

## Participant Handbook

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

2015

To Contact a representative of the MHTC, contact 509-477-2230

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# **WELCOME**

Welcome to the Spokane County District and Municipal Mental Health Court. (MHTC). Now that you have entered into the Mental Health court this handbook was written to answer your questions and provide overall information about the MHTC program and provide information about what to expect.. As a participant in the MHTC, you will be expected to follow the conditions set forth by the MHTC team and the recommendations of your treatment plan. You are also responsible for reading this handbook carefully.....

## **Mission Statement**

The MHTC is Spokane County will strive to reduce recidivism of defendants in the criminal justice system that have a mental illness or disorder, and such mental illness or disorder has been a significant factor in their criminal history or behavior. The MHTC provides community protection with a cost-effective, integrated continuum of care, through the development and utilization of community resources. The MHTC holds participants accountable, and assists them in achieving long-term stability, becoming law-abiding citizens, and becoming successful family/community members.

## **Spokane County Mental Health Court**

The Spokane County mental health court is a collaborative court that has been in operation since 2007. It was developed after a sales tax initiative was passed by the tax payers in 2006. The court was based on the national problem-solving court model. The MHTC was created when it became increasingly clear that persons with mental illness and co-occurring mental illness and substance abuse disorders were in need of more specialized and individualized treatment.

The MHTC consists of intensive treatment by mental health professionals, frequent appearances before the Judge, mandatory mental health programming, regular visits with the case manager and or probation. Chemical treatment for those with co-occurring mental health and substance abuse disorders, and random substance (drug and alcohol) testing.

## **DESCRIPTION OF PROGRAM**

The Spokane County Mental Health Court is an intensive and comprehensive mental health court program designed as an alternative to incarceration. The program strives to hold its participants accountable for their behavior while also encouraging the individual to engage in mental health treatment. The MHTC follows two tracks: SOC and Probation.

The MHTC is guided by the following principles:

- 1) Maximize the communication and cooperation between the mental health system and the criminal justice system.
- 2) Improve access to community mental health services:
- 3) Expedite case processing time with a team approach.
- 4) Reduce recidivism
- 5) Protect the safety and well-being of the community;
- 6) Ensure that accountability for non-compliance with the treatment plan be swift and graduated to fit the circumstances.
- 7) Incorporate community-based educational, vocational, counseling and self-help courses and programs into a comprehensive treatment plan or self-improvement; and
- 8) Allow family members and others responsible for the care of the participant to become involved in the treatment and recovery process, in appropriate circumstances.
- 9) Improved the quality of life of mentally ill defendants.
- 10) Reduce the costs of prosecution, incarceration, and hospitalization to taxpayers.

## **ADMISSION TO THE MHTC PROGRAM**

An individual may apply for admission into the program as part of the disposition of any criminal matter. The applicant will be assessed by the Mental Health Program Manager/Evaluator in the area of psychological issues,. The criminal component of a participant will be screened by the Probation department and all referrals to the Mental health court will be staffed by the entire team. If determined eligible for the program, the applicant may then undergo further assessments as deemed appropriate by the case manager or the probation officer.

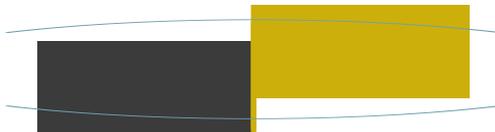
In situations where there is co-occurring substance abuse, the Treatment plan will include a substance abuse component that may require the participant to undergo an evaluation by a CDP and or have random UA's and comply with the recommendations.

Treatment will be monitored by the Case Manager if an SOC is offered, the case will be monitored by Probation if a guilty plea is entered. Participants must authorize all treatment providers (including doctors and counselors) to disclose to the Case manager, Program Manager or Probation officer any non-compliance with the treatment plans, such as missed appointments, substance abuse or failure to take medications as prescribed. The purpose of these disclosures is to quickly detect any noncompliance and address the situation promptly and effectively.

### **Target Population**

The target population of the MHTC is adult Spokane County residents who have been charged with a crime that is related to a serious mental illness.

These crimes are either misdemeanor charges or felony charges that have been reduced through a felony reduction hearing.



## WHO IS ELIGIBLE

To be eligible for the MHTC and individual must be:

- 18 years of age or older
- Spokane County Resident
- Charged with a crime
- Diagnosed with a significant mental illness
- Legally competent
- No Serious or Violent Offenses, no sexual offenses
- ( as defined by state statute: RCW 9.94A.030)
- Willing to **voluntarily** participate and commit to the rigors of the court conditions and treatment plan.
- Felony reductions on a case by case admittance.

## FACTORS THAT DETERMINE ACCEPTANCE

- Is the defendant likely to be influenced and/ or affected by the interaction with the Court?
- Will the defendant benefit from regular interaction with the Court and the services the MHTC program can provide or recommend?
- Can the MHTC provide and/or connect the defendant to the appropriate community resources for recovery?
- Does the defendant have the ability to follow through with Court conditions and treatment recommendations?



## **LENGTH OF PROGRAM**

- 12 months to 24 months for those on an SOC,
- 12 months to 24 months for those monitored by probation,
- Felony reductions are monitored by probation and subject to individual success. Length of program for a felony reduction can vary based on charge.
- Exact program length depends on participants progress and individual situation.

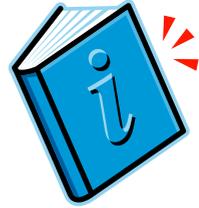
## **EXPECATIONS OF PARTICIPANT**

Participants must be willing to participate and be committed to court compliance and treatment providers compliance. Participants are expected to engage in regular judicial hearings with the MHTC judge and meet frequently with the MHTC case manager if being monitored for an SOC, or Probation while in the program.

Participants are required to:

- Attend all MHTC appearances
- Attend all appointments with Probation or case manger and be on time.
- Remain law abiding
- Abstain from illegal or non-prescribed drugs.
- Including:
  - \* No alcohol/controlled substance use
  - \* No mood altering chemicals
- Sign a release of Information for the court.
- Participants must complete random UA's if deemed appropriate.
- Participants must complete all hours of community service if required.
- Comply fully with mental health and chemical dependence treatment recommendations.
- Maintain confidentiality of all Mental Health Court participants.

## **COURT INFORMATION/YOUR TEAM**



#1

### **Location and Time of Court:**

MHTC is located in the Public Safety Building in courtroom at 1100 W Mallon Spokane, WA 99206.

Your court times are as follows:

Pre-Trials: Tuesday 1:30 PM

Treatment Review ( Probation monitoring): Tuesday at 2:00PM

SOC Therapeutic Track: Wednesday 9:00 AM

Show Cause/Violation Hearings: Wednesday 1:30 PM

### **Your Team:**

**Judge Sara Derr**

**Barbara Folden: MHTC Program Manager/Evaluator**

**Kim Hammond: MHTC case manager**

**Janelle Deffe MHTC case manager**

**Kristin O’Sullivan: MHTC City Prosecutor**

**Gretchen Verhoef: MHTC County Prosecutor**

**Cynthia Jaeger: MHTC City Defense Attorney**

**Melissa Haney: MHTC County Defense Attorney**

**Tim Sigler: MHTC City Probation Officer**

**Karen Lewis: MHTC County Probation officer**

**Susan Borrows: Bailiff**

**Aimee Emtman: Court Clerk**

**Michelle Alleman: MHTC secretary**

**When you arrive in court :**

If you are on the SOC track you must sign your name on the white board upon entering the court room. This is your place in line and allows the court to know you are present.

If you are on S/C , treatment review ( probation monitoring) or pre-trial you must wait to speak with your attorney or probation officer. Take a seat in the court room and your name will be called.

**After Court:**

If you are on the SOC docket, after you have completed your court appearance you may leave, the court clerk will provide you with the date of your next scheduled court appearance.

If you are monitored by probation, you may leave after you have completed your court appearance, the court clerk will provide you with the date of your next scheduled court appearance.

**Missed Court Appearances:**

If you miss a court appearance it is your responsibility to contact your MHTC case manager or your probation officer and /or defense attorney. If you have been issued a bench warrant for your missed court appearance it is your responsibility to file for a bench warrant recall in the Public Safety Building.

**Unsure of your court date:**

If you are unsure when you need to return to court, you can call the Mental Health court secretary at 509-477-2230.

## COURT ROOM RULES

**Attend all MHTC appearances.**

***Failure to appear in court may result in a bench warrant being issued for your arrest. The only person who can approve a missed court appearance is the Judge. Contact your defense attorney or Case manager immediately if you need to miss a court hearing.***

- **Be on time.** (Court is at 9 A.M. on Wednesday and 1:30 on Tuesday and Wednesday.)
- Write your name on the white board if you are there for the SOC hearing. Check in with the court clerk for all other hearings.
- All cell phones must be tuned off.
- No food, beverages or gum.
- No sleeping.
- Electronic portable devices are prohibited.
- Please be quiet and respectful. Once court has started please refrain from conversations.
- Remove hats while inside. Appropriate attire is requested.
- Children are not allowed in court, unless prior approval is given. If approved, children must be under your control.

## SANCTIONS

Possible sanctions for a violation of probation or a stipulated order can be but are not limited to:

- Essay to the court regarding the violation or determined by the MHTC team,
- Increased court hearings,
- Imposing UA's or increased UA testing,
- EHM or TAD monitoring,



- Community service hours,
- Jail time or bench warrant,
- Revocation of a Stipulated Order (dismissal order),
- Removal from the Mental Health Court program.

### **INCENTIVES/REWARDS**



- Praise from the Judge, attorneys, and court staff,
- Applause and recognition from peers,
- Certificates for progressing through phases, probation and recognition of life achievements,
- Reduced hearings,
- Reduction in appointments with probation or court case manager,
- Charge can be dismissed or probation time reduced

### **PHASES FOR SOC**

The MHTC program is a five–phase court ranging in length from 12-24 months.

Each phase consists of specific requirements for advancement into the next phase.

Phase movement will result upon accomplishing:

- Treatment goals as agreed in the treatment plan,
- Complying with all Court conditions (see page 7, and review treatment plan),
- Specific court requirements based on individual needs,
- In compliance with treatment providers, community plans, willing to achieve set goals and completing UA's.

## PHASE I



**Attend court weekly for a minimum of 8-10 weeks.**

- Cooperate and work with the case manager of the MHTC.
- Demonstrate a willingness to participate in the MHTC.
- Attend appointments and sessions as scheduled and on time, including those with mental health professionals (psychiatric & case management) and support groups (e.g., AA or NA meetings).
- Submit to random drug/alcohol testing.
- Make progress toward prescribed medication compliance.
- Work with case manager in obtaining services which *may* include housing, healthcare, benefits, psychiatry, mental health care, chemical dependency treatment, therapy, employment and/or educational options.
- Follow the recommendations of the court case manager.
- Remain law abiding and keep the court case manager apprised of any law enforcement contact.

**Advancement:** Phase movements are staffed with the entire team to accept or deny movement. Complete standard court treatment plan with court case manager, present to court.

## Phase II

**Minimum Requirements of Participant:**

**Attend court twice a month for 16-18 weeks**

- Attend court appearances on time.
- Attend appointments and sessions as scheduled and on time, including those with mental health professionals (psychiatric and case managers) and support groups.
- Abstain from alcohol and non-prescribed drugs as directed, or make significant improvement in that regard. You may need to develop a sobriety plan and work with your sponsor.

- Submit to random UA's.
- Take all medications as prescribed.
- Follow recommendations of the MHTC case manager.
- Remain law abiding and keep the MHTC case manager apprised of any contact with law enforcement.
- Obtain and maintain services which may include housing, healthcare, mental health care, psychiatry or chemical dependency treatment.
- Be actively involved in a job, education, vocational and /or positive pro-social activity.
- Develop a support system for personal, mental health and chemical dependency needs.

**Advancement:** Complete and provide a clean UA. Present 3 goals to the court at phase hearing.

### **Phase III**

#### **Minimum Requirements of Participant:**

##### **Attend court one time monthly for 14-16 weeks**

- Attend court appearances on time.
- Continue to make progress in mental health counseling/treatment and chemical dependency treatment (*if applicable*).
- Develop a support system for mental health and chemical dependency needs.
- Attend appointments and sessions as scheduled and on time, including those with mental health professionals (psychiatric and case managers) and support groups.
- Follow sobriety plan and maintain contact with sponsor (*if applicable*).
- Take all medications as prescribed.
- Obtain and maintain services which *may* include housing, healthcare, benefits,

psychiatry, mental health care, chemical dependency treatment, therapy, employment, pro social activities, and/or education options.

- Remain law abiding and keep the court case manager apprised of all law enforcement contact.
- Start to work on community work service hours. 15 hours of community hours need to be completed for graduation.

**Advancement:** Present a letter to the court about graduation plan, start to focus on future. Complete at least 2/3 of community work service hours.

### **Phase IV**

#### **Minimum Requirement of Participant:**

##### **Attend court one time monthly for 8-10 weeks**

- Attend court appearances on time.
- Meet the expectations of the mental health treatment plan and chemical dependency treatment plan established with providers (*if applicable*).
- Complete all community work during this phase.
- Attend appointments and sessions as scheduled and on time, including those with mental health professionals and support groups (e.g., AA or NA groups or MH meetings).
- Meet expectation of sobriety plan and maintain contact with a sponsor (*if applicable*).
- Maintain sobriety by abstaining from alcohol and non-prescribed drugs (including marijuana).
- Remain law abiding and notify case manager of any contact with law enforcement. Make a verbal commitment to remain law abiding.
- Complete and submit a wellness plan.
- Submit to random drug and alcohol testing.
- Appear for final court date to receive graduation certificate and final dismissal order from court.

**Advancement:** Graduation court date will be set, all community work hours will be submitted prior to graduation day.

## Phase V Graduation

Participant who graduate have successfully completed the **Spokane County Therapeutic court** phases and program requirements.

All graduates have completed 15 hours of community work hours, developed a wellness plan with providers or family supports and has successfully shared his/her goals for future success. The goal of each graduate is to remain law abiding and continue to develop steps to prevent recidivism. Graduates are encouraged to invite guests to witness their accomplishment and attend graduation.



### Termination

**Termination from the MHTC could result from:**

- New criminal charges or conviction,
- Failure to comply with court program and requirements,
- Absconding from the program,
- Participating in inappropriate behavior or conduct.

## **Weekly Required Check-In**

Regular contact with your providers and Mental Health Court Case Manager and Probation Officer is a requirement for participation in this program.

If you have entered into an SOC (Stipulated Order of Continuance) you will check in with Mrs. Kim Hammond. If you are managed by a probation officer it will either be Mrs. Karen Lewis (County Probation) or Mr. Tim Sigler (City Probation). You will be informed if any of these contacts change.

Court Contacts:

- Kim Hammond (509) 477-2281
- Karen Lewis (509) 477-2629
- Tim Sigler (509) 622-5804

The contact information for your case manager or probation officer should be kept with you, along with the names and numbers of your treatment providers. A simple way to do this is to keep a business card with you.

The information you provide to your court contact will be noted. Please let your court contact know about your goals for the week or any issues you are working on to change your life. The progress or hurdles encountered will be discussed as you progress through the program. Keep a journal of your goals and your treatment milestones.

Please update any phone number or address changes. Your case manager or probation officer needs to be able to advise you of any changes to your schedule or updates about treatment and court proceedings.

Missed or unexcused absences with court personnel could result in sanctions.

## STANDARD TREATMENT PLAN

I have chosen to voluntarily participate in the MHTC of Spokane County and agree to the following conditions:

- I agree to cooperate with all MHTC recommendations.
- I agree to follow my mental health treatment plan.
- I agree to attend all scheduled MHTC hearings.
- I must obtain permission if I am unable to attend a scheduled court appearance from my probation officer or case manager.
- I agree to weekly or bi-weekly contact and to attend all scheduled appointments with the MHTC case manager or MHTC probation officer.
- I agree to sign all necessary releases of information.
- I agree to take all medications as prescribed.
- I agree to remain compliant with my medications.
- I agree to abstain from the use or abuse of illegal or non-prescribed drugs .
- I agree to keep the court apprised of my current address and telephone number and report any changes.
- I agree to remain law-abiding .
- Other \_\_\_\_\_

I understand and agree to follow all of the above stated conditions of my MHTC Treatment Plan.

I understand that failure to comply with these conditions will result in a review of my case with the MHTC team, to determine my continued participation or the imposition of court ordered sanctions including incarceration or termination.

Defendant Signature: \_\_\_\_\_

Court staff Signature: \_\_\_\_\_

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

## CONFIDENTIALITY

Washington State Law requires that your identity and privacy be protected.

To participate in this program, you will be required to sign a *Release of Information* form and that will include a *Consent of Disclosure of Confidential Information*. This disclosure of information is for the sole purpose of reports concerning your MHTC case.

## CONCLUSION

The MHTC was developed to help you achieve stability and success in your life. The program is designed to promote self-sufficiency and to return you to the community as a productive and responsible citizen. **The Judge, case-manager, probation officer and community resources are present to guide you and assist you, but the final responsibility rests with you.**

The MHTC team hopes this handbook has been helpful and answered most of your questions. If you have additional questions or concerns about the MHTC program, please feel free to contact any member of the team.

GOOD LUCK TO YOU!!

### ***Community Volunteer Hours Agencies:***

1. Airway Heights Baptist Church Food Bank: 244-4845
2. American Red Cross: 326-3330
3. American Indian Community Center: 535-0886
4. Animal Nature Center: 325-1258
5. Center Pointe: 325-5451
6. Cheney Food Bank and Clothing Exchange: 235-2325
7. City Gate: 455-9670
8. Cup of Cool Water: 747-6686
9. ECCO Food Bank: 625-6699
10. First Covenant Church: 747-2818
11. Goodwill Thrift Store: 444-2396
12. Graffiti Task Force: (COPS) 835-4517
13. Greenhouse: 276-8224
14. Habitat for Humanity: 534-2552
15. Martin Luther King Outreach Center: 455-8722
16. Medical Lake Food Bank: 299-4940
17. North County Food Bank: 292-2530
18. N.E. SNAP Food Bank: 487-1114
19. Off Broadway Family Outreach: 998-2630
20. Our Place: 326-7267
21. Otis Orchard Food Bank: 926-6196

22. Peaceful Valley Community Center: 624-8634
23. Pine Meadow Farm Center: 448-3066
24. Salvation Army Food Bank: 325-6821
25. SCRAPS: 477-2532
26. Shalom Ministries: 455-9019
27. Southside Food Pantry: 535-2301
28. Spokane Eastside Reunion: 995-3606
29. Spokane Humane Society: 467-5235 ext. 28
30. Spokane Valley Meals on Wheels: 924-6976
31. Spokane Valley Partners Food Bank: 927-1153
32. Teen Challenge: 327-1383
33. Union Gospel Mission: 535-8510
34. Westminster Presbyterian Food Bank: 329-0351
35. Volunteers of America: 624-2378

This is a list of contacts, please call 477-2230 for more detailed information.

## Community Hours

MHTC participants may be required to complete work hours as part of the court program.

These hours may be completed through community agencies and/or a independent source approved prior by your case manager, probation officer or the court.

1. Hours to be completed by: \_\_\_\_\_
2. Hours expected to be completed: \_\_\_\_\_
3. You are expected to complete your community hours with assigned agency, remain free from drugs or alcohol, follow all agency rules and be courteous.

Participant \_\_\_\_\_

Date \_\_\_\_\_ Hours Completed \_\_\_\_\_

Location \_\_\_\_\_

\_\_\_\_\_

Staff signature \_\_\_\_\_

Supervisor Telephone # \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

You are required to provide the court with this time sheet or the hours completed and signed by the agency supervisor or contact.

Kim Hammond (509) 477-2281

Karen Lewis (509) 477-2629

Tim Sigler (509) 622-5804

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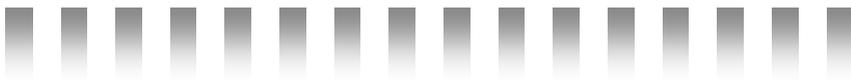
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***RECOVERY AND WELLNESS  
IS A WAY OF LIFE***

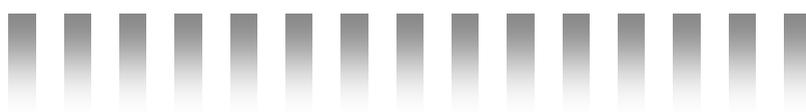
I hereby acknowledge receipt of the Spokane County Mental Health Court Handbook. I have read this handbook and agree to its terms and conditions.

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Signature Date

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Witness Signature



# NOTES

# NOTES

