will help you build relationships with others. Fill your free time with activities where people are not drinking, using drugs, or breaking the law. Do things that help others. Find activities you enjoy that will improve your health and wellbeing. Explore your spirituality. You can build a positive social support network in your community by going to the gym or an exercise class, doing social activities you enjoy, volunteering, joining a local club or organization, attending church, attending recovery support meetings, enrolling in adult education classes, attending cultural events or other gatherings, attending music or art festivals, joining a sports team, taking a dance class, etc.

★ Do a 40-hour volunteer project in Phase 4 & Phase 5 before Commencement

Volunteering helps people in need, worthwhile causes, and the community. Volunteering can also help you by finding new friends, improving your social skills, connecting you with your community, teaching you new skills, advancing your career by gaining career experience, and bringing fun and fulfillment to your life. Volunteering helps your mind and body by reducing stress and depression, keeping your mind stimulated, increasing your self-confidence, helping you stay more active and physically healthy, and providing a sense of purpose.

Your volunteer project should be served at a charity, non-profit or other type of agency/organization. If you want to do your volunteer project somewhere else, you must write a Special Request to the Team (see Page 20) to get permission first. You should pick something you are interested in, because the goal is that you continue to volunteer even after Drug Court. **All 40 hours of your volunteer project should be served at the same place.**



You will start your 40-hour volunteer project in Phase 4, and you will finish your project in Phase 5 before Commencement. Written verification of completion of your 40-hour volunteer project must be turned in to the Black Box with your Commencement Plan, at least two weeks before the Commencement Celebration so they can be shared with the Team and discussed.

Things to consider when picking a volunteer project:

- ◆ Do you want to work with adults, children, animals, or remotely from home?
- ◆ Do you want to work alone or as part of a team?
- ◆ Are you better behind-the-scenes or do you want a more visible role?
- ◆ How much time are you willing to commit?
- ◆ What skills can you bring to the volunteer job?
- ◆ What causes are important to you?

Where to find volunteer opportunities:

- ◆ Non-profit organizations (Fork Real Café, The Hope Center, Feeding South Dakota, Cornerstone Mission, Salvation Army, Thrift Stores, Habitat for Humanity & Re-Store, Love INC)
- ◆ Animal shelters, rescue organizations, or wildlife centers (The Humane Society, The Charm Farm)
- ◆ Youth organizations or after-school programs (Youth & Family Services, The Club for Boys)
- ◆ Community theaters or museums (Dahl Art Center)
- ◆ Libraries
- ◆ Senior centers (Minneluzahan Senior Center, Canyon Lake Activity Center)
- ◆ Places of worship (churches, synagogues)
- ◆ Online databases (211 Helpline Center's Volunteer Connections)

★ Pay your Drug Court costs

You do not have to pay a fee to be in Drug Court. You do have to pay your court costs, fines, attorney fees, and any other money ordered at Sentencing. After you make a Payment Plan, **make monthly payments to the Clerk of Courts until your Drug Court files are paid off.**

You will have to pay for some drug/alcohol testing while you are in Drug Court.

DRUG TESTING COSTS:

- ◆ UAs are FREE at Court Services
- ◆ UAs are \$10 per test at the 24/7 Sobriety Program

ALCOHOL TESTING COSTS:

- ◆ PBTs are FREE at Court Services
- ◆ PBTs are \$1 per test at the 24/7 Sobriety Program
- ◆ CAM is \$6 per day (plus \$80 install/removal fee) at the 24/7 Sobriety Program
- ◆ Remote Breath is \$5 per day (plus \$80 install/removal fee) at the 24/7 Sobriety Program

You do not have to pay for your treatment while you are in Drug Court. You might have to pay for any treatment appointments you miss.

MISSED APPOINTMENT FEES:

- ◆ \$20 for any missed individual counseling appointment at ROADS
- ◆ \$50 for any missed counseling appointment at BMS
- ◆ \$100 for any missed medication appointment at BMS.

★ Make and follow a budget

You may be asked to make and follow a budget while in Drug Court. Write down all your bills, including past-due bills and collections. Write down how much you are spending in a month. Write down how much money you make in a month. **Make sure all your bills are paid before you spend money on other things.** This includes paying your Child Support!

You will do a **financial education class** in **Phase 3**. Talk to probation about your options.



★ Work full time or go to school

You are encouraged to work 32+ hours a week or to go to school while in Drug Court. Find a legitimate job where you get regular paychecks and a W2 tax form from your employer. Employment is important, but your treatment must come first. If your job starts to interfere with your treatment plan, some changes to your work schedule might be needed.

Tell probation right away if you quit your job or get fired from your job. The Team might give you a deadline to find a job if you are not working or in school. You might also be told to do daily job contacts, a job skills program, or Community Service until you find a job.

★ Get your GED (if needed)

If you do not already have a High School Diploma or a GED, you will work on getting your GED in Phase 4 and Phase 5. The GED covers basic topics like language, mathematics, science, and history. You can prepare for the GED at your own pace, in-person or online. Having a GED can help you **get a better job** with more opportunities and higher pay, because many employers require a GED or High School Diploma for entry-level positions. Having a GED can help you **further your education**, because many colleges and universities accept a GED in

place of a High School Diploma. Earning a GED can help you **develop skills** like critical thinking, reasoning, analysis, and communication which can be useful in your personal and professional life. Having a GED can **improve your overall quality of life** because you will have the skills and knowledge necessary to live a productive and successful life

If you feel you do not need a GED, you must write a Special Request to the Team (see Page 20) to get permission to be excused from this requirement. You should tell the Team all the details about why a GED is not needed to get a better job, to further your education, to develop your skills, or to improve your overall quality of life.

★ Be respectful toward everyone

Respect is important because it helps build better relationships with others. Respect means that you accept someone for who they are, even if they are different from you or you don't agree with them. **Showing respect to others** is important because it helps build trust and it helps your thoughts and opinions be heard. **Getting respect from others** is important because it helps us to feel safe to express ourselves. **Having respect for yourself** is important because you are valued and you matter. What you think and feel is just as important as what someone else thinks and feels. You should spend time with people who are respectful and make you feel safe. It is ok to end relationships with people if they cannot be respectful and you do not feel safe around them

You earn respect from others by showing respect to others. **You can show respect by:**

- ◆ **Listening** and paying attention when others are talking. Do not look at your phone or get carried away in your own thoughts. Do not interrupt. First listen, then understand, then say something if you have something to say.
- ◆ **Being on time.** This helps show you value the time of others.
- ◆ **Returning** missed calls as soon as you can
- ◆ **Being polite.** Say “please,” “thank you” and “I’m sorry.”
- ◆ **Keeping your word.** Do what you say you are going to do.
- ◆ **Not gossiping.** Talking about others causes hurt feelings, spreads lies, breaks trust, and could get you in trouble especially if you break confidentiality.
- ◆ **Respecting physical boundaries.** Not everyone is okay with being touched or hugged.

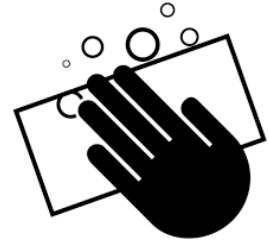
When you disagree with someone you should both listen to each other and be patient. Don't yell or talk over the top of each other. Talk openly about your needs and wants. Allow each other space if needed. Admit when you have made a mistake.

Sometimes we find ourselves not feeling respected by other people, including our family or friends. You can call out disrespect by saying “we don't do that here.” While it's not always possible to change somebody and make them respect you, there are some things you can try:

- ◆ Show people what respect looks like by being respectful yourself
- ◆ Tell the person what they are doing isn't ok and be specific
- ◆ Talk to somebody you trust
- ◆ Try to understand their point of view
- ◆ Give that person a chance to change their behavior toward you

★ Keep yourself and your home environment clean and tidy

Good personal hygiene is keeping all parts of your body clean and healthy. Good hygiene is important for health reasons because poor personal gives germs a perfect environment to grow and that can cause infection. Good hygiene is important for social reasons because poor personal might cause people to avoid you and that might make you feel isolated and lonely.



You can keep yourself clean by regularly:

- ◆ Washing your hands with soap:
 - before making food and eating
 - after going to the bathroom
 - after blowing your nose, coughing, or sneezing
 - after touching garbage or other dirty things
 - after touching pets or pet items
- ◆ Washing your body with soap
- ◆ Washing your hair with shampoo
- ◆ Changing into clean clothes
- ◆ Washing dirty clothes with soap
- ◆ Using deodorant
- ◆ Brushing your teeth
- ◆ Trimming and cleaning your fingernails

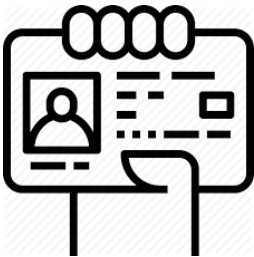
The condition of your home environment can affect your mood and mental health. A clean and tidy home can lower stress, keep your mind calm, and keep your body safe and healthy. A dirty home gives allergens and germs a perfect environment to grow and that can cause infection or illness. A dirty home can also get you evicted.

You can keep your home clean and tidy by regularly:

- ◆ Put things away when you are done using them
- ◆ Clean up messes as they happen
- ◆ Wash dirty dishes with soap, dry them, and put them away
- ◆ Wash dirty clothes with soap, dry them, fold them, and put them away
- ◆ Take out the trash when it gets full
- ◆ Vacuum and mop your floors
- ◆ Dust your surfaces
- ◆ Clean your bathroom sinks, tubs and toilets
- ◆ Clean your kitchen counters
- ◆ Wash your bedding regularly

★ Do not drive without a valid Driver's License and current insurance

It is against the law!! If your Driver's License is suspended or revoked you may be able to request a Work Permit. Talk to the Team if you need help.



OTHER TRANSPORTATION OPTIONS:

- ◆ Walk
- ◆ Ride a bike
- ◆ Get rides from family, friends, or other sober supports
- ◆ Ride the bus: **Rapid Ride** @ (605) 394-6631
- ◆ Call a Taxi:
 - Rapid Taxi** @ (605) 348-8080
 - City Cab** @ (605) 863-1111
- ◆ Get a **Lyft** or **Uber**
- ◆ Call **211** to schedule no-cost rides for Court-ordered appointments and employment

★ Stay out of bars, liquor stores, CBD stores and marijuana dispensaries

Even though these substances can be purchased legally, you are NOT allowed to have them or use them in Drug Court. **DO NOT go into any place where alcohol, cannabidiol (CBD) or marijuana is the primary source of income.**

★ **Do not gamble**

Gambling is just as addictive as drugs and alcohol. **DO NOT go into casinos or gaming/gambling businesses.** Do not play games of chance, lottery, or any kind of betting for money, prize, or something of value. Do not bet on sporting events.



WRITTEN REQUESTS

Written requests can be turned in at any time, but they are due to the Black Box on **MONDAY by 5PM** so they can be shared with the Team and discussed that Wednesday. The Judge will make the final decision about your request.

SPECIAL REQUESTS

Special Requests are used to ask permission for special situations. Your request must be as detailed as possible to include **times/dates, who, what, when, where, why, and how**. Examples include:

- ◆ Late curfew for a special reason
- ◆ Excused from treatment for a special reason
- ◆ Excused from court for a special reason
- ◆ Changes to your UA schedule or testing site
- ◆ Get off EM, PBTs, CAM or Remote Breath
- ◆ Decreased recovery meeting requirements
- ◆ Changes to your medication delivery schedule
- ◆ Medication independence

You can find blank SPECIAL REQUEST forms in the forms box on the first floor of the Courthouse by Courtroom C7.

FINANCIAL REQUEST with BUDGET

Financial Requests are used to ask for financial (money) help. Your request must be as detailed as possible to include **what** you want help paying for, **how much** it costs, **who** or **where** gets paid, and **why** you need help paying for it.

All Financial Requests must include your updated **Budget**. You should also attach any receipts or bills or invoices that explain or support your request.

You can find blank FINANCIAL REQUEST with BUDGET forms in the forms box on the first floor of the Courthouse by Courtroom C7.

TRIP REQUESTS

Trip Requests are used to ask permission to go on **OVERNIGHT** or **OUT OF THE AREA** trips. Your request must be as detailed as possible and filled out completely to include **where** you are going, **why** you are going, **when** you are leaving and coming back, **where** you are staying, **who** you are going with, **how** you are getting there, **how** you will meet UA and PBT requirements, and how to stay **safe** and **sober** during your trip.

Examples:

- ◆ To spend the night away from your home with a friend or family member
- ◆ To spend the night away from your home in a local hotel
- ◆ To go on an overnight trip outside the Rapid City area for any reason

*Day-trips outside the Rapid City area for work or fun can be approved by CSOs

If you are given permission to travel, you **MUST** continue to follow all the rules of Drug Court and probation and you **MUST** travel only to the approved location.

You can find blank TRIP REQUEST forms in the forms box on the first floor of the Courthouse by Courtroom C7.

HOLIDAY PLANS

Holiday Plans help you think about how to stay safe and sober during holiday times. Holiday Plans also help the Team know where to find you. **Holiday Plans are required even if you have no special plans during the holiday time.** Your Holiday Plan must be as detailed as possible and filled out completely. Holiday Plans can be turned in early, but they must be turned in to the Black Box by the due-date\time so they can be shared with the Team and discussed.

If you do not turn in your Holiday Plan by the due-date\time, you will get a sanction. Sanctions for not turning in a Holiday Plan can include House Arrest during the entire holiday time and/or other sanctions which might be community service or jail.

If you do not fill out your Holiday Plan completely with your plan for all Holiday dates and your Safety Plan, you will get a sanction. Sanctions for turning in an incomplete Holiday Plan can include House Arrest during the entire holiday time and/or other sanctions which might be community service or jail.

*House Arrest Sanctions:

- ◆ You **CANNOT** work or attend meetings or have visitors during House Arrest.
- ◆ You **can** go to the 24/7 Program, and to Drug Court appointments as directed by the Team.

Holiday Plans are required for:

- ◆ Easter
- ◆ Independence Day
- ◆ Thanksgiving
- ◆ New Year
- ◆ Memorial Day
- ◆ Labor Day
- ◆ Christmas

2025 DRUG COURT HOLIDAYS

Easter

DUE: Monday 4/14/25 by 5PM to the Black Box
DATES: Friday 4/18/25, Saturday 4/19/25, Sunday 4/20/25 & Monday 4/21/25

Memorial Day

DUE: Monday 5/19/25 by 5PM to the Black Box
DATES: Friday 5/23/25, Saturday 5/24/25, Sunday 5/25/25 & Monday 5/26/25

Independence Day (4th of July)

DUE: Monday 6/30/25 by 5PM to the Black Box
DATES: Thursday 7/3/25, Friday 7/4/25, Saturday 7/5/25 & Sunday 7/6/25

Labor Day

DUE: Monday 8/25/25 by 5PM to the Black Box
DATES: Friday 8/29/25, Saturday 8/30/25, Sunday 8/31/25 & Monday 9/1/25

Thanksgiving

DUE: Monday 11/24/25 by 5PM to the Black Box
DATES: Thursday 11/27/25, Friday 11/28/25, Saturday 11/29/25 & Sunday 11/30/25

Christmas

DUE: Monday 12/22/25 by 5PM to the Black Box
DATES: Thursday 12/25/25, Friday 12/26/25, Saturday 12/27/25 & Sunday 12/28/25

New Year

DUE: Monday 12/29/25 by 5PM to the Black Box
DATES: Wednesday 12/31/25, Thursday 1/1/26, Friday 1/2/26

Write all Holiday Plan Dates and Due-Dates\Times in your planner. Ask if you have any questions.

You can find blank HOLIDAY PLAN forms in the forms box on the first floor of the Courthouse by Courtroom C7.

TREATMENT ADJUSTMENTS

Treatment will use treatment adjustments to help you achieve sobriety and success. Treatment adjustments are changes in your treatment plan if you are struggling to stay sober early in the program but you are otherwise meeting program expectations. Possible treatment adjustments include (but are not limited to):

- ◆ Updated treatment assessments
- ◆ Increased treatment
- ◆ Increased recovery support group meetings
- ◆ Increased drug/alcohol testing
- ◆ Treatment workbook assignments
- ◆ Writing assignments
- ◆ Evaluation for medication
- ◆ Residential treatment

INCENTIVES

The Team uses incentives (rewards) if you are doing well. Incentives are used to reinforce program rules and expectations. You will earn incentives (rewards) for positive progress and healthy behavior. Examples include (but are not limited to):

- ★ Honesty
- ★ Attending appointments
- ★ Having a positive attitude
- ★ Reaching a milestone
- ★ Accomplishing a goal
- ★ Finding a recovery sponsor
- ★ Avoiding temptation to use drugs/alcohol

Incentives are given by the Team and depend on available resources. Examples include (but are not limited to):

- ★ Applause
- ★ Verbal praise or recognition
- ★ Gold Star*
- ★ Awards or certificates
- ★ Phase advancement
- ★ Coins or medals
- ★ Decreased Court attendance
- ★ Decreased probation supervision
- ★ Extended curfew
- ★ Fishbowl drawing
- ★ Raffle drawing
- ★ Gift cards
- ★ Phone minutes
- ★ Commencement

*Gold Star:

- ◆ You will make Gold Star when you come to Drug Court and you have had no sanctions that week.
- ◆ You get a Gold Star Coin when you have earned 5 Gold Stars.
- ◆ You get a \$25 gift card for every 10 Gold Stars you earn.
- ◆ You get a Gold Star Trophy when you have earned 30 Gold Stars.
- ◆ Gold Star awards are given once a month during your first Drug Court session of that month. You will earn awards for the number of Gold Stars you have achieved **before** that month. You do **NOT** need to attend the first Drug Court session of the month to get your award if you are not required to appear that week by Phase, because you will get your award during your regularly scheduled court appearance that month.

SANCTIONS

The Team uses sanctions (consequences) if you are not doing well. Sanctions are used to reinforce program rules and expectations. You will earn sanctions (consequences) for negative progress and unhealthy behavior. Examples include (but are not limited to):

- ✗ Dishonesty
- ✗ Disrespectful behavior
- ✗ Not participating in treatment
- ✗ Not updating your daily planner
- ✗ Not attending recovery support group meetings
- ✗ Missing or being late for appointments
- ✗ Missing or being late for UAs/PBTs
- ✗ Interfering with UA or PBT testing
- ✗ Testing positive for drugs or alcohol

Sanctions are given by the Team and depend on the violation. Sanctions increase with multiple violations. Examples include (but are not limited to):

- ✗ Verbal warnings
- ✗ Judicial disapproval
- ✗ Writing assignments
- ✗ Increased Court appearances
- ✗ Increased probation supervision
- ✗ Delay in phase advancement
- ✗ Community service
- ✗ Restricted Monitoring
- ✗ Electronic Monitoring
- ✗ House Arrest
- ✗ Jail
- ✗ Termination

*Community Service Sanctions:

- ◆ Your community service sanction should be served at a **charity, non-profit or other type of agency/organization**. If you want to do your community service sanction somewhere else, you must write a Special Request to the Team (see Page 20) to get permission first.
- ◆ See page 15 “Where to find volunteer opportunities” for suggestions on where to serve your community service sanction.
- ◆ You must get **written verification** of completion of your community service sanction, and it must be **signed off by someone from the agency/organization**.
- ◆ Your written verification of completion of your community service sanction must be turned in to the Black Box **by NOON (12PM) of the due-date**. If you have not turned in written verification by the due-date, you will get another sanction.

*House Arrest Sanctions:

- ◆ You **CANNOT** work or attend meetings or have visitors during House Arrest.
- ◆ You **can** go to the 24/7 Program, and to Drug Court appointments as directed by the Team.

CHANCE TO BE HEARD

If you disagree with the facts used to decide a sanction, you have the right to tell your perspective before a sanction is given. Unless you request a different attorney, Drug Court Defense Attorney Ilisja Duffy will help you. If needed, you can request an Evidentiary Hearing in front of a neutral Judge where you can call witnesses to testify on your behalf and you can cross-examine any witnesses that testify against you. The neutral Judge will decide during your Evidentiary Hearing whether you have broken the rules of Drug Court. If you are found to have broken the rules of Drug Court, the Drug Court Judge will make the final decision about your sanction.

COMMENCEMENT

You will graduate from Drug Court when you have met all program requirements, you have completed treatment, and you have achieved continued sobriety. To graduate you must participate in a Commencement Ceremony. The Commencement Ceremony is a very important event. Your family members and supports can be invited. **Commencement Ceremony dates are decided by the Team and may not happen right away.** You must continue to follow all Drug Court rules and conditions until you have participated in the Commencement Ceremony and received your graduation certificate. After graduation, you might still be on probation until you have completed your probation sentence.

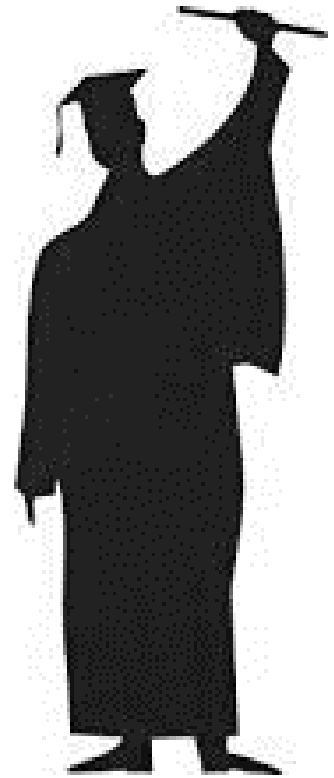
COMMENCEMENT PLAN

You must fill out a Commencement Plan before you graduate. Get your plan from Probation. Your plan is an important part of your program. Answer all the questions completely and as detailed as possible. You should review your plan with your **treatment provider** and your treatment provider should sign it on the front page.

The time and attention you give to your plan will show your commitment to your recovery and your future. Your plan will help the Team decide on your readiness to move on. You might be asked to update or redo your plan if the Team feels it is not complete. You might also have to meet with the Team to answer questions about your plan. **Your plan and proof of completion of your 40-hour volunteer project must be turned in to the Black Box at least two weeks before the Commencement Ceremony** so they can be shared with the Team and discussed. The Judge will make the final decision about your graduation.

EXIT INTERVIEW

You must also complete a written Exit Interview to graduate from Drug Court. Get your interview from probation. Your interview gives you a chance to tell the Team how you feel about your journey in Drug Court. Your interview also gives you a chance to give suggestions on how to improve the program. Your interview must be turned in to the Black Box before the Commencement Ceremony. **The information in your interview has no effect on whether you graduate from Drug Court.**



ALUMNI

Graduation is not the end, but the start of a new chapter in your life. It is a great accomplishment and takes a lot of work to get to this point. You will have made major changes that have prepared you for the next chapter in your life --- **living sober and healthy!**

After graduation, you are invited to join the **Drug Court Alumni Group**. The group is separate from the Drug Court program. Members of the group are graduates of Drug Court who volunteer their time. They support the Drug Court program and participants. They attend Court when possible and help with Commencement Ceremonies. They educate the public on the Drug Court program. They lead by example of sobriety, community service, and attendance at peer recovery support groups (AA/NA/SMART Recovery, etc.) and social events.



You are required to attend at least one Alumni Group meeting in Phase 4 and at least one Alumni Group meeting in Phase 5. You can attend more if you want to.

The group meets at 7:30PM on the last Wednesday of each month at I Am Legacy (2200 North Maple Avenue, Suite 118—in Uptown Rapid, formerly the Rushmore Mall).

Contact graduate **Debbie Stracqualursi** (605-381-4332) with questions.

TERMINATION

If you are not following the rules of Drug Court you may be terminated from the program. Reasons for termination could include (but are not limited to):

- ✗ Not participating in treatment
- ✗ Not participating in the Drug Court program
- ✗ Breaking Drug Court rules
- ✗ Absconding from the program
- ✗ Concern for public safety
- ✗ Threat to the integrity of the program
- ✗ There are no more treatment options to help you
- ✗ Committing a crime
- ✗ Distributing drugs or driving under the influence
- ✗ Threatening, abusive, or violent behavior
- ✗ Tampering with drug/alcohol testing
- ✗ Inability to pass drug/alcohol tests
- ✗ Failure to make progress
- ✗ Any other reasons the Team finds necessary for termination

Unless you request a different attorney, Drug Court Defense Attorney Ilisja Duffy will represent you during the termination process. You will get written notice of the allegations against you. Attorney Duffy will talk to you about your options.

If you deny the allegations against you, you will get an Evidentiary Hearing where you can call witnesses to testify on your behalf and you can cross-examine any witnesses that testify against you. A neutral Judge will decide during your Evidentiary Hearing whether you have broken the rules of the Drug Court program.

If you admit to the allegations against you or if you are found to have broken the rules of Drug Court at an Evidentiary Hearing, you will then have a chance to talk directly to the Drug Court Judge and Team during a Termination Hearing. The Drug Court Judge will make the final decision about termination.

Drug Court is a voluntary program. **You can ask to remove yourself from the program at any time.** However, your probation will be revoked if you do not successfully complete the program. **If you abscond from probation while in Drug Court, you have voluntarily removed yourself from the program and can be terminated from Drug Court.**

If you are terminated from Drug Court, you will be returned to your original Sentencing Judge for Probation Violation. The Sentencing Judge will make the final decision about probation revocation and sentence, limited only by the maximum penalty allowed by law.