

PARTICIPANT HANDBOOK



PENNINGTON COUNTY VETERANS COURT

Judge Todd Hyronimus

Courtroom M1

10:30AM–12:00PM every other Tuesday

Pennington County Courthouse

315 Saint Joseph Street

Rapid City, SD

(605) 394-2595

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WELCOME TO VETERANS COURT!

Veterans 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 Veterans Court Judge, probation, and treatment. You will participate in addiction and mental health treatment, group and individual treatment sessions, regular Veterans 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. Veterans Court takes more than 14 months to complete.

Veterans 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.

VETERANS 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 Veterans Court and the directions given by the Veterans Court Judge and Veterans Court Team. **Read this Handbook carefully.** It tells you what to expect in Veterans 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.**

VETERANS COURT TEAM

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



- ◆ Judge Todd Hyronimus
- ◆ Coordinator Ashlee May
- ◆ Prosecutor Trevor Thielen (Attorney General's Office)
- ◆ Defense Attorney Jonathan McCoy
- ◆ Defense Attorney Garrett Keegan
- ◆ Probation Officer Mandy Enders
- ◆ Backup Probation Officer Chuck Branum
- ◆ Veterans Justice Outreach Coordinator Uzoma Obineche (VA)
- ◆ Veterans Justice Outreach Coordinator Angella Bates (VA)
- ◆ Substance Use Disorder Treatment Provider Deanna Nolan (ATS)
- ◆ Mental Health Treatment Provider Aimee Janvrin (WRMH)
- ◆ Health & Human Services Assistant Director Alex Purcell
- ◆ PCSO Captain Dustin Morrison
- ◆ Mentor Coordinator Darla Crown

Defense Attorneys: Jonathan McCoy & Garrett Keegan

704 St Joseph Street (Costello Porter Law Firm)

Jonathan McCoy: (605) 343-2410 or (605) 209-3407 or jmccoy@costelloporter.com

Garrett Keegan: (605) 343-2410 or gkeegan@costelloporter.com

Probation Officer: Mandy Enders

315 Saint Joseph Street (Pennington County Courthouse) 2nd Floor
(605) 381-9894

VA: Uzo Obineche & Angella Bates

2165 Promise Road

Uzo Obineche: (605) 499-9528

Angella Bates: (605) 206-1786

PCSO Addiction Treatment Services: Deanna Nolan

321 Kansas City Street, Suite 110
(605) 394-6128

West River Mental Health: Aimee Janvrin

111 North Street
(605) 343-0650

Daily UA Call-In Schedule:

Pennington County Treatment Courts Lab Testing Line

Color:	AIR FORCE BLUE or NAVY GREY	MARINE RED or COAST GUARD WHITE or ARMY GREEN
Call-In Number:	(605) 461-7654	(605) 461-7652
Notification Update Time:	6AM	3PM
Testing Time:	6AM to 10AM	3PM to 7PM

PARTICIPANT RIGHTS

By agreeing to be in Veterans 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 Veterans Court Team.

Veterans 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

Veterans Court Defense Attorneys Jonathan McCoy and Garrett Keegan will be your defense attorneys while you are in Veterans Court for all legal matters arising from your participation in Veterans Court. You have the right to get your own attorney for any matter which you are entitled to an evidentiary hearing to protect your legal rights. Even though Attorneys McCoy and Keegan are members of the Veterans Court team, they are also **your attorneys**. You have attorney-client privilege, which means you can share confidential information with them that they cannot share with the team unless you give them permission.

Attorneys McCoy and Keegan will help you understand your rights and the requirements of the Veterans Court program. The Veterans Court Judge makes all final decisions, but Attorneys McCoy and Keegan will advocate for you to the Judge and the team. Attorneys McCoy and Keegan 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. Attorneys McCoy and Keegan will represent you in evidentiary hearings if you want to question the facts used to decide on sanctions or terminations. Attorneys McCoy and Keegan will also represent you if you are facing termination from Veterans Court.

Attorneys McCoy and Keegan will attend Veterans Court sessions, and they can answer questions you might have during Veterans Court. You should contact them **before** Veterans Court if possible to talk about any issues that might come up. You can reach Attorney McCoy at (605) 343-2410 or (605) 209-3407 or jmccoy@costelloporter.com. You can reach Attorney Keegan at (605) 343-2410 or gkeegan@costelloporter.com. From the jail, please call (605) 343-2410.

PROGRAM PHASES

Veterans Court has 5 phases and will take longer than one year to complete. Each phase helps you grow and heal. **Remember, everyone moves forward at a different pace.**

APPLICATION FOR PHASE MOVEMENT

You must complete a written 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 on the front page. You should also review your phase application with your **recovery sponsor** and your recovery sponsor should sign it 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 can be turned in at any time, but it is due to Court Services on **MONDAY by 5PM** so it can be shared with the Team and discussed on Tuesday. The Judge will make the final decision about your phase advancement.

You can find blank PHASE APPLICATIONs in the forms box at the front desk area of Court Services.

In all Phases of Veterans Court, you are expected to:

- Follow program rules and treatment recommendations
- Show up for all appointments
- Be honest and try in treatment
- Engage with the VJOC (if eligible)
- Do random drug/alcohol tests as directed
- Live in a safe and sober place that supports your recovery
- Change people, places, and things
- Be involved in positive activities in the community
- Find and use positive sober supports
- Attend 1 recovery support meeting each week
- Addressing employment, education, job training, etc.
- Use and update your daily planner
- Make and follow a budget

See Page 5 for other requirements in each Phase of Veterans Court.

Other requirements in each Phases of Veterans Court:

PHASE 0	PHASE 1	PHASE 2	PHASE 3	PHASE 4
<p>REQUIREMENTS:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Come to Veterans Court every other Tuesday @ 10:30AM <input type="checkbox"/> Stay home during your 9PM to 5AM curfew <p>TO ADVANCE:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting all Phase 0 requirements <input type="checkbox"/> At least 60 days in Phase 0 <input type="checkbox"/> At least 14 days of continuous sobriety <input type="checkbox"/> At least 14 days with no sanctions <input type="checkbox"/> Participating in treatment <input type="checkbox"/> Good with probation <input type="checkbox"/> Phase 1 Application <input type="checkbox"/> Judge approval 	<p>REQUIREMENTS:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Come to Veterans Court every other Tuesday @ 10:30AM <input type="checkbox"/> Stay home during your 10PM to 5AM curfew <input type="checkbox"/> Create a payment plan <input type="checkbox"/> Get a recovery sponsor and start working a recovery program <input type="checkbox"/> Engage weekly with your Veteran Mentor <p>TO ADVANCE:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting all Phase 1 requirements <input type="checkbox"/> Have a recovery sponsor <input type="checkbox"/> At least 90 days in Phase 1 <input type="checkbox"/> At least 30 days of continuous sobriety <input type="checkbox"/> At least 14 days with no sanctions <input type="checkbox"/> Participating in treatment <input type="checkbox"/> Good with probation <input type="checkbox"/> Phase 2 Application <input type="checkbox"/> Judge approval 	<p>REQUIREMENTS:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Come to Veterans Court every other Tuesday @ 10:30AM <input type="checkbox"/> Stay home during your 11PM to 5AM curfew <input type="checkbox"/> Keep working a recovery program with your recovery sponsor <input type="checkbox"/> Engage weekly with your Veteran Mentor <p>TO ADVANCE:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting all Phase 2 requirements <input type="checkbox"/> At least 90 days in Phase 2 <input type="checkbox"/> At least 45 days of continuous sobriety <input type="checkbox"/> At least 14 days with no sanctions <input type="checkbox"/> Participating in treatment <input type="checkbox"/> Good with probation <input type="checkbox"/> Phase 3 Application <input type="checkbox"/> Judge approval 	<p>REQUIREMENTS:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Come to Veterans Court every other Tuesday @ 10:30AM <input type="checkbox"/> Stay home during your 12AM to 5AM curfew <input type="checkbox"/> Keep working a recovery program with your recovery sponsor <input type="checkbox"/> Engage weekly with your Veteran Mentor <input type="checkbox"/> Start a 40-hour volunteer project <p>TO ADVANCE:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meeting all Phase 3 requirements <input type="checkbox"/> At least 90 days in Phase 3 <input type="checkbox"/> At least 60 days of continuous sobriety <input type="checkbox"/> At least 14 days with no sanctions <input type="checkbox"/> Participating in treatment <input type="checkbox"/> Good with probation <input type="checkbox"/> Phase 4 Application <input type="checkbox"/> Judge approval 	<p>REQUIREMENTS:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Come to Veterans Court the first session of each month on Tuesday @ 10:30AM <input type="checkbox"/> Stay home during your curfew as directed <input type="checkbox"/> Keep working a recovery program with your recovery sponsor <input type="checkbox"/> Engage with weekly your Veteran Mentor <input type="checkbox"/> Complete a 40-hour volunteer project <p>TO ADVANCE:</p> <ul style="list-style-type: none"> <input type="checkbox"/> See Page 22 for COMMENCEMENT requirements

VETERANS COURT SCHEDULE

TEAM STAFFING: 8:45AM–10:30AM EVERY OTHER TUESDAY

The Team talks about participants before each Veterans 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.

VETERANS COURT: 10:30AM–NOON EVERY OTHER TUESDAY

Courtroom M1, Pennington County Courthouse

You, the Judge, probation, attorneys, treatment counselors, and other team members will all be in Veterans 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 Veterans Court every other week in Phase 0, Phase 1, Phase 2, and Phase 3, and monthly in Phase 4. You might be told to come to court outside the usual Veterans Court schedule for special events, temporary court schedule changes, or to get incentives or sanctions. You can find out which Phases should appear for Veterans Court in your DIMS Tasks. You must come to Veterans 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 Veterans Court when you are required to. **Ask if you have questions about when you are required to be in Veterans Court.** If you miss Court for an emergency, contact probation right away.

Veterans Court Schedule by Phase:

Phase 0	Phase 1	Phase 2	Phase 3	Phase 4
Every other Tuesday @ 10:30AM	Every other Tuesday @ 10:30AM	Every other Tuesday @ 10:30AM	Every other Tuesday @ 10:30AM	First session of each month on Tuesday @ 10:30AM

Veterans 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 Veterans Court hearings.

COURTROOM RULES:

- ★ **Be on time!** – If you are not in your seat before 10:30AM you are late and will get a sanction.
- ★ **Always bring your planner** in case probation needs to check it.
- ★ **Be respectful** to the Judge, the Team, and your fellow participants.
 - Turn off your phone before Veterans Court
 - Be quiet and pay attention
 - No sleeping
- ★ **Be supportive** of your fellow participants and encourage them with applause.
- ★ **Stand** at the podium when the Judge is talking to you.
- ★ **Stay seated** in the courtroom during the whole Veterans Court hearing, unless the Judge excuses you.



CAMARADERIE & ACCOUNTABILITY (C&A): 4PM EVERY OTHER THURSDAY

VFW Post 1273, 420 Main Street

You will come to the Camaraderie & Accountability (C&A) session every other Thursday, on weeks when there was no Veterans Court session. You, probation and the Veterans Court Defense Attorneys will be there to talk about your progress and any problems you have. All participants are required to attend each C&A session, unless excused by probation.

OTHER VETERANS COURT RULES

★ Follow all directions from the Veterans Court Team

★ Follow all laws

Do not commit any crimes. Do not threaten anyone or commit any violent acts. You can be terminated from Veterans 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 you miss an appointment, you might get a sanction. **SANCTIONS COULD INCLUDE:**

- ✗ Daily planning assignment
- ✗ Increased probation supervision
- ✗ Community service
- ✗ Jail
- ✗ Payment for missed treatment appointments
- ✗ 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 could be in treatment the whole time you are in Veterans Court.** Treatment could include:

- ◆ MAA*EZ (Making Alcoholics Anonymous Easier)
- ◆ Assessments
- ◆ IOP (Intensive Outpatient Treatment)
- ◆ CBISA (Cognitive Behavioral Intervention for Substance Abuse)
- ◆ Aftercare
- ◆ MRT (Moral Reconciliation Therapy)
- ◆ DBT (Dialectical Behavioral Therapy)
- ◆ 8 Dimensions of Wellness
- ◆ Individual Counseling
- ◆ Medication Assessment
- ◆ Medication Management
- ◆ MAT (Medication-Assisted Treatment)
- ◆ Low-Intensity Residential Treatment
- ◆ Residential Rehabilitation Treatment Program
- ◆ Inpatient Treatment
- ◆ Detoxification services
- ◆ Specialized treatment services
- ◆ Other, as decided by treatment

★ Stay in contact with probation

Show up for all probation appointments. **Keep regular phone contact with probation.** Return probation's calls as soon as possible and make sure probation always knows how to contact you. You cannot leave the Rapid City area without permission. If you are out of contact with probation, you have absconded and a warrant could be issued for your arrest. If you abscond, you have voluntarily removed yourself from the program and can be terminated from Veterans Court. A warrant will be issued for your arrest.

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 YOU MUST 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 visitors during curfew hours
- ◆ 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
- ◆ If you received a large amount of money

★ Change people, places, and things

Probation and the Team will talk with everyone involved in your life. This includes significant others, friends, family, employers, doctors, counselors, etc. **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 on parole
- ✗ Have charges pending
- ✗ Are breaking the law
- ✗ Are violent
- ✗ 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 Veterans Court, DUI Court, Drug 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 testing 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. You will be tested by probation, treatment, and police.

TESTING LOCATIONS:

Court Services (605) 394-2595
 Penn Co Courthouse 2nd Floor
 Days: Monday–Friday when the Courthouse is open
 UA Times: 8AM–4PM

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**, so you must always have access to a phone.

Pennington County Treatment Courts Lab Testing Line:

Color:	AIR FORCE BLUE or NAVY GREY	MARINE RED or COAST GUARD WHITE or ARMY GREEN
Call-In Number:	(605) 461-7654	(605) 461-7652
Notification Update Time:	6AM	3PM
Testing Time:	6AM to 10AM	3PM to 7PM

You need to do a UA **within 4 hours of the notification update time**. UAs at Court Services are free. UAs at the 24/7 Sobriety Program are \$10/test. You need to be ready to test when you go 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. Veterans Court pays for the test if lab results are negative.

You will also do random alcohol testing. You might also be required to do PBTs, SCRAM, or Remote Breath through the 24/7 Sobriety Program. PBTs are \$1/test, SCRAM 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

★ **Tell treatment and probation about 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 your drug/alcohol testing. **Read ALL ingredients of what you are eating or drinking or smoking so you know what is going into your body.** Using medication that has controlled substances or alcohol is not allowed without permission and monitoring by treatment and probation.

- ✗ 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



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 Veterans 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 Veterans 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.

★ **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 within 25 miles of the Pennington County Courthouse 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 have guests or visitors without permission from probation. Do not let someone move in without writing a Special Request to the Team (see Page 18) to get permission first. **Do not move without permission from probation.** The Team might tell you to move if you are not living in a safe and sober place that supports your recovery.



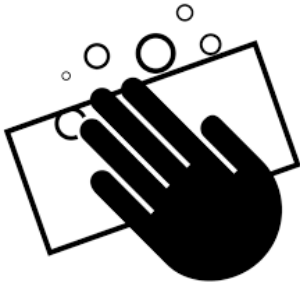
★ **Stay home during your curfew**

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 if required.** 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.

Veterans Court curfew is:

Phase 0	Phase 1	Phase 2	Phase 3	Phase 4
9PM-5AM	10PM-5AM	11PM-5AM	12AM-5AM	As directed

★ Keep yourself and your home environment clean and tidy



Good personal hygiene is keeping all parts of your body clean and healthy. Good personal hygiene is important for health reasons because poor personal hygiene gives germs a perfect environment to grow and that can cause infection. Good personal hygiene is important for social reasons because poor personal hygiene 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 environment can lower stress, keep your mind calm, and keep your body safe and healthy. A dirty home environment gives allergens and germs a perfect environment to grow and that can cause infection or illness. A dirty home environment 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

★ Use and update your planner every day

Veterans 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 Veterans Court planner. **Always carry your planner with you and look in it often.** Probation will check your planner regularly so always bring your planner to probation Office Visits, to Veterans Court and to C&A.

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!

★ 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. 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. 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.

★ Engage weekly with your Veteran Mentor

You will be assigned a Veteran Mentor in **Phase 1**. Your Mentor will be your advocate and ally while you are in Veterans Court and beyond. Your Mentor will listen to your concerns, make suggestions to help you, and support you along the way. Your Mentor is required to report any concerns or prohibited conduct to the Mentor Coordinator and/or the Team. **It is your responsibility to stay engaged and keep weekly in-person contact with your Veteran Mentor.** You should reach out to your Veteran Mentor. Do not wait for your Veteran Mentor to contact you.

★ Attend and participate in recovery support group meetings

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 Veterans Court program.

Attend and participate in at least one recovery support group meeting each week. Talk to treatment or probation about your recovery support group meeting options. Get proof of attendance to probation. You may be told to attend more meetings as needed.

★ Find a recovery sponsor and work a recovery program

You need to find a recovery sponsor and start working a recovery program as soon as possible, but no later than **Phase 1**. The person you pick as your sponsor will be responsible for encouraging, guiding, and supporting you on your path to recovery. Your recovery sponsor should be **in recovery themselves**, because they will be your role model for learning a new way of life and living sober. Your recovery sponsor should be **at least two years sober**. Your recovery sponsor should be **of the same gender** as you. Your recovery 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. Your recovery sponsor should be willing to listen to your concerns and be able to make suggestions on how you can find help to solve your problems (housing, employment, transportation, relationships, etc.).

★ 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 3 and Phase 4 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 need to write a Special Request to get permission from the Team. You should pick something you are interested in, because the goal is that you continue to volunteer even after Veterans 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 3, and you will finish your project in Phase 4 before Commencement. Written verification of completion of your 40-hour volunteer project must be turned in to Court Services 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 →

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)

★ Work full time or go to school if you are able

You will need to work 32+ hours a week or go to school if you are able. Find a legitimate job where you get regular paychecks and a W2 tax form from your employer. **Talk to probation first before quitting your job**, and tell probation right away if you quit your job or get fired from your job. Even if you have another source of income, you might still be required to work or go to school or do Community Service. 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.

Employment is an important part of Veterans Court, but your treatment must come first. If your job starts to interfere with your treatment plan or your Veterans Court program, some changes to your work schedule might be needed.

★ Make and follow a budget

You need to make and follow a budget while in Veterans 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!



★ Pay your Veterans Court costs

You do not have to pay a fee to be in Veterans 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 Veterans Court files are paid off.**

You will have to pay for some drug/alcohol testing while you are in Veterans 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 \$1 per test at the 24/7 Sobriety Program
- ◆ SCRAM 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

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



It is against the law to drive without a valid Driver's License or work permit!! You may be able to request a work permit if your Driver's License is suspended or revoked. Work permits are a privilege, not a right. Work permits are given by the Judge on a case-by-case basis. **Your work permit can be revoked at any time.** Your work permit may be revoked if you relapse.

REQUIREMENTS TO REQUEST A WORK PERMIT:

- ◆ At least 30 days in Veterans Court
- ◆ At least 30 days of continuous sobriety
- ◆ Completion of a Court-approved addiction treatment program
- ◆ SR-22 and proof of insurance
- ◆ Participation in the 24/7 Sobriety Program
- ◆ Written Special Request (with Treatment Needs Assessment, treatment certificate and insurance attached)
- ◆ Veterans Court Judge approval
- ◆ Sentencing Judge approval

Driving without a work permit or driving outside the bounds of a work permit could get you terminated from Veterans Court.

OTHER TRANSPORTATION OPTIONS:

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

★ **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.



★ **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 Veterans Court. **DO NOT go into any place where alcohol, cannabidiol (CBD) or marijuana is the primary source of income.**

★ Do not get a pet without permission

Pet ownership can be a positive and life-changing experience, but you must examine whether you can handle a pet at this stage of your life and recovery. Pet ownership should not be taken lightly. Pets require a lot of attention and care because they need to be fed, watered, exercised and cleaned up after on a regular schedule which can be very time-consuming and could get in the way of your treatment plan and your Veterans Court program. Pets are expensive due to food, supplies, habitats such as cages or tanks, veterinary bills, grooming costs, housing pet deposits, training costs, and boarding costs. Pets can affect your housing, because many landlords do not allow pets, pets can cause damage to your home even when they have been properly trained, and having a pet without permission from your landlord could get you evicted. Pets can have an impact on your sleeping schedule when they need to be taken outside or when they fuss about something going on outside.

Before getting a pet, you must write a Special Request to the Team (see Page 18) to get permission first.

WRITTEN REQUESTS

All written requests must be turned in to Court Services by **MONDAY by 5PM** so they can be shared with the Team and discussed on Tuesday. The Judge will make the final decision about your request.

SPECIAL REQUEST

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:

- ◆ Excused from Court for a special reason
- ◆ Adjustments to EM, UAs, PBTs, CAM or Remote Breath
- ◆ Decreased recovery support meeting requirements
- ◆ Work Permit
- ◆ Get a roommate
- ◆ Get a pet

You can find blank SPECIAL REQUEST forms in the forms box at the front desk area of Court Services.

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, **how much** it costs, **who** or **where** gets paid, and **why** you can't pay 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 at the front desk area of Court Services.

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 probation

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

You can find blank TRIP REQUEST forms in the forms box at the front desk area of Court Services.

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 need to be turned in 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, you will get a sanction. Sanctions 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 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 have visitors during House Arrest.
- ◆ You **can** go to the 24/7 Program, to recovery support meetings with proof of attendance to probation, and to Veterans Court appointments as directed.

Holiday Plans are required for:

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

2024 VETERANS COURT HOLIDAYS

<p style="text-align: center;">Easter</p> <p>DUE: Monday 3/25/24 by 5PM to Court Services DATES: Friday 3/29/24, Saturday 3/30/24, Sunday 3/31/24 & Monday 4/1/24</p>	<p style="text-align: center;">Veterans Day</p> <p>DUE: Monday 11/4/24 by 5PM to Court Services DATES: Sunday 11/10/24, Monday 11/11/24 & Tuesday 11/12/24</p>
<p style="text-align: center;">Memorial Day</p> <p>DUE: Monday 5/20/24 by 5PM to Court Services DATES: Friday 5/24/24, Saturday 5/25/24, Sunday 5/26/24 & Monday 5/27/24</p>	<p style="text-align: center;">Thanksgiving</p> <p>DUE: Monday 11/25/24 by 5PM to Court Services DATES: Thursday 11/28/24, Friday 11/29/24, Saturday 11/30/24 & Sunday 12/1/24</p>
<p style="text-align: center;">Independence Day (4th of July)</p> <p>DUE: Monday 7/1/24 by 5PM to Court Services DATES: Thursday 7/4/24, Friday 7/5/24, Saturday 7/6/24 & Sunday 7/7/24</p>	<p style="text-align: center;">Christmas</p> <p>DUE: Monday 12/23/24 by 5PM to Court Services DATES: Wednesday 12/25/24, Thursday 12/26/24, Friday 12/27/24 & Saturday 12/28/24</p>
<p style="text-align: center;">Labor Day</p> <p>DUE: Monday 8/26/24 by 5PM to Court Services DATES: Friday 8/30/24, Saturday 8/31/24, Sunday 9/1/24 & Monday 9/2/24</p>	<p style="text-align: center;">New Year</p> <p>DUE: Monday 12/30/24 by 5PM to Court Services DATES: Tuesday 12/31/24, Wednesday 1/1/25 & Thursday 1/2/25</p>

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 at the front desk area of Court Services.

THERAPEUTIC ADJUSTMENTS

Treatment and the Team use therapeutic adjustments to help you achieve sobriety and success. Therapeutic 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 therapeutic 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 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
- ★ Awards or certificates
- ★ Phase advancement
- ★ Coins or medals
- ★ Decreased Court attendance
- ★ Decreased probation supervision
- ★ Extended curfew
- ★ Fishbowl drawing
- ★ Gift cards
- ★ Phone minutes
- ★ Commencement

***Strong Performer:**

- ◆ You will make Strong Performer when you come to Veterans Court and you have attended all appointments, have no sanctions, and are not in residential treatment.
- ◆ Strong Performer awards are given monthly during the first Veterans Court session of the month and are awarded for the Strong Performer milestones achieved before that Veterans Court session.
- ◆ You get a Strong Performer Certificate when you have earned 3 Strong Performer points.
- ◆ You get a \$25 Walmart gift card for every 5 Strong Performer points you earn.
- ◆ You get a Gold Star Tag when you have earned 15 Strong Performer points.

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 or reprimands
- ✗ Judicial disapproval
- ✗ Writing assignments
- ✗ Increased Court appearances
- ✗ Increased probation supervision
- ✗ Delay in phase advancement
- ✗ Community service*
- ✗ 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 need to write a Special Request to get permission from the Team. (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**.
- ◆ Written verification of completion of your community service sanction must be turned in to Court Services by 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 have visitors during House Arrest.
- ◆ You **can** go to the 24/7 Program, you can attend recovery support group meetings with proof of attendance to probation, and you can attend Veterans Court appointments as directed.

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. Veterans Court Defense Attorneys Jonathan McCoy and Garrett Keegan will help you. If needed, you can request an Evidentiary Hearing where you will get notice of the allegations against you, you can call witnesses to testify on your behalf and you can cross-examine any witnesses that testify against you. The Judge will decide during your Evidentiary Hearing whether you have broken the rules of Veterans Court. If you are found to have broken the rules of Veterans Court, the Judge will make the final decision about your sanction.

COMMENCEMENT

You will graduate from Veterans 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 will be invited. **Commencement Ceremony dates are decided by the Team and may not happen right away.** You must continue to follow all Veterans Court rules and conditions until you have participated in the Commencement Ceremony and received your certificate. After graduation, you might still be on probation until you have completed your probation sentence.



COMMENCEMENT PLAN

You must complete a Commencement Plan before commencement. 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 commencement plan with your **treatment provider** and your treatment provider should sign it on the front page. You should also review your commencement plan with your **recovery sponsor** and your recovery sponsor should sign it on the front page.

The time and attention you give to your plan will show your commitment to your sobriety 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 Court Services at least two weeks before the Commencement Ceremony** so it can be shared with the Team and discussed. The Judge will make the final decision about your Commencement.

BEFORE APPLYING FOR GRADUATION:

- Meeting all Phase 4 requirements
- Completed a 40-hour volunteer project
- At least 90 days in Phase 4
- At least 90 days of continuous sobriety
- At least 14 days with no sanctions
- Good with probation
- Engaged with the VJOC and your Veteran Mentor
- Progress toward completing your treatment program
- Can communicate your continuing care plan
- Safe and stable housing
- Working a recovery program with your recovery sponsor
- Involved in positive activities and the recovery community
- Progress to pay Court Costs on your Veterans Court file(s)
- Current on 24/7 Sobriety Program payments
- Addressing employment, education, job training, etc.
- Written Commencement Plan
- Written Exit Interview
- Judge approval
- Participation in the Commencement Ceremony

EXIT INTERVIEW

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

TERMINATION

If you are not following the rules of Veterans 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 Veterans Court program
- ✗ Breaking Veterans 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

Veterans Court Defense Attorneys Jonathan McCoy and Garrett Keegan will represent you during the termination process. You will get written notice of the allegations against you. Attorneys McCoy and Keegan 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. The Judge will decide during your Evidentiary Hearing whether you have broken the rules of the Veterans Court program.

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

Veterans 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 Veterans Court, you have voluntarily removed yourself from the program and can be terminated Veterans Court.**

If you are terminated from Veterans 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.