

GREENE COUNTY  
FAMILY DEPENDENCY TREATMENT COURT  
POLICIES & PROCEDURES MANUAL



**GREENE COUNTY FAMILY COURT, JUVENILE DIVISION**  
1111 N. ROBBERSON  
SPRINGFIELD, MISSOURI 65802  
417-868-4008

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## INTRODUCTION

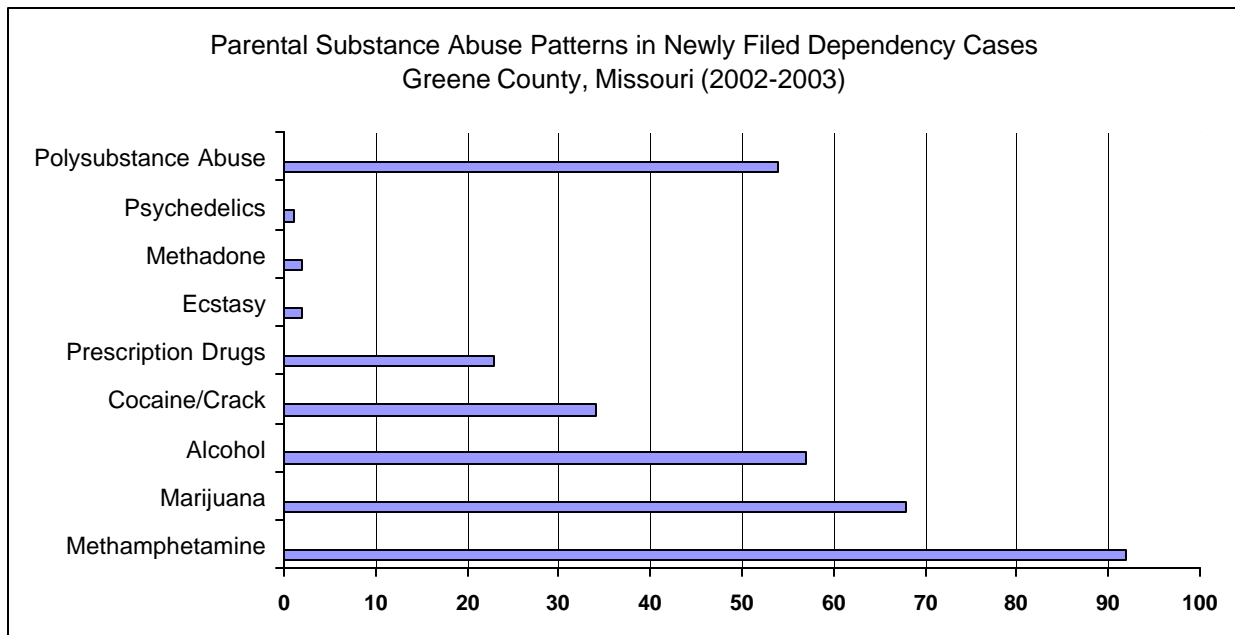
This manual outlines the policies and procedures of the Family Dependency Treatment Court (FDTTC) program. Planning FDTTC has been a dynamic process. Please note as the program develops, that policies and procedures are subject to change. Enhancements and changes to the program will be updated in this manual.

### Mission Statement

The mission of Greene County's Family Dependency Treatment Court is to serve the best interest of children by restoring the sobriety of their parents through intervention and treatment in a holistic, strength-based, community-supported justice system.

### Community Need

The 31st Judicial Circuit, comprised of Greene County, is located in southwest Missouri with a population of 240,391 in year 2000. In the first quarter of 2004, there were 792 children in the legal custody of the Children's Division. Greene County ranked 99 out of 115 counties for number of children in protective custody per 1,000 children (number one having the fewest children in custody). Among Greene County child protection filings in 2002-2003, 48% involved parental substance abuse, affecting 253 children. The chart below outlines the substances used by parents in those dependency cases.



For new drug-involved cases in 2003, there were 95 mothers (66%) and 49 fathers (34%) for a total 144 parents.

For substantiated child abuse investigations in Greene County, 51% are child neglect, 25% physical abuse, 23% sexual abuse, 7% emotional abuse, 4% medical neglect, and 2% educational neglect (the percentage total is greater than 100% because a case may be assigned up to six categories of abuse). The high number of neglect cases reflects parental drug abuse as it includes children with inadequate supervision, unsafe and unsanitary living environments, lack of food, and unstable lifestyles.

Drug Enforcement Agency (DEA) statistics for 2001 indicate Greene County ranked third statewide with 94 methamphetamine lab seizures. For the six months of available 2002 data, 70 labs had already been seized. Parental substance abuse has led to high out-of-home placement rates, increased termination of parental rights, and newborn crisis assessments. Children are endangered by their parents' drug-using lifestyles, with exposure to toxic methamphetamine labs, dangerous precursor chemicals, and the criminal element of manufacturing and selling drugs. Children are affected by prenatal drug exposure, lack of nurturing or consistency in early childhood, erratic school attendance, and frequent interruptions in early education.

### **Family Dependency Treatment Court Model**

Family drug court links child protective services, treatment agencies, and the court in efforts to coordinate the services needed to restore parents' sobriety and provide for the safety and well-being of their children. The family drug court monitors parents' progress in their dependency case, focusing on individualized substance abuse intervention. The Greene County FDTCT was designed using the principles set forth in the 10 Key Components of successful drug courts identified by the Office of Justice Programs:

- ☛ Drug courts integrate alcohol and other drug treatment services with justice system case processing.
- ☛ Using a nonadversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
- ☛ Eligible participants are identified early and promptly placed in the drug court program.
- ☛ Drug courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
- ☛ Abstinence is monitored by frequent alcohol and other drug testing.
- ☛ A coordinated strategy governs drug court responses to participants' compliance.
- ☛ Ongoing judicial interaction with each drug court participant is essential.

- ☛ Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
- ☛ Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
- ☛ Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances drug court program effectiveness.

By utilizing a family drug court team approach, FDTC hopes to implement a program with high accountability for participants and service providers alike, to overcome problems with fragmented case-planning and inconsistent communication among children's services, treatment providers, parents, and the court.

### **Program Development and Implementation**

In 2002, the Family Court, Juvenile Division formed a FDTC planning team in hopes to better meet the needs of substance-abusing families who present before the dependency court.

In its planning efforts, the multidisciplinary team participated in federal Drug Court Planning Initiative (DCPI) Training in 2002-2003, traveling to sites in Alabama, Ohio, and Nevada. Team members attended DCPI training, Bureau of Justice Assistance (BJA) Drug Court Evaluation Training, the National Drug Court Institute's Critical Issues for Missouri Drug Courts Training Program, and local drug-testing training. The team worked closely with Ann Wilson, Alcohol and Drug Abuse Coordinator with Missouri Office of State Courts Administrator, who provided invaluable assistance and guidance in the planning efforts. The Juvenile Court submitted a federal family drug court implementation grant proposal to BJA in February 2004 and a state request for funding to the Missouri Office of State Courts Administrator in March 2004. FDTC began accepting client referrals on July 19, 2004, with the first drug court admission hearing held August 5, 2004.

### **Program Goals**

Child safety and well-being are the primary goals of FDTC, with emphasis in the areas of permanency for children, parent sobriety, and reduced recidivism of child abuse and neglect. Specific program goals, with their performance measures, include:

*Goal #1:* Children whose parents successfully participate in FDTC will spend fewer days in out-of-home care than those whose parents with substance abuse issues who do not participate in FDTC. *Performance Measures:* Number of days children are in

out-of-home care, number of parents with substance abuse issues, and participation and success rates in FDTC.

*Goal #2:* In order to successfully graduate from FDTC, participants must be drug free for a minimum of four consecutive months while in Phase III of the program. *Performance Measures:* Number of and timeframe for consecutive clean drug tests for FDTC participants.

*Goal #3:* FDTC participants will not have new probable-cause allegations of child abuse or neglect during participation in and one-year-post completion of the FDTC program. *Performance Measures:* Number of and timeframe for probable-cause child abuse or neglect reports for current FDTC participants and one-year-post graduates.

### **Program Funding**

FDTC receives direct funding through a U.S. Department of Justice Family Drug Court Implementation Grant, the Greene County Family Court, Juvenile Division and the Missouri Office of State Courts Administrator, Drug Court Coordinating Commission. In-kind funding in the form of personnel is provided by the Greene County Family Court, Juvenile Division and the Greene County Children's Division.

## **STAFF, PLANNING TEAM, AND PARTNERING AGENCIES**

### **Family Dependency Treatment Court Staff**

The drug court team is led by the judge presiding over FDTC. Program staff includes a drug court coordinator, deputy juvenile officer, and the Juvenile Office's staff attorney. The Children's Division has designated four social service workers to provide services for FDTC cases. The FDTC team, who actively participates in court staffings and hearings, includes the aforementioned staff, along with substance abuse treatment providers, Court Appointed Special Advocates, parent attorneys, guardians ad litem, and other service providers involved in cases.

### **Family Dependency Treatment Court Planning Team**

The Juvenile Court is pleased to recognize the dedicated individuals who invested so much of their time and energies into the planning and implementation of the FDTC program.

**Sandra Baker**, Legal Services of Southern Missouri  
**Mark Beas**, CoxHealth Center for Addictions  
**Lisa Brown**, Greene County Family Court, Juvenile Division  
**Rhoda Clark**, Court Appointed Special Advocates  
**Sally Gibson-dela Motte**, Burrell Behavioral Health  
**Vanessa Johnston**, Greene County Children's Division  
**Bev Long**, Greene County Children's Division  
**Darrell Moore**, Greene County Prosecuting Attorney  
**Thomas Mountjoy**, Greene County Circuit Court Judge  
**Keith Noble**, Alternative Opportunities/Carol Jones Recovery Center  
**Marilyn Nolan**, Alternative Opportunities/Carol Jones Recovery Center  
**Bill Prince**, Greene County Family Court, Juvenile Division  
**Anne Schubert**, Greene County Family Court, Juvenile Division  
**Brad Shelton**, Greene County Family Court, Juvenile Division  
**Leslie Snyder**, Greene County Children's Division  
**Mickie Stark**, Greene County Family Court, Juvenile Division  
**Lisa Street**, Greene County Family Court, Juvenile Division  
**Linda Thomas**, Attorney at Law  
**Paul Thomlinson**, Burrell Behavioral Health  
**Margie Vance**, Greene County Family Court

### **Partnering Agencies**

The Juvenile Court recognizes its community partners who collaborated on this project: Burrell Behavioral Health, Carol Jones Recovery Center for Women, CoxHealth Center for Addictions, Greene County Children's Division, Greene County Prosecuting Attorney's Office, Court Appointed Special Advocates, and Legal Services of Southern Missouri.



## **ROLES AND RESPONSIBILITIES OF KEY DRUG COURT TEAM MEMBERS**

### **JUDGE**

One Circuit Court Judge presides over the Greene County Family Dependency Treatment Court (FDTC). The Judge attends all FDTC admission and pre-court staffings, enters court orders at FDTC hearings, and issues incentives and sanctions to clients during FDTC proceedings. The Judge supervises and reinforces clients' treatment through their interaction at frequent court appearances. The Judge also presides over hearings in the underlying dependency case.

### **DRUG COURT COORDINATOR**

The FDTC coordinator attends initial Status Conferences held in dependency cases with parents identified as potential clients, then conducts eligibility screenings with those identified parents. The coordinator schedules and facilitates FDTC admission and pre-court staffings, then attends and assists with FDTC hearings. For evaluation purposes, the coordinator maintains court files for FDTC clients, collects data from all service providers, and participates in analyzing collected data and preparing reports for submission to funding sources, the FDTC planning committee, and County Commission. The coordinator ensures that team members follow program policies and procedures, monitors service provider agreements and related contracts, and monitors the provision of services to all FDTC clients. The coordinator prepares the program's annual budget and pursues funding opportunities. The coordinator also plans and facilitates FDTC planning committee meetings and coordinates training for the drug court team.

### **CHILDREN'S DIVISION CASE MANAGER**

The Greene County Children's Division has designated case management staff to provide services for FDTC clients, and those case managers have an office located within the Greene County Juvenile Justice Center. The case manager facilitates family support team meetings and coordinates services in the underlying dependency case. The case manager attends all FDTC proceedings and submits reports on the parents' progress and compliance as well as the children's progress and well-being. The case manager participates in treatment planning and refers clients to appropriate service providers to address those needs. The case manager conducts home visits and monitors children's placements. Additionally, the case manager attends and submits written reports for all hearings in the underlying dependency case. The case manager also completes documentation requirements and data collection reports.

### **TREATMENT PROVIDER**

Upon acceptance into FDTC, clients will be referred to an accredited substance abuse treatment agency to undergo a full substance abuse assessment. Treatment providers will conduct those assessments and provide recommendations for appropriate levels of care for substance abuse treatment within the specific time lines established in the

contracts and working agreements between the court and treatment agency. At least one representative from each treatment agency will attend FDTC admission and pre-court staffings and hearings. Treatment providers will report and provide documentation on clients' progress in treatment and compliance with treatment plans, including treatment attendance and results of drug tests. Providers will issue recommendations in staffings and hearings regarding clients' treatment needs and will complete required data collection documents.

### **GUARDIAN AD LITEM**

The Court appoints a Guardian ad Litem (GAL) in every case involving an abused or neglected child which results in a judicial proceeding to appear for and represent the child. The GAL shall be fully informed of all aspects of the case and be provided with all reports relevant to the case. The GAL attends FDTC admission and pre-court staffings, FDTC hearings, and underlying dependency case hearings and family support team meetings.

### **COURT APPOINTED SPECIAL ADVOCATE**

A Court Appointed Special Advocate (CASA) is appointed to every case in FDTC. The CASA is a trained volunteer who provides the Court with relevant information regarding the children's well-being. The CASA submits a written report to the Court for hearings in the underlying dependency case. CASA case managers participate in FDTC staffings and hearings; volunteers attend as available.

### **DEPUTY JUVENILE OFFICER**

Deputy juvenile officers (DJO) conduct child abuse and neglect investigations with child protective services and law enforcement officials and file petitions taking protective custody of children who have been abused and neglected. When a DJO files a petition alleging parental substance abuse as an underlying cause of child abuse or neglect, the DJO provides referral information to the FDTC Coordinator. The DJO provides court case management services in the underlying dependency case and attends FDTC staffings and hearings.

### **JUVENILE OFFICE ATTORNEY**

The Greene County Juvenile Office staff attorney reviews all child abuse and neglect petitions filed by deputy juvenile officers and discusses referrals to FDTC. The attorney attends all FDTC staffings and hearings and represents the Juvenile Office in the underlying dependency case. For cases involving deferred criminal prosecution, the attorney is the FDTC contact person for the Greene County Prosecuting Attorney's Office.

## **PARENT ATTORNEY**

All parents who have children placed into protective custody are referred to Legal Services or a court-appointed attorney for legal representation, unless they waive the referral or retain private counsel. Parent attorneys represent their clients in both FDTC proceedings and the underlying dependency cases. Parent attorneys should encourage the parent to cooperate in treatment and support sanctions when warranted and necessary.

## **RESEARCHER/EVALUATOR/MANAGEMENT INFORMATION SPECIALIST**

FDTC has partnered with the Research and Quality Assurance Department of Burrell Behavioral Health to design the program's evaluation and information management systems.

## **SERVICES**

### **Substance Abuse Treatment Services**

The court's treatment philosophy views chemical dependency/addiction as a biopsychosocial illness that is primary, chronic, and progressive. Treatment interventions include individual, group, and family therapy. Specific treatment modalities are medical detoxification, motivational interviewing, family systems therapy, cognitive-behavioral therapy, rational emotive therapy, psychoeducational groups, 12-step orientation, recreation therapy, and case management.

FDTC has partnered with two CSTAR-certified, community-based treatment facilities, Carol Jones Recovery Center for Women and CoxHealth Center for Addictions, to provide substance abuse treatment services for parents in its program. These partnering treatment agencies will conduct parents' substance abuse assessments utilizing the Individualized Standardized Assessment Protocol (ISAP). The ISAP assesses medical, HIV/STD/TB risk, substance abuse and treatment history, employment, education, criminal history, family history, psychological, parenting, housing, life skills, community support, and transportation. Treatment providers diagnose substance abuse and dependence by conducting a clinical interview and administering the ISAP, which yield a quantifiable Addiction Severity Index (ASI) level and a multi-axial DSM-IV classification. They determine level-of-care placements by assessing the client's need for treatment intensity and structure, utilizing the CSTAR Service Model Chart that outlines admission criteria based on ASI and DSM-IV Global Assessment of Functioning (GAF) scores. Treatment providers will schedule assessments within one week of receiving the FDTC referral. The assessment interview lasts an average of three hours.

Individualized treatment plans are initiated for each client and family immediately upon admission to treatment. Counselors assist clients and families in identifying and prioritizing their strengths, needs, and treatment goals while incorporating those goals mandated by the court. Clients' plans continue to develop throughout treatment to reflect their changing needs as they progress in recovery. Of particular concern to FDTC treatment providers are family dynamics and parent-child interaction. To that end, the treatment facilities provide family therapy and family programs that include parenting issues in recovery. Regular family therapy sessions are expected to help achieve family reunification. Treatment and Children's Division plans are coordinated during collaboration in FDTC staffings and ongoing contact.

Treatment providers also work with families to develop aftercare plans. Clients are expected to play active roles in establishing these plans, as they identify the agencies and types of services they will utilize. Extended families, too, are expected to participate in identifying how they will support their loved ones' sobriety, respond to signs of relapse, and take measures to ensure child safety. Clients present their relapse prevention plans to the FDTC Judge. Treatment providers offer formal aftercare services as part of their programs, including case management, counseling, and group support/education.

Treatment case managers specialize in assisting clients develop supports to maintain their sobriety and become involved in productive activity.

### **Child Protective Services**

The Greene County Children's Division provides child protective services for FDTC cases and has designated four case manager positions specifically assigned these cases. Children's Division first screens parents for drug abuse during the hotline investigation, when the investigator conducts a family risk assessment that evaluates for parenting substance abuse issues.

Once children enter alternative care, the case manager provides assessment and case management services. The case manager assesses child and family functioning, evaluating child safety, parenting skills, physical and mental health, maltreatment history, domestic violence, child and family strengths, and collateral information from other sources or agencies. The case manager conducts a psychosocial history and constructs a family genogram and ecomap to identify patterns of family behavior, existing resources, and needs.

Case management involves engaging the client; conducting a psychosocial assessment; developing a treatment plan; accessing resources; coordinating service delivery; monitoring to determine effectiveness of services; and evaluating changing needs of the client. The case manager assesses children's needs, family functioning, and parents' ability to provide safe and healthy environments for their children. The case manager supervises children in out-of-home placements.

Children's Division also works with families to develop aftercare plans. The case manager monitors reunification and coordinates referrals for continued support. Children's Division typically continues supervision of dependency cases a minimum of three months after children return home.

## **STAFFINGS AND HEARINGS**

FDTC will hold staffings before all scheduled hearings to review families' progress. Representatives from Children's Division and treatment facilities are expected at all staffings. In addition, staffings include the Judge, guardians ad litem, deputy juvenile officers, Juvenile Office staff attorney, CASA, parent attorneys, and the drug court coordinator.

Children's Division and treatment providers submit brief, written status reports to the team at each staffing (in FDTC format for research/evaluation purposes). Status reports include, at a minimum, updated information about substance abuse treatment activities, program attendance, drug test results, visitation and interaction with children, children's functioning, recommendations, and participation in any collateral services (e.g., parenting classes, mental health treatment, family counseling, etc). Specific information exchange requirements and case management expectations for FDTC are outlined in the Memoranda of Understanding executed between FDTC and its partnering agencies.

Initially, drug court hearings are held weekly to utilize the crisis period of children's removal from the home as impetus for behavior change in parents. The entire FDTC team attends hearings to illustrate a united approach in interventions with the family. Interaction is chiefly between the Judge and parents in FDTC hearings, but the other parties may participate as well.

There is continuity between the drug court and dependency proceedings, as both are heard before the same Judge. Optimally, cases will be closed when parents successfully complete FDTC and achieve reunification with their children. This involves drug court compliance and successful achievement of dependency-case requirements. Voluntary termination of parental rights, legal guardianships, and independent living arrangements will also be considered successful drug court outcomes. Parent expulsion from FTDC will affect the underlying dependency case inasmuch as it represents parents not achieving sobriety and stability in order to safely parent their children.

FDTC has a post-adjudication structure that dependency cases are filed regardless of whether parents participate or successfully complete the program. If parents are arrested for non-violent offenses during the incidents necessitating removal of their children, the Greene County Prosecuting Attorney's Office has indicated it will consider deferred prosecution of those charges until their successful completion of FDTC.

## ELIGIBILITY

Parents are eligible for family drug court when a child protection case is filed with parental substance abuse as an underlying cause for removal. There are no eligibility criteria based on children's characteristics. Potential client information is presented to the drug court team at admission staffings, and the team approves admissions. There are some criteria that make parents ineligible as participants. Exclusion criteria include violence history, which affects the likelihood of family reunification being the case goal and the program's eligibility for funding, and psychiatric and intellectual functioning, which affect a client's ability to participate in insight counseling. Case eligibility and ineligibility criteria are outlined.

### Case Eligible:

- Dependency petition filed in Juvenile Court with underlying issue of parental substance abuse.
- Parent is a resident of Greene County (exceptions approved by team).
- A prior termination of parental rights proceeding/order does not necessarily preclude involvement in FDTC (with approval by team).
- The Greene County Prosecuting Attorney's Office has determined that if a parent is eligible for both adult drug court and FDTC, the client is referred to FDTC.

### Case Ineligible:

- Reason for removal is serious physical abuse by potential participant.
- Reason for removal is sexual abuse by potential participant.
- Team will review cases with a *history* of serious physical and/or sexual abuse.
- Long-term noncompliance with mental health treatment.
- Recent psychotic episode (the case may be re-referred when the parent's mental status has stabilized).
- Parents with serious violent criminal history.\*
- Drug distributor as source of income.
- Parental intellectual functioning that leaves them ineligible for alcohol and drug treatment.

\*Per federal guidelines, a "violent offender" is defined as a person who either:

1. Is charged with or convicted of an offense during the course of which:
  - a. The person carried, possessed, or used a firearm or another dangerous weapon.
  - b. There occurred the use of force against the person of another.
  - c. There occurred the death of, or serious bodily injury to, any person, without regard to whether any of the circumstances described above is an element of the offense or conduct of which or for which the person is charged or convicted.
2. Has one or more prior convictions of a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm.

## ADMISSION PROCESS

HOTLINE



Juvenile Office/Children's Division/Law Enforcement  
Co-Investigation



DJO files dependency petition with parental substance  
abuse as underlying cause of child abuse/neglect.



DJO completes FDTC referral (referral form with copy of  
petition) and forwards to FDTC Coordinator.



Case is assigned to Children's Division Alternative Care  
Case Manager. (If the case is later accepted for FDTC  
participation, the case will be transferred to the  
FDTC case manager).



Status Conference held before the Court within three  
business days of removal. At the Status Conference,  
the Judge refers potential clients to the FDTC  
Coordinator for an onsite screening. The Children's  
Division 72-hour meeting is also held this date.



FDTC Coordinator completes screening interview and  
presents client information at the FDTC admission  
staffing. Client is accepted into FDTC. Coordinator  
refers client for full alcohol and drug assessment.



Client appears at the next FDTC hearing date to sign  
contract for participation. Case is transferred to FDTC  
Case Manager. Court appoints a CASA at that hearing.



## **SCREENING AND ASSESSMENT**

### **Definitions**

*Screening:* Determines eligibility and appropriateness for participation in FDTC, completed by drug court staff.

*Assessment:* Identifies specific types of services and intensity of substance abuse treatment needed, completed by treatment staff.

### **FDTC Screening**

DJOs complete FDTC Case Referral forms, with copies of the underlying dependency petitions attached. The FDTC coordinator conducts screening interviews with potential program participants. This judicial screening assesses for program eligibility requirements (related to type and severity of offense, criminal and abuse/neglect history, etc.) and includes a criminal background check.

There are policies for no-shows and cancellations of FDTC screening appointments. Clients who arrive 15 minutes late for their screening appointments are considered no-shows and must schedule another appointment. Clients are not allowed to schedule further appointments after two missed or rescheduled appointments. Screening appointments must be scheduled prior to the clients' Jurisdictional/Dispositional Hearings (in the underlying dependency case) or the case is ineligible for drug court. Clients referred to FDTC will be provided with an appointment information sheet that details these policies, along with their screening appointment date and time.

### **FDTC Orientation**

During the judicial screening, the coordinator reviews the FDTC program with potential participants. During the interview, they discuss key aspects of the FDTC program, including duration, treatment services, drug testing, and consequences of nonparticipation/unsuccessful termination. The coordinator provides written descriptions of services and requirements of FDTC. Parents also consult with their attorneys about FDTC participation. Parents sign Releases of Information consenting for the admission staffing and participation in any research and/or program evaluations.

### **Team Admission Staffing**

New potential client information is presented at FDTC staffings, at which the team determines if the parent is accepted into the program. Details of the admission staffing are documented on the FDTC Admission Staffing form. Data for all referrals are recorded for evaluation purposes.

## **Program Admission**

After parents consent to participation and the team approves admission, parents present at an FDTC hearing to sign their Consent to Participate with the Judge. The coordinator refers participants for complete alcohol and drug assessments with partnering treatment facilities.

## **Clinical Assessment**

Clients undergo the Individualized Substance Abuse Protocol (ISAP), which is scheduled within one week of the FDTC referral. Treatment representatives present assessment results at the next FDTC staffing.

## PHASE DESCRIPTIONS

The FDTC program is divided into three treatment phases. FDTC will closely supervise parents as they undergo alcohol and drug treatment and work to reunify with their children. The team reviews criteria outlined in the court's phase structure to determine increases or decreases in hearing frequency. General criteria include clients' sobriety, progress in treatment and their dependency case, healthy interaction with their children, providing a safe environment for their children, compliance with court orders, payment of court fees, and team recommendation. Specific expectations for each treatment phase are outlined.

Phase I		
Goals	Expectations	Advancement Requirements
<ul style="list-style-type: none"> <li>▪ Substance abuse assessment</li> <li>▪ Participation in community-based treatment</li> <li>▪ Detoxification and abstinence</li> <li>▪ Inpatient services: no positive drug test results</li> <li>▪ Outpatient services: no more than two positive drug test results</li> <li>▪ Psychological assessment</li> <li>▪ Assessment and referrals for additional services</li> <li>▪ Assessment of children's needs</li> <li>▪ Develop dependency-case treatment plan</li> <li>▪ Pay all FDTC fees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment (individual and group)</li> <li>▪ Appear in court weekly</li> <li>▪ Drug testing twice weekly</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Visit and support your children while they are in out-of-home care</li> <li>▪ Work toward dependency-case treatment plan</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend all Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> </ul>	<ul style="list-style-type: none"> <li>▪ 30 days sobriety</li> <li>▪ Regular court appearances</li> <li>▪ Regular visitation with children</li> <li>▪ Inpatient: no positive drug test results</li> <li>▪ Outpatient: no more than two positive drug test results</li> <li>▪ Progress with dependency-case treatment plan</li> <li>▪ Compliance with any sanctions</li> <li>▪ Program fees are paid</li> <li>▪ Team recommendation</li> </ul>

<b>Phase II</b>		
<b>Goals</b>	<b>Expectations</b>	<b>Advancement Requirements</b>
<ul style="list-style-type: none"> <li>▪ Continued abstinence</li> <li>▪ Develop recovery tools</li> <li>▪ Begin other services as determined by assessments (e.g., domestic violence counseling, etc.)</li> <li>▪ Develop educational and vocational goals</li> <li>▪ Develop parenting skills</li> <li>▪ Improve interaction with children</li> <li>▪ No more than two positive drug test results</li> <li>▪ Seek stable housing</li> <li>▪ Obtain a sponsor and verify weekly contact</li> <li>▪ Pay all FDTC fees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment (individual and group)</li> <li>▪ Appear in court biweekly</li> <li>▪ Drug testing twice weekly</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Visit and support your children while they are in out-of-home care</li> <li>▪ Keep your children safe and free from abuse and neglect</li> <li>▪ Work toward dependency-case treatment plan</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> </ul>	<ul style="list-style-type: none"> <li>▪ Regular court appearances</li> <li>▪ Regular visitation with children</li> <li>▪ Progress with treatment and dependency-case goals</li> <li>▪ No more than two positive drug test results</li> <li>▪ Compliance with any sanctions</li> <li>▪ Program fees are paid</li> <li>▪ Team recommendation</li> </ul>

<b>Phase III</b>	
<b>Goals</b>	<b>Expectations</b>
<ul style="list-style-type: none"> <li>▪ Continued abstinence</li> <li>▪ Practicing recovery tools</li> <li>▪ Develop a relapse prevention plan with your counselor and present it to the Judge</li> <li>▪ Educational or vocational training or employment</li> <li>▪ Stable parenting skills</li> <li>▪ Stable housing</li> <li>▪ Healthy interaction with children</li> <li>▪ Develop aftercare plan</li> <li>▪ No more than one positive drug test result</li> <li>▪ Reunification with children</li> <li>▪ Pay all program fees</li> <li>▪ Program graduation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment/aftercare</li> <li>▪ Appear in court monthly</li> <li>▪ Random drug testing</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Reunify with children</li> <li>▪ Keep your children safe and free from abuse and neglect</li> <li>▪ Participate in educational or vocational training or maintain employment</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend all Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> <li>▪ Pay program fees</li> </ul>

### **Graduation Requirements**

- Successful completion of treatment and dependency-case goals
- Successful discharge from a substance abuse treatment program
- Documented participation in an aftercare program
- Attain stable housing
- Resolve restitution (e.g., program fees, community service)
- Resolve any outstanding warrants
- Establish support system and relapse prevention plans
- Reunification with children or appropriate permanency plan
- No positive drug test results in the last four months
- Team recommendation

### **Program Follow-up Expectations**

- Continued abstinence and recovery
- Keep children safe and free from abuse and neglect
- Participate in FDTC follow-up contacts and surveys

### **Program Termination Criteria**

- A new criminal charge of serious violent activity
- New allegations of serious physical abuse or sexual abuse of a child
- Parent opts out of program participation
- Participant's continued failure to embrace an attitude of recovery and personal growth and continued, willful noncompliance with program expectations

## RESPONSES TO BEHAVIOR

To ensure participants' accountability and the safety and well-being of their children, the Court utilizes motivational strategies for positive behavior change (also known as sanctions and incentives policies). FDTC monitors participants' progress to enforce program expectations and reward positive, healthy behaviors, while considering the best interests of participants, their children, and families. Behaviors have consequences; strategies are implemented fairly and immediately.

The table below outlines the schedule of responses to behaviors utilized by the Greene County FDTC.

<b>RESPONSES TO BEHAVIOR</b>	
<b>ACHIEVEMENTS</b>	<b>REWARDS</b>
<ul style="list-style-type: none"> <li>▪ Attending court appearances</li> <li>▪ Negative drug test results</li> <li>▪ Attendance and participation in treatment</li> <li>▪ Attendance and participation in support meetings</li> <li>▪ Visiting and supporting children in out-of-home placement</li> <li>▪ Compliance with dependency-case plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Recognition by the Judge</li> <li>▪ Courtroom recognition</li> <li>▪ Certificates of achievement</li> <li>▪ Decreased court appearances</li> <li>▪ Decreased drug testing</li> <li>▪ Credit toward FDTC fees</li> <li>▪ Phase advancement</li> <li>▪ Increased visitation with children</li> <li>▪ Unsupervised visitation with children</li> <li>▪ Reunification with children</li> <li>▪ Program graduation</li> </ul>
<b>CHOICES</b>	<b>CONSEQUENCES</b>
<ul style="list-style-type: none"> <li>▪ Missed court appearances</li> <li>▪ Missed appointment with case manager</li> <li>▪ Missed support meetings</li> <li>▪ Violation of court order</li> <li>▪ Positive drug test</li> <li>▪ Missed drug test (considered a positive drug test)</li> <li>▪ Tampered drug test or forged case documentation</li> <li>▪ Missed treatment</li> <li>▪ Inappropriate behavior at treatment facility</li> <li>▪ Termination from treatment for noncompliance</li> <li>▪ Failure to visit or support children in out-of-home placement</li> <li>▪ Unauthorized visitation with children</li> <li>▪ New, probable cause child abuse/neglect report</li> <li>▪ New arrest</li> <li>▪ Failure to perform sanctions</li> <li>▪ Noncompliance with dependency-case plan</li> <li>▪ Dishonesty</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reprimand from the Judge</li> <li>▪ Increased court appearances</li> <li>▪ Increased drug testing</li> <li>▪ Phase demotion</li> <li>▪ Community service hours</li> <li>▪ Essay presented to Judge</li> <li>▪ Jail</li> <li>▪ Termination from the program</li> <li>▪ Recommendation for Termination of Parental Rights</li> </ul>

At each court hearing, participants are subject to consequences based on their performance and program compliance for the reporting period. When participants consistently cooperate in FDTC, they may expect the Judge to recognize them with rewards. When they fail to comply with FDTC requirements, the Judge may order sanctions.

The more severe noncompliant behaviors receive the more severe responses. When ordering consequences, the Judge considers the number of previous consequences, the participant's current phase level, and the interests of the participant's child(ren). Both compliant and noncompliant behaviors will be addressed, with rewards and sanctions ordered to reinforce the consequences of participants' choices and behaviors.

After attempts to engage the participant have been made, continued noncompliance with program expectations and continued failure to embrace an attitude of recovery and personal growth may result in consideration for termination from the program.

The FDTC Judge has the power to make orders that:

- Return parents' children to their physical and legal custody,
- Require parents' participation in treatment, which can include inpatient and/or outpatient programs,
- Increase or restrict parents' contact with their children,
- Return parents' children to out-of-home placement, or
- Place parents in jail.

### **GUIDELINES FOR PROGRAM INCENTIVES**

FDTC grants incentives to recognize clients for their efforts in recovery and improved parenting and to reinforce their positive behaviors. Incentives are granted on an as-earned basis, and there are certain behaviors that are routinely recognized in the following manner.

Program certificates are granted to clients for achieving sobriety time in the following day-intervals: 30, 60, 90, 180, 1 year. For advancement to program Phase II, parents receive a certificate of achievement, a surprise appearance by their children at court, a family photo taken at court, and a special parent-child visit after court. For advancement to program Phase III, parents receive a certificate of achievement, a disposable camera with film development paid by FDTC, and a gift certificate for family entertainment (e.g., a family restaurant, toy store, bowling, or movie passes).

FDTC also recognizes family holidays of Christmas, Mother's Day, and Father's Day with parent incentives, as a strengths-based approach intended to reinforce the importance of parental roles while clients' children are in alternative-care placements.

## **DRUG-TESTING PROTOCOL**

Clients undergo random drug testing throughout their participation in FDTC. In Phases I and II, they undergo random tests, at minimum, two times per week. Additional drug tests are administered when use is suspected; drug-specific testing will also be used. Methods of analysis include alcohol breath tests and urinalysis dip-tests based on immunoassay technology, with GC/MS confirmation of non-negative screens. Based on recent drug-testing research, the court will not assess concentration changes, but will interpret the results as qualitative information only.

Drug tests are conducted randomly through an automated, call-in system. Clients must telephone the system daily and submit to drug tests at their treatment facility that day if their assigned symbol is indicated by the system. For these tests, treatment providers will administer urine drug tests and alcohol breath tests at their facilities. The program requires witnessed, direct-observation collections. To assess tampering or the use of adulterants, staff will test to measure urine pH, creatinine level, specific gravity, and the presence of common chemical adulterants. Additional urine drug testing and/or alcohol breath testing are administered at the court.

Participants are given guidelines for appropriate use of prescription and over-the-counter medications. Treatment plans ordered in dependency cases require parents to maintain safe, substance-free environments for their children, which allows the court to also request drug tests of those individuals within the household to assess compliance.

## **PROGRAM FEES**

FDTC participants are assessed \$5.00 weekly fees for the duration of their participation for costs associated with drug testing, treatment services, and program administration. The weekly fees are applied beginning the first full business week of participation, effective after their enrollment in FDTC. For participants with special financial circumstances, volunteer service may be credited toward fees, with prior approval from the Judge. Credits toward fees may also be used to reward participants' positive behaviors. FDTC views payment of fees as symbolic of participants' investment in their recovery. When clients assume financial responsibility for their treatment, they enjoy greater benefits.



## **CONFIDENTIALITY**

Any information regarding FDTC participants is bound by Part 2 of Title 42 of the Code of Federal Regulations, which governs the confidentiality of substance abuse patient records, and by Section 211.321 RSMo, which governs the confidentiality of juvenile court records.

### **FDTC Records**

FDTC files are established separately from their underlying dependency cases. The FDTC coordinator will maintain the program's court files, which are stored in a locked filing cabinet to be accessed by drug court team members only. FDTC files will contain the signed Release of Information, Acknowledgment of FDTC Procedures, Agreement to Participate in FDTC, Order to Participate in FDTC, Children's Division and treatment provider status reports, documentation of rewards and sanctions issued, staffing notes, drug testing results, and court orders.

### **Staffings and Hearings**

Confidentiality requirements apply to client staffings and hearings. At each staffing, team members are required to sign attendance logs, which also detail their agreement to maintain confidentiality requirements. Visitors and guests (e.g., interns, governing and funding agents, or planning committee members) at FDTC staffings and hearings are required to sign a confidentiality agreement before observing any FDTC proceeding.

### **FDTC's Access to Records**

Section 478.005.3 RSMo: "Notwithstanding any other provisions of law to the contrary, drug court staff shall be provided with access to all records of any state or local government agency relevant to the treatment of any program participant. Upon general request, employees of all such agencies shall fully inform a drug court staff of all matter relevant to the treatment of the participant. All such records and reports and the contents thereof shall be treated as closed records and shall not be disclosed to any person outside of the drug court, and shall be maintained by the court in a confidential file not available to the public."

## **PROGRAM EVALUATION**

### **Monitoring**

The court will conduct monitoring, process, and outcomes evaluations. Since the court is being newly implemented, self-monitoring processes are planned for the first six months of implementation with data presented to the team at its regularly scheduled monthly meetings. After the first six months, the planning team will meet quarterly to continue self-monitoring efforts. In the early phases of implementation, the team will review data about the number of referrals and enrollees, participant demographics, services provided, recidivism, and child welfare.

### **Process Evaluation**

The court will conduct annual process evaluations to analyze its procedures for screening, assessment, and case processing; program length; drug testing; treatment and ancillary services; sanctions and incentives; judicial supervision; graduation, termination, and retention rates; drug court team/program coordination and implementation; and program impact on children/family, criminal, and substance-abusing behaviors. An in-depth analysis of this data will be used to ensure high-quality program management by assessing the court's effectiveness in meeting operational and administrative goals.

### **Outcomes Evaluation**

As funding sources require, the court will conduct an independent outcomes evaluation of the program. FDTTC has partnered with the Research and Quality Assurance Department of Burrell Behavioral Health to conduct an independent outcomes evaluation. Burrell staff participate on the court's planning team, have attended drug court training, and provide expertise on evaluation techniques and incorporating those systems into the court's planning. Evaluators will follow-up on participants' longitudinal child protective services and criminal justice data. They will conduct surveys of family satisfaction/report of experiences and other post-program outcomes at graduation and again at one-year post graduation. An outcomes evaluation allows the court to assess accomplishments of the families, whether it has met program goals, what services are most effective, and projected cost/savings of the program. Based on findings and recommendations of the monitoring efforts and process and outcomes evaluations, the court will make appropriate changes for improvements in its services.

# APPENDICES

## Family Dependency Treatment Court Case Referral

(Completed for all abuse/neglect petitions with underlying parental substance abuse; one form per parent)

Parent: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Child(ren) in Petition(s): \_\_\_\_\_

Case No(s): \_\_\_\_\_

PC Date: \_\_\_\_\_ Status Conference Date: \_\_\_\_\_

**Please check the box if applicable to this case and provide narrative information.**

Prior CAN history/TPR (include case name and case #): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent participating in Greene County Adult Drug Court.

Removal based on serious physical abuse by parent identified in this referral.

Removal based on sexual abuse by parent identified in this referral.

Mental health history (recent psychotic episodes and medication compliance):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Criminal history of identified parent (include arrests related to substance abuse):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Identified parent is a drug distributor as a regular source of income.

Identified parent has been appointed a GAL. If yes, please state reason: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Any additional case information: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

(Attach copy of dependency petition/affidavit; forward referral to FDTC Coordinator).

## Family Dependency Treatment Court Admission Staffing

Parent: \_\_\_\_\_

Staffing Date: \_\_\_\_\_ Screening Date: \_\_\_\_\_  Releases

### Eligibility:

- Abuse/neglect petition with allegations of parental substance abuse.
- Greene County resident or team grants exception for participation.
- Prior CAN history reviewed; team grants exception for participation (if applicable).

### Ineligibility:

- Removal based on serious physical abuse by potential participant.
- Removal based on sexual abuse by potential participant.
- Long-term noncompliance with mental health treatment.
- Recent psychotic episode that has not yet been stabilized. (Client may be re-referred for FDTC participation after mental health status has stabilized).
- Criminal history that includes being charged with or convicted of an offense during which the person carried, possessed, or used a firearm or other dangerous weapon; using force against another person; death or serious bodily injury occurred to any person without regard to whether any of the circumstances of the first two phrases is an element of the offense or conduct of which or for which the person is charged or convicted; one or more prior convictions of a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm.
- Drug distributor as regular source of income.
- Intellectual functioning leaves potential participant ineligible for treatment.

Staffing Notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Client Declines Referral
- Case Declined
- Case Accepted

Assessment Referral to: \_\_\_\_\_

Assessment Due \_\_\_\_\_ per FDTC agreement.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

**GREENE COUNTY FAMILY DEPENDENCY TREATMENT COURT  
CHILDREN'S DIVISION STATUS REPORT**

<b>Hearing Date:</b>		<b>CD:</b>	
<b>Client Name:</b>		<b>TX:</b>	
<b>Living Situation:</b>			
<b>FDTIC STATUS</b>			
<b>FDTIC Admission Date:</b>			
<b>Phase:</b>		<b>Phase Admission Date:</b>	
<b>Substances:</b>			
<b>Status of Conditions (imposed at previous court date):</b>			
<b>Goals Achieved (since previous court date):</b>			
<b>Contacts &amp; Home Visits CD:</b>			
<b>CHILD INFORMATION</b>			
<b>Name(s) and Ages(s):</b>			
<b>Placement Information:</b>			
<b>Reason for Removal:</b>			
<b>Parent-Child Interaction (frequency, quality, level of supervision):</b>			
<b>Physical/Emotional/Mental Health:</b>			
<b>New Hotline (date/allegation/result):</b>			
<b>Permissive Placement Date:</b>			
<b>COLLATERAL SERVICES</b>			
<b>Psychological Evaluation Date:</b>			
<b>Other Referrals and Progress:</b>			
<b>CASE MANAGER'S COMMENTS/RECOMMENDATIONS:</b>			

**GREENE COUNTY FAMILY DEPENDENCY TREATMENT COURT  
TREATMENT PROVIDER'S STATUS REPORT**

<b>Hearing Date:</b>		<b>TX:</b>	
<b>Client Name:</b>		<b>CD:</b>	
<b>FDTTC STATUS</b>			
<b>FDTTC Admission Date:</b>			
<b>Phase:</b>		<b>Phase Admission Date:</b>	
<b>Substances:</b>			
<b>Status of Conditions (imposed at previous court date):</b>			
<b>Goals Achieved (since previous court date):</b>			
<b>DRUG TEST DATE:</b>	<b>DRUG TEST RESULTS:</b>		
<b>CLINICAL INFORMATION</b>			
<b>Level of Treatment (and frequency):</b>		<b>Attendance:</b>	
<b>Support Meeting Requirements:</b>		<b>Attendance:</b>	
<b>Progress:</b>			
<b>Family Therapy/Parent-Child Interaction (frequency, quality, level of supervision):</b>			
<b>Sobriety Time:</b>			
<b>COUNSELOR'S COMMENTS/RECOMMENDATIONS:</b>			

**Greene County Family Dependency Treatment Court  
STAFFING ATTENDANCE & CONFIDENTIALITY AGREEMENT**

I understand that any information regarding FDTC participants is bound by Part 2 of Title 42 of the Code of Federal Regulations, which governs the confidentiality of substance abuse patient records, and by Section 211.321 RSMo, which governs the confidentiality of juvenile court records. I further understand that anything I may hear or read in FDTC staffings and/or in FDTC participants' records may not be discussed with or disclosed to any individual who is not a member of the FDTC team.

Staffing Date: \_\_\_\_\_

	Name	Title	Agency
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____
16.	_____	_____	_____
17.	_____	_____	_____
18.	_____	_____	_____
19.	_____	_____	_____
20.	_____	_____	_____



**Greene County Family Dependency Court**

**ACKNOWLEDGMENT OF CONFIDENTIALITY FOR ALL INFORMATION  
REGARDING FDTC CLIENTS & PROCEEDINGS**

I understand any information regarding FDTC clients is bound by Part 2 of Title 42 of the Code of Federal Regulations, which governs the confidentiality of substance abuse patient records, and by Section 211.321 RSMo, which governs the confidentiality of juvenile court records.

I further understand that anything I may hear or read in the FDTC staffings, hearings, and/or in the FDTC clients' records may not be discussed with or disclosed to any individual who is not a member of the FDTC team.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Agency/Affiliation

\_\_\_\_\_  
Date

**Greene County Family Dependency Treatment Court**

**ADMISSION NOTIFICATION LETTER**

*DATE*

RE: *NAME OF CLIENT*  
Family Dependency Treatment Court (FDTC)

Dear Team Member:

This letter is to inform you that \_\_\_\_\_ was admitted to Family Dependency Treatment Court (FDTC) on \_\_\_\_\_.

This client attends **Monday/Thursday** FDTC sessions at 3 PM. If you have any questions, please contact me at 829-6107.

Sincerely,

Coordinator, Family Dependency Treatment Court

cc: Parent's Attorney  
GAL  
CD  
CD Legal Services  
DJO  
CASA

**Greene County Family Dependency Treatment Court**

**CLIENT DENIAL LETTER**

*DATE*

*NAME*

*ADDRESS*

*ADDRESS*

RE: Family Dependency Treatment Court (FDTC)

Dear *NAME*:

This letter is to notify you that you were not selected for participation in Family Dependency Treatment Court (FDTC) at this time. Please contact your Children's Division social service worker, \_\_\_\_\_, immediately so that coordination and provision of services can be made for you and your family.

If you have any questions about this matter, please contact me at 829-6107.

Sincerely,

Coordinator, Family Dependency Treatment Court

cc: Parent's Attorney  
GAL  
CD  
CD Legal Services  
DJO  
CASA

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )

\_\_\_\_\_ )

DOB: \_\_\_\_\_ )

CASE NO. \_\_\_\_\_

A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

**GREENE COUNTY FAMILY DEPENDENCY TREATMENT COURT  
RELEASE OF INFORMATION**

I, \_\_\_\_\_, understand that information regarding my eligibility for and participation in the Family Dependency Treatment Court (FDTC) may be shared among any or all of the following:

a. The FDTC team which includes the FDTC Judge, the FDTC coordinator, the deputy juvenile officer, the attorney for the Greene County Family Court, Juvenile Division, the Guardian ad Litem, representatives from the Children's Division, parent attorneys, treatment, Court Appointed Special Advocates (CASA), Missouri Career Center, Springfield Police Department, Prosecuting Attorney's Office, Probation and Parole;

b. Employees of the Missouri Department of Social Services, Children's Division;

c. Greene County CRISP court teams;

d. Other FDTC clients, participants, and attendees; and

e. Researchers, both individual and institutional.

I, \_\_\_\_\_, hereby consent to the above communication. I understand the purpose of, and need for, this disclosure is to inform the Court and all other named groups and parties of my eligibility and/or acceptability for substance abuse treatment services and my treatment attendance, prognosis, compliance and progress in accordance with the drug court monitoring criteria.

I understand that this consent will remain in effect from \_\_\_\_\_ until revoked by me.

I also understand:

Any disclosure made is bound by the Code of Federal Regulations, 42 C.F.R. 2.11, 2.12, Section 290dd-2 governing confidentiality of alcohol and drug abuse patient records. Recipients of this information may re-disclose it only in connection with their official duties.

As stated in Code of Federal Regulations 42 C.F.R. 2.31, 2.35. as a participant in FDTC, I understand I have the right to revoke this release of information at any time. I further understand that revocation of my consent will result in immediate termination from the program.

The confidentiality of alcohol and drug abuse client records maintained by the treatment provider is protected by federal law and regulations. Generally the treatment provider may not say to any person outside the program that a client attends the program or disclose any information identifying the client as an alcohol or drug abuser unless:

- a. The client consents in writing;
- b. The disclosure is allowed by a court order;
- c. The disclosure is made to medical personnel for research, audit or program evaluation;
- d. In the case of a medical emergency;
- e. If a client commits a crime, or threatens to commit a crime, while enrolled in the treatment program; or
- f. Suicidal or homicidal intent.

Violation of the federal law and regulations by the treatment provider is a crime. Suspected violations may be reported to appropriate authorities in accordance with federal regulations.

Federal laws and regulations do not protect any information about suspected child abuse or neglect from being reported under state laws to appropriate state or local authorities.

\_\_\_\_\_  
Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
 )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_) )  
 )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**ACKNOWLEDGMENT OF**  
**FAMILY DEPENDENCY TREATMENT COURT**  
**PROCEDURES**

Fill out this form if you wish to participate in Family Dependency Treatment Court (FDTC). Initial each item only if you understand it. If you have any questions about this form or your case, ask your lawyer.

- \_\_\_\_ 1. I understand that my participation requires me to abide by the terms of the attached "Agreement to Participate in FDTC."
- \_\_\_\_ 2. I understand that with repeated compliant events, as described in the attached "Agreement to Participate in FDTC," I may qualify for incentives/rewards granted by the Court.
- \_\_\_\_ 3. I understand that for each non-compliant event, as described on the attached "Agreement to Participate," I will be subject to sanctions imposed by the Court.
- \_\_\_\_ 4. I understand that if I am found in non-compliance with FDTC or my treatment plan/service agreement ordered in Greene County Family Court, Juvenile Division Case(s), the Court may impose sanctions that I voluntarily agreed to when I entered FDTC, including time in custody. I understand that I forfeit my right to an evidentiary hearing regarding a positive alcohol or drug screen, unless I am contesting the accuracy of the drug test. If I contest the accuracy of a drug test, I will be entitled to an additional drug test by an independent laboratory using the same specimen *at my own cost*.

- \_\_\_\_ 5. I understand that repeated non-compliant events may negatively affect reunification with my children.
- \_\_\_\_ 6. I understand that the FDTC Judge has discretion to dismiss me from the FDTC program at any time upon finding that I have not been honest and/or cooperative with FDTC.
- \_\_\_\_ 7. I understand that I am responsible for payment in full of FDTC program fees, as outlined in the FDTC Fee Statement that has been provided to me.
- \_\_\_\_ 8. I understand that I still must comply with my court ordered treatment plan/service agreement issued in connection with Greene County Family Court, Juvenile Division Case(s) and to appear at all court hearings in that case even if I am later dismissed from FDTC.

\_\_\_\_\_  
Name of Participant (print)

\_\_\_\_\_  
Participant's Attorney (print)

\_\_\_\_\_  
Participant's Signature

\_\_\_\_\_  
Attorney's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
 )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_) )  
 )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**AGREEMENT TO PARTICIPATE IN  
FAMILY DEPENDENCY TREATMENT COURT**

**I AGREE TO THE FOLLOWING** as conditions of my participation in Family  
Dependency Treatment Court (FDTC):

- \_\_\_\_\_1. I will continue to abide by the terms and conditions in the "Order to Participate in FDTC." My signature on this Agreement indicates my understanding of the terms and conditions set forth in the Order, the terms of which I have reviewed and which I understand will be executed on (date)\_\_\_\_\_.
- \_\_\_\_\_2. I will not possess, use, or consume alcohol or illegal substances or misuse prescription medications. In addition, over-the-counter medications which contain "D, DM, or DXM" (dextromethorphan) or ephedrine or pseudoephedrine (for example, in such products as Robitussin, Sudafed, Nyquil, etc.) may not be used.
- \_\_\_\_\_3. I agree to abide by the drug-testing rules of FDTC. I will submit to random alcohol/drug tests ordered by FDTC, requested by the FDTC team, treatment providers, or Children's Division, and required by the drug-testing call-in system. If I contest the accuracy of a drug test, I will be entitled to an additional drug test by an independent laboratory using the same specimen *at my own cost*.



\_\_\_\_\_4. My participation in FDTC will take place in the following three phases with the following requirements:

<b>Phase I</b>		
<b>Goals</b>	<b>Expectations</b>	<b>Advancement Requirements</b>
<ul style="list-style-type: none"> <li>▪ Substance abuse assessment</li> <li>▪ Participation in community-based treatment</li> <li>▪ Detoxification and abstinence</li> <li>▪ Inpatient services: no positive drug test results</li> <li>▪ Outpatient services: no more than two positive drug test results</li> <li>▪ Psychological assessment</li> <li>▪ Assessment and referrals for additional services</li> <li>▪ Assessment of children's needs</li> <li>▪ Develop dependency-case treatment plan</li> <li>▪ Pay all FDTC fees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment (individual and group)</li> <li>▪ Appear in court weekly</li> <li>▪ Drug testing twice weekly</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Visit and support your children while they are in out-of-home care</li> <li>▪ Work toward dependency-case treatment plan</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend all Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> </ul>	<ul style="list-style-type: none"> <li>▪ 30 days sobriety</li> <li>▪ Regular court appearances</li> <li>▪ Regular visitation with children</li> <li>▪ Inpatient: no positive drug test results</li> <li>▪ Outpatient: no more than two positive drug test results</li> <li>▪ Progress with dependency-case treatment plan</li> <li>▪ Compliance with any sanctions</li> <li>▪ Program fees are paid</li> <li>▪ Team recommendation</li> </ul>

<b>Phase II</b>		
<b>Goals</b>	<b>Expectations</b>	<b>Advancement Requirements</b>
<ul style="list-style-type: none"> <li>▪ Continued abstinence</li> <li>▪ Develop recovery tools</li> <li>▪ Begin other services as determined by assessments (e.g., domestic violence counseling, etc.)</li> <li>▪ Develop educational and vocational goals</li> <li>▪ Develop parenting skills</li> <li>▪ Improve interaction with children</li> <li>▪ No more than two positive drug test results</li> <li>▪ Seek stable housing</li> <li>▪ Obtain a sponsor and verify weekly contact</li> <li>▪ Pay all FDTC fees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment (individual and group)</li> <li>▪ Appear in court biweekly</li> <li>▪ Drug testing twice weekly</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Visit and support your children while they are in out-of-home care</li> <li>▪ Keep your children safe and free from abuse and neglect</li> <li>▪ Work toward dependency-case treatment plan</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> </ul>	<ul style="list-style-type: none"> <li>▪ Regular court appearances</li> <li>▪ Regular visitation with children</li> <li>▪ Progress with treatment and dependency-case goals</li> <li>▪ No more than two positive urinalysis results</li> <li>▪ Compliance with any sanctions</li> <li>▪ Program fees are paid</li> <li>▪ Team recommendation</li> </ul>

<b>Phase III</b>	
<b>Goals</b>	<b>Expectations</b>
<ul style="list-style-type: none"> <li>▪ Continued abstinence</li> <li>▪ Practicing recovery tools</li> <li>▪ Develop a relapse prevention plan with your counselor and present it to the Judge</li> <li>▪ Education and vocational training or employment</li> <li>▪ Stable parenting skills</li> <li>▪ Stable housing</li> <li>▪ Healthy interaction with children</li> <li>▪ Develop aftercare plan</li> <li>▪ No more than one positive drug test result</li> <li>▪ Reunification with children</li> <li>▪ Pay all FDTC fees</li> <li>▪ Program graduation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attend treatment/aftercare</li> <li>▪ Appear in court monthly</li> <li>▪ Random drug testing</li> <li>▪ Comply with court orders</li> <li>▪ Attend support meeting/AA/NA</li> <li>▪ Reunify with children</li> <li>▪ Keep your children safe and free from abuse and neglect</li> <li>▪ Participate in educational or vocational training or maintain employment</li> <li>▪ Cooperate with case manager and other service providers</li> <li>▪ Attend all Family Support Team Meetings</li> <li>▪ Attend all court hearings for the dependency case</li> <li>▪ Pay program fees</li> </ul>

\_\_\_\_\_ 5. I agree to pay in full all FDTC program fees, as outlined in the FDTC Fee Statement that has been provided to me.

\_\_\_\_\_ 6. I agree to abide by and follow the recommendations contained in my treatment plan/service agreement as part of my status as a party to Greene County Family Court, Juvenile Division Case(s).

\_\_\_\_\_ 7. My progress in recovery will be monitored by a Children's Division FDTC caseworker, who will submit reports to the Court and FDTC team. The progress reports will, at the minimum, contain:

- a. Substances abused,
- b. Drug/alcohol test results,
- c. Phase status,
- d. Treatment attendance and progress,
- e. Visitation and interaction with children,
- f. Child well-being information,
- g. Goals achieved since last court date,
- h. Employment/training/education status,
- i. Other reports from services such as parenting classes, etc.
- j. Adherence to the rules of my treatment plan/service agreement in Greene County Family Court, Juvenile Division Case(s).

- \_\_\_\_\_8. The following are considered compliant events:
- a. Attending court appearances,
  - b. Negative drug/alcohol test results,
  - c. Attending and participating in treatment,
  - d. Attending and participating in support/AA/NA meetings,
  - e. Visiting and supporting my children in out-of-home care,
  - f. Complying with treatment plan/service agreement in Greene County Family Court, Juvenile Division Case(s).
- \_\_\_\_\_9. For each compliant event, any of the following rewards may be granted to me at the discretion of the Judge:
- a. Recognition by the Judge,
  - b. Courtroom recognition,
  - c. Certificates of achievement,
  - d. Decreased court appearances,
  - e. Decreased drug testing,
  - f. Credit toward FDTC court fees,
  - g. Phase advancement,
  - h. Tangible community awards,
  - i. As part of Greene County Family Court, Juvenile Division Case(s), a recommendation for increased visitation with my children, unsupervised visitation with my children, or reunification with my children,
  - j. Program graduation.
- \_\_\_\_\_10. The following are considered non-compliant events:
- a. Missing court appearances,
  - b. Missing appointments with Children's Division case manager,
  - c. Missing support/AA/NA meetings,
  - d. Violating court orders,
  - e. Positive or missed drug/alcohol tests,
  - f. Tampering with drug/alcohol tests or falsifying case documentation,
  - g. Missing treatment,
  - h. Inappropriate behavior at treatment,
  - i. Termination from treatment program for noncompliance,
  - j. Failing to visit or support my children in out-of-home placement,
  - k. Unauthorized visitation with my children,
  - l. New probable cause child abuse/neglect report,
  - m. New arrest,
  - n. Failing to perform sanctions,
  - o. Noncompliance with treatment plan/service agreement in Greene County Family Court, Juvenile Division Case(s).
  - p. Dishonesty.

\_\_\_\_\_11. For each non-compliant event, any of the following consequences may be imposed for me at the discretion of the Judge:

- a. Reprimand from the Judge,
- b. Increased court appearances,
- c. Increased drug testing,
- d. Phase demotion,
- e. Community service hours,
- f. Essay presented to the Judge,
- g. Jail,
- h. Termination from the FDTC program,
- i. Recommendation for termination of my parental rights.

\_\_\_\_\_12. If I am ordered to jail, I forfeit the right to an evidentiary hearing unless I am contesting the accuracy of a drug test. If I contest the accuracy of a drug test, I will be entitled to an additional drug test by an independent laboratory using the same specimen *at my own cost*.

\_\_\_\_\_13. After consulting with my attorney, who has fully answered all of my questions and has explained to me all of my responsibilities as a participant in FDTC, I have signed the "Acknowledgment of FDTC Procedures" attached to this "Agreement."

\_\_\_\_\_  
Name of Participant (print)

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
 )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_) )  
 )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**ORDER TO PARTICIPATE IN  
FAMILY DEPENDENCY TREATMENT COURT**

**THE COURT HAVING BEEN APPRISED OF YOUR ELIGIBILITY TO PARTICIPATE IN FDTC AND YOUR AGREEMENT TO DO SO AND HAVING REVIEWED THE FDTC RELEASE OF INFORMATION, ACKNOWLEDGMENT OF FDTC PROCEDURES, AND AGREEMENT TO PARTICIPATE IN FDTC, THE TERMS OF WHICH ARE BY THIS REFERENCE INCORPORATED HEREIN:**

You, \_\_\_\_\_, are notified that you have agreed and been accepted to participate in the Greene County Family Dependency Treatment Court (FDTC). All further proceedings in this case shall be heard by Judge Thomas E. Mountjoy or his designee. The terms and conditions of participation are as follows:

You are ordered to:

- (1) Participate in the FDTC program;
- (2) Refrain from possessing, using, or consuming alcohol or illegal substances or misusing prescription or over-the-counter medications;
- (3) Abide by drug-testing rules and submit to random alcohol/drug tests ordered by FDTC, requested by the FDTC team, treatment providers, or Children's Division, and required by the drug-testing call-in system;
- (4) Appear for all hearings at the dates and times ordered by the Court;
- (5) Participate in all required FDTC and treatment program activities;
- (6) Attend all required counseling/education/support meetings and sessions;

- (7) Attend assessments and programs ordered by the Court;
- (8) Maintain visitation with and support of your children;
- (9) Comply with the provisions of your treatment plan/service agreement in Greene County Family Court, Juvenile Division Case(s);
- (10) Cooperate fully with the FDTCTeam, including the FDTCTeam Judge, FDTCTeam coordinator, deputy juvenile officer, Children's Division case manager, Guardian ad Litem, treatment providers, and CASA representative;
- (11) Pay FDTCTeam program fees;
- (12) Be completely truthful and honest in all of your communications with the Court and FDTCTeam.

Failure to comply with any part of this Order, that is committing a non-compliant event, may result in a finding of contempt by this Court. The following are considered non-compliant events:

- a. Missing court appearances,
- b. Missing appointments with Children's Division case manager,
- c. Missing support/AA/NA meetings,
- d. Violating court orders,
- e. Positive or missed drug/alcohol tests,
- f. Tampering with drug/alcohol tests or falsifying case documentation,
- g. Missing treatment,
- h. Inappropriate behavior at treatment,
- i. Termination from treatment program for noncompliance,
- j. Failing to visit or support your children in out-of-home placement,
- k. Unauthorized visitation with your children,
- l. New probable cause child abuse/neglect report,
- m. New arrest,
- n. Failing to perform sanctions,
- o. Noncompliance with treatment plan/service agreement in Greene County Family Court, Juvenile Division Case(s),
- p. Dishonesty.

If you are found in contempt, the Court may impose any sanction authorized by law, including, but not limited to:

- a. Reprimand from the Judge,
- b. Increased court appearances,
- c. Increased drug testing,
- d. Phase demotion,
- e. Community service hours,

- f. Essay presented to the Judge,
- g. Jail,
- h. Termination from the FDTC program,
- i. Recommendation for termination of my parental rights.

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Date

**I have read this Court Order. I have received a copy of this Court Order. I understand that this is a valid Court Order. I understand the range of penalties for violation of this Court Order. I understand that the Court may impose any of the penalties outlined above without further notice to me.**

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

**Greene County Family Dependency Treatment Court - Status Review Court Order**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- Parent appears. Next FDTC date: \_\_\_\_\_.
- Parent fails to appear. "Order to Appear in Family Dependency Treatment Court" issued.

**Court orders the following to be accomplished before the next court date:**

- Attend substance abuse treatment: \_\_\_\_\_.
- Attend support/AA/NA meetings \_\_\_\_\_ times/week and provide proof of attendance to the Court.
- Attend therapy (individual/family). Children's Division will provide referral information.
- Complete a psychological evaluation. Children's Division will provide referral information.
- Undergo a medication/psychiatric assessment. Children's Division will provide referral information.
- Arrange daycare services. Children's Division will provide referral information.
- Submit to urinalysis/breathalyzer by \_\_\_\_\_ this date at \_\_\_\_\_.
- Obtain employment.
- Attend educational/vocational training.
- Obtain housing.
- Contact your case manager.
- Contact your attorney.

**Rewards:**

- Recognition by Judge
- Court room recognition
- Certificate of achievement
- Sobriety token
- Decreased court appearances: \_\_\_\_\_
- Decreased drug testing: \_\_\_\_\_
- Credit toward FDTC fees: \$ \_\_\_\_\_
- Phase advancement: \_\_\_\_\_
- Increased visitation with children: \_\_\_\_\_
- Unsupervised visitation with children
- Reunification (permissive placement)
- Program graduation

**Sanctions:**

- Reprimand by Judge
- Increased court appearances: \_\_\_\_\_
- Increased drug testing: \_\_\_\_\_
- Phase demotion: \_\_\_\_\_
- Community service: \_\_\_ hours completed by: \_\_\_\_\_
- Essay to be presented to Judge on: \_\_\_\_\_
- Jail: \_\_\_\_\_
- Restricted contact with children: \_\_\_\_\_
- Termination from FDTC
- Recommendation for TPR petition

**Additional Orders:**

- Intensive In-home Services/Family Reunification: \_\_\_\_\_
- Other: \_\_\_\_\_

\_\_\_\_\_  
(Judge) \_\_\_\_\_ (Date)  
**IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION**



FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_) )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**ORDER TO APPEAR IN FAMILY DEPENDENCY TREATMENT COURT**

TO: \_\_\_\_\_

You are ordered to appear in Family Dependency Treatment Court on \_\_\_\_\_ at \_\_\_\_\_ AM/PM.

The Court is located at 1111 N. Robberson, Springfield, Missouri, and the office telephone number is 417-868-4008. If you do not appear in court at this time, the Judge may issue a warrant for your immediate arrest. If you have questions about this notice, contact the FDTC coordinator.

\_\_\_\_\_  
Judge

**CERTIFICATE OF SERVICE**

The undersigned certifies that a copy of the above was provided to the above-named parent by depositing same in the U.S. Mail postage prepaid/hand delivering this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_.

\_\_\_\_\_

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_ )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**FAMILY DEPENDENCY TREATMENT COURT**  
**COMMITMENT ORDER**

1. Parent, \_\_\_\_\_, has willfully disobeyed policies and procedures of Family Dependency Treatment Court (FDTTC), to-wit:  
\_\_\_\_\_  
\_\_\_\_\_
2. Parent had knowledge of those policies and procedures as evidenced by his/her execution of FDTTC admission contracts and agreements and additionally acknowledged his/her understanding of the sanctions associated with violation of FDTTC policies and procedures.
3. Parent was able to comply with each order when it was disobeyed.

Accordingly, \_\_\_\_\_, is hereby remanded to the Jailer of the Greene County Circuit Court and the parent shall be confined in the County Jail of said County for a term of \_\_\_\_\_ days, beginning on \_\_\_\_\_, 200\_\_\_\_\_, at \_\_\_\_\_ AM/PM, and to be released on \_\_\_\_\_, 200\_\_\_\_\_, at \_\_\_\_\_ AM/PM.

**Greene County Jail to accept and dispense medications to defendant as needed. Upon defendant's discharge, Greene County Jail to return medications to defendant.**

THESE ARE THEREFORE TO COMMAND YOU, that you receive the said defendant in the jail of said county, and there safely keep in your custody for the said term listed above or until discharge by due course of law.

WITNESS the Honorable \_\_\_\_\_, Judge of said Court and the seal thereof.

Dated: \_\_\_\_\_ Judge

IN THE CIRCUIT COURT OF GREENE COUNTY, MISSOURI  
FAMILY COURT, JUVENILE DIVISION  
FAMILY DEPENDENCY TREATMENT COURT

IN RE THE INTEREST OF: )  
 )  
\_\_\_\_\_)  
 )  
DOB: \_\_\_\_\_) )  
 )  
A CHILD UNDER SEVENTEEN )  
YEARS OF AGE )

CASE NO. \_\_\_\_\_

**FAMILY DEPENDENCY TREATMENT COURT**  
**TERMINATION ORDER**

Now on this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_, the Court does hereby terminate \_\_\_\_\_ from the Greene County Family Dependency Treatment Court for violating the following rules/conditions of the Family Dependency Treatment Court program:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IT IS SO ORDERED.**

\_\_\_\_\_  
Judge

**CERTIFICATE OF SERVICE**

The undersigned certifies that a copy of the above was provided to the above-named parent by depositing same in the U.S. Mail postage prepaid/hand delivering this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_.

\_\_\_\_\_

## Parent Information Sheet

### **What is Family Dependency Treatment Court?**

- FDTC is a special court program to help parents become sober and reunify with their children.
- The program includes substance abuse treatment, the Children's Division, and the juvenile court.
- Parents attend substance abuse treatment and undergo regular drug testing.
- The program's goals are for parents to stop using drugs and alcohol and make sure their children are healthy and safe.
- It is a voluntary program.
- Parents are expected to pay some program fees.
- Parents attend drug court hearings on a regular basis.
- The program's first step is undergoing a substance abuse assessment.
- The back page of this handout describes specific program requirements.

## **Greene County Family Dependency Treatment Court**

### **FEE STATEMENT**

You are charged a **\$5.00 weekly** fee during your participation in family drug court. This is for drug testing, treatment services, and program administration costs.

You will make payments when you appear at drug court hearings. Payments of cash or money orders only are accepted. Exact change is required. You will receive a receipt for each payment credited to your account.

You are expected to make payments along the way to avoid accumulating a large balance. Paying fees is an investment in yourself and your recovery.

**GREENE COUNTY**  
**FAMILY DEPENDENCY TREATMENT COURT**  
**PARENT HANDBOOK**



Name: \_\_\_\_\_

Greene County Family Court, Juvenile Division  
1111 N. ROBERSON  
SPRINGFIELD, MISSOURI 65802  
417-868-4008

## WELCOME

Welcome to the Greene County Family Dependency Treatment Court (FDTTC) program. We congratulate you on your decision to participate in this program. This handbook will answer your questions about family drug court and explain what is expected of you as a participant.

You have signed a contract to follow program rules. As a drug court participant, you are expected to follow directions given to you by the Judge and drug court team and to work on your court-ordered treatment plan.

Drug court gives you choices. We encourage you to take control of your own life, stop the use of drugs and alcohol, and begin recovery.



Program length is determined by each person's progress. The focus of drug court is to assist you in being free from drug and alcohol use and parenting your children in a healthy way. The program helps you do this with substance abuse treatment, supervision, frequent court appearances, and random drug testing.

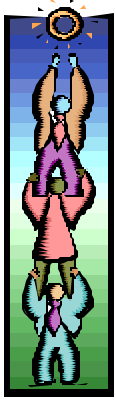
Share this handbook with your family and close friends so they will know about the hard work you are doing to be clean and sober and a more responsible parent. Their support will be very important in your recovery.

### WHAT IS FAMILY DEPENDENCY TREATMENT COURT (FDTTC)?

Family drug court links child protection services, substance abuse treatment, and the juvenile court to give the services needed to restore parents' sobriety and provide for the safety and well-being of their children. *This program is for you and your children.* By coming to family drug court, you are saying that you want to raise your children and will work hard to take care of them. We want this for your family, too.

Reunification with your children is not a guarantee because you are in this program or even if you graduate from it. However, by participating in this program, your chances for reunification are greater.

Your job will be to understand that you have a problem with drugs or alcohol, and this has affected your children's lives. Because of this, you need to make some changes in your life. You will be asked to go to substance abuse treatment. This is to help you and your family. We hope your goals and our goals are the same: to be a better parent, to make sure your children are healthy, safe, and well cared for, and to stop using drugs and alcohol.



This program is made up of many different people and agencies who work as a team to help you and your family.

Your team includes your Children's Division case manager; a lawyer for your child (called a Guardian ad Litem); a Court Appointed Special Advocate (CASA); counselors and staff from your treatment program; a deputy juvenile officer (DJO), the FDTC coordinator, and their attorney; your lawyer; and the Judge. At the end of this handbook is a place to write your team's names and telephone numbers.

## PROGRAM SERVICES

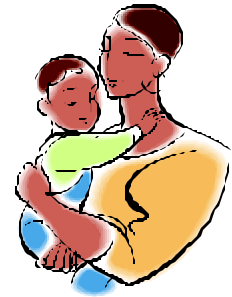
Family drug court includes substance abuse and child protection services. You may also be referred to other parenting and family services in the community.

### Substance Abuse Treatment Services

When you enter family drug court, you are referred to a treatment facility for a substance abuse assessment. The assessment will determine your initial intensity of treatment. You may be placed in detoxification, residential, or outpatient services. Treatment includes individual, group, and family therapy; education; and case management. You will develop a treatment plan with your counselor and drug court team that will be updated as you progress in your recovery. Treatment is designed to help you develop self-awareness and self-discipline and to realize your self-worth.

### Child Protection Services

You will be assigned a Children's Division case manager. Your case manager will assess your family's needs and refer you to community resources and services to help your family. The case manager will assess your ability to provide a safe and healthy environment for your children. The case manager monitors reunification and coordinates referrals for continued support. Children's Division typically continues family supervision a minimum of three months after children return home.



## PROGRAM DESCRIPTION

Family drug court is divided into three different parts called "phases." Each phase has goals and requirements. You are expected to be in some form of substance abuse treatment in all three phases. Your chances of recovering from addiction are much better the longer you stay involved in treatment. You may also be asked to participate in parenting and family services to improve life for you and your family.

The next table shows the goals and requirements for each "phase" of family drug court.



## PROGRAM DESCRIPTION

PHASE I	PHASE II
<b>Key Concepts:</b> <ul style="list-style-type: none"> <li>• Beginning treatment</li> <li>• Identifying needs</li> <li>• Forming relationships with the FDTC team</li> </ul>	<b>Key Concepts:</b> <ul style="list-style-type: none"> <li>• To learn how to maintain sobriety and have healthy parenting skills</li> </ul>
<b>Goals:</b> <ul style="list-style-type: none"> <li>• No drug and alcohol use</li> <li>• Substance abuse assessment, begin treatment and support/AA/NA group</li> <li>• Appear in drug court weekly</li> <li>• Drug testing</li> <li>• Visit and support your children</li> <li>• Follow court and program rules</li> </ul>	<b>Goals:</b> <ul style="list-style-type: none"> <li>• No drug and alcohol use</li> <li>• Attend treatment program</li> <li>• Improve parenting skills</li> <li>• Seek stable housing</li> <li>• Obtain a sponsor</li> <li>• Develop educational or vocational goals</li> <li>• Appear at drug court every other week</li> <li>• Drug testing</li> <li>• Visit and support your children</li> <li>• Follow court and program rules</li> </ul>
<b>Advancement Requirements (to go to Phase II):</b> <ul style="list-style-type: none"> <li>• 30 days sobriety</li> <li>• Regular court appearances</li> <li>• Follows court rules</li> <li>• Regular visits with children</li> <li>• Progress on treatment plan</li> <li>• Program fees are paid</li> <li>• Team recommendation</li> </ul>	<b>Advancement Requirements (to go to Phase III):</b> <ul style="list-style-type: none"> <li>• Regular court appearances</li> <li>• Follows court rules</li> <li>• Regular visits with children</li> <li>• Progress on treatment plan</li> <li>• Program fees are paid</li> <li>• Team recommendation</li> </ul>
PHASE III	
<b>Key Concepts:</b> <ul style="list-style-type: none"> <li>• To use new coping skills to have long-lasting sobriety and healthy parenting skills</li> </ul>	
<b>Goals:</b> <ul style="list-style-type: none"> <li>• No drug and alcohol use</li> <li>• Attend treatment and/or aftercare</li> <li>• Healthy interaction with your children</li> <li>• Stable housing</li> <li>• Develop relapse prevention plan and present it to Judge</li> </ul>	<ul style="list-style-type: none"> <li>• Educational or vocational training or employment</li> <li>• Appear at drug court once a month</li> <li>• Drug testing</li> <li>• Reunification with your children</li> <li>• Program fees are paid</li> <li>• Program graduation</li> </ul>
<b>Graduation Requirements:</b> <ul style="list-style-type: none"> <li>• Successfully complete substance abuse treatment program</li> <li>• Participate in aftercare program</li> <li>• Reunification with children or other appropriate permanency plan</li> </ul>	<ul style="list-style-type: none"> <li>• Stable housing</li> <li>• Program fees are paid</li> <li>• No positive drug tests in the last four months</li> <li>• Team recommendation</li> </ul>

## DRUG TESTING

You will be drug tested randomly throughout the entire program at least one time per week and likely more often. When you enter drug court, you are assigned a color or symbol. You must call the drug-testing telephone number **-      -** every day to see if your color or symbol is required to test that day. *You must call every morning, seven days a week, including holidays.* Report to your treatment facility for your drug test.



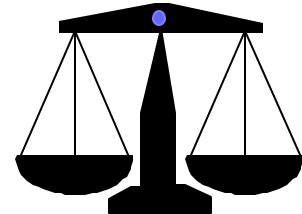
Drug tests will be witnessed and assessed for tampering and the use of adulterants. If you miss a test or refuse to test, it will count as a positive (or dirty) drug test. If you have a positive drug test (including a missed test), the Judge will order immediate consequences to help you stop your drug-using behavior. If you contest the accuracy of a drug test, you are entitled to an additional drug test by an independent laboratory using the same specimen *at your own cost.*

Additional testing may be administered at the court or Children's Division offices.

## DRUG COURT HEARINGS

As a family drug court participant, you are required to appear in court on a regular basis. At each appearance, the Judge is updated on your progress in treatment, drug test results, visits with your children, your participation in other services, your attitude, etc.

In Phase I, you appear in court weekly. In Phase II, you appear in court every other week (biweekly). In Phase III, you appear in court monthly. This reflects the progress you are making in your recovery. You will be given a court schedule to know what dates you are to appear in court.



Failing to appear at drug court is unacceptable and can result in a warrant for your arrest. If you cannot appear in court as scheduled, you must notify the drug court team as soon as possible in order to get permission from the Judge. If you have questions about what date you should appear, contact your drug court team.

## PROGRAM EXPECTATIONS

We want you to make positive changes for your family and yourself. To help you make those necessary changes in your life, the court will monitor your behavior. The court enforces the program rules and rewards positive, healthy behaviors.

Below is a list of achievements recognized by the court, and the possible rewards you may receive for your efforts.

ACHIEVEMENTS	REWARDS
<ul style="list-style-type: none"> <li>• Attending court appearances</li> <li>• Negative drug test results</li> <li>• Attendance and participation in treatment</li> <li>• Attendance and participation in support/AA/NA meetings</li> <li>• Visiting and supporting children in out-of-home placement</li> <li>• Following treatment plan</li> </ul>	<ul style="list-style-type: none"> <li>• Recognition by the Judge</li> <li>• Courtroom recognition</li> <li>• Certificates of achievement</li> <li>• Decreased court appearances</li> <li>• Decreased drug testing</li> <li>• Credit toward FDTC fees</li> <li>• Phase advancement</li> <li>• Increased visitation with children</li> <li>• Unsupervised visitation with children</li> <li>• Reunification with children</li> <li>• Program graduation</li> </ul>

Your choices have consequences. Below is a list of actions that receive negative responses from the court.

CHOICES	CONSEQUENCES
<ul style="list-style-type: none"> <li>• Missed court appearances</li> <li>• Missed appointment with case manager</li> <li>• Missed support meetings</li> <li>• Violation of court order</li> <li>• Positive drug test</li> <li>• Missed drug test (considered a positive drug test)</li> <li>• Tampered drug test or forged case documentation</li> <li>• Missed treatment</li> <li>• Inappropriate behavior at treatment facility</li> <li>• Termination from treatment for noncompliance</li> <li>• Failure to visit or support children in out-of-home placement</li> <li>• Unauthorized visitation with children</li> <li>• New, probable cause child abuse/neglect report</li> <li>• New arrest</li> <li>• Failure to perform sanctions</li> <li>• Noncompliance with dependency-case plan</li> <li>• Dishonesty</li> </ul>	<ul style="list-style-type: none"> <li>• Reprimand from the Judge</li> <li>• Increased court appearances</li> <li>• Increased drug testing</li> <li>• Phase demotion</li> <li>• Community service hours</li> <li>• Essay presented to Judge</li> <li>• Jail</li> <li>• Termination from the program</li> <li>• Recommendation for Termination of Parental Rights</li> </ul>

The drug court team meets regularly to discuss your progress and how to best help your family. At each court hearing, you are subject to consequences based on your performance and program compliance for the reporting period. When you consistently cooperate in drug court, you may expect the Judge to recognize you with rewards.

When you fail to comply with program rules, the Judge may order consequences for you. The Judge has the power to make orders that:

- Return your children to your physical and legal custody,
- Require your participation in treatment, which can include inpatient and/or outpatient programs,
- Increase or restrict contact with your children,
- Return your children to out-of-home placement, or
- Place you in jail.

You can be terminated from the family drug court due to the following reasons:

- A new criminal charge of serious violent activity (violent offenders are not eligible for drug court),
- New allegations of serious physical abuse or sexual abuse of a child,
- You choose to quit the program, or
- Your continued failure to embrace an attitude of recovery and willful breaking of program rules.

### **PROGRAM FEES**



You are charged a \$5.00 weekly fee during your participation in family drug court. This is for drug testing, treatment services, and program administration costs.

You will make payments when you appear at drug court hearings. Payments of cash or money orders only are accepted. Exact change is required. You will receive a receipt for each payment credited to your account.

You are expected to make payments along the way to avoid accumulating a large balance. Paying fees is an investment in yourself and your recovery.

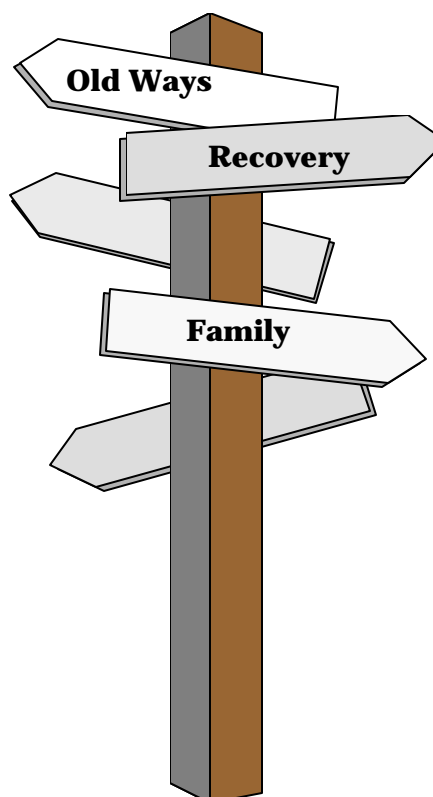
### **MEDICATIONS**

By entering family drug court, you have agreed to not possess, use, or consume alcohol or illegal drugs or misuse prescription or over-the-counter medications. This includes over-the-counter medications that contain “D, DM, DXM” (dextromethorphan) or ephedrine or pseudoephedrine (for example, in such products as Robitussin, Sudafed, Nyquil, etc.). This also includes the use of inhalants, the misuse of over-the-counter inhalers such as vapor inhalers, and the use of herbal energy supplements (for example, in such products as Mini Thins, etc.).

You will inform all treating physicians and medical providers that you are a recovering addict and may not take narcotic or addictive medications or drugs. You will inform the team if you are prescribed or are taking any medications. We expect to learn this information directly from you, not through drug test results.

## GENERAL DRUG COURT RULES

- Do not drink alcohol, use drugs, or misuse prescription or over-the-counter drugs. This includes the use of inhalants.
- Do not miss court dates, treatment sessions, group meetings, conferences with case manager, or other appointments and meetings with service providers.
- Arrive on time for court and your appointments. Stay for the entire meeting or session.
- Dress and act appropriately at court. This shows respect for the court and yourself. This means wearing a clean shirt or blouse, pants, dress or skirt of reasonable length. Shoes must be worn at all times. Clothing with violent, gang, racist, sexist, drug- or alcohol-related themes or advertising is not allowed. Hats may not be worn inside the courtroom.
- Do not bring cell phones or pagers to court.
- No food or drink is allowed in the courtroom.
- Do not miss or tamper with drug tests.
- Keep the team informed of any changes in your address, telephone number, names of people you live with, and any other important information.
- Avoid any contact with a person who possesses or uses illegal drugs or alcohol.
- Obey all laws and pay outstanding traffic fines. Do not drive a vehicle without a valid driver's license.
- Meet with your attorney and ask questions if you are confused or uncertain about the court process.
- Take care of your children. Keep them safe and free from abuse and neglect. Do not miss any visits with your children. Become involved in your children's education and medical/counseling appointments.
- Always tell the truth. Withholding information is the same as a lie. Rebuilding your credibility takes a long time after you lose it.
- Do not make threats toward other participants or staff or behave in a violent manner. Violent, inappropriate behavior will not be tolerated and will be reported to the court.



## FOLLOW-UP CONTACTS

After you complete participation in family drug court, we will contact you to ask about your family's life after drug court. We will ask about your continued recovery and your opinion about drug court services. We want to hear about your family's success and how we can better serve our clients.



## CONCLUSION

Although graduation from family drug court does not guarantee reunification with your children, it is a very important part of the process. Your participation and progress with other services such as parenting classes, family/individual counseling, domestic violence treatment, or other court-ordered programs specific to your case also play a major part in determining reunification.

According to federal law, there must be a permanency plan in place for children who are in foster care for 12 months. Please keep this timeline in mind as you work on your recovery and the return of your children. Time is of the essence for you and for them.

The court believes you can live a clean and sober life and reunify with your children. By working together, we hope to see positive changes in your life for the sake of your children and yourself. The drug court team is here to assist you, but the final responsibility is yours. To succeed, you must commit to a drug-free life.





## FDTC Evaluation – Control Group Data Collection Form

Case No(s): \_\_\_\_\_

Abuse/neglect petition with allegations of parental substance abuse  Copy attached

Other allegations as to identified parent: \_\_\_\_\_

PC Date: \_\_\_\_\_

### Parent Information:

Identified Parent:  Mother  ABFather  Legal Father  Other: \_\_\_\_\_

DOB: \_\_\_\_\_ Age: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Substance(s):  Alcohol  Marijuana  Methamphetamines  Cocaine  Crack

Prescription drugs  Heroin  Illegal methadone  Legal methadone  Inhalants

Hallucinogens  Phencyclidine (PCP)  Other

Employment Status:  Employed  Unemployed  Disabled  Retired

Highest Educational Level:  Elementary  Grades 7-8  Grades 9-12

High school graduate  GED  Vocational Training  Some college

College graduate  Post-college education

Ethnicity:  Caucasian  African American  Hispanic/Latino  Native American

Asian/Pacific Islander  Alaskan Native  Other: \_\_\_\_\_

Treatment Information:  Parent ordered to undergo A/D assessment in treatment plan

Parent underwent A/D assessment, recommendations: \_\_\_\_\_

\_\_\_\_\_  
 Parent received residential treatment  Parent received outpatient treatment

Parent successfully completed recommended A/D treatment

### Eligibility Criteria:

Prior CAN/TPR history: \_\_\_\_\_

Greene County resident

Removal based on serious physical abuse by potential participant.

Removal based on sexual abuse by potential participant.

Long-term noncompliance with mental health treatment.

Recent psychotic episode that has not yet been stabilized.

Disqualifying criminal history (see instruction sheet).

Drug distributor as regular source of income.

Intellectual functioning leaves potential participant ineligible for treatment.



**Child(ren) Information:**

#Children in PC: \_\_\_\_\_ Dates of birth: \_\_\_\_\_

Gender: \_\_\_\_\_ (#)Female \_\_\_\_\_ (#)Male

**Permanency Ruling:**    Exceptions    No Exceptions    Concurrent Planning

**Case Outcome:** (In cases with multiple children returned at varied times or with different case outcomes, complete this section for each child)

Return of physical custody to identified parent, date: \_\_\_\_\_

Return of legal custody to identified parent, date: \_\_\_\_\_

Placement with another parent, date: \_\_\_\_\_

Guardianship, by whom, date: \_\_\_\_\_

Independent Living    Voluntary TPR    Involuntary TPR    Adoption

Other: \_\_\_\_\_

Case Closing Date: \_\_\_\_\_

For mother as identified parent, did she give birth to another baby during this case? Y/N

If yes, state results of both mother and child's drug screens at birth: \_\_\_\_\_

**Recidivism:** (During current dependency case and one year post-case closure as to identified parent)

Substantiated hotline information for identified parent after case closure: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Nonviolent drug crime arrest or conviction: \_\_\_\_\_

Violent drug crime arrest or conviction: \_\_\_\_\_

Nonviolent non-drug crime arrest or conviction: \_\_\_\_\_

Violent non-drug crime arrest or conviction: \_\_\_\_\_

## FDTC Evaluation – Control Group Data Collection Form, Instruction Sheet

### General Information:

- Identified parent: Complete a separate data collection form for each parent with a substance history.
- Case No(s): List case numbers for each child/petition in which the identified parent is a party. (Do not list case numbers for which the parent is *not* a party, even if that other case may be related by sibling group).
- Verify that petition alleges parental substance abuse; attach copy of petition(s).
- List, generally, any other allegations in the petition(s). For example: chaotic lifestyle, physical abuse, unsanitary living conditions, prior CAN or TPR history, etc.
- PC Date: Date child placed into custody. Use the date the DJO lists on the Notice of Custody in Detention/Protective Custody form.

### Parent Information:

- Mark label for identified parent.
- List identified parent's date of birth, age, and zip code.
- Substances: Mark *all* substances documented in parent's substance abuse history.
- Highest Education Status: Mark highest educational level achieved.
- Treatment Information: Indicate if court-ordered treatment plan ordered parent to undergo an A/D assessment. Indicate if parent underwent assessment. Indicate assessment's recommendation for treatment. Indicate levels of treatment the parent received. Indicate if parent successfully completed that treatment.

### Eligibility Criteria:

- Complete this section as to information pertaining to the *identified parent only*.
- Briefly state TPR history and prior CAN history. See petition and investigative summary for this information.
- Is parent a Greene County resident?
- Was removal based on serious physical abuse or sexual abuse alleged by *the identified parent*? Is JO/CD recommending no reasonable efforts for reunification?
- Does petition allege long-term noncompliance with mental health treatment?
- Does petition allege a psychotic episode that has not yet been stabilized?
- Does identified parent have a criminal history that includes the following: being charged with or convicted of an offense during which the person carried, possessed, or used a firearm or other dangerous weapon; using force against another person; death or serious bodily injury occurred to any person without regard to whether any of the circumstances of the first two phrases is an element of the offense or conduct of which or for which the person is charged or convicted; one or more prior convictions of a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm?

### Child Information:

- List number of identified parent's children in protective custody.
- List the children's dates of birth.
- List the gender of those children.

**FDTTC Evaluation – Control Group Data Collection Form, Instruction Sheet  
(Continued)**

**Permanency Ruling:**

- Indicate the outcomes of the permanency hearing. (See the Findings of Fact of the Permanency Hearing for this ruling).

**Case Outcome:**

- Complete this section for *each child* of the identified parent in protective custody.
- Indicate the date of return of physical custody to the *identified parent*. (See docket entry granting permissive placement with *identified parent* for this date).
- Indicate the date of return of legal custody to the *identified parent*. (See docket entry ordering such for this date).
- Indicate date if child was placed with another parent.
- Indicate if guardianship was granted, to whom, and the date granted.
- Indicate if the child's permanency plan was Independent Living.
- Indicate if parental rights of *identified parent* were voluntarily terminated.
- Indicate if parental rights of *identified parent* were involuntarily terminated.
- Indicate if child was adopted.
- Indicate any other case outcome. For example: parent died, etc.
- Indicate date case was closed.
- If the *identified parent* is a mother, indicate if she gave birth to another child during the cases documented on this form. If yes, list those drug screen results for both mother and child.

**Recidivism:**

- List recidivism information as to the *identified parent* for the period during this current dependency case and one-year after case closure. For example: child welfare recidivism includes the birth of a drug-exposed child, additional children placed into protective custody, substantiated abuse/neglect of children during permissive placement, etc.
- For hotline information, include only those reports that are found *substantiated* by the Children's Division.
- Indicate any *arrest or conviction* information for the categories listed. List specific charges.