

## **Participant Handbook**

# **Clinton County Common Pleas Court You-Turn Recovery Docket Participant Handbook**

### **Program Overview**

The You-Turn Recovery Docket is a specialized docket within the framework of Clinton County Common Pleas Court. It is intended to serve a target population and to accomplish specific criminal justice objectives. The program is for those charged in the court who suffer from alcohol and other drug addictions. The goals of the program are to divert these defendants into court-monitored treatment and other community programs that may reduce the need for them to be incarcerated.

The docket provides defendants with an opportunity to address their substance dependency/addiction issues with support from the judge, probation officers, substance abuse counselor and others. The docket is a highly structured program that requires responsibility and demands accountability from participants.

Participants will be expected to follow specific rules established by the court in an effort to achieve recovery from addiction. They will waive the following rights: (A) such as the Right to Due Process, (B) Right to an Attorney except during treatment team meetings where they can be represented by counsel at their own expense, (C) Right To Remain Silent and Right Against Self-incrimination, (D) Right To Freely Associate, and (E) Right Against Unlawful Search and Seizure. They also have the ability to rescind these rights' waivers at any time and the consequence for rescinding the waivers may include unsuccessful termination from the docket. Their progress through the phases of the docket is based on how well they do with the treatment plan and compliance with the requirements of the docket.

### **Purpose**

The purpose of the docket is to empower participants through treatment, accountability and responsibility. Participants are referred to the docket because they have demonstrated symptoms of addiction and are willing to change. This supervised substance dependence intervention program involves at least an 18 month supervision period during which participants will progress through three phases.

It is the court's philosophy that a comprehensive and court-supervised approach to substance abuse treatment will assist participants in becoming responsible and law-abiding members of the community. The program will help them lead a healthier, clean and sober lifestyle, improve family and social relationships, and potentially assist them in educational and vocational training that may lead to gainful employment. This is an individualized program that focuses on individual counseling and treatment needs.

The treatment services provided are based on abstinence from all illicit drugs, including "street drugs" and unlawfully obtained prescription drugs and alcohol. The treatment team will assist participants in successfully completing this program. Completion is based on the participant's dedication to maintaining a crime and substance abuse-free lifestyle. They will be offered access to a range of alcohol and drug treatment services, referrals to area local agencies to assist with job skills, housing, education and

employment. Participants will build a relationship with their teams and receive rewards for complying with program rules and expectations.

Some of the basic rules and expectations are to abstain from alcohol and drugs, to attend court sessions and appointments with licensed treatment providers and probation officers, to submit to drug and alcohol testing, to comply with any sanctions for not complying with program rules, to engage in a sober support community and to refrain from new law violations.

### **Mission Statement**

The mission of the "You-Turn" Recovery Docket is to enhance public safety by preventing recidivism; assisting participants in taking responsibility for their behavioral health issues by turning them from a path of self-destruction to a path of recovery; creating community programs that meet the needs of participants; and using evidence-based practices in intervention and treatment.

### **Target Population**

The purpose of the docket is to rehabilitate primarily Clinton County residents charged with felonies who have been diagnosed with a substance use disorder that is a contributing or mitigating factor in their law enforcement involvement. Someone who is interested in participating must meet legal, clinical, and target criteria before admission.

After applying for admission to the docket, applicants must have an assessment conducted by a licensed treatment provider and meet with will the case manager to sign a release of information and complete other admission paperwork that will be used to assess his eligibility for the docket.

The judge makes the final decision as to who participates in the docket. Satisfying the legal and clinical and other criteria do not guarantee the right to enter into the docket.

### **Legal Eligibility Criteria**

The applicant who is convicted and will take part in the Community Cares program will complete a pre-sentence investigation and the ORAS. It shall be the Recovery Docket Case Manager's job, in conjunction with the court's Pre-Sentence Investigation Officer, to obtain as much back ground information from the applicant though the use of OHLEG, ODRS Portal etc. The Recovery Docket Case Manager will contact the pre-sentence investigator to obtain the ORAS score and criminal background to complete the screening process if not otherwise provided. The applicant needs an ORAS of 15 or higher to be eligible for the program. In the event that the applicant's legal competency is an issue, he/she shall be referred for a forensic assessment to determine if he/she is competent to participate.

### **Clinical Eligibility Criteria**

If the applicant meets the qualifications, he/she will undergo a substance abuse assessment. The participant will be referred to a treatment agency that is a licensed certified licensed treatment provider through the Ohio Department of Drug and Alcohol Addiction.

All chemical dependency, mental health, and other programming assessments include available collateral information to ensure the accuracy of the assessment. The

Recovery Docket Case Manager will share all collateral information with the agency completing the assessment. The applicant shall receive the assessment within 15 business days of the referral and is encouraged to contact the Recovery Docket Case Manager if there are problems obtaining the assessment.

### **Referral Process**

The procedure for identification of potential participants begins after the defendant has been charged with a qualifying offense, has a pending Motion to Revoke Community Control, has filed a Motion for Intervention in Lieu of Conviction, is preparing for a Judicial Release hearing, or upon referral from others associated with the docket.

Referrals can be made by the judge, attorneys, licensed treatment providers, supervision officers or law enforcement officers.

If accepted into the program, the defendant may be placed in either the Intervention in Lieu Track (the Fresh Start Program) or the Post-Conviction Track (the Community Cares Program.)

The judge may rule on the Participation Agreement by completing an Entry on Admission at the arraignment, change of plea, the intervention in lieu of conviction, the judicial release, and/or the revocation of record hearing.

### **Screening and Assessment**

Before being admitted to the docket, the applicant must have an assessment from a licensed treatment provider. He/she must also contact the Recovery Docket Case Manager to learn more details about the program, sign a Consent for Release of Confidential Information, receive a Participant's Handbook, and complete an Intake Application, which will document some background on the applicant's criminal history, residency, education, employment, family, medical and mental health status, as well as substance abuse history.

The Recovery Docket Case Manager will answer any initial questions the applicant may have. Though not for public dissemination, the licensed treatment provider assessment and plan will be shared with the judge and the Recovery Docket Treatment Team, including the prosecutor and defense counsel. The defendant must be diagnosed as chemically dependent and competent to understand the docket program. The treatment team should consider, but is not obligated to follow, clinical assessments or treatment recommendations.

In the event that the participant does not meet the legal, clinical and other criteria, the participant's case will then proceed through the regular docket. Satisfying the legal and clinical and other criteria do not guarantee the right to enter into the docket.

### **Program Admission**

If admitted to the docket, the defendant will schedule another meeting during the two-week orientation phase to review and sign additional agreements related to terms of supervision, drug testing and reports. Participants shall be placed as soon as possible in appropriate treatment services and supervision programs. All screenings and assessments shall be provided by programs or persons who are appropriately licensed and trained to deliver such services according to the standards of the profession.

Participants shall be placed as soon as possible under reporting supervision to monitor compliance with court orders.

For those admitted into the Community Cares Program, the judge will set the participant's sentencing hearing as soon as possible after the change of plea in order to allow time for assessments and the pre-sentence investigation.

For those admitted into the Fresh Start Program (Intervention in Lieu of Conviction), hearings likewise will be scheduled in order to have the screenings and substance abuse assessments completed. The time frame from referral to the docket to the defendant entering the program should not exceed six weeks.

As part of Community Control and Intervention in Lieu of Conviction, the participant must:

- have no new law violations,
- report all contact with law enforcement,
- must remain in Ohio,
- must not use any firearms or other weapons,
- must report as directed,
- must have random urine screens,
- must submit to searches,
- must not change residence without prior permission,
- must not possess, handle or use any controlled substances,
- must get permission from supervisor before filling prescriptions,
- must not drink alcohol or go to any bars,
- must seek counseling where appropriate, and
- may not associate with any individuals on parole, probation, PRC, Community Control or known to be drug users or sellers.

Participants may also be subject to GPS monitoring and required to perform community service.

In a follow-up meeting with the Recovery Docket Case Manager, the participant will be provided some additional information and agreements that must be signed as part of the program. He will get copies of all signed agreements which will be maintained in his case file.

Information and agreements are:

- Treatment Team
- Supervision Terms
- Substance Abuse Monitoring Agreement
- Substance Abuse Monitoring Frequency, Sanctions
- Positive Drug Test Statement
- Prescription Medication Policy
- Treatment Report Sample
- Status Review Hearings Calendar

### **Non Discriminatory Practices**

Defendants shall not be discriminated against if they meet the legal, clinical and other criteria. A participant shall not be denied admission for the following: race, color, religion, gender, sexual orientation, nation origin, ancestry, age, citizenship, marital status, veteran status or disability.

## **Revocation/Violation Referrals**

An offender who is on Community Control within the regular docket of the court and has a violation and/or new offense may be referred to the You-Turn Recovery Docket for screening. The referral can come from the judge or any regular or potential member of the Treatment Team

If the offender is incarcerated, the Recovery Docket Case Manager may interview and screen the offender while he/she is incarcerated.

Cases accepted from revocation/violation hearings are referred to the docket as part of a condition of Community Control and participants are ordered to complete successfully the revised more intense program.

Upon scheduling a hearing on a motion for judicial release under R.C. §2929.20, the court may make a referral to determine eligibility for the Recovery Docket.

## **Treatment Team**

### **Member Duties**

The You-Turn Recovery Docket Treatment Team includes the judge (who chairs the meetings), the case manager, court supervision officers, prosecutors, defense counsel and licensed treatment providers.

The treatment team utilizes a non-adversarial approach which includes contributing to the individualized treatment case plans and developing sanctions to modify a participant's behavior while recognizing the prosecutor's distinct role in pursuing justice, protecting public safety and victim's rights, and the defense counsel's distinct role in preserving the constitutional rights of the participant.

The team will engage in ongoing communication, including frequent exchanges of timely and accurate information about participants' overall performance. The communication will take place by phone, in twice monthly docket meetings, through emails or one-on-one conversations.

Treatment team members will maintain professional integrity, confidentiality and accountability. No protected information is disclosed involving treatment unless there is a written release of confidential information endorsed by the participant.

Treatment Team meetings/discussions are also deemed confidential and only shared when necessary for the benefit of the participant. All members are expected to treat each other with respect, to understand their different roles, and to hold each other responsible for their participation and accountable for recommendations.

Team members shall make reasonable efforts to evaluate service provider programs in order to have confidence in the services and to better understand the treatment and programming process. Whenever possible the team engages in community outreach activities to build partnerships that will improve outcomes.

## **Specific Roles and Responsibilities**

### **Judge**

The judge is the leader of the team and meets with participants in Status Review Hearings throughout the course of their participation in the drug docket. He is the ultimate decision maker concerning incentives, sanctions, phase advancement, admission,

termination or successful completion of the program. The judge discusses the progress of participants at the Status Review Hearings.

### **Recovery Docket Case Manager**

The Recovery Docket Case Manager enrolls participants and facilitates the operations of the drug docket. He/she is the data collector for the docket and participates in discussions about incentives, sanctions, phase advancement, successful completion and/or program termination. The case manager assists participants with case management services regarding additional needs.

### **Supervision Officers**

Officers of Clinton County Adult Probation, Community Supervision and Intervention in Lieu monitor participants' compliance with supervision plans. They conduct random substance abuse tests; attend Treatment Team Meetings and Status Review Hearings; provide progress reports and make recommendations to the team; and participate in discussions about rewards, sanctions, phase advancement, successful completion, and termination. They also assist participants with case management services regarding additional needs.

### **Licensed Treatment Providers**

Licensed treatment providers must be certified through the Ohio Department of Drug and Alcohol Addiction and be trained to deliver appropriate services to the participants. The licensed treatment provider is the participant's counselor/therapist; conducts diagnostic assessments; provides clinical diagnosis; develops the treatment plan; provides written documentation to the court prior to the team meetings regarding the participant's progress in treatment and compliance with the treatment plans; monitors attendance and urine test results; attends team meetings and Status Review Hearings to give treatment updates and make recommendations regarding treatment needs; and participates in the discussions regarding incentives, sanctions, phase advancement, successful completion and termination from the docket. The treatment team should consider, but is not obligated to follow, clinical assessments or treatment recommendations.

### **Prosecutor**

The prosecutor's distinct role is in pursuing justice and protecting public safety and victims' rights. The prosecutor may or may not play an active role in the docket. However, the prosecutor can provide input into the acceptance of a participant into the docket. As the docket is primarily handling post-conviction and Intervention in Lieu of Conviction cases, the prosecutor may or may not participate in Treatment Team meetings. They are a referral source for the programs and will be trained on docket matters.

### **Defense Counsel**

Defense counsel's primary role is to preserve the constitutional rights of the participant. The participant's defense counsel may or may not play an active role in the docket. The attorney will explain what rights are waived by the potential participant entering the program, possible sanctions they may receive, the circumstances that may

lead to termination and the effects of termination. The attorney will assist with the decision-making regarding the participant's entry into the docket. The attorney will also be a referral source for the program, may participate in Treatment Team meetings at the request of the participant at their expense, and will be trained on docket matters.

### **Treatment Team Meetings**

In order to monitor the participant's performance and progress, the treatment team will meet twice a month prior to the Status Review Hearings to discuss the participant's performance and progress. The judge leads the meetings and will hear updates on participants from licensed treatment providers, supervision officers, and case manager. At times prosecutors and defense counsel may also attend. Other occasional visitors are required to sign a Treatment Team Visitor Confidentiality Form.

### **Status Review Hearings**

Status Review Hearings for participants are held following Treatment Team Meetings on the first and third Fridays at 1:30 p.m. in the Clinton County Common Pleas Courtroom. Dates are changed when they conflict with holidays or the judge's schedule. Participants attend the hearing as a group and appear individually before the judge to encourage ongoing judicial interaction. The benefits of meeting all defendants in a single hearing give the defendants opportunities to educate themselves to the benefits of compliance with the docket and the consequences of noncompliance.

The defendant's attendance at the review hearings diminish over time as they progress through the phases. During the orientation phase and Phase I, participants will appear twice a month. During Phase II, the participant will appear once per month and during Phase III, the participant will appear once every six weeks.

### **Summary of Treatment**

The specialized docket maintains a current treatment plan and record of activities. All required treatment and programming shall be provided by programs or persons who are appropriately licensed and trained to deliver such services according to the standards of their profession.

Memorandums of Understanding are signed by the court and licensed treatment providers to establish a mutual understanding of the docket procedures, the responsibilities of each party, and a process for problem solving, both clinically and administratively.

Participants will follow case management and treatment plans based on their individual needs. The services provided will incorporate evidence-based strategies and the participant will have access to a continuum of approved treatment and rehabilitation services. Information will be provided to the counselor/therapist to assist with treatment planning. Some participants may need to be referred to an outside treatment agency to address any co-occurring disorders. All specialized docket treatment plans take into consideration services that are gender responsive, culturally appropriate, and effectively address multiple disorders. All treatment plans shall be appropriate and clinically necessary to the degree that the available resources allow. The treatment plans will change as the participant does.

Services provided by treatment agencies include alcohol and drug testing, assessment, group therapies, individual sessions, relapse prevention plans, aftercare plans, gender-specific programming, family therapies, programming to address those diagnosed with multiple disorders, and medication and medication monitoring.

Furthermore, case management services are available to assist participants in engaging other ancillary services to meet their basic needs or support their recovery process. Examples of such ancillary services include housing, transportation, and medical, vocational/employment and mental health needs. Some treatment agencies also do drug screening analysis as part of their programming.

Treatment reports are submitted by the end of the day Thursday, the day before Status Review Hearings.

## **Phases**

There are three phases to the program, including a brief orientation phase during Phase 1 when the participant is to may meet with the case manager who will make sure all documentation has been completed and to answer any questions about policies, procedures and expectations. Participant progress is based on compliance with the docket guidelines. Each participant will progress at his/her own pace and is not based on preset time frames. The program lasts for a minimum of 18 months and participants must be sober for at least one year in order to graduate.

### **Phase I (includes orientation and lasts a minimum of 2 months)**

Participants will attend their first status review hearing before the judge and be introduced to other members of the docket. They will be given the opportunity to give the other participants a bit of biographical information. This phase is the most intensive phase for the participant, who may or may not be in a residential setting and/or intensive outpatient setting. The goal is to stabilize the participant to assure compliance with the program. This phase requires weekly meetings with the assigned supervision officer and twice a month attendance at status review hearings in front of the judge.

During this phase, participants are required to:

- attend two hearings per month before the judge with the treatment team in attendance;
- follow the guidelines, plans and counsel of supervision officers in weekly face-to-face meetings as well as licensed treatment providers in individual one-on-one or group settings;
- commit no new criminal offenses,
- comply with substance abuse monitoring procedures;
- attend all mental health and substance abuse treatment sessions and activities;
- attend all appointments with doctors, psychiatrists and psychologists;
- comply with all prescription medication requirements;
- attend approved support groups; and
- seek employment if it does not interfere with any requirements of the docket.

In order to move on to Phase 2, the participant will have:

- followed all the aforementioned conditions; and

- had no sanctions for two weeks.

### **Phase 2 (lasts 4-8 months)**

By this phase the participant should be stabilized enough to address other issues and needs such as family issues, housing, employment, and health. The participant will still be required to come to status review hearings twice a month but may be rewarded with less appearances during the latter part of this phase with exceptional compliance results or other positive changes in his/her life.

During this phase, participants are required to:

- attend two hearings per month before the judge with the treatment team in attendance;
- follow the guidelines, plans and counsel of supervision officers in bi-weekly meetings as well as licensed treatment providers in individual one-on-one or group settings;
- commit no new criminal offenses,
- comply with substance abuse monitoring procedures;
- attend all mental health and substance abuse treatment sessions and activities;
- attend all appointments with doctors, psychiatrists and psychologists;
- comply with all prescription medication requirements;
- attend approved support groups; and
- seek employment if it does not interfere with any requirements of the docket.

In order to move on to Phase 3, the participant will have:

- followed all the aforementioned conditions; and
- had no sanctions for two months.

### **Phase 3 (lasts 12-18 months)**

In this phase, the participant works on becoming self-supporting and applying what they have learned during their time in the program. The length of this phase may be longer depending on the participant's needs. In this phase, the team monitors the participant's stability that was attained in earlier phases.

During this phase, participants are required to:

- attend one hearing per month before the judge with the treatment team in attendance;
- follow the guidelines, plans and counsel of supervision officers in bi-weekly meetings as well as licensed treatment providers in individual one-on-one or group settings;
- commit no new criminal offenses,
- comply with substance abuse monitoring procedures;
- attend all mental health and substance abuse treatment sessions and activities;
- attend all appointments with doctors, psychiatrists and psychologists;
- comply with all prescription medication requirements;
- attend approved support groups; and

- seek employment if it does not interfere with any requirements of the docket.

In order to graduate from the program, the participant will have:

- followed all the aforementioned conditions;
- had no sanctions for three months;
- had negative substance abuse screens for at least one year; and
- completed an exit survey.

## **Rewards and Sanctions**

Immediate, graduated and individualized rewards and sanctions govern the responses of a specialized docket to a specialized docket participant's compliance or noncompliance. The judge determines all rewards and sanctions with input from the treatment team. Responses should be delivered for every targeted behavior. Undesirable behaviors should be reliably detected and concrete. Responses should be predictable and controllable. Method of delivery is as important as the response itself.

### **Rewards**

From time to time, participants in the docket may receive a reward (incentive) from the court to acknowledge and formally recognize hard work, determination and for meeting certain milestones. Rewards are individualized according to the specific treatment plan and directly related to the participant's achievements as certain milestones of the specialized docket treatment plan are attained. Rewards are tracked to ensure that the participant is rewarded on a progressive basis.

### **Sanctions**

Immediate, graduated, and individualized sanctions are utilized. Graduated sanctions are used to help the participant conform behavior to program requirements. Sanctions are crafted in an individualized and creative manner, as well as in a progressive manner based on the infraction. Sanctions are issued when there is non-compliance with both program protocol and treatment plans. Sanctions are a deterrent to negative behavior, as well as encouragement for future compliance. Lesser infractions will be met with lesser, more commensurate sanctions. Infractions are tracked, along with resulting sanctions, so that additional sanctions can be applied in a graduated manner.

### **Criteria for Successful Completion**

In order for a participant to graduate from the You-Turn Recovery Docket, the participant must have completed all phases. If in the Intervention in Lieu Track, the participant's case will be disposed of through motion and entry of dismissal. For the Post-Conviction Track participants, cases will be terminated successfully from Community Control/Probation with a motion and entry.

### **Termination Classifications** **Unsuccessful Termination**

Participants may be unsuccessfully terminated from the program for:

- on-going noncompliance with treatment;
- new criminal conviction(s);

- serious docket violation or series of violations; or
- serious Community Control and/or Intervention in Lieu violation or a series of Community Control and/or Intervention in Lieu violations.

The consequences for the participant in the event of an unsuccessful termination may be:

- loss of future eligibility for the docket;
- further legal action, including revocation of Intervention In lieu of Conviction and finding of guilt and sentencing;
- notice/motion to Revoke Community Control; or
- prison, jail or other penalties.

The judge will make the final decision regarding unsuccessful terminations in accordance with written eligibility criteria.

Termination from the docket will result in the reactivation of criminal proceedings on the court's regular trial docket relating to sentence disposition for Intervention in Lieu track, Motion to Revoke for Post-Conviction Track or transfer back to Intensive Supervision.

### **Neutral Discharge**

Neutral terminations are for those instances when the participant does not successfully or unsuccessfully leave the program. Neutral terminations follow the same process as other terminations. The judge will make the final determination. A neutral termination may be required when a participant acquires a serious medical or mental health condition or other circumstances arise that impede the participant's ability to complete the program.

### **Substance Use Monitoring (SAM) Program**

All drug tests will be individualized, random and frequent and urine collections will be directly observed by a same sex collector. If participants are late for a test or miss a test, it will be considered a positive test and the participant will be immediately sanctioned, including at intake. Testing shall include the participant's primary substance of dependence as well as a sufficient range of other common substances.

Refusing to submit a urine sample will be reported as a refusal to test and considered positive and the participant will be sanctioned. Participants must provide a urine sample which is negative for all drugs or they will be immediately sanctioned. Urine samples will also be analyzed for temperature, specific gravity, Creatinine and other chemical markers to ensure a valid specimen.

Failing to produce a urine specimen or if the sample provided is not of sufficient quantity, it will be considered as a positive test for drugs/alcohol. Participants must not drink excessive amounts of fluids such as water as it can result in a diluted urine sample and the sample will be tested to ensure that it is not diluted.

Participants will be allowed to provide only one urine sample for analysis. If unable to provide a test sample within two hours of signing in, it will also be considered a positive test. A diluted urine sample will be considered as a positive test.

Substituting the sample of another, or adulterating a specimen, will be considered a positive test for drugs/alcohol will result in sanctioning and may be grounds for revocation from the program. Immediate notification to the Court shall occur when the

participant tests positive, fails to submit to testing, submits an adulterated sample, submits the sample test of another individual, or diluted the sample. The judge and treatment team members will be aware of all test results. Participants may not take some over the counter medications as well.

Participants may contest a positive urine screen and request that it be sent to the lab at their expense.

It is the responsibility of the participant to inform all of their physicians that they are recovering from addiction to drugs/alcohol and should not be given or prescribed any addictive medication. If a doctor believes that it is necessary to prescribe the medication such as narcotic pain medication or any other medication that will yield a positive urine screen, the physician must submit a letter to the court stating that he/she is aware of the participant's status as a recovering addict/alcoholic and the need for this medication outweighs the risks.

The participant must have a letter prior to taking any medication that will cause a positive screen. If the participant tests positive and does not have a letter from a doctor, the participant will be sanctioned immediately. If the participant requires emergency care, the participant understands that all orders and discharge information will be made available to the court no more than seven days upon release from the hospital or outpatient facility. All prescriptions will have to be cleared by a primary care physician in order for the participant to continue taking the medications without sanctions. A pattern of these visits for ailments that require opiate treatment may result in the participant being brought back to court.

Relapses will be addressed through the licensed treatment provider to verify if the use is a continued use, or a relapse. Participants will be reassessed and placed in the appropriate level of care to address the positive screen and to reengage or re-stabilize the participant. The licensed treatment provider as well as the treatment team will be notified of the positive urine screen.

The You-Turn Recovery Docket uses American Court Services Substance Abuse Monitoring (SAM) Program. Participants use their social security number as an identifier and must call an automated telephone system seven days a week, 365 days a year, to determine if they have been randomly selected to be tested that day by providing a urine sample.

The call, to a local, toll-free number, takes about 15 seconds and may be placed from any touch-tone telephone, including a cell phone. Court staff will assist client in choosing a "Call Window" and a "Test Window." A "Call Window" is the period of time each day that the client must place his or her call into the automated telephone system and a "Test Window" is a period of time during which the client must report for the drug or alcohol test when selected.

The frequency of selection for testing and period of enrollment in the SAM Program will be determined by the client's supervising officer, caseworker or program manager and is based upon a number of factors, including overall compliance with the requirements of this program.

Missed Calls and Missed Tests will be monitored by the client's supervising officer, caseworker or program manager through daily compliance reports. Missed Calls and Missed Tests are considered a violation of the terms of supervision and will result in sanctions.