



COURT OF COMMON PLEAS
39TH JUDICIAL DISTRICT
OF PENNSYLVANIA

Good Wolf Treatment Court of
Franklin County

*ONE EVENING, AN ELDERLY CHEROKEE BRAVE TOLD HIS TROUBLED GRANDSON ABOUT
A BATTLE THAT TAKES PLACE INSIDE OF ALL OF US.*

*HE SAID "THE BATTLE IS BETWEEN TWO 'WOLVES' INSIDE US ALL.
ONE IS EVIL. IT IS ANGER, ENVY, JEALOUSY, SORROW, REGRET, GREED, ARROGANCE,
SELF-PITY, GUILT, RESENTMENT, INFERIORITY, LIES, FALSE PRIDE,
SUPERIORITY, AND EGO.*

*THE OTHER IS GOOD. IT IS JOY, PEACE LOVE, HOPE, SERENITY,
HUMILITY, KINDNESS, BENEVOLENCE, EMPATHY, GENEROSITY,
TRUTH, COMPASSION AND FAITH."*

*THE GRANDSON THOUGHT ABOUT IT FOR A MINUTE AND THEN ASKED
HIS GRANDFATHER:*

"WHICH WOLF WINS?"

THE OLD CHEROKEE SIMPLY REPLIED, "THE ONE THAT YOU FEED."

POLICIES & PROCEDURES
MANUAL

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MISSION STATEMENT

The mission of the Good Wolf Treatment Court of Franklin County is to promote public safety by providing accountability and support for sobriety and recovery for criminal defendants. The aim is to assist participants in regaining health, forging supportive personal relationships, and creating a prosocial life that ends the cycle of addiction and recidivism.

BACKGROUND

In 2001, Franklin County government ordered a comprehensive study of the local criminal justice system with a focus on jail infrastructure. The study concluded that building a new jail with 650 beds along with a day reporting center (DRC) could support the system for 20 years if population and crime statistics followed predictions. In 2006, the DRC opened with the stipulation that some offenders could be released early from jail to participate in the program. In 2007, the new jail opened with an expanded treatment modal.

A medication assisted treatment (MAT) program began in 2007 to combat the rising opiate and heroin problem. This program uses ACT 198 funds to pay for doctor visits and medications such as Suboxone to aid participants in maintaining their sobriety.

A program aimed at assisting offenders with identified mental health issues began in 2009. The Jail Diversion program began through a grant from the Pennsylvania Commission on Crime and Delinquency (PCCD). A forensic case manager aids offenders with identified mental health diagnoses by scheduling and attending psychiatrist appointments, scheduling individual therapy, and completing applications for Medicaid and transportation services. A peer mentor component is also part of this program.

Even with all of these programs in place, the heroin epidemic took a toll on the community in 2015. Outcomes studies for each program showed effectiveness, but there were still some offenders who were not stabilized through these efforts. In response to this need, President Judge Carol Van Horn began an initiative to start a treatment court program in early 2016. With approval of the Criminal Justice Advisory Board (CJAB) Executive Committee, Franklin County applied for grant funding from PCCD to fund the planning and initiation of a treatment court.

The treatment court grant was awarded in July 2016 and planning for the court began with the formation of the Franklin County Treatment Court Advisory Team. Advisory team members included the President Judge Carol Van Horn, Judge Jeremiah Zook, District Attorney Matthew Fogal, Assistant District Attorney Nichole Vito, Public Defender Ian Brink, Chief of Adult Probation Daniel Hoover, Director of the Single County Authority April Brown, DRC Director Kimberly Eaton, County Administrator Carrie Gray, Chambersburg Police Sergeant Richard Morrissette, Director of Grants Management and CJAB Shalom Black, and Court Administrator Mark Singer. The Advisory Team participated in a 3-day training provided by the National Association of Treatment Court Professionals in December 2016. The team ambitiously worked to implement the newly devised Good Wolf Treatment Court of Franklin County (GWTC) program in April 2017.

As the development process evolved, the District Attorney Matthew Fogal suggested implementing his “Feed the Good Wolf” concept into the Treatment court program. Members of the advisory team supported this idea and the Treatment court became the “Good Wolf Treatment Court of Franklin County.” The Native American story classically outlines the need to develop positive attributes in order to overcome negatives characteristics. This story mirrors the work of the Treatment court and its essential message is woven into reward system.

GOALS AND OBJECTIVES

The primary goal of the Good Wolf Treatment Court of Franklin County (GWTC) is to protect public safety by responding to the root causes of criminality for substance addicted participants. Programmatic goals, objectives, and performance measures are outlined in the table below.

GOAL	OBJECTIVES	PERFORMANCE MEASURES
Retention of participants in the Good Wolf Treatment Court of Franklin County (GWTC) program	<ol style="list-style-type: none"> 1. Treatment engagement within one (1) week of participant’s admission. 2. Treatment provider and participant will complete individualized treatment plan within 30 days of admission. 3. Treatment provider and participant will review treatment plan at least every 90 days. 4. Medical, physical, and/or mental health needs will be identified in the first level (if possible) and referrals made. 5. There will be bi-monthly communication among team members regarding participant progress. 6. The treatment provider and the Adult Probation Officer (PO) will work together to monitor the participant’s compliance with the rules of the GWTC and communicate with the participant about rewards and sanctions. 	<ol style="list-style-type: none"> 1. Admission Date / Access to Treatment Date 2. Audit clinical files for treatment plan review updates 3. Assessment completion date 4. Cumulative retention rate 5. Audit clinical files and Adult Probation files for notes listing meeting dates with participant
GOAL	OBJECTIVES	PERFORMANCE MEASURES
Increase the personal, familial, and societal accountability of GWTC	<ol style="list-style-type: none"> 1. During the GWTC, the participant will be held accountable for tardiness; missed drug screens, missed classes, or missed appointments. 2. In Phase 2 of the GWTC, if unemployed, the participant will obtain and maintain employment or engage in vocational training. 	<ol style="list-style-type: none"> 1. Number/type of sanctions as related to behaviors as participant progresses in the program. 2. Number/type of rewards as related to behaviors as participant progresses in the program.

participants	<p>3. In Phase 2 of the GWTC, the participant will obtain (if needed) and maintain stable housing.</p> <p>4. The participant will complete GED pretesting in order to assess if earning a GED during the GWTC is attainable.</p> <p>5. If eligible, the participant will obtain a valid driver's license.</p> <p>6. Female participants who are pregnant during their participation will have no positive drug screens during their pregnancy.</p>	<p>3. Change in employment status (compare when contract is signed and when GWTC is exited: unemployed, part-time, full-time) – percentage change.</p> <p>4. Change in housing status (compare when contract is signed and when GWTC is exited: see state database reporting form categories) – percentage change from “paying no rent” to other categories.</p> <p>5. Change in education status (compare when contract is signed and when program is exited: see state database reporting form categories) – percentage change.</p> <p>6. Drivers' license restoration (compare driver's license status when contract is signed and when program is exited) – percentage change.</p> <p>7. Number of alcohol/drug-free babies (see state database reporting form).</p>
GOAL	OBJECTIVES	PERFORMANCE MEASURES
Reduction of post-graduation recidivism of GWTC participants	<p>1. GWTC participant will have no new arrests or convictions following graduation.</p> <p>2. Treatment provider will assist the participant in developing an aftercare/relapse prevention plan.</p> <p>3. Participant has a minimum of six (6) months sobriety and stability in employment and housing prior to graduation.</p> <p>4. The participant will obtain a sponsor or mentor and continue that relationship throughout the GWTC.</p> <p>4. Participant will attend a minimum of two self-help groups weekly.</p> <p>5. The participant will participate in a minimum of two prosocial activities per week.</p>	<p>1. Number of arrests resulting in a criminal charge – measured one year, two years, and five years following GWTC graduation.</p> <p>2. Number of convictions or guilty pleas for criminal offenses – measured one year, two years, and five years following GWTC graduation.</p> <p>3. Clinical file audit to ensure aftercare/relapse prevention plan completion.</p> <p>4. Number of negative drug screens and corresponding dates.</p> <p>5. PO will verify and report employment and housing status.</p> <p>6. GWTC participant will provide name of sponsor or mentor.</p> <p>7. GWTC participant will provide documentation on the number of self-help groups attended.</p> <p>8. GWTC participant will provide documentation on the number of prosocial activities attended.</p>

TEN KEY COMPONENTS

The Ten Key Components of Drug Courts, as established by the National Association of Drug Court Professionals and the National Drug Court Institute, form the foundation and structure of this court:

1. Drug courts integrate alcohol and other drug treatment services with justice system case processing.
2. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
3. Eligible participants are identified early and promptly placed in the drug court program.
4. Drug courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
5. Abstinence is monitored by frequent alcohol and other drug testing.
6. A coordinated strategy governs drug court responses to participants' compliance.
7. Ongoing judicial interaction with each drug court participant is essential.
8. Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
9. Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
10. Forging partnerships among drug courts, public agencies, and community based organizations generates local support and enhances drug court program effectiveness.

TEAM MEMBER ROLES & RESPONSIBILITIES

The core members of the Good Wolf Treatment Court of Franklin County (GWTC) team include:

- Designated Treatment Court Judge
- Alternative Treatment Court Judge
- Treatment Court Coordinator
- Franklin County District Attorney's Office
- Franklin County Public Defender's Office
- Franklin County Adult Probation Office
- Treatment Provider Representatives
- Court Administration
- Local Law Enforcement

Designated Treatment Court Judge and Alternative Treatment Court Judge:

- Balances public safety versus due process concerns
- Understands the nature of addiction
- Administers sanctions and incentives with due weight given to the team's recommendations
- Engages the offender during court appearances
- Is the ultimate decision maker

In the GWTC model, the criminal justice system maintains substantial supervisory control over offenders. Research shows that ongoing judicial interaction with each GWTC participant is a key factor in the success of adult treatment courts. Research also indicates that meeting with one judge is a key consideration. A specifically identified and trained alternative judge will only be used when the designated judge is not available to maintain the court schedule.

Treatment Court Coordinator:

- Treatment Court Docket Management
- Maintains GWTC participant court files
- Complete GWTC intake process with participants

This person will be responsible the timely completion of the referral and intake process for each GWTC participant. The coordinator will work closely with the designated GWTC judge to ensure the team and court process run effectively and efficiently.

Franklin County District Attorney's Office:

- Participates as a team member
- Operates in a non-adversarial manner during court proceedings
- Promotes a sense of a unified team presence
- Commits office to the GWTC mission and goals
- Monitors GWTC participant progress to define parameters of behavior that allow continued GWTC participation
- Suggests and or agrees to effective sanctions and incentives for program compliance
- Is knowledgeable about addiction, alcoholism and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner

Ensures community safety concerns are addressed by maintaining eligibility standards while participating in a non-adversarial environment which focuses on the benefits of therapeutic program outcomes.

Franklin County Public Defender's Office:

- Participates as a team member in a non-adversarial manner
- Promptly recommends participants to Treatment court when appropriate
- Facilitates getting participant's legal and clinical screens completed promptly
- Prior to recommending a participant to Treatment court, fully discusses legal situation with the participant in unbiased manner
- Advises participant regarding all rights waived as a participant of the GWTC program versus the rights afforded under traditional criminal proceedings
- Ensures that the participant's legal rights are protected throughout the GWTC program
- Explains and assists the participant with executing all GWTC waivers and contracts
- Actively participates in all Treatment court sessions and staffings
- Advocates for appropriate sanctions and incentives in response to participant behavior
- Monitors GWTC participant progress to support full participation and ensure the appropriate provision of treatment and other rehabilitative services
- Encourages GWTC participants to be forthcoming and honest regarding their recovery process

- Advocates for participant to have every opportunity for recovery before involuntary dismissal from the GWTC program

Franklin County Adult Probation Office:

- Protects public safety
- Provides accountability
- Monitors the GWTC participant's behavior and program compliance outside of the courtroom by making home visits and scheduling regular office visits
- Monitors drug screening through a truly randomized urine testing schedule and reports results to the GWTC treatment team
- Provide scientifically valid and forensically defensible drug test results that allow the GWTC treatment team to determine the best approach to helping a participant achieve sustained sobriety
- Provides the GWTC treatment team with continuing education and information on drug abuse trends
- Will be available to work evening and weekend schedules

The assigned Probation Officer participates fully as a GWTC team member, committing to the program mission and goals, maintaining a balanced view and providing coordinated and comprehensive supervision of the GWTC participant so as to minimize manipulation and splitting of program staff.

Treatment Provider Representatives:

- Ensure GWTC participants are evaluated in a timely and competent process
- Ensures that placement in treatment is determined by the individual needs of the GWTC participant and that treatment is individualized
- Communicates treatment compliance and progress of the GWTC participants to the team bi-monthly in writing in the form of a clinical summary or designated report format

Court Administration:

- Fiscal management (local, state, federal)
- Program development and enhancement
- Program evaluation
- Training coordination and personnel development
- Community outreach
- Coordinate staffing and scheduling of courthouse spaces

Local Law Enforcement:

- Ensures public safety
- Assists Franklin County Adult Probation Office with community supervision
- Provides reports of any GWTC participant police interaction

TARGET POPULATION

The Franklin County Treatment Court targets high-risk/high-need, non-violent, offenders whose crimes are directly or indirectly motivated by alcohol and or drug use.

ELIGIBILITY CRITERIA

Defendants are only made eligible for entry into Good Wolf Treatment Court of Franklin County (GWTC) by motion of the District Attorney (DA).

Those eligible for consideration for GWTC must be documented, adult residents of the United States and Franklin County, Pennsylvania.

GWTC is available to Defendants who are not currently under probation/parole supervision except at the discretion of the DA.

The DA will not move for the admission of those charged with a crime of violence which would jeopardize public safety.

Defendants will not be recommended for entry into GWTC by the DA unless first identified as a substance abuser following a Drug/Alcohol assessment by the Court's clinical provider.

The DA will only refer a case to GWTC after receiving input from the Affiant. If the crime involves a victim, the DA will only refer a case to GWTC if the victim(s) consents.

ASSESSMENT

The Risk And Need Triage (RANT) assessment tool was incorporated into the Franklin County Treatment Court to assess prognostic risk and criminogenic need to determine appropriateness for program admission.

The Pennsylvania participant Placement Criteria, Third Edition (PCPC3) is Pennsylvania's standardized assessment tool for substance use treatment. The PCPC3 is utilized to determine the appropriate level of care and is required for participants to enter into the determined level of care. Both assessment tools are administered prior to program admission and completed by any of the specially trained staff assigned to assist in this process.

REFERRAL AND ENTRY PROCESS

Below is a brief outline of the process by which the Good Wolf Treatment Court of Franklin County (GWTC) program moves Defendants from referral to intake. The goal is for the intake process to be accomplished in 59 days or less. Times may vary due to available court dates and whether the Defendant is incarcerated.

SUMMONS CASES

WEEKS ONE-FOUR (28 days):

*Criminal act occurs

*Criminal Complaint filed by Law Enforcement

*Magisterial District Judge mails Defendant notice of Central Court date

WEEK FIVE (35 days):

*Case scheduled for Central Court (*This is the first official contact with the court system after a Criminal Complaint is filed, where both the Preliminary Arraignment and Preliminary Hearing occur.*)

*District Attorney Legal Screen

*Case continued by Defendant at Central Court for District Attorney Legal Screen

*Good Wolf Treatment Court explained to Defendant by Defense Attorney

WEEK SIX (42 days):

*Defendant arraigned and waives Preliminary Hearing at Central Court

*Risk Assessment and Drug/Alcohol Assessment conducted

WEEK SEVEN (49 days):

*District Attorney Review, Motion for Admission filed

*Defendant scheduled for Admission Hearing by Good Wolf Treatment Court Coordinator

*Treatment Plan developed

WEEK EIGHT (56 days):

*Admission Hearing, Phase One begins

ARREST/INCARCEATED DEFENDANT CASES

WEEKS ONE-TWO (14 days):

*Criminal act occurs

*Criminal Complaint filed by Law Enforcement

*Magisterial District Judge mails Defendant notice of Central Court date

WEEK THREE (21 days):

*Case scheduled for Central Court (*This is the first official contact with the court system after a Criminal Complaint is filed, where both the Preliminary Arraignment and Preliminary Hearing occur.*)

*District Attorney Legal Screen

*Case continued by Defendant 1 week at Central Court for District Attorney Legal Screen

*Good Wolf Treatment Court explained to Defendant by Defense Attorney

WEEK FOUR (28 days):

*Defendant arraigned and waives Preliminary Hearing at Central Court

*Risk Assessment and Drug/Alcohol Assessment conducted

WEEK FIVE (35 days):

*District Attorney Review, Motion for Admission filed

*Defendant scheduled for Admission Hearing by Good Wolf Treatment Court Coordinator

*Treatment Plan developed

WEEK SIX (42 days):

*Admission Hearing, Phase One begins

PROGRAM PHASE STRUCTURE

The following table outlines goals, expectations, and advancement requirements for progression through each of the five (5) phases of the Good Wolf Treatment Court of Franklin County (GWTC). Participant expectations are also outlined in the Participant Handbook. Failure to comply is addressed through a system of progressive sanctions. Rewards are used as incentives for continued program compliance.

Phase	Goal	Expectations for Participant and Team	Advancement Requirements
P-1 1 month min	GWTC participant completes incarceration and/or inpatient treatment and begins community treatment	<p>Participant will:</p> <ul style="list-style-type: none"> • Compete incarceration (if applicable) • Successfully complete inpatient treatment (if applicable) <p>When in the community Participant will:</p> <ul style="list-style-type: none"> • Complete a full drug/alcohol assessment to determine appropriate level of care for substance use disorder treatment • Remain clean and sober (C&S) • Attend bi-monthly court appearances • Submit to required random drug testing • Comply with court orders and probation stipulations • Accept feedback and sanctions • Acknowledge rewards and accomplishments • Comply with 9:00 P.M. curfew • Complete Phase 1 Essay <p>Community Treatment provider will:</p> <ul style="list-style-type: none"> • Engage participant in treatment within one (1) week of admission to GWTC • Prepare TP and work with participant to meet stated goals which focus on people, places, and things • Develop sober living plan that includes coping skills and action plan for creating sober living supports • Begin identifying medical, physical, and mental health issues and complete referrals for treatment as needed • Work to develop an alliance with the GWTC participant • Communicate with the GWTC participant about rewards and sanctions <p>When Participant is in community, the PO will:</p> <ul style="list-style-type: none"> • Work to develop an alliance with the GWTC participant • Communicate with the GWTC participant about rewards and sanctions • Monitor compliance with probation stipulations and GWTC rules • Report any noncompliance with probation stipulations or GWTC rules • Schedule and document weekly office visits 	<ul style="list-style-type: none"> • At least 30 days since admission date • Minimum of 14 consecutive days being C&S (evidenced by negative drug screens) • Court appearances as required • Input during treatment planning process • Compliance with court orders • Compliance with probation stipulations • Create Relapse Prevention Plan • Keeps appointments with treatment provider, other ancillary service providers and other referral sources • Complete Phase 1 Essay • GWTC Team recommendation

Phase	Goal	Expectations for Participant and Team	Advancement Requirements
P-2 2 month min	Engage GWTC participant in the treatment process	<ul style="list-style-type: none"> • Make two (2) unannounced home visits per month at times when GWTC participant is expected to be present • Complete drug screen monitoring for two (2) random urine (UA) tests per week • Report UA test results during team meetings <p>Participant will:</p> <ul style="list-style-type: none"> • Work with treatment provider to develop treatment plan (TP) with input from Adult Probation Officer (PO) • Develop treatment goals which addresses people, places, and things • Work toward meeting requirements of TP • Demonstrate consistency in attending treatment appointments and classes • Keep required weekly probation office visits • Remain clean and sober (C&S) • Attend bi-monthly court appearances • Submit to required random drug testing • Comply with court orders and probation stipulations • Begin addressing the need for stable housing • Accept feedback and sanctions • Acknowledge rewards and accomplishments • Comply with 9:00 P.M. curfew • Complete Phase 2 Essay <p>Treatment provider will:</p> <ul style="list-style-type: none"> • Engage participant in treatment within one (1) week of admission to GWTC • Prepare TP and work with participant to meet stated goals which focus on people, places, and things • Develop sober living plan that includes coping skills and action plan for creating sober living supports • Begin identifying medical, physical, and mental health issues and complete referrals for treatment as needed • Work to develop an alliance with the GWTC participant • Communicate with the GWTC participant about rewards and sanctions <p>PO will:</p> <ul style="list-style-type: none"> • Work to develop an alliance with the GWTC participant • Communicate with the GWTC participant about rewards and sanctions • Monitor compliance with probation stipulations and GWTC rules • Report any noncompliance with probation stipulations or GWTC rules • Schedule and document weekly office visits • Make two (2) unannounced home visits per month at times when GWTC participant is expected to be present • Complete drug screen monitoring for two (2) random urine (UA) tests per week • Report UA test results during team meetings 	<ul style="list-style-type: none"> • At least 60 days since placed in Phase 2 • Some engagement in recovery demonstrated in part by consistency in attending treatment and meeting with PO as directed • Minimum of 14 consecutive days being C&S (evidenced by negative drug screens) prior to level change • Court appearances as required • Input during treatment planning process • Compliance with court orders • Compliance with probation stipulations • Compliance with curfew • Acknowledgment of need for stable housing (environment conducive to recovery) as a goal • Keeps appointments with treatment provider, other ancillary service providers and other referral sources • Complete Phase 2 Essay • GWTC Team recommendation

Phase	Goal	Expectations for Participant and Team	Advancement Requirements
P-3 3 month min	GWTC participant demonstrates consistency in following treatment plan	<p>Participant will:</p> <ul style="list-style-type: none"> • Work with treatment provider to review and revise TP with input from PO • Work toward meeting requirements of TP in regards to changing people, places, and things • Maintain consistency in attending and participating in treatment • Meet regularly with PO • Make bi-monthly court appearances • Keep required weekly probation office visits • Remain clean and sober (C&S) • Submit to random drug testing • Comply with court orders • Comply with probation stipulations • Obtain stable housing conducive to recovery • Obtain employment or engage in employment/vocational training • Address any educational needs and take GED pre-test, if applicable • Begin addressing financial planning and stability • Accept feedback and sanctions • Acknowledge rewards and accomplishments • Comply with 10:00 P.M. curfew • Complete Phase 3 Essay <p>Treatment provider will:</p> <ul style="list-style-type: none"> • Review and revise TP as needed with input from GWTC participant. • Work with GWTC participant to meet TP goals by making referrals and monitoring compliance for educational/vocational, mental and physical health, recovery support, etc. • Add financial stability to TP • Continue building an alliance with GWTC participant • Communicate with the GWTC participant about rewards and sanctions <p>PO will:</p> <ul style="list-style-type: none"> • Continue to build alliance with the GWTC participant • Communicate with the GWTC participant about rewards and sanctions • Monitor compliance with probation stipulations and GWTC rules • Report any noncompliance with probation stipulations or GWTC rules • Schedule and document weekly office visits • Make two (2) unannounced home visits per month at times when GWTC participant is expected to be present • Complete drug screen monitoring for two (2) random urine (UA) tests per week • Report UA test results during treatment team meetings 	<ul style="list-style-type: none"> • At least 90 days since placed in Phase 3 • Engagement in recovery supports demonstrated in part by consistency in attending and participating in treatment and meeting with the PO as directed • Minimum of 30 consecutive days being C&S (evidenced by negative drug screens) prior to level change • Regular court appearances • Progress toward treatment plan goals • Stable housing • Employed or engaged in employment or vocational training • GED pre-test completed if applicable • Comply with curfew • Compliance with court orders and probation stipulations • Recovery support or sponsor verified • Complete Phase 3 Essay • GWTC Team recommendation

Phase	Goal	Expectations for Participant and Team	Advancement Requirements
P- 4 5 month min	GWTC participant will reach targeted treatment goals made in Phase 1 and sustain those achievement s while continuing to focus on Phase 2 goals plus adding prosocial supports to daily living	Participant will: <ul style="list-style-type: none"> ● Work with treatment provider to review and revise TP with input from PO ● Successfully complete cognitive-behavioral therapy (CBT) with focus on criminogenic risk ● Work toward meeting requirements of TP ● Maintain consistency in attending and participating in treatment ● Meet regularly with PO ● Make bi-monthly court appearances ● Submit to random drug testing ● Remain clean and sober (C&S) ● Comply with court orders ● Comply with probation stipulations ● Attend a minimum of one (1) recovery support meeting per week ● Participate in a minimum of one (1) pro-social activity per week ● Maintain stable housing conducive to recovery ● Engage in employment/vocational training, or in an educational training program, or be gainfully employed (at least 20 hours/week) ● Continue work toward financial stability ● Take GED test if applicable ● Accept feedback and sanctions ● Acknowledge rewards and accomplishments ● Comply with 11:00 P.M. curfew ● Complete Phase 4 Essay Treatment provider will: <ul style="list-style-type: none"> ● Review treatment plan and work with GWTC participant to meet TP goals by making referrals and monitoring compliance ● Continue alliance with the GWTC participant ● Communicate with the GWTC participant about rewards and sanctions ● Begin to focus on criminogenic risks through CBT evidence-based group and individual therapy PO will: <ul style="list-style-type: none"> ● Use alliance with the GWTC participant to encourage continued compliance ● Communicate with the GWTC participant about rewards and sanctions ● Monitor compliance with probation stipulations and GWTC rules ● Report any noncompliance with probation stipulations or GWTC rules ● Schedule and document weekly office visits ● Make two (2) unannounced home visits per month at times when GWTC participant is expected to be present ● Complete drug screen monitoring for two (2) random urine (UA) tests per week ● Report UA test results during treatment team meetings 	<ul style="list-style-type: none"> ● At least 150 days since placed in Phase 4 ● Engagement in recovery demonstrated in part by continued consistency in attending treatment and meeting with the PO as directed ● Minimum of 45 consecutive days C&S prior to level change ● Regular court appearances ● Progress with treatment plan ● Stable housing ● Employed or engaged in employment/vocational training ● GED test attempted if applicable ● Compliance with court orders ● Compliance with probation stipulations ● Comply with curfew ● Complete Phase 4 Essay ● GWTC Team Recommendation

Phase	Goal	Expectations for Participant and Team	Advancement Requirements
P-5 3 month min	Maintain clean, sober and legal lifestyle with a clear relapse prevention and sober living plan in place	<ul style="list-style-type: none"> ● Monitor participation in recovery support meetings and prosocial activities <p>Participant will:</p> <ul style="list-style-type: none"> ● Work with treatment provider to review and revise TP with input from PO ● Meet all requirements of treatment plan ● Maintain consistency in attending and participating in treatment ● Completion of an aftercare/relapse prevention plan ● Meet monthly with PO ● Make court appearances monthly ● Submit to random drug testing ● Remain clean & sober (C&S) ● Comply with court orders ● Comply with program stipulations ● Maintain recovery support meeting attendance at least one (1) time per week ● Maintain contact with recovery support/sponsor ● Maintain attendance at prosocial activities at least two (2) times weekly ● Maintain stable housing conducive to recovery ● Maintain employment or engagement in employment / vocational training ● Maintain financial stability ● Accept feedback and sanctions ● Acknowledge rewards and accomplishments <p>Treatment provider will:</p> <ul style="list-style-type: none"> ● Review and update TP ● Continue alliance with the GWTC participant ● Communicate with the GWTC participant about rewards and sanctions <p>PO will:</p> <ul style="list-style-type: none"> ● Use alliance with the GWTC participant to encourage continued compliance ● Communicate with the GWTC participant about rewards and sanctions ● Monitor compliance with probation stipulations and GWTC rules ● Report any noncompliance with probation stipulations or GWTC rules ● Schedule and document monthly office visits with GWTC participant ● Make one (1) unannounced home visit per month at a time when GWTC participant is expected to be present ● Complete drug screen monitoring for two (2) random urine (UA) tests per week ● Report UA test results during treatment team meetings ● Monitor participation in recovery support meetings and prosocial activities 	<p>Graduation Requirements:</p> <ul style="list-style-type: none"> ● Completed Aftercare/Relapse Prevention Plan ● Minimum of 90 days since starting Phase 5 ● Minimum of 90 days C&S ● Consistency in keeping appointments ● Stable housing ● Stable employment ● Stable financial situation ● Engagement in community support groups ● Continue recovery support/sponsor engagement ● Complete Phase 5 Essay ● All requirements must be completed at least seven (7) days prior to graduation

STAFFING / COURT HEARINGS

The Designated Treatment Court Judge (or Alternative Treatment Court Judge if necessary), Treatment Court Coordinator/Administrator, Franklin County District Attorney's Office, Franklin County Public Defender's Office, Franklin County Adult Probation Office, Treatment Provider Representatives, Court Administration, and Local Law Enforcement will participate bi-weekly in staffing meetings for cases being heard in court that day. Staffing meetings will occur prior to Good Wolf Treatment Court of Franklin County (GWTC) on designated days.

The bi-weekly court hearing is held immediately following the staffing meeting. Court is held until all cases are heard for that week with each participant receiving ample time before the judge.

The GWTC Coordinator is responsible for sending out all participant updates prior to the team meeting, preparing the court schedule, and determining the order of appearance for each participant. The coordinator is also responsible for scheduling and communicating the court dates to each participant.

TREATMENT PROTOCOL

(1) Treatment Providers – All organizations shall promote initial attendance, engagement, and development of an ongoing therapeutic alliance by:

- Treating people with respect and dignity;
- Enhancing motivation and self-direction through identification of meaningful goals that establish positive expectations;
- Working with other sources (such as family, guardian, or courts) to promote the individual's participation;
- Addressing barriers to treatment;
- Providing consumer and family education to promote understanding of services and supports in relationship to individual functioning or symptoms and to promote understanding of individual responsibilities in the process;
- Encouraging individuals to assume an active role in developing and achieving productive goals;
- Using evidence-based programs designed with objective accomplishment standards;
- Training staff to understand criminal thinking in order to enhance treatment and minimize participant manipulation, and
- Delivering services in a manner that is responsive to each individual's age, assessed therapeutic needs, cultural background, gender, language and communication skills, and other factors, as indicated.

(2) Individualized Treatment – Services and supports shall be individualized in accordance with the needs and situation of each individual served:

- There is variability in the type and amount of services that individuals receive, consistent with their needs, goals, and progress;
- There is variability in the length of stay for individuals to successfully complete a level of care or treatment episode, consistent with their severity of need and treatment progress;

- In structured and intensive levels of care, group education/counseling sessions are available to deal with special therapeutic issues applicable to some, but not all, individuals;
- Services on a one-to-one basis between an individual served and a staff member (such as individual counseling and community support) are routinely available and scheduled, as needed.

(3) Least Restrictive Environment – Services and supports shall be provided in the most appropriate setting available, consistent with the individual’s safety, protection from harm, and other designated utilization criteria based on individual assessment of risk and need.

(4) Array of Services – A range of services shall be available to provide service options consistent with individual need. Emotional, mental, physical, and spiritual needs shall be addressed whenever applicable.

- The organization has a process that determines appropriate services and ensures access to the level of care appropriate for the individual;
- Each individual shall be provided the least intensive and restrictive set of services, consistent with the individual’s needs, progress, and other designated utilization criteria;
- To best ensure each individual’s access to a range of services and supports within the community, the organization shall maintain effective working relationships with other community resources. Community resources include, but are not limited to, other organizations expected to make referrals to and receive referrals from the program.

(5) Assistance in accessing transportation, childcare, and appropriate housing shall be utilized as necessary for the individual to participate in treatment and rehabilitation services or otherwise meet recovery goals.

(6) Assistance in accessing employment, vocational, and educational resources in the community shall be offered, in accordance with the individual’s recovery goals.

(7) Recovery – Services shall promote the independence, responsibility, and choices of individuals. Assessing the participant’s need for treatment intensity and structure is determined by utilizing assessments such as the Pennsylvania participant Placement Criteria (PCPC). Individualized treatment plans shall be initiated for each participant upon admission to treatment. The treatment counselor assists the participants in identifying and prioritizing their strengths, needs, and treatment goals while incorporating those goals mandated by the court. Participants’ plans are modified as needed throughout treatment to reflect their changing needs as they progress in recovery.

- Treatment providers also work with the participants to develop sober living, relapse prevention, and aftercare plans. Participants are expected to play active roles in establishing these plans. The treatment providers offer formal aftercare services as part of their programs, in addition to case management, counseling, and group support/education classes.
- An individual shall be encouraged to achieve positive social, family, and occupational/educational functioning in the community to the fullest extent possible;

- Every effort shall be made to accommodate an individual's schedule, daily activities, and responsibilities when arranging services, unless otherwise warranted by factors related to safety or protection from harm;
- Individuals shall be encouraged to accomplish tasks and goals in an independent manner without undue staff assistance;
- Reducing the frequency and severity of symptoms and functional limitations are important for continuing recovery.

(8) Peer Support and Social Networks - The organization shall mobilize peer support and social networks among those individuals it serves and encourages participation in self-help groups. Opportunities and resources in the community are used by individuals, to the fullest extent possible.

(9) Family Involvement – Efforts shall be made to involve family members, whenever appropriate, in order to promote positive relationships.

- Family ties and supports shall be encouraged in order to enrich and support recovery goals;
- Family members shall be routinely informed of available services, and the program shall demonstrate the ability to effectively engage family members in a recovery process;
- When the family situation has been marked by circumstances that may jeopardize safety (such as domestic violence, child abuse and neglect, separation and divorce, or financial and legal difficulties), family members shall be encouraged to participate in education and counseling sessions to better understand these effects and to reduce the risk of further occurrences.

(10) Medication Assisted Treatment (MAT) – When clinically indicated for the person served, pharmacological treatment shall be provided or arranged to ameliorate psychiatric and substance abuse problems. Protocols and procedures will be in place to insure against medication diversion. This includes but is not limited to medication counts done by Adult Probation and drug screening for compliance.

(11) Co-Occurring Disorders – Assessment will be arranged for individuals with possible co-occurring disorders. Individuals assessed with co-occurring disorders will be aided in the coordination of service.

- These essential treatment principles are integrated into the philosophy of the Adult Treatment Court: alcohol and chemical dependency/addiction is viewed as a bio-psycho-social illness that is primary, chronic, and progressive. Treatment must meet all needs of the individual in order to be most effective.
- After the defendant has been admitted into the GWTC, a referral will be made for anyone who is known or suspected to have a co-occurring mental illness. A clinician shall conduct a clinical interview and assess medical, substance abuse and treatment history, employment, education, criminal history, family history, psychological, parenting, housing, life skills, and community support. This assessment and the clinical interview shall yield a quantifiable a multi-axial DSM-V classification.

SUPERVISION PROTOCOL

Community supervision is provided by the Franklin County Adult Probation Department. Area police departments will be utilized as auxiliary supports.

Adult Probation Officers (POs) assigned to the Good Wolf Treatment Court of Franklin County (GWTC) will monitor the defendant's behaviors and program compliance outside of the courtroom by making home visits and scheduling regular office visits. Initially, the PO will meet with the participants on a weekly basis; the frequency lessens as the participant progresses through the GWTC.

The PO will attend staffing meetings and court hearings; maintain documentation of the participant's movement through the program; complete violation reports as required for those participants who fail to comply with the program rules; attend trainings and graduation ceremonies; and maintain a balanced view of the GWTC participant to minimize manipulation and splitting of program staff.

CASE MANAGEMENT PROTOCOL

Individual case files will be created and updated by the Good Wolf Treatment Court of Franklin County (GWTC) Coordinator. Each treatment provider, along with Adult Probation, is expected to maintain case management files in accordance with state and federal rules.

The treatment provider, Adult Probation Officer (PO), and other team members share case management responsibilities based on the specific type of need.

In general, the treatment provider works with the participant on treatment matters: counseling, support groups, medication compliance, relapse and recovery issues.

The PO monitors the compliance with GWTC requirements such as attendance at court hearings, support groups, treatment, drug testing, and employment and GED classes, and maintains documentation of the participant's progress.

DRUG TESTING PROTOCOL

Participants undergo frequent, random drug testing, throughout the Good Wolf Treatment Court of Franklin County (GWTC). Methods of testing include alcohol breath tests, oral swab tests, and urinalysis (UA).

Urine testing will be conducted by utilizing the "direct observation" method.

The Franklin County Adult Probation Department (FCAP) will be responsible for oversight of all specimen collection and laboratory testing for GWTC participants.

FCAP is responsible for assigning the random UA schedule and dissemination of information to treatment providers and the GWTC. FCAP uses a random assignment (generated through algorithm) that allows for every day of the month to be a potential testing day.

GWTC participants that test positive on the onsite drug test will be afforded the opportunity to sign a Drug Use admission form. GWTC participants that test positive, and who fail to acknowledge using the substance, shall be billed for the costs of any subsequent positive confirmation testing.

DILUTION / CREATININE LEVEL POLICY

The Good Wolf Treatment Court of Franklin County (GWTC) considers any urine specimen with a low Specific Gravity reading, and/ or a creatinine level less than 10mg/dl as “dilute” and will sanction participants. This standard is aligned with standard thresholds. Each participant will review and sign a copy of the “Franklin County Treatment Court Dilute Urine Policy” at the time of intake into the GWTC.

PRESCRIPTION MEDICATION POLICY

Good Wolf Treatment Court of Franklin County (GWTC) participant use of prescribed pain medications is viewed as being counter-therapeutic to the goals of programming.

The Franklin County Adult Probation Department (FCAD) and/or treatment providers will provide each participant with a form provided by the GWTC that can be used to inform medical providers as to participant history of substance abuse and involvement with the GWTC.

Treatment providers are responsible for communicating with prescribing physicians to determine non-narcotic alternatives and to stay abreast on titration schedules that may result.

As a general rule, participants will not be allowed to use ANY narcotic medications while participating in GWTC. If a participant is allowed to enter the GWTC and is participating in such medication treatment at the time of entry, he or she will stop taking such medications within 60 days. The following directives are provided to participants in a manual upon program admission:

In order to succeed in the GWTC program there must be abstinence from the use of all addictive substances, including all prescribed pain medications and mood altering medications. If an emergency arises where such a prescription is necessary, it must be obtained in coordination with the prescribing doctor, your GWTC treatment providers, and probation officer. If you obtain a doctor’s prescription, the following must be done:

1. Inform your doctor of your history of substance abuse and your current involvement with the treatment court program and current treatment participation. Ask your doctor if there are non-narcotic pain medications or alternative forms of medical treatment available.
2. Immediately advise your probation officer and treatment provider of the prescription or prescriptions you have received.
3. If directed by your probation officer, treatment provider or court, you will make your prescription available in order to count the number of pills used from the date the prescription was filled.

4. Once the prescription has expired or the time all pills should have been used, none of the pills will be in the possession of the treatment court participant. A positive drug test after that time due to use of “leftover medication” will be a violation of the program.
5. Participants will not be allowed to use ANY narcotic medications while participating in this program. If a participant is allowed to enter the treatment court program and is participating in such medication treatment at the time of entry, he or she will stop taking such medications within 60 days.

The GWTC participant is responsible for the use of ALL medications, including over the counter medications. Check with your probation officer for a list of acceptable over the counter (OTC) medications. OTC medications must be taken at the appropriate dosage listed on the drug’s label or a positive urine test could result. DO NOT take more than the dosage indicated on the label! A positive urine test due to the use or misuse of OTC medications will be sanctioned.

INCENTIVES AND SANCTIONS

Incentives are responses to compliance, perceived as positive, by the receiver. Sanctions are the imposition of a consequence, perceived as negative by the receiver, as a direct result of a prohibited activity.

The Good Wolf Treatment Court of Franklin County (GWTC) operates using both positive and negative reinforcements to incentivize behaviors. Positive reinforcement, such as verbal praise, increases a desired behavior. A negative reinforcement, such as allowing a later curfew, may also be used to increase positive behaviors. Both types of reinforcements are used to promote continued program compliance. Research indicates that a ratio of 6:1 incentives to sanctions yields the highest progressive results. One evidence-based reward system utilized by the GWTC is fish bowl drawings for items such as gift certificates/gift cards for local businesses.

There are times when sanctions must be used to indicate disapproval of a behavior, such as drug use or a rule infraction. Sanctions should be given as close to the censured behavior as possible. Punishment should always be in response to the behavior. The more severe noncompliant behaviors receive the more severe responses.

At each court hearing, participants are subject to consequences based on their performance and program compliance for the reporting period. Both compliant and noncompliant behaviors will be addressed, with rewards and sanctions ordered to reinforce the consequences of participant’s choices and behaviors.

The GWTC grants incentives to recognize participants for their efforts in recovery and to reinforce their positive behaviors. Incentives are granted on an as-earned basis. For example, it is routine for certificates to be granted to participants for achieving sobriety time in the following monthly intervals: 1, 2, 3, 6, 9, and 12.

THE TABLE BELOW OUTLINES THE SCHEDULE OF RESPONSES TO BEHAVIORS THAT MAY BE UTILIZED.

RESPONSES TO BEHAVIOR	
ACHIEVEMENTS	REWARDS
<ul style="list-style-type: none"> ▪ Attending court appearances ▪ Negative drug test results ▪ Attendance and participation in treatment ▪ Completing treatment classes/programs ▪ Attendance and participation in support meetings ▪ Passing parts of GED ▪ Completion of GED ▪ Obtaining employment ▪ Job promotion ▪ Obtaining permanent housing ▪ Completion of treatment plan goal(s) ▪ Compliance with treatment plan 	<ul style="list-style-type: none"> ▪ Recognition by the Judge ▪ Courtroom recognition through applause ▪ Certificates of achievement ▪ Decreased court appearances ▪ Decreased court time ▪ Phase advancement ▪ Fish bowl drawing ▪ Program graduation ▪ Good Wolf Coins ▪ Good Wolf T-shirts ▪ Framed Good Wolf story
POOR CHOICES	SANCTIONS
<ul style="list-style-type: none"> ▪ Missed court appearances ▪ Missed appointment with probation officer ▪ Missed support meetings ▪ Violation of court order ▪ Positive drug test ▪ Missed drug test ▪ Dilute drug test ▪ Failure to provide copies of prescription medications ▪ Tampered drug test or forged case documentation ▪ Missed treatment groups/classes/appointments ▪ Inappropriate behavior at treatment facility ▪ New arrest ▪ Driving while license suspended/revoked ▪ Failure to perform sanctions ▪ Noncompliance with treatment plan ▪ Dishonesty 	<ul style="list-style-type: none"> ▪ Verbal reprimand from the Judge ▪ Increased court appearances ▪ Increases supervision visits ▪ Increased drug testing ▪ Curfew reduction ▪ Community service hours ▪ Essay ▪ Flash incarceration ▪ Electronic Monitoring ▪ Termination from the program

TERMINATION CRITERIA

The Good Wolf Treatment Court of Franklin County (GWTC), recognizing that participants have been evaluated to have serious substance addictions and possible mental health issues, makes every effort to engage the participants in appropriate treatment.

The GWTC team will consider and recommend termination from the program when there is

- Continued noncompliance with program expectations
- Continued failure to embrace an attitude of recovery and personal growth

A participant, who is subsequently diagnosed with a physical or mental condition that renders him/her unable to comply with the program requirements, may be released from the program with an “administrative discharge.” This discharge status is neither positive nor negative. It is an acknowledgment that the participant is not capable of completing program requirements due to diagnosed condition.

GRADUATION CRITERIA

Good Wolf Treatment Court of Franklin County (GWTC) graduation requirements are:

- Completion of all program phases
- Development of an aftercare plan
- Minimum of three (3) months sobriety
- Consistency in keeping appointments with Probation Officer, treatment provider, etc.
- Consistency in complying with the terms of the treatment plan
- Stable housing
- Stable employment
- Completion of community service
- Completion of GED, if applicable
- Engagement in community support groups (AA/NA or other approved groups)
- Commitment to a sponsor or mentor
- Demonstration of community involvement through prosocial activities

Requirements for graduation must be completed seven (7) days before graduation.

POLICY AND PROCEDURES REVIEW

The Good Wolf Treatment Court of Franklin County (GWTC) team will commit to reviewing policy and procedures on a quarterly basis or as needed. Reviews will be documented in writing to show compliance with this procedure.

The GWTC Coordinator will be responsible for documenting reviews and updating the Policy and Procedural Manual and the Participant Handbook when changes are made.