



**LORAIN COUNTY
FAMILY REUNIFICATION COURT**

**REUNITING FAMILIES ONE RECOVERY AT A TIME
LORAIN COUNTY DOMESTIC RELATIONS COURT**

Program Description

Sherry L. Glass, Presiding Judge
Courtney Porter, Coordinator/Case Manager

Lorain County Court of Common Pleas
Domestic Relations Division
225 Court Street – 4th Floor
Elyria, OH 44035

TABLE OF CONTENTS

Advisory Committee..... 1
Role of the Advisory Committee Responsibilities..... 1
Membership..... 1
Mission Statement..... 2
Goals and Objectives..... 2
Target Population..... 3
Capacity..... 3
Written Legal Eligibility Criteria..... 3-4
Written Clinical Eligibility Criteria..... 3-4
Referral Process..... 4
Screening and Assessment..... 5
Program Admission..... 5
Non-Discriminatory Practices..... 6
Case Flow..... 6
Specialized Docket File Maintenance..... 7
Duties of Treatment Team Members..... 7-8
Treatment Team Meetings and Status Review Hearings..... 7-8
Specific Roles and Responsibilities of Treatment Team Members..... 8-9
Summary of Treatment Phases..... 10-16
Incentives..... 17
Sanctions..... 17
Written Criteria for Successful Completion..... 18
Termination Classifications..... 19
Written Criteria for Unsuccessful Termination..... 19
Written Criteria for Neutral Discharge..... 19
Substance Monitoring..... 19-20
Professional Education..... 21
Effectiveness Evaluation..... 21
Supreme Court Reporting Data..... 22
Ongoing Data Collection..... 22
Appendix..... 23

Index

Standard 1. Planning Process

Standard 1(A).....1
Standard 1(B)1,7,8,9
Standard 1(C)1,2,3,6,21
Standard 1(D).....1
Recommended Practice (A)(1)-(3)1
Recommended Practice (B)(1)-(11).....7,8,9
Recommended Practice (C)7

Standard 2. Non-Adversarial Approach

Standard 2 (A).....7-8,10
Standard 2(B)7-8,10
Standard 2(C)1,7,10
Standard 2(D).....1
Recommended Practice.....21

Standard 3. Legal and Clinical Eligibility

Standard 3(A).....2,3,4,18,19
Standard 3(B)3,4,8,19
Standard 3(C)4
Recommended Practice (B)(1)-(5).....3

Standard 4. Assessment and Referral

Standard 4(A).....3
Standard 4(B)5,7
Standard 4(C)5
Standard 4(D).....4

Standard 5. Individualized Needs and Evidenced-Based Practices

Recommended Practice (A)11
Recommended Practice (B)(1)-(7).....11

Standard 6. Participant Monitoring

Standard 6(A).....7
Standard 6(B)7
Standard 6(C)7
Standard 6(D).....11
Standard 6(E)5,6
Recommended Practice (B)7

Standard 7. Status Review Hearings

Standard 7(A).....7
Standard 7(B)(1) and (2).....7,8
Recommended Practice (A)8

Standard 8. Substance Monitoring

Standard 8(A).....20
Standard 8(B)19,20
Standard 8(C)19,20
Standard 8(D).....19,20
Standard 8(E)20
Recommended Practice20

Standard 9. Treatment and Other Rehabilitation Services

Standard 9(A).....11
Standard 9(B)11
Standard 9(C)9,11

Standard 10. Incentives and Sanctions

Recommended Practice (A)17
Recommended Practice (B)11
Recommended Practice (C)(1)-(14).....17
Recommended Practice (D)(1)-(12)17

Standard 11. Professional Education

Recommended Practice (A)21
Recommended Practice (B)1,21
Recommended Practice (C)21
Recommended Practice (F).....21

Standard 12. Effectiveness Evaluation

Standard 12(A).....21,22
Standard 12(B)22

In the planning process of the Lorain County Domestic Relations Court –Family Reunification Court, there is a detailed program description that contains written policies and procedures that define the goals and objectives for the program, which identify target population, detail program entry and case flow and provide the written roles and responsibilities of each treatment team member. **Sup.R. Appx. I, Std. 1 (C)**

The Lorain County Family Reunification Court utilizes a comprehensive and collaborative planning process that results in: An agreement among relevant parties setting forth the terms of the Family Reunification Court operations. **Sup.R. Appx. I, Std. 1(A).**

1. Those parties include: The Family Reunification Court Judge, the Court, the Lorain County Prosecutor’s Office, defense counsel, licensed treatment providers, Lorain County Children Services, and the Probation Department.

2. An Advisory Committee for the Lorain County Family Reunification Court will consist of – The Honorable Judge Sherry L. Glass (Family Reunification Court presiding Judge), The Honorable Judge Frank J. Janik (Juvenile Drug Court presiding Judge), Judge Lisa I. Swenski (Juvenile Mental Health Court presiding Judge), Lorain County Prosecutor J.D. Tomlinson, Attorney James Gemelas, Dan Haight (CEO of Lorain County Alcohol and Drug Addiction Services), Kristen Fox-Berki (Director of Lorain County Children Services), Jennifer Marple (Chief Probation Officer- Lorain County Domestic Relations Court), Tim Weizel (Court Administrator – Lorain County Court of Common Pleas -Domestic Relations Division), Elaine Georgas (Interim Director of the Mental Health & Addiction Recovery Services Board of Lorain County), Victor Ortiz (LC Drug Task Force), Bonita Shumpert (Director of Lorain County – Catholic Charities offices), Kathleen Runser (Deputy Director of the Elyria Public Library System), and Michael Ferrer (VP of Youth Development -PACE Foundation) **Sup.R. Appx. I, Std. 1 (A)**

3. The presiding Judge of Family Reunification Court will chair the advisory committee and attends all advisory committee meetings. **Sup.R. Appx. I, Std. 1 (B)**

4. The Lorain County Family Reunification Court consists of a Treatment Team. The Judge chairs the treatment team and attends sessions. In her absence, meetings are chaired by the Magistrate. **Sup.R. Appx. I, Std. 1 (B)**

The advisory committee is comprised of key officials and policy makers that provide input on specialized docket policies and operations and communicate regularly with local officials. **Sup.R. Appx. I, Std. 1 ; Recommended Practice (A)(1).** The Advisory committee meets to develop written policies and procedures that define the goals and objectives, identify the target population, detail program entry and case flow, and provide the written roles and responsibilities of each treatment team member. **Sup.R. Appx. I, Std. 1 (C).**

The Specialized Docket will also enter a memorandum of understanding with each key stakeholder that sets forth the terms of the specialized docket and the responsibilities of the parties. **Sup.R. Appx. I, Std. 1; Recommended Practice (A)(3).**

The committee will assist in creating a written participant agreement and handbook detailing the rights and responsibilities of the participant in the Family Reunification Court. **Sup.R. Appx. I, Std. 1 (D).** The participant agreement includes that the participant has the right to a detailed, written participant agreement and handbook outlining the requirements and process of the Family Reunification Court. **Sup.R. Appx. I, Std. 2 (D).** The participant agreement includes the participant’s right to request attendance of defense counsel during the portion of the treatment team meeting concerning the participant. **Sup.R. Appx. I, Std. 2 (C).**

The committee will assess the specialized docket team functionality, review policies and procedures, and assess the overall functionality of the specialized docket at a minimum of every two years. **Sup.R. Appx. I, Std. 11; Recommended Practice (B).** The committee agrees to additional responsibilities to review the target population; review use of graduated sanctions; review treatment resources; review quarterly reports; and to review financial expenditures. **Sup.R. Appx. I, Std. 3 (A).**

Mission/Purpose

Lorain County Family Reunification Court was developed to address Domestic Relations Court cases involving adjudications of abuse, neglect and/or dependency; with the primary issue preventing effective parenting being alcohol and/or drug problems. The Family Reunification Court team consists of representatives from the Domestic Relations Court (i.e. Judge, Magistrate, the Drug Court Coordinator/Case Manager), Lorain County Children Services (LCCS), Lorain County Alcohol and Drug Abuse Services (LCADA), the Elyria YWCA, the individual Drug/Alcohol counselor, Nord Center (mental health) counselor, Faith House and Voices for Children. The Family Reunification Court Judge and team meet weekly to staff the Family Reunification Court cases prior to weekly court hearings with the participants. The Team advocates, supports, reports compliance and non-compliance, submits plans and requests interventions and sanctions. The Court monitors compliance, reviews plans, addresses participants, affords participants an opportunity to be heard and issues and enforces court orders.

Goals

The goal of the Lorain County Family Reunification Court is to expedite the reunification of children with their parents in abuse, neglect and dependency cases by eliminating their drug/alcohol use, or to expedite permanency in placement for children whose parents are unable or unwilling to maintain sobriety and comply with court orders. The goal is to have participants completing the program in 9-12 months with reunification expected within that time. **Sup.R. Appx. I, Std. 1 (C).**

Objectives

- To provide an intensive program through the corroboration of team members to address sobriety, housing, parenting, financial and children issues with regular oversight, case management, and court attention for cases in which compliance with case plan orders has been problematic.
- To ensure a comprehensive approach to assist parents in maintaining sobriety and addressing case plan issues and compliance with court orders.
- To provide regular contact with the court to effectuate case plan goals, provide intervention, enforce court orders and provide sanctions in a timely and effective manner.

Goals and Objectives may be measured as such:

1. A reduction in the # of days/months a child is in an out of home placement
2. A reduction in number of positive drug tests and/or reduction of drug use via number of negative drug screens provided
3. Client's advancement through each phase with minimal sanctions and increased incentives

Target Population

Parents who are currently involved with Lorain County Children Services who have children that have been adjudicated abused, neglected and/or dependent, and have been assessed with a diagnosis of drug and/or alcohol dependency identified as a primary contributing factor to their inability to effectively and adequately parent their children. **Sup.R. Appx. I, Std. 1 (C)**. Capacity is recommended for no more than 20 participants at a time.

Legal and Clinical Eligibility and Termination

Specific criteria to enter the Family Reunification Court was collaboratively developed, reviewed and agreed upon by all relevant parties at the inception of the program in 2000. However, those criteria will be reviewed periodically by the Advisory Committee. The specialized docket Judge has discretion to decide admission into the program. The written legal and clinical eligibility criteria do not create a right to enter the specialized docket. **Sup.R. Appx. I, Std. 3 (A)**.

There are **legal criteria** associated with entering the Family Reunification Court program. Participants must be residents of Lorain County and have involvement with Lorain County Children Services (through a formal Court filing). Participants will have an official filing of Abuse, Neglect or Dependence by the Lorain County Prosecutor's Office on behalf of Lorain County Children Services. The Family Reunification Court Coordinator, the FDC Case Manager, the Lorain County Children Services Caseworker or the Director of Women's Treatment at LCADA may meet with the potential participant initially, however, it is the Family Reunification Court Coordinator/Case Manager who will collect information on their use history, their child(ren), their housing plan, their legal involvement, etc. The Coordinator/Case Manager will also meet face-to-face with the participant to review the program components, provide them with a copy of the participant handbook and sign all necessary documents to enter the program. **Sup.R. Appx. I, Std. 3 (A)**.

High risk or repeat individuals may be considered for inclusion, if Lorain County Children Services has not prevailed in their motion for Legal Custody to another party other than the parent. **Sup.R. Appx. I, Std. 3 Recommended Practice (B)(1)**. While it does not disqualify a participant from engaging in the program, their prior court involvement, both as a juvenile and an adult are reviewed by the Coordinator and presented to the treatment team. **Sup.R. Appx. I, Std. 3 Recommended Practice (B)(3)**. A forensic assessment will be completed to determine if the individual is legally competent to participate in the specialized docket if competency is in question. **Sup.R. Appx. I, Std. 3 Recommended Practice (B)(5)**. If a participant does not meet the criteria for participation, the case will proceed in the traditional manner by Lorain County Children Services.

Participants considered for the Family Reunification Court must meet **clinical criteria** to enter the program. Clients must have a diagnosis of Substance Use Disorder, in accordance with DSM-V criteria and Ohio Department of Mental Health and Addiction Services (OhioMHAS) protocols. The clinical assessment also contains the recommended services the participant is to receive. The specialized docket judge shall have discretion to decide the admission into a specialized docket in accordance with the written eligibility criteria. **Sup.R. Appx. I, Std. 3 (B)**. All chemical dependency, mental health, and other programming assessments shall include available collateral information to ensure accuracy of the assessment. **Sup.R. Appx. I, Std. 4 (A)**.

All screenings and assessments for treatment determinations are provided by programs or persons who are appropriately licensed and trained to deliver such services according to the standards of their profession. **Sup.R. Appx. I, Std. 4 (D)**. Upon acceptance into the Family Reunification Court program, the client will be screened by the Mental Health professional on the treatment team or a designee at the agency, to review for a diagnosis, medication management protocols, the need for further psychological or psychiatric testing and/or any additional referrals or recommendations. **Sup.R. Appx. I, Std. 3 (A)**.

The written legal and clinical eligibility and termination criteria do not create a right to participation and participant may be subject to further screening by the Family Reunification Court treatment team. **Sup.R. Appx. I, Std. 3 (C)**.

Acceptance into the Family Reunification Court program is at the discretion of the presiding Judge and based upon, but not limited to, the following considerations: **Sup.R. Appx. I, Std. 3 (B)**.

- Potential participant to meet with the FRC Coordinator/Case Manager to review program guidelines
- Potential participant's history of addiction and prior treatment or interventions if any
- Potential participant's willingness to participate in the program and the level of commitment
- Potential participant's willingness to complete the FRC packet including various releases of information
- Case plan objectives for reunification with children
- Potential participant's agreement to comply with the recommended OhioMHAS certified treatment program.

Referrals

Referrals can be made from Lorain County Children Services directly to the Family Reunification Court Coordinator/Case Manager. Referrals may also come from the primary clinician through Lorain County Alcohol and Drug Abuse Services, Inc., who works in conjunction with the primary LCCS caseworker, for clients who are engaged in both services. A drug/alcohol assessment must result in a diagnosis of Substance Use Dependence (moderate or high). Referents with a diagnosis of SUD-Mild will not be considered for the program. Further, potential participants' children have been adjudicated abused, neglected and/or dependent by the Lorain County Domestic Relations Court.

Parental drug/alcohol abuse causes or contributes to approximately 35-55% of all cases of child abuse or neglect. In an effort to address this issue, House Bill 484 (Section 340.15 of the Ohio Revised Code) states "A public children services agency that identifies a child by a risk assessment...as being at imminent risk of being abused or neglected because of an addiction of a parent, guardian, or custodian of the child to a drug of abuse or alcohol shall refer the child's addicted parent, guardian or custodian...to an alcohol and drug addiction program..."

Lorain County Children Services (LCCS) and community service providers are working in collaboration to provide assessments and make referrals to treatment, assist in case management, handle crisis intervention, and case consultation. LCADA has designated a liaison to work between the Court, LCCS and treatment providers for Family Reunification Court clients.

- An individual LCCS caseworker contacts the LCADA designee when concern of drug/alcohol abuse is a factor. The LCADA Liaison consults with the caseworker and/or the Casework Supervisor reviewing relevant case notes, documentation and prior history.
- The LCADA assessor will review the referral information, make contact with the individual and schedule an intake assessment. In order to remove any barrier due to transportation or other concerns, the assessment can be conducted at the LCCS office, the individual's home, the LCADA offices or the Lorain County Correctional Facility.
- Numerous variations of testing formats are used to conduct the evaluation (listed in the Forms Used category)
- The assessor reviews and evaluates the responses, then makes a diagnosis and recommendations based on DSM-V criteria and Ohio Department of Mental Health and Addiction Services (OhioMHAS) Protocols for determining the necessary levels of care, if any.
- The assessor and/or the FDC/LCCS Supervisor informs the caseworker of the diagnosis and specific treatment recommendations
- The client is informed of the recommendation, which then becomes a specific requirement of their LCCS specific case plan.

Program Admission

Once the Judge has determined the participant is a valid candidate for the specialized docket program, the participant will be invited to observe the Court proceedings during a regularly scheduled court docket. The participant will be addressed by the Judge or Magistrate about the program, be given a generalized outline of the program components and the expectations of the program. The participant is advised to schedule an appointment with the Family Reunification Court Coordinator/Case Manager if interested in learning more or signing up for the program.

At the time of the meeting, the potential participant shall sign a release of information form to provide for communication about confidential information, participation/progress in treatment, and compliance with the provisions of relevant law, including the "Health Insurance Portability and Accountability Act of 1996," 42 U.S.C. 300gg-42, as amended, and R.C. 2151.421 and 2152.99. **Sup.R. Appx. I, Std. 4 (B).** They are given a program handbook which includes a program description. Clients are explained the guidelines for program compliance and noncompliance, including criteria for termination. **Sup.R. Appx. I, Std. 6 (E).**

As the client would have already had a substance abuse screening at the time of referral to the program, the client is advised of their referral for mental health counseling. They are scheduled for an intake assessment on the day of the meeting and/or within the next 2-3 business days. The goal is to have all necessary assessments completed within 14 days of the meeting to accept the client into the program.

The specialized docket promptly assesses individuals and refers them to appropriate services. **Sup.R. Appx. I, Std. 4** Participants are to be placed in appropriate treatment services and programs and will be monitored by the treatment team members (for substance abuse and mental health), as

well as the Lorain County Children Services caseworker to monitor compliance with court requirements. **Sup.R. Appx. I, Std. 4 (C)**

Participant will then voluntarily enter the program and is officially ordered into the program. If not done so already, the caseworker from Lorain County Children Services may add the client's participation in the Family Reunification Court program to their case plan and become a part of the recommended programming by Lorain County Children Services. Participant will then be assigned a start date and attend their first status review hearing.

Non-Discriminatory Practices

If the participant meets the written clinical and legal eligibility criteria for the specialized docket, then the participant will not be denied admission to the specialized docket based on race, color, religion, gender, sexual orientation, national origin, ancestry, age, citizenship, marital status, veteran's status, or any disability. It is recommended that treatment team members be periodically trained in cultural competency. **Sup.R. Appx. I, Std. 2; Recommended Practice and Sup.R. Appx. I, Std. 11 Recommended Practice (F).**

Case Flow

The participant will enter the program once they have met the admission process criteria. **Sup.R. Appx. I, Std. 1 (C).**

1. Participant will be diagnosed with Substance Use Disorder (Moderate or Severe).
2. Participant will meet the screening criteria outlined by Lorain County Children Services (in which reunification is the goal for the family).
3. Participant will meet the legal eligibility screening criteria.
4. Participant will have completed a substance abuse screening assessment and been found to have Substance Use Disorder.
5. The treatment team will review the case and make recommendations regarding the acceptance of the participant.
6. Participant may observe the Family Reunification Court proceedings and agree to meet with the Coordinator/Case Manager for the completion of the program admission packet.
7. The Judge will make the decision to admit or deny the potential participant into the Family Reunification Court.
8. Participant will review and understand any waived rights, review and sign the participant agreement, and any other documents necessary to engage in the Family Reunification Court. The participant will be advised again of the compliance and non-compliance actions as well as termination criteria. **Sup.R. Appx. I, Std. 6 (E).**
9. Participant will voluntarily enter the Family Reunification Court program. If not done so already, the caseworker from Lorain County Children Services may add the client's participation in the Family Drug Court program to their case plan and become a part of the recommended programming by Lorain County Children Services.
10. Participant will then be assigned a start date and attend their first status review hearing.

Specialized Docket File Maintenance

The Family Reunification Court has a file maintenance protocol. This protocol outlines that the Coordinator/Case Manager is responsible for maintaining a paper file, as well as a database (Microsoft Access) regarding the client's participation in the program. The paper files are stored in the Case Manager's office at the Domestic Relations Court behind closed/locked door. The Coordinator/Case Manager is the only person who has access to the computer records and the paper files. The Lorain County Children Services caseworker, the substance abuse counselor and the mental health counselor (at their respective agencies) will keep their own records and will store files in accordance with their own agency protocols, as well as the required compliance with Part 2 of Title 42 of the Code of Federal Regulations governing confidentiality of alcohol and drug abuse patient records and that recipients of any disclosures may only re-disclose within the scope of the signed release of information. The release of information form authorizes disclosure of protected health information pursuant to the Health Insurance Portability and Accountability Act, 42 U.S.C. 300 gg--42, as amended, and R.C. 2151.421 and 2152.99. **Sup.R. Appx. I, Std. 4 (B).**

Drug Court Team

The Family Reunification Court treatment team is chaired by the Judge and they attend weekly treatment team meetings. **Sup.R. Appx. I, Std. 1 (B).** The treatment team is responsible for the daily operations of the specialized docket. **Sup.R. Appx. I, Std. 1 Recommended Practice (B).** Treatment team members agree to serve on the team for a minimum of one year. **Sup.R. Appx. I, Std. 1 Recommended Practice (C).** If the team member should not be available to serve for their term, their represented agency agrees to send someone in their place with the same recommended time commitment.

The Lorain County Domestic Relations Court Family Reunification Court program takes a non-adversarial approach. **Sup.R. Appx. I, Std. 2 (A) and (B).** Participants are advised at the time of referral and observation in Court that the Court utilizes this model. Defense Counsel will be appointed for all FRC participants. However, the participant has the right to request the attendance of defense counsel during the portion of the specialized docket treatment team meeting that concerns the participant. **Sup.R. Appx. I, Std. 2 (C).**

The treatment team meets on Wednesday at 1:15 p.m. in the Judge's courtroom for discussion about current participants and any pending referrals to the program. The status hearings begin at 2:00 p.m. on the same day. The Coordinator/Case Manager, the Substance Abuse counselor and the Children Services representatives meet as a pre-team meeting on Tuesdays at 1:00 p.m. **Sup.R. Appx. I, Std. 6 (A) and (B).** The treatment team engages in ongoing communication, including frequent exchange of timely and accurate information about a participant's overall performance. **Sup.R. Appx. I, Std. 6 (C).** Team members may communicate in person, via email, telephone, or other electronic communication. Team members agree to sign a confidentiality agreement to keep information secure and confidential. Participants sign a participant agreement and release of information which indicate that the treatment team will be communicating about their case on a regular basis and how that information may be transmitted. **Sup.R. Appx. I, Std. 6 Recommended Practice (B).** The Judge has ongoing judicial interaction with each participant and

engages in meaningful discussion with the participants during status hearings. **Sup.R. Appx. I, Std. 7 (A).**

Participants will appear before the Judge on a weekly basis during the initial phase of the program. **Sup.R. Appx. I, Std. 7 (B) (1) and Sup.R. Appx. I, Std. 7 Recommended Practice (A).**

Thereafter, the participant will regularly appear before the Judge to review the participant's progress through the docket. **Sup.R. Appx. I, Std. 7 (B) (2).** The Judge reviews the consequences for compliance and non-compliance including the criteria for termination during status review hearings on a regular basis.

The Family Reunification Court program works with the Lorain County Prosecutor's Office and the Lorain County Bar Association attorneys to advise them of the Family Reunification Court model and keep them apprised of any changes to the program that would affect court filings or attorney involvement. The Lorain County Prosecutor's Office has the distinct role in pursuing justice and protecting public safety and victim's rights. The Prosecutor's Office has assigned specific Assistant Prosecuting Attorneys to handle Children Services matters and those assigned are aware of the program and its benefits to participants. **Sup.R. Appx. I, Std. 2 (A)**

The Lorain County Bar Association attorneys have the role of representing clients in official court proceedings and filings related to both Family/Domestic Relations Court matters and Criminal matters. While there are no prerequisites that Family Drug Court participants have criminal filings in conjunction with any Domestic proceedings filed by Lorain County Children Services, we do on occasion have participants who have criminal involvement. Defense Counsel has a distinct role of preserving the constitutional rights of the specialized docket participants. **Sup.R. Appx. I, Std. 2 (B).** In relation to the Family Drug Court, attorneys have sought the assistance of the specialized docket in aiding their clients maintain or regain custody of their children.

Lorain County Domestic Relations Court

- **Sherry L. Glass (Presiding Judge)** is responsible for attending and presiding over all treatment team meetings, responsible for engaging in meaningful discussions with all participants, making administrative decisions related to the ongoing participation in the program, referring client for necessary services, and overseeing the case in regards to the safety and wellbeing of the children involved. **Sup.R. Appx. I, Std. 1 (B).** The Judge has the discretion to decide the admission into and/or termination from the program in accordance with the written legal and clinical criteria for the program. **Sup.R. Appx. I, Std. 3 (B).**

- **Charlita Anderson-White (Magistrate)** is responsible for attending all treatment team meetings and conducting said meetings when the Judge is unavailable, responsible for engaging in meaningful discussions with all participants and referring client for necessary services. **Sup.R. Appx. I, Std. 1 (B).**

- **Courtney Porter (Program Coordinator/Case Manager)** is responsible for conducting the legal eligibility screening, preparing all written weekly status reports, collects and maintains statistical information and other confidential records including drug testing information and results, participation in all treatment meetings, conduct all pre-team meetings, provide minimal case coordination with other team members, and provide limited transportation for participants to MH and AoD appointments. **Sup.R. Appx. I, Std. 1 (B)(6).** The Coordinator/Case manager is also

responsible for conducting field drug screens, completing intake paperwork with prospective participants, preparing all written weekly status reports, collects confidential records including drug testing information and results, participation in all treatment meetings, conduct all pre-team meetings, provide case coordination with other team members, and provide transportation for participants to MH and AoD appointments. **Sup.R. Appx. I, Std. 1 (B)(7).**

Lorain County Children Services

- **Michelle Schmidt (Caseworkers to FDC)** is responsible for attending all pre-team meetings, all treatment team meetings, acting as a liaison between the Family Reunification Court and Lorain County Children Services. Ensures the well being of the children and assists the treatment team with monitoring parents' compliance with the child protection case plan. Provides reports and recommendations to the treatment team during pre-team meetings and treatment team meeting and participates in discussions regarding incentives, sanctions, phase advancement, successful completion, and termination. Notifies the treatment team and court of any compliance problems on the child protection case plan. **Sup.R. Appx. I, Std. 1 (B)(10).**

Lorain County Alcohol and Drug Abuse Services

- **Julie Strinka, LSW (Treatment Counselor)** is responsible for providing individual counseling for Family Reunification Court participants through LCADA, for attending all pre-team meetings, all treatment team meetings, acting as a liaison between other LCADA treatment clinicians, sponsors and the Family Drug Court team. **Sup.R. Appx. I, Std. 9 (C).**

Elyria YWCA

- **Minnie Whitten and/or Danielle Siglin** is responsible for attending all treatment team meetings, providing case management for participants who are residents of the Elyria YWCA and assessing client referrals from Family Reunification Court for appropriateness for their housing program. They will report weekly on the client's status in their program and advocate for client when necessary.

Voices for Children (Guardian Ad Litem program)

- **Traci Stamco (GAL training coordinator)** is responsible for attending all treatment meetings, providing information from the GAL assigned to the case (if any) and relaying information to the Court about compliance with parenting referrals, attendance at family meetings and visitation with the children.

Faith House

- **Kara Thomas, LSW (Housing case manager)** is responsible for attending all treatment team meetings, providing case management for participants who are residents of the Faith House program and assessing client referrals from Family Reunification Court for appropriateness for their housing program. She will report weekly on the client's status in their program and advocate for client when necessary.

Nord Center

- **Rachel Bartlett, MA (MH treatment Counselor)** is responsible for providing individual counseling for Family Reunification Court participants through the Nord Center, for attending all treatment team meetings, making internal referrals for medication management when necessary and coordinating said treatment with all parties involved. **Sup.R. Appx. I, Std. 9 (C).**

Lorain County Prosecutor's Office

- **Assistant Prosecuting Attorney for LCCS, Nikki Dertouzos**- The Family Reunification Court incorporates a non-adversarial approach **Sup.R.,Appx. I, Std. 2(A) and (B)**, while recognizing the distinct role of the prosecutor in pursuing justice and protecting public safety and victim's rights **Sup.R.,Appx. I, Std. 2(A)**. The designated APA will review referrals along with the treatment team, will attend treatment team meetings and court hearings.

Lorain County Bar Association

- **Defense Counsel, Attorney Anita Lambert** - The Family **Reunification** Court incorporates a non-adversarial approach **Sup.R.,Appx. I, Std. 2(A) and (B)**, while recognizing the distinct role of defense counsel in preserving the constitutional rights of the program participant **Sup.R.,Appx. I, Std. 2(B)**. Defense Counsel is invited to attend treatment team meetings **Sup.R.,Appx. I, Std. 2(C)**. Counsel will: Assist the client with decision-making regarding participation in the specialized docket, Available to explain to the participant what rights are waived by entering the program; Able to review the possible sanctions that may be imposed; Explains the circumstances that may lead to termination; and Explains the effect that termination from the specialized docket may have on the participant's case.

Summary of Treatment and Programming Requirements

Services and programs:

- Intensive Outpatient Treatment
- In-patient Residential Treatment
- Aftercare
- Sober support functions/meetings/activities (3-4 times per week)
- Mental Health assessment and/or ongoing treatment
- Family and/or Individual counseling
- Parenting and Family Counseling through the Pregnant/Postpartum Women's program
- The Key (in-patient drug treatment facility for women)
- Timothy House (LCADA's men's day treatment program)
- Lorain County Department of Job and Family Services
- Genesis House Battered Women's Shelter
- Help Me Grow/Early Intervention Programs

Ancillary services:

- Domestic Violence Counseling
- Parenting supports (Parents as Teachers, Triple P Parenting, Parent Mentoring)
- GED classes
- Job Training programs
- Department of Job and Family Services (PRC program)
- YWCA (residential, parenting programs and case management)
- Urban Minority Alcoholism/Drug Abuse Outreach Program -UMADAOP
- Babies First program
- Early Intervention programs (Help Me Grow, HeadStart)
- Medication monitoring and Medication Assisted Treatment
- Transportation
- Housing referrals (Coordinated Entry, Recovery Housing, Faith House- Transitional Living)

Summary of Treatment

Specialized docket participants will receive a treatment plan based on their individual needs and provided services will incorporate evidenced-based strategies. **Sup.R., Appx. I, Std. 5.** These plans are designed by both the treatment provider and the Children Services caseworker. They are referred to in Court as the “treatment plan” and the “case plan” respectively. Specialized docket treatment plans take into consideration services that are gender responsive, culturally appropriate, and effectively address co-occurring disorders. **Sup.R., Appx. I, Std. 5.** LCADA, NORA and Lorain County Children Services are tasked with ensuring that the treatment and case plans are appropriate and clinically necessary to the degree that available resources allow. **Sup.R., Appx. I, Std. 5; Recommended Practice (A).**

The Family Reunification Court makes every attempt to ensure that participants have prompt access to a continuum of approved treatment and rehabilitation services. **Sup.R., Appx. I, Std. 9(A).** The Coordinator and treatment team representatives from LCADA and LCCS maintain a current treatment plan and a record of activities. **Sup.R., Appx. I, Std. 9 (B).**

All treatment and programming is provided by programs or persons appropriately licensed and trained to deliver such services according to the standards of their profession. **Sup.R., Appx. I, Std. 9(C).** The Family Reunification Court provides each participant with a list of community agencies and services that may assist them in being successful in both their treatment plan with LCADA or NORA and their case plan with LCCS. The representatives on the treatment team also work closely with ancillary support services (i.e. housing, employment, education, transportation, domestic violence programming and medical/dental needs). **Sup.R., Appx. I, Std. 5; Recommended Practices (B)(1) through (7).**

Phases

Program phases are the steps in which a participant is measured towards compliance with the case plan. Each participant is given a handout of the program phases and how progression through the program works. Progression through the specialized docket is based upon the participant’s performance in the treatment plan and participant’s compliance with requirements of the specialized docket phases. **Sup.R., Appx. I, Std. 6(D).**

Phase advancement is not solely based on preset timelines. **Sup.R., Appx. I, Std. 6(D).** Program participants are advanced weekly through the phases when the treatment team discusses their sobriety, mental health status, progress in treatment and compliance with all court orders. The time

between status review hearings is increased or decreased based upon compliance with treatment protocols and observed progress. **Sup.R., Appx. I, Std. 10; Recommended Practice (B).**

Phase 1 –Stability phase

GOAL:

Participant will be engaged in treatment and must show a commitment to the assessment process and a willingness to engage in treatment as recommended. The Family Drug Court (FDC) team will identify needs and make appropriate referrals to meet those needs.

EXPECTATIONS:

Treatment: (Drug testing, sober supports, case management)

- Comply with random drug screens
- Attend sober supports/sober support activities weekly (and provide verification)
- Obtain Sober Mentor/Sponsor and obtain additional numbers for sober support contacts
- Identify a home group/activity for Recovery
- Compliance with Substance Use Treatment plan (comply with assessment & identify treatment needs through case management. **If in residential**, write your goodbye letter, begin and complete Step 1, complete Steps 2 and 3, present your Autobiography, 20 Harmfuls, Triggers and the Relapse Prevention- 7 day plan. **If in Day Tx**, you'll have completed your goodbye letter to your drug, Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and present a Petition to Move Forward. **If in IOP**, you'll have completed Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and completed a Relapse Prevention plan.)
- Attain sobriety and reduce risk
- Attend and cooperate with all individual clinical care sessions
- Avoid all mood altering substances (opting for non-narcotic prescriptions)

LCCS case plan: (Parenting, Employment/Education, Housing, etc.)

- Compliance with LCCS case plan (actively engaged in treatment based on AOD recommendations; compliance with random drug screens at LCCS request and provider request; signing releases of information for all providers; providing CW with relative information when appropriate; following visitation schedule if appropriate)
- Submit housing applications, if necessary and/or follow through with Coordinated Entry
- Attend all doctor/counseling/therapeutic appointments, unless excused by FRC Coordinator and/or the FRC Case Manager
- Begin to model appropriate behavior.

Mental Health/Medical:

- Participant will complete a Mental Health Diagnostic Evaluation with Nord Center, develop a treatment plan and identify any barriers to progress in mental health, sobriety and parenting. Client will be referred to Psychiatrist if determined necessary. Participant will complete assignments with reminders and prompts.
- Take medications, if any, as prescribed
- FDC Case Manager will assist in making appointments and/or transporting to any necessary appointments.

Legal/Case Management Needs/Additional programming/Other:

- Resolve criminal matters, warrants; no new arrests
- Client may not miss scheduled AoD, LCCS, Mental Health/NORD or Court directed appointments, unless excused by FRC Coordinator and/or the FDC Case Manager
- Weekly court review hearings with the Judge

Phase 2 – Preparation

GOAL:

Begin growth & development (i.e. internalizing treatment needs) and utilize recovery tools on regular basis.

EXPECTATIONS:

Treatment: (Drug testing, sober supports, case management)

- Submit to random drug screens
- Comply with the Substance Use treatment plan (**If in residential**, write your goodbye letter, begin and complete Step 1, complete Steps 2 and 3, present your Autobiography, 20 Harmfuls, Triggers and the Relapse Prevention- 7 day plan. **If in Day Tx**, you'll have completed your goodbye letter to your drug, Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and present a Petition to Move Forward. **If in IOP**, you'll have completed Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and completed a Relapse Prevention plan.)
- Develop positive peer relationships and utilize sober supports in daily activities
- Continue to model appropriate behavior.
- Have regular contact with Sober Mentor/Sponsor (3x/week or as indicated by the sponsor)
- Participant will identify their own sober support attendance plan including additional meetings as back-up if unable to get to intended meetings
- Attend and cooperate with all individual clinical care sessions
- Avoid all mood altering substances (opting for non-narcotic prescriptions)

LCCS case plan: (Parenting, Employment/Education, Housing, etc.)

- Compliance with school/work/GED, if part of case plan
- Submit employment applications (a minimum of 5 per week) if necessary
- Comply with LCCS case plan requirements (begin to identify stable source of income/employment; apply for benefits; maintaining basic needs of children; maintain a safe home environment for children based on CW observation during HV's; regular attendance and increased progress during visitation based on CW feedback; attendance at all recommended appointments for client and/or children)
- Client may not miss scheduled A/D, LCCS, Nord or Court directed appointments, unless excused by FRC Coordinator and/or the FRC Case Manager

Mental Health/Medical:

- Take medications, if any, as prescribed
- Participant will complete assignments without prompts from professionals
- Participant will identify and recognize individual barriers to progress, the symptoms of increased stress, anxiety and depression, and will identify strategies/tools to reduce these symptoms with prompting. Client will complete assignments with minimal reminders and prompts. If referred to Psychiatry, client will comply with the referral process and any recommendations of the assessor.

Legal/Case Management Needs/Additional programming/Other:

- Resolve criminal matters, warrants; no new arrests
- Attend all court review hearings with Judge, unless excused, every 1-2 weeks

Phase 3 - Implementation

GOAL:

Participant will demonstrate independent use of recovery tools and demonstrate the ability to care for the needs of his/her child(ren) on a regular basis.

EXPECTATIONS:

Treatment: (Drug testing, sober supports, case management)

- Compliance with LCADA treatment plan (Work on relapse prevention, including identifying and acknowledging triggers, as well as completion of treatment assignments as directed by clinician) **If in Day Tx**, you'll have completed your goodbye letter, Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and present a Petition to Move Forward. **If in IOP**, you'll have completed Steps 1, 2, and 3, as well as working on treatment assignments as directed by staff, and completed a Relapse Prevention plan.)
- Proof of participation in sober support activities
- Client to have regular contact with their sponsor (2-4 times per week) and comply with any other directive of their sponsor
- Attend and cooperate with all clinical care sessions (Attending AlAnon if recommended by treatment provider)
- Avoid all mood altering substances (opting for non-narcotic prescriptions)

LCCS case plan: (Parenting, Employment/Education, Housing, etc.)

- Seek, obtain, or maintain employment (if eligible)
- Submit employment applications (a minimum of 5 per week) if necessary
- Attend review hearings with Judge every 2-3 weeks, as scheduled and unless excused
- Comply with LCCS case plan requirements (be able to identify safe/appropriate housing options; identify any family/3rd parties as possible alternative housing options; demonstrate ability to meet financial needs of children; increase in visitation; be able to identify independent plan for transportation for self/children; progress noted from self and childrens' providers – medical/educational/MH; plan for child care)
- Maintain sobriety and utilize all sober supports
- Use recovery tools and case plan suggestions on a regular basis
- Client may not miss scheduled A/D, LCCS, Nord or Court directed appointments, unless excused by FRC Coordinator or FRC Case Manager

Mental Health/Medical:

- Participant will recognize symptoms of increased stress, anxiety and depression, use strategies/tools to reduce these symptoms with reduced prompting, begin to develop plan for long term, independent management of personal mental health and have increased awareness of their symptoms, as well as completing all assignments without reminders and prompts
- Take medications, if any, as prescribed

Legal/Case Management Needs/Additional programming/Other:

- Attend any necessary program components (including, but not limited to MH treatment, individual case management, DV groups, GED classes, etc.)
- Resolve criminal matters, warrants; no new arrests
- Schedule and attend all necessary appointments and maintain contact with FRC Case Manager regarding follow up appointments and transportation barriers.

Phase 4 – Transition

GOAL:

Participant will maintain ongoing stability in their recovery program and will have met the needs of their child(ren) for purposes of reunification and/or stabilization of the family unit.

EXPECTATIONS:

Treatment: (Drug testing, sober supports, case management)

- Attend and cooperate with all clinical care sessions
- Avoid all mood altering substances (opting for non-narcotic prescriptions)
- Participation in sober support activities and actively engage with Sober Mentor/Sponsor
- Comply with Substance Use treatment plan (Complete documentation of 30 days of abstinence after completing the prevention plan, complete treatment assignments as directed and look at moving to a less intensive level of care)
- Maintain sobriety and safety plan; Attending AlAnon if recommended by treatment provider
- Engage in positive peer and group activities in the sober support community
- Active participation in treatment planning, job development, or employment
- Advancement to next level of AoD programming

LCCS case plan: (Parenting, Employment/Education, Housing, etc.)

- Attend court review hearings with Judge every 3-5 weeks, as scheduled
- Compliant with all LCCS case plan requirements (housing secured; income/employment secured and verified; extended visitation has been occurring; parent demonstrates increased knowledge of age-appropriate parenting skills based on CW report)
- Attend all appointments unless excused by FRC Coordinator or the FRC Case Manager
- Comply with random drug testing
- Use recovery tools and treatment team suggestions on a regular basis
- Actively engage with child(ren) and participate in family-friendly activities

Mental Health/Medical:

- Take all medications, if any, as prescribed
- In regards to individual mental health component, participant will recognize symptoms of increased stress, anxiety and depression, use strategies/tools to reduce these symptoms with minimal prompting, formalize a plan to manage mental health independently, and complete assignments without reminders and prompts

Legal/Case Management Needs/Additional programming/Other:

- Scheduling and attending all medical appointments without oversight from the FRC team
- Resolve criminal matters, warrants; no new arrests
- Client may not miss scheduled A/D, LCCS, Nord or Court directed appointments, unless excused by FRC Coordinator or the FRC Case Manager

Phase 5 – Maintaining

GOAL:

Participant will have completed all Family Reunification Court (FRC) goals and expectations.

EXPECTATIONS:

Treatment: (Drug testing, sober supports, case management)

- Engaging in positive peer and sober support activities
- Successful completion of Aftercare programming through AoD treatment provider
- Compliance with Substance Use treatment plan (having met 2 or more of the following: obtained safe and stable housing, adequate employment or having educational needs met, no new arrests, utilizing functional recovery support network, improved family relationships and implementation of relapse prevention strategies)
- No positive drug screens in the past 4 months

LCCS case plan: (Parenting, Employment/Education, Housing, etc.)

- Compliance with the LCCS case plan requirements (successful completion of AOD treatment; successful completion of other services – MH/DV – reunification plan to be executed; legal issues addressed; negative drug screens; living in sober housing; having maintained children in the home; financial stability/employment)
- Attend review hearings with Judge every 5-8 weeks as requested unless excused
- Participation in graduation ceremony
- Maintain employment or active involvement in GED/educational programming
- Secure and maintain stable housing
- Financially meeting the needs of the child(ren)
- Client may not miss scheduled A/D, LCCS, Nord or Court directed appointments, unless excused by FRC Coordinator or the FRC Case Manager

Mental Health/Medical:

- Participant will be able to recognize symptoms of increased stress, anxiety and depression, regularly use strategies/tools to reduce impact of stress without prompting, begin to use independent mental health plan and complete assignments without reminders and prompts

Legal/Case Management Needs/Additional programming/Other:

- Resolve criminal matters, warrants; no new arrests

Rewards/Incentives

Immediate, graduated, and individualized incentives govern the responses of a specialized docket to the participant's compliance. **Sup.R., Appx. I, Std. 10.** Possible incentives given are:

- Assistance with finding jobs, locating community resources for payment of debts to utility companies, finding child care, etc.
- Reduction in frequency of Family Reunification Court attendance
- Financial assistance (when available through grants) for rent/deposit, UBER, utilities, BMV reinstatement fees and obtaining state documents (Birth Certificate/SS card/ODL/State ID)
- Encouragement and praise from the judge
- Reducing supervision contacts
- Increasing or expanding privileges
- Encouragement to increase participation in positive activities the participant finds pleasurable, such as writing, art work, or other positive hobbies
- Gifts of inspirational items, including books, pictures, and framed quotes
- Gift cards for restaurants, movie theaters, recreational activities, or personal care services
- Gifts of small personal care items, hobby or pet supplies, plants or small household items
- Graduation from the program **Sup.R., Appx. I, Std. 10 Recommended Practice (C) (1-14)**

Sanctions

Immediate, graduated, and individualized sanctions govern specialized docket responses to the participant's noncompliance. **Sup.R., Appx. I, Std. 10.** 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 the treatment plan. Sanctions are a deterrent to negative behavior, as well as encouragement for future compliance.

- Warnings and admonishment from the judge
- Demotion to an earlier specialized docket phase
- Incarceration at the Lorain County Jail
- Removal of privileges (i.e. No visitors during in-patient stay, 24 hour supervision and/or House arrest)
- Decrease or cancellation of visitation/contact with children (no visitation or supervised visitation)
- Increase in AA/NA meetings
- Increase contact with case manager or FRC coordinator (i.e. daily)
- Move from outpatient to inpatient status
- More frequent drug/alcohol screens
- Resumption of weekly Drug Court attendance

- Refusing specific requests, such as permission to travel
- Denying additional or expanded privileges or rescinding privileges previously granted
- Individualized sanctions, such as writing essays, reading books, or performing other activities to reflect upon unacceptable behavior
- Requiring community service or work programs
- Termination from the specialized docket
- Loss of driving privileges

Sup.R., Appx. I, Std. 10; Recommended Practices (D)(1) through (12).

Completion criteria

In order to meet **completion criteria**, participants must have successfully completed the 5 Phase system of the Family Reunification Court program and have completed all Family Reunification Court goals and expectations. Participants will be provided with the written completion criteria.

Sup.R. Appx. I, Std. 3 (A). Participants will have also addressed/completed the following:

- Successful completion of Aftercare programming through AoD treatment provider
- Compliance with Substance Use treatment plan (having met 2 or more of the following: obtained safe and stable housing, adequate employment or having educational needs met, no new arrests, utilizing functional recovery support network, improved family relationships and implementation of relapse prevention strategies)
- No positive drug screens in the past 4-6 months
- Compliance with the LCCS case plan requirements (successful completion of AOD treatment; successful completion of other services – MH/DV – reunification plan to be executed; legal issues addressed; negative drug screens; living in sober housing; having maintained children in the home; financial stability/employment)
- Attend review hearings with Judge every 6-8 weeks as requested unless excused
- Participation in graduation ceremony
- Maintain employment or active involvement in GED/educational programming
- Secure and maintain stable housing
- Financially meeting the needs of the child(ren)
- In regards to mental health, participant will be able to recognize symptoms of increased stress, anxiety and depression, regularly use strategies/tools to reduce impact of stress without prompting, begin to use independent mental health plan and complete assignments without reminders and prompts
- Displayed responsibility for his/her behavior and a change in thinking, attitudes and beliefs.

Sup.R. Appx. I, Std. 3 (A).

The judge has discretion to determine when the participant will successfully complete the program.

The process for determining when a participant has successfully completed the program includes:

- How the participant is nominated for successful completion
- Treatment team review of compliant behavior and accomplishments
- Treatment team recommendation
- Judicial decision that participant successfully completed specialized docket
- Award of a certificate
- Graduation ceremony

Termination criteria

Cases may meet **unsuccessful termination criteria** for any reason at the discretion of the Court.

Sup.R., Appx. I, Std. 3(A). Other possible grounds may include:

- Failure to appear for hearing
- Failure to consistently maintain sobriety
- Failure to comply with treatment plan and make progress in treatment
- Refusal to acknowledge drug/alcohol dependency
- Failure to meet other Case Plan objectives (as outlined by the AoD treatment plan and/or the Lorain County Children Services case plan)

Participants may receive a **neutral discharge** from the Family Reunification Court for reasons that may be out of their control, at the discretion of the Court. Participants who had serious medical or mental health reasons for not being able to complete the program or who had an agreed change in their Lorain County Children Services filing status may be considered as neutral discharges from the program. **Sup.R., Appx. I, Std. 3(A).**

The specialized docket judge has discretion in determining termination from the specialized docket. **Sup.R., Appx. I, Std. 3(B)**

Substance Monitoring

Participants in the specialized docket are required to comply with substance use monitoring.

Sup.R., Appx. I, Std. 8.

The Family Drug Court monitors a participant's substance use by random, frequent, and observed alcohol-and drug-testing protocols. **Sup.R., Appx. I, Std. 8 (B).** Following a "random number generator" assignment for random screens, the participants are called by the Family Reunification Court Coordinator/Case manager and advised to be available for a drug screen [either via an instant urine drug screen (UDS) or by reporting to the Lorain County Forensics Lab)]. Participants may also be substance use tested via oral saliva swabs (as directed by the Lorain County Children Services caseworker). If drug testing is conducted by the treatment provider or sober living entity, those results will be provided to the FDC, in a timely manner, for review by the treatment team.

- Drug screens are random. The Coordinator/Case manager calls the participant randomly and advises them to be available to submit to a sample within 1-2 hours of being called. Clients are either tested "out in the field" or are advised to report to the Lorain County Forensics

Lab within a designated time frame (typically 10am-11am or 1pm-2pm). **Sup.R., Appx. I, Std. 8(B) and (C).**

- Drug test results are interpreted as follows: **Sup.R., Appx. I, Std. 8(D).**
 - No show = positive
 - Diluted sample (failing specific gravity and abnormal Creatinine levels) = positive
 - Zero levels = negative
 - Initial decrease of levels to zero = negative (when first entering FDC)

The LCADA clinician providing the initial clinical assessment will design an Individualized case plan which includes recommendations for alcohol- and drug-testing. The LCCS caseworker will then review that clinical assessment to determine what level of treatment is required and the level/frequency of drug testing. The Family Reunification Court will maintain a minimum of one time per week testing on all participants. All treatment team members are aware of the designated treatment and monitoring plans. **Sup.R., Appx. I, Std. 8(B).**

The Coordinator/Case manager utilizes a protocol for I.D. verification of all participants for purposes of urine collection. The collector then observes the sample being given (**Sup.R., Appx. I, Std. 8 Recommended Practice**) and has the participant sign a consent form for chain of custody with the urine sample. The testing cups and saliva swabs obtained from Redwood Laboratories (Alere Technologies) as well as the Lorain County Forensics Lab utilize protocols for testing, reliability and validity of the testing process and offers confirmation testing for un-confirmed positive tests that are provided. **Sup.R., Appx. I, Std. 8(A).**

Should a participant test positive at intake, they are advised that reduction in levels is expected. If levels have not consistent reduced, continuation in the program is at the discretion of the Judge. The team would consider any appropriate sanctions at that time. Should a participant relapse during the treatment process, the treatment team will review the participant's dedication to remaining sober and the LCCS case plan recommendations regarding relapse. Should LCCS change their position regarding reunification should a participant relapse, that will be discussed with the participant. **Sup.R., Appx. I, Std. 8(C).**

The treatment team is immediately notified by the collector (Coordinator/Case manager or designee), the Forensics Lab and/or the treatment facility should an individual test positive, fail to submit to testing, submit an adulterated sample or the sample of another individual, or make attempts to dilute the sample. All acts listed are considered positive tests and will be sanctioned immediately. **Sup.R., Appx. I, Std. 8(D).**

The Family Reunification Court instant drug screens, the Forensics Lab and/or the Redwood Laboratories testing includes the participant's primary substance of dependence, as well as a sufficient range of other common substances. **Sup.R., Appx. I, Std. 8(E).**

The Family Reunification Court maintains a computer database of all drug testing results, whether instant urinalysis, Forensics Lab or Redwood Laboratories confirmation results from urinalysis and/or oral saliva sample results. That database is secure and is only viewable by the Coordinator and the Juvenile Clerk who inputs the information. For all drug testing, the participant is responsible for traveling to the testing location during specific hours indicated. The participant is expected to arrive promptly for testing and provide a sample within the time allotted. **Sup.R., Appx. I, Std. 8.**

Should the participant contest the urine screen results, the participant may make a request in writing with the Court Coordinator/Case manager to have another sample tested and pay the laboratory cost for the test with the written request. While waiting for the laboratory test, sanctions are not issued. However, if the test returns as positive, then a more severe sanction may be issued for deception plus the use. If the test returns negative, then the court may allow the laboratory fee to be held for future laboratory tests. Lorain County Family D Reunification rug Court may utilize the confirmation laboratory services from Redwood Laboratories or testing services from the Lorain County Forensics Lab.

Professional Education

The Lorain County Family Reunification Court assures continuing interdisciplinary education of treatment team members to promote effective specialized docket planning, implementation, and operations. **Sup.R., Appx. I, Std. 11.** An interdisciplinary continuing education plan may include training on a variety of topics such as: Specialized docket processes, Best practices in substance abuse and mental-health services, Drug trends and alcohol and drug testing, the non-adversarial approach of the specialized docket model for counsel. **Sup.R., Appx. I, Std. 11; Recommended Practice (A).**

The Family Reunification Court also encourages treatment team members to obtain training on ongoing community resources. The Lorain County Educational Service Center- Cross Systems Training is offered twice a year and provides excellent resource information for Lorain County residents. **Sup.R., Appx. I, Std. 2; Recommended Practice.**

The Family Reunification Court makes every effort to plan for the transition of new treatment team members and provide sufficient training and program documentation for new treatment team members. **Sup.R., Appx. I, Std. 11; Recommended Practice (C).**

The Lorain County Family Reunification Court Coordinator/Case manager and other personnel will participate in the Ohio Specialized Dockets Practitioner Network by attending sub-network meetings, trainings, and the annual conference. **Sup.R., Appx. I, Std. 11; Recommended Practice (F).**

Effectiveness Evaluation

The Family Drug Reunification has stated goals and objectives, a system for collecting data and analyzing that data to determine whether or not program goals are being met. **Sup.R., Appx. I, Std. 12.**

The goal of the Lorain County Family Reunification Court is to expedite the reunification of children with their parents in abuse, neglect and dependency cases by eliminating their drug/alcohol use, or to expedite permanency in placement for children whose parents are unable or unwilling to maintain sobriety and comply with court orders. The goal is to have participants completing the program in 9-12 months with reunification expected within that time. **Sup.R. Appx. I, Std. 1 (C).**

The program objectives are:

- To provide and intensive program through the corroboration of Team members to address sobriety, housing, parenting, financial and children issues with regular oversight, case management, and court attention for cases in which compliance with case plan orders has been problematic.
- To ensure a comprehensive approach to assist parents in maintaining sobriety and addressing case plan issues and compliance with court orders.
- To provide regular contact with the court to effectuate case plan goals, provide intervention, enforce court orders and provide sanctions in a timely and effective manner.

The Family Reunification Court has a file maintenance protocol. This protocol outlines that the Family Reunification Court Coordinator/Case manager is responsible for maintaining a paper file, as well as a database (Microsoft Access) regarding the client's participation in the program. The paper files are stored in the Coordinator/Case manager's office at the Domestic Relations Court behind closed/locked door. The Coordinator/Case manager is the only person who has access to those particular files. Information is also tracked for the local Mental Health and Addiction Recovery Services Board (demographic information, information regarding drugs of choice, progression through treatment levels, progression through program phases, and completions and/or terminations). The docket engages in ongoing data collection in order to evaluate whether it is meeting its goals and objectives. ***Ongoing Data Collection – Sup.R., Appx. I, Std. 12(B).***

The Family Reunification Court is responsible for reporting data as required by the Ohio Supreme Court.

Supreme Court Reporting Data – Sup.R., Appx. I, Std. 12(A).

APPENDIX

1. Local Rule or Administrative Order **Sup.R., 36.20(A).**
2. Agreements or memoranda of understanding with relevant parties **Sup.R., Appx. I, Std. 1(A).**
3. Advisory committee contact roster **Sup.R., Appx. I, Std. 1(B).**
4. Participation agreement **Sup.R., Appx. I, Std. 1(C).**
5. Treatment team contact roster
6. Sample release of information form **Sup.R., Appx. I, Std. 4(B).**
7. Sample of weekly or bi-weekly progress report
8. Drug testing policy **Sup.R., Appx. I, Std. 8.**
9. All standard court orders and journal or judgment entries utilized in regard to the specialized docket
10. Advisory Committee Acknowledgement/Agreement