



**Spokane Regional Mental Health Court**  
Participant Handbook

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

To contact a representative of the SRMHC, contact 509-477-2230.

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Dear Participant,

Welcome to the Spokane Regional Mental Health Court (SRMHC). You are about to enter a program that will benefit you and your future. As you progress through the program, you will be given the tools to establish and achieve long term stability through a continuum of care with the development and utilization of community resources. This handbook is designed to answer questions, address concerns and provide overall information about the program. As a participant, you will be expected to follow the instructions given by the Judge and comply with the recommended treatment plan. This handbook will provide a general description of what is expected of you.

Sincerely,

The Spokane Regional Mental Health Court Team

**PLEASE READ THIS BOOKLET VERY CAREFULLY.  
YOU ARE RESPONSIBLE FOR KNOWING AND  
UNDERSTANDING ITS CONTENT.**

*This handbook is designed to provide you with information regarding the Spokane Regional Mental Health Court (SRMHC) Program. These are guidelines so you can be informed about general policies and procedures. The Court reserves the right to change these guidelines and to decide any matter based upon individual facts and circumstances.*

# I. PROGRAM INFORMATION

## A. INTRODUCTION

Welcome to the **Spokane Regional Mental Health Court (SRMHC) Program!** This handbook is written to answer your questions and provide overall information about the SRMHC Program. Please refer to this handbook during your time in the SRMHC. It will serve as a useful guide.

*What is the Spokane Regional Mental Health Court Program?*

SRMHC is designed to help participants. Instead of a traditional sentence and probation, you will enter a supervised, structured, treatment-based program designed to help you learn how to manage your mental health diagnosis. You may also learn other essential life skills in order to live a healthy life. As a participant of this program, you are expected to attend all treatment sessions and counseling. You are also required to attend SRMHC hearings with other program participants. Compliance is monitored by SRMHC Team through regular appointments with case managers and/or probation officers and required drug and alcohol testing. Successful completion of SRMHC results in either dismissal of the criminal charges or a reduction in the ordered term of probation. Most importantly, graduating participants gain the necessary tools to achieve long-term stability and live a healthy lifestyle.

SRMHC is designed to have both intense accountability and encouragement by a team made up of a Judge, case manager(s), program manager, prosecutor, defense attorney, probation officer(s), and law enforcement officers who specifically work with the SRMHC participants. The team works collaboratively to monitor, supervise and guide each participant. Based on your participation, we may be able to provide assistance with stable, substance-free housing, education, employment, transportation, and mental health concerns—you will not be alone in your recovery efforts.

To successfully complete the program participants must work their way through the four program phases. The program phases are designed to slowly increase coping skills and healthy choices by first focusing on treatment, then life skills, emotional needs and finally long-term goals.

### *How does the SRMHC work?*

The SRMHC is designed to address your mental health issues, substance use disorders (if applicable), social and family challenges, stable housing, and employment and educational needs. You will participate in a variety of activities, including group and/or individual therapy, random drug screens, and community-based self-help groups, when appropriate.

SRMHC participants remain in the program for a minimum of **12 months** and must complete program requirements within 24 months (exceptions may occur). There are four phases that must be completed. If you successfully complete these stages, pay all restitution, and meet all other SRMHC financial obligations, you will graduate from the SRMHC program. Upon graduation, the criminal charges that brought you to the SRMHC will be dismissed or your probation term reduced. More importantly, you will gain the necessary tools to rebuild your life. However, if you consistently do not work toward treatment and stage goals, you may be terminated from the program.

The SRMHC is a team approach towards helping you be successful. Everyone wants you to succeed and create a new, healthy, stable, and satisfying lifestyle. We believe a critical part of your success is your ability to become involved in community-based support systems during your treatment and to help you transition into a healthier lifestyle and maintain your new way of living even after completing the SRMHC.

### *Who are the SRMHC Team and what do they do?*

The SRMHC Team consists of the Judge, program manager, prosecuting attorney, public defender, case managers, probation officers, law enforcement officers, clerk, secretary, and judicial assistant. The SRMHC Team meets before every mental health court hearing to discuss each participant's progress and treatment recommendations. These staffings are regularly scheduled prior to each Court hearing.

### *What if I have a substance use disorder (SUD), aka chemical dependency/addiction?*

SRMHC accepts clients who may have both mental health and SUD challenges. You will be expected to receive treatment for diagnoses related to your mental health and substance use.

Some applicants to the SRMHC program will be required to obtain recent mental health and chemical dependency assessments.

We are willing to work collaboratively to assist in your SUD treatment; however, there may be some SUD situations that are too severe to allow for participation in the SRMHC program.

*What happens once I am in the SRMHC Program?*

You will regularly meet with the SRMHC case managers and/or probation officers to develop goal plans. The goal plans are designed to improve your functioning in the critical areas of your life. New goals plans will be developed at each phase of the program. In the first phase, the focus will be on stabilization and treatment. The SRMHC requires you to have ongoing contact with the SRMHC case manager(s) and/or probation officer(s), individual and/or group therapy, medication management, court appearances, random drug testing, and community-based support groups (as appropriate).

## **B. PROGRAM COMPONENTS**

### **Treatment Component**

Participants will complete a mental health evaluation and engage in recommended mental health treatment. In addition to the mandatory mental health treatment services, the SRMHC Team may recommend additional required services based on the individual needs of the participant. Participants may also be required to complete a chemical dependency evaluation and follow treatment recommendations as appropriate.

#### **Treatment Services that Participants Must Participate in During SRMHC**

- Face-to-face sessions with SRMHC case managers and/or probation officers
- Mental health counseling
- Chemical dependency treatment (if applicable)

#### **Examples of Other Treatment Services the SRMHC May Recommend for Participants**

- Individual or family counseling
- Vocational Rehabilitation
- Community-based support groups
- EMDR or other specialized therapy
- Financial literacy counseling
- Domestic Violence Counseling and support

## Case Management/Probation Component

The case manager and/or probation officers provide client progress reports to the team during weekly staffing before Court. The client progress reports will include the following information:

- Dates of the one-on-one appointments
- Any missed one-on-one appointments (and whether they were excused)
- Any missed treatment sessions (and whether they were excused)
- Updates regarding participant's performance and progress in treatment (compliant or non-compliant)
- Drug and alcohol testing results
- Concerns/announcements/questions/requests that the participant or the treatment provider may have
- Whether the participant is compliant or non-compliant with all SRMHC requirements
- Risk assessment information
- Gaps in services
- Updates regarding phase goals
- Any psychosocial, economic, and physical needs of the SRMHC participant

**Participants will meet with their assigned SRMHC case manager and/or probation officer frequently.** The case managers and probation officers ensure that the SRMHC participants understand and comply with court orders. More importantly, the case managers and probation officers are responsible with assisting the participants to accomplish phase goals and their individualized treatment plans. The case managers and/or probation officers will review the risk/needs assessment for new participants and identify any gaps in services and make appropriate referrals to community agencies for needed resources. The case managers and/or probation officers will facilitate and link participants with needed services based on treatment needs, treatment plans, and community provider reports.

The case managers and/or probation officers provide care coordination services to SRMHC participants including the coordination of housing, benefits, and basic needs for participants. They will assist with identifying, developing, organizing and supervising participants' community services and projects.

Case managers and probation officers serve as liaisons between community providers and the Court. They work closely with community providers to monitor treatment plans along with addressing legal issues. Case managers and probation officers also assess and reassess participants' support systems, available community resources, and other factors. This requires case managers and probation officers to develop and implement case plans with intervention strategies to meet the participant's needs including treatment plans, residential placement, job training, socialization, medical/dental care, legal intervention, and financial assistance according to state and federal regulatory guidelines and budget limitations.

Case managers and probation officers will work closely together and with community agencies and law enforcement to collaborate and coordinate existing supports and encourage participation in treatment by SRMHC participants.

Case managers and probation officers will also collaborate with jail staff and law enforcement to coordinate services upon release for any in-custody participant, and monitor SRMHC participants as they re-enter the community, acting as a liaison between jail staff, community providers and the Court.

## **Court Component**

Participants attend SRMHC hearings with other participants as required. At the Court hearings, participants will report to the judge on their progress and setbacks on completion of program tasks and assignments. The SRMHC Team attends hearings to offer support, encouragement, and accountability. The judge addresses accomplishments and violations and enters orders for each participant for the next SRMHC period. Throughout the program, the team will support the participant with incentives for success and accomplishments.

When a participant is out of compliance with program requirements, the judge may impose sanctions. SRMHC tailors its expectations of participants by phases. At each phase, the Court and the team will explain to the participant what the expectations are for compliance and how compliance will be monitored. The Court issues sanctions for non-compliance and attempts to tailor sanctions to each participant's individual treatment plan. While sanctions may include jail time, the Court and team intend to use non-jail, progressive sanctions for most violations.

## **Team Member Component**

The success of the SRMHC is dependent upon the strength of the team. The team will meet every week to discuss compliance of each participant. After staff meeting discussions, the team will make a decision as to what action(s) to take on each participant's case.

## ***Essential Mental Health Court Team Members***

**Judge:** The judge presides over SRMHC Hearings. The judge provides input and direction during SRMHC Team meetings and issues incentives and sanctions for participants during SRMHC Court hearings. The judge makes the final ruling on sanctions, incentives, and findings of facts.

**Program Manager:** The program manager performs administrative and supervisory work in overseeing program analysis, development, and implementation of the treatment support operations of the SRMHC. The program manager manages the fiscal, personnel, and other administrative functions of the program and serves as a liaison to internal and external stakeholders and community agencies.

**Prosecutor:** The prosecutor works with the public defender to identify eligible SRMHC clients, attends all SRMHC staff meetings and review hearings, dismisses charges upon graduation, and prosecutes upon participant's termination from the SRMHC program.

**Public Defender:** The public defender works with the prosecutor to identify and refer potentially eligible SRMHC clients to the program. The public defender provides legal counsel to participants, reviews all program documents with the participant, and meets with the SRMHC Team for staff meetings and all review hearings.

**Case Managers:** The case managers monitor program requirements while coordinating with treatment staff in the rehabilitation process. The case managers meet with participants regularly to provide case management. They submit compliance reports for SRMHC staff meetings and attend all SRMHC staff meetings and review hearings. Case managers are responsible for issuing non-compliance reports to the Court.

**Probation Officers:** The probation officer assists in coordinating efforts with collateral treatment service providers, provides probation reports, and treatment provider reports for each SRMHC meeting for current participants. The probation officer is responsible for issuing treatment non-compliance reports to the Court.

**Secretary:** The SRMHC secretary assists prospective participants and the referring party with the referral process. The secretary collects records and information for prospective participants and conducts risk assessment. The secretary assists the program manager with presenting this information to the SRMHC Team. The secretary also compiles and distributes a weekly list of the participants on the docket each week.

## ***Integral Collateral Professionals to Mental Health Court***

**Court Clerk:** The court clerk attends court hearings, provides court support to the Judge, copies and delivers orders to participants and the team, schedules hearings, and prepares promises to appear.

**Judicial Assistant:** The judicial assistant is responsible for a variety of administrative tasks to assist the SRMHC judge. The judicial assistant prepares documents, handles records, and manages court files and completes clerical tasks. The judicial assistant also assists in maintaining decorum in the courtroom and assisting participants during court proceedings as needed.

**Law Enforcement:** The SRMHC Team frequently collaborates with the Spokane Police Department's Behavioral Health Unit. The unit is comprised of law enforcement officers from the Spokane County Sheriff's Department and Spokane Police Department, as well as mental health professionals from Frontier Behavioral Health. The unit works with the SRMHC Team to attend court hearings to develop relationships with participants and responds to safety concerns for participants by conducting welfare checks.

## C. CONFIDENTIALITY AND PROFESSIONALISM

SRMHC is a unique model where traditional roles are blended to promote a unified interest in participants' recovery and success. The typical courtroom environment is put aside and team members collaborate openly with each other and the SRMHC Judge has more direct involvement with participants and the SRMHC Team.

The judge maintains the role of an impartial, independent decision-maker who is advised by professionals on participants' compliance and options to strengthen each participant's capacity to succeed in the program. To encourage this model and promote ethical and professional conduct, the team will:

- Limit their discussions at case staff meetings with the judge only to matters directly related to participants and will refrain from speaking about other cases, non-participants, and gossip in general.
- Hold information discussed during pretrial interviews, assessments, SRMHC staff meetings, SRMHC status hearings, and treatment sessions in confidence (except as required for mandated reporting of abuse or other laws).
- Not file new criminal charges against a participant on the basis of drug testing results or statements of drug use made by participants during SRMHC proceedings or during the course of the SRMHC program.
- Be respectful to one another during case staff meetings. The collaborative approach to the SRMHC program often means team members will have differing and equally valuable opinions.
- Support the wraparound efforts of the SRMHC Team by encouraging participants to complete case plans, court goals, and treatment plans which the case manager(s), treatment provider, or probation officers has established for them.

## II. PROGRAM AND POLICIES

### A. ELIGIBILITY CRITERIA

Not all applicants are accepted into SRMHC. In order to be eligible for the SRMHC program, the applicant must meet all six of the following requirements:

- (1) Applicant must be **18 years of age or older**;
- (2) Applicant must reside in Spokane County;
- (3) Applicant is charged with an eligible misdemeanor/gross misdemeanor or felony reduction;
- (4) The applicant has been diagnosed with a qualifying serious mental health illness as determined by a mental health evaluation completed by a licensed mental health professional;
- (5) The applicant may be evaluated using a Risk Needs Assessment Tool and the result is: **(1) High Risk/High Need or (2) Moderate Risk/Moderate Need**
- (6) Applicant has **fully completed all aspects of the SRMHC application**;
- (7) Applicant **voluntarily agrees to participate** in the SRMHC and has signed the "Acknowledgment and Agreement of Participant Handbook."

## **The Following Individuals ARE NOT Eligible for SRMHC:**

**RCW 2.30.030** : Except under special findings by the court, the following individuals are not eligible for participation in therapeutic courts:

- (a) Individuals who are **currently charged or who have been previously convicted** of a serious violent offense or sex offense as defined in RCW 9.94A.030;
- (b) Individuals who are **currently charged** with an offense alleging intentional discharge, threat to discharge, or attempt to discharge a firearm in furtherance of the offense;
- (c) Individuals who **are currently charged with or who have been previously convicted** of vehicular homicide or an equivalent out-of- state offense; or
- (d) Individuals who are **currently charged with or who have been previously convicted** of: An offense alleging substantial bodily harm or great bodily harm as defined in RCW 9A.04.110, or death of another person.

### **"Serious violent offense" is a subcategory of violent offense and means:**

- (a)(i) Murder in the first degree;
- (ii) Homicide by abuse;
- (iii) Murder in the second degree;
- (iv) Manslaughter in the first degree;
- (v) Assault in the first degree;
- (vii) Rape in the first degree;
- (viii) Assault of a child in the first degree; or
- (ix) An attempt, criminal solicitation, or criminal conspiracy to commit one of these felonies;
- (b) Any federal or out-of-state conviction for an offense that under the laws of this state would be a felony classified as a serious violent offense under (a) of this subsection.

## **The following may be disqualifiers for the SRMHC:**

- Prior failure to successfully complete the SRMHC
- ICE or DOC community custody holds
- Active and/or prior gang affiliation
- Active federal probation
- Pending felonies
- Cases in active warrant status
- Pending cases in other counties
- Presumptive disqualification if case is greater than 180 days old

**OPT-OUT PERIOD:** Participants who have been accepted into the SRMHC program and entered a plea and/or stipulated order of continuance of their case may not opt-out of the program.

## **B. MENTAL HEALTH COURT SCHEDULE**

SRMHC hearings in front of the judge occur weekly. Attendance in court is **ABSOLUTELY** mandatory on the dates you are ordered to appear by the judge. As you advance to higher phases in the program, the number of required court appearances may be decreased.

If you are not present in court on the required days, a bench warrant may be issued. It is then your responsibility to get the warrant quashed or turn yourself in. Absences may be excused if a documented, reasonable excuse for the absence is provided. The court will attempt to accommodate academic and employment schedules when possible. To make a request, participants should be in compliance with their court order and produce documentation of their academic and/or employment obligations to their assigned case managers and probation officers.

**Courtroom Behavior:** You are expected to maintain appropriate behavior at all times in the courtroom and courthouse. This includes:

- No talking while court is in session
- No cell phone use while court is in session
- Be respectful of others
- No food or beverage in courtroom
- No smoking
- No gum chewing
- No chewing tobacco
- No vaping
- If possible arrange for childcare and do not bring your children to court
- The judge should be addressed as “Judge” or “Your Honor”
- Be on time and do not leave during the hearing except to use the restroom
- **DRESS APPROPRIATELY!** Clothing bearing profanities, alcohol or drug related themes or promoting or advertising alcohol or drug use is considered inappropriate.

## **C. CASE STAFFING MEETINGS**

Case staffing meetings take place prior to each SRMHC hearing. In staffing meetings the SRMHC Team discusses each participant’s case. Team members are required to attend these meetings. Recommended team actions are determined by a majority vote by the team. The SRMHC Judge will consider these recommendations and also balance the participant’s position on matters. After the team vote, the judge makes a final determination for all SRMHC orders and terminations and is not bound by the recommendations of the team.

## **D. COURT REVIEW HEARINGS**

Spokane Regional Mental Health Court hearings are open to the public. Friends, family, and guests of the participants are encouraged to attend and are permitted in the courtroom. Additionally, applicants considering joining Mental Health Court or other visitors approved by the Judge are permitted in the courtroom. Visitors may not participate or comment on any of the proceedings during Mental Health Court hearings unless invited by the Judge or a participant.

The Mental Health Court Team and participants will meet every week in Court at Mental Health Court hearings. Mental Health Court hearings will occur with all the participants and the team at the Spokane County District Court. Participants are required to attend all hearings based upon their current phase level.

## **E. INCENTIVES AND SANCTIONS**

### **Incentives**

Incentives will be used liberally throughout participation in the program to support and encourage all participants. Participant incentives may include:

- Encouragement and praise from the SRMHC Judge
- Applause and praise by the SRMHC Team at Court hearing
- Ceremonies and phase wristbands
- Certificates of progress
- Decreased frequency for Court appearances
- Modification of sanctions when authorized by the Judge
- Restoration of a lost privilege
- Prizes from the Court
- Gift cards from the Court
- Reduction in Court fees
- Other incentives as determined by the team

## Sanctions

Participants are subject to immediate sanction(s) for any failure to comply with program rules, requirements, and Court orders. Any sanction imposed must be completed by the deadline set by the Court. Behavior that may result in sanctions can include:

- Dishonesty
- Missed Court appearances
- Missed drug testing (considered a positive)
- Positive drug test (positive drug test/dilute)
- Adulterated/tampered drug test
- Missed treatment
- Inappropriate behaviors with treatment plan
- Noncompliance with treatment plan
- New criminal arrest/charge
- Failure to report law enforcement contact within 48 hours
- Failure to perform/complete sanction(s)
- Violation of Court order
- Missed sober support meetings
- Failure to follow-up/obtain housing
- Failure to update information with the Court
- Failure to submit paperwork as directed by the Court
- Failure to meet program goals
- Failure to take medication as prescribed

Sanctions that may result from above behavior may include:

- Warnings and admonishments by the SRMHC Judge in open Court
- Increased frequency in Court appearances
- A written reflective or research essay

- Community service or project
- EHM or equivalent program
- A phase re-start or prior phase return
- Escalating periods of jail confinement
- Association restrictions that assist in rehabilitation needs (Court orders prohibiting a participant from having contact with certain individuals, etc....)
- Termination from the SRMHC program
- Other sanctions as determined by the team

## **F. RULES AND DEFINITIONS OF THE SPOKANE REGIONAL MENTAL HEALTH COURT PROGRAM**

1. Be honest with yourself and the team at all times.
2. Maintain confidentiality of all other SRMHC participants.
3. Do not violate any city, county, state or federal laws—a finding of probable cause may be sufficient for SRMHC sanctions.
4. Any arrest or contact with law enforcement must be reported to the SRMHC case manager(s) and/or probation officer(s) **within 24 hours of contact**.
5. Do not commit any acts of violence or threats of violence or engage in belligerent behavior.
6. Do not possess, use, sell, distribute or have under your control, alcohol beverages, paraphernalia or drugs except as prescribed by a licensed physician. It is the responsibility of participants to report use of prescription medications to the SRMHC Team by providing prescription copies to the SRMHC Program Manager, case manager and/or probation officer. Any positive test for prescription medication that is not authorized is considered a positive drug test, subjects the participants to sanctions, and changes the participant's sobriety date (effecting stage advancement eligibility). All participants must inform all health care providers that they are participants in the SRMHC program.
7. Do not go to any place where drugs are illegally used or sold.
8. Report use of drugs or alcohol to assigned case manager and/or probation officer within 24 hours.

9. Do not carry or possess any weapon of any form, including firearms or knives, at any SRMHC program activity.
10. Be respectful to each other, the team and the judge.
11. Comply with any reasonable program requirement.
12. Comply with the requirements, deadlines, or sanctions issued by the SRMHC Judge.
13. Provide the SRMHC with an updated and correct phone number and address. Any changes must be immediately reported to the participant's assigned SRMHC case manager and/or probation officer.
14. Cooperate with all members of the SRMHC Team at each level and strive to move forward through each level to the best of your ability.

## Testing

SRMHC participants may be required to submit randomly to alcohol and drug tests (including urine, saliva, breathe, and blood) and/or be hooked up on other equipment, to monitor your sobriety when requested by a SRMHC Team member and/or treatment provider, including on weekends and evenings. Any positive urine screens, tampered samples, positive readings on the equipment or refusal to provide a sample may be grounds for a sanction(s).

**A refusal to provide a sample, an inability to provide a sample, a diluted sample, or an abnormal or missed test will be considered a positive screen. Any attempt to adulterate or falsify a test will be considered a positive screen. If you are unable to provide a sample within the designated testing hours, it will be considered a positive screen.**

### **DEFINITIONS:**

- **Refusal:** Refusing to test when asked.
- **Rejected:** Testing agency may reject a sample due to heavy sediment in urine, super clear urine or abnormal smell.
- **Dilute Test:** All urine samples that return from the lab with a creatinine level below 20 ng are considered dilute and are treated as a positive screen. A dilute screen is caused by consuming large amounts of excessive fluids, i.e., water, coffee, tea or sodas. This technique is an attempt to manipulate urinalysis results and will be considered a violation. Claiming that you did not know **will not** be an acceptable excuse.
- **Abnormal Test:** Urine creatinine that is either below 20 ng/dL or above 400 ng/dL is considered an abnormal urine sample.
- **Missed Test:** Failure to appear for a scheduled testing time
- **Adulterate or falsify:** The intentional tampering with a urine sample by the donor. Example: eating or drinking substances that may alter a test, adding substances directly to the urine to alter results, diluting or substituting specimen with someone else's drug or alcohol-free urine.
- **Unable to Provide (UTP):** Participant is unable to provide a urine sample at the time of testing.

Participants are responsible for what they put in their body. A participant's claim that they did not know is not an acceptable excuse.

**WARNING: DO NOT** ingest non-alcoholic beer or wine, kombucha tea, poppy seeds in any form (i.e. muffins, bagels), flushing agents, "natural" or herbal remedies, over the counter

medications such as Nyquil, mouthwash containing alcohol, Metabolife (or other over the counter diet aides), or any other substance containing alcohol. Supplements with creatinine are forbidden. **YOU are responsible for what you put in and on your body. Read ingredients listed on the labels of everything.** If you have any doubts, ask a pharmacist for assistance or contact your case manager or probation officer. **Once again, claiming that you did not know will not be an acceptable excuse.**

**Frequency of testing is subject to change at the Court's discretion at any time.**

## Attendance

- a. Be *on time* for all scheduled appointments required in your SRMHC order. If you are more than 15 minutes late to your appointment, you may be sanctioned for missing a scheduled Court-related appointment.
  
- b. Do not miss any scheduled appointments with your assigned case manager or probation officer without *prior* approval.
  
- c. Do not miss any scheduled substance abuse treatment groups or classes without *prior* approval by your counselor.
  
- d. Do not miss any scheduled mental health counseling appointments without *prior* approval by the counselor.
  
- e. Do not miss any other scheduled SRMHC program or counseling appointments (such as medical, mental health, face to face meetings, etc.).
  
- f. Be on time and do not miss any SRMHC Court hearings without *prior* approval by the judge. If a participant fails to appear for a SRMHC Court hearing (and has not been excused) a bench warrant may be issued immediately and, upon arrest, participants will be held in jail until they appear before the judge to explain why they missed their missed Court hearing.

## Excused Absences

i. **Excused Counseling and Case Manager/Probation Officer Appointments.** All counseling/treatment, case management, and/or probation appointments are mandatory. It is at the discretion of the counselor/treatment provider, case manager, and/or probation officer to determine whether to excuse the absence and reschedule the appointment.

ii. **Excused Absence from Mental Health Court Hearing.** All SRMHC hearings are mandatory. Calls on the day of Court will not be considered excused from Court. Unless otherwise permitted by the judge, the judge will determine whether to approve or deny the request.

# TERMINATION CRITERIA

The SRMHC Team will endeavor to keep participants in the SRMHC Program. However, there are some situations that will result in termination. If a participant is terminated from SRMHC, all sanctions imposed by the Spokane Regional Mental Health Court prior to formal termination shall be completed by the participant. No sanctions are waived as a result of termination.

## **Court Termination**

**Administrative Termination:** Any participant who has been *inactive* for 60 days or longer in Mental Health Court, may be administratively terminated by the Court and the Court will issue an order directing that the participant be taken off the active list of SRMHC participants (no team vote is required). The participant's spot in the SRMHC program may be given to another applicant if there is a waiting list.

**Mandatory Grounds for Termination:** A participant shall be set for termination if any of the following situations occur (no team vote is required):

- a. **Inability to Complete Program in 730 days.** If there is no feasible way for the participant to complete the SRMHC program within 730 days (24 months) or within the calendar month for which the 730th day falls (excluding days in inpatient treatment), the SRMHC Judge may extend this period for good cause at the termination hearing.
- b. **A New Sex Offense/Violent Criminal Law Violation.** If any Court finds probable cause for a new charge against the participant that involves a sex offense or violent offense of any kind against another person, the SRMHC team may decide to terminate the participant from the SRMHC program. These terminations will be determined on a case-by-case basis.
- c. **A New Delivery/Manufacture/Possession with Intent Criminal Law Violation.** If any Court finds probable cause for a new charge against the participant that involves the delivery, sale, manufacture, or possession with intent to sell illegal drugs.

**Discretionary Grounds for Termination:** The SRMHC Team will consider the facts and circumstances and make a recommendation (by majority vote of the team) to the Court as to whether a participant should be terminated from SRMHC if any of the following situations occur:

**A. Exceeding Maximum Time in a Stage.** If a participant is not able to advance within the maximum time for a stage, they may provide a written request to the SRMHC asking to be allowed to continue and explaining how he or she is going to come into compliance. The team will review the request and make a recommendation regarding continuing participation in the program. The Court will consider the request and may grant a participant more time to complete a stage. The number of days for the extension will be clearly stated on the participant's Court order and may also require that the participant return to a prior level of treatment or impose other sanctions and remedies that may be appropriate. If the Court determines termination is appropriate, the matter will be addressed under the procedures below for termination hearings.

**B. A New Criminal Law Violation.** Except for new sex offense/violent crimes, or Delivery/Manufacture/Possession with Intent crimes, a finding of probable cause by any Court for a new crime may be grounds for termination from the SRMHC. The team will make a recommendation regarding continuing participation in the program. The Court will make a final decision after consideration of the team's recommendation and considering the point of view of the participant. The participant may incur sanctions for the violation. If the Court determines termination is appropriate, the matter will be addressed under the procedures below for termination hearings.

**C. Inactive for 30 Days.** If a participant has been inactive for at least 30 days but less than 60 days, during the period of non-engagement, the participant will incur sanctions, up to and including jail time. The inactive participant may be subject to a warrant being issued. Upon arrest, the participant may provide a written request to the SRMHC asking to be allowed to continue and explaining how they are going to come into compliance. The team will make a recommendation regarding continuing participation in the SRMHC. The Court will consider the request and may grant a participant's request to remain in the program. If the Court determines termination is appropriate, the matter will be addressed under the procedures below for termination hearings.

## Procedure for Termination Hearing

Whenever a participant is subject to termination for any of the reasons set forth above, the following termination procedures apply:

1. When *discretionary* grounds for termination has occurred, any member of the SRMHC Team may propose that a participant be terminated from the program. The team will vote whether to terminate the participant. If a majority of the team votes to terminate, the assigned case manager or probation officer shall write a short, concise statement of fact (Notice of Termination) constituting the grounds for termination which will be delivered to the participant, case parties and filed with the Court.
2. When *mandatory* grounds for termination has occurred, the team does not vote whether to terminate; the decision to terminate is mandatory. The assigned case manager or probation officer shall provide a short, concise statement of fact (Notice of Termination) constituting the grounds for termination which will be delivered to the participant, case parties, and filed with the Court.
3. If the participant wishes to contest the factual basis for termination, the SRMHC Judge shall set a time for the termination hearing at least 14 days after the Notice of Termination is filed. The participant may inform the Court that (s)he does not wish to contest the factual grounds for termination and the Court will enter an Order of Termination and set the matter for resolution and/or sentencing.

### **III. STAGE REQUIREMENTS**

#### **A. STAGES OF THE SPOKANE REGIONAL MENTAL HEALTH COURT**

The SRMHC program is comprised of four phases. Each phase is designed to support participants in achieving and maintaining a life of sobriety and prosocial living. After requirements are met for each phase, the participant will be presented with a certificate of completion for that phase and advance to the next phase.

The program takes a minimum of approximately one year to complete and participation may not exceed 24 months unless the judge extends this time period for good cause. Days spent at an intensive inpatient treatment program are subtracted from the days required in each phase.

## Minimum Phase Requirements:

	<b>PHASE I</b> <b>STABILIZATION</b> <b>ENGAGEMENT</b> <b>(90—120 DAYS)</b>	<b>PHASE II</b> <b>ENGAGEMENT</b> <b>MAINTENANCE</b> <b>(60—120 DAYS)</b>	<b>PHASE III</b> <b>MAINTENANCE</b> <b>INDEPENDENCE</b> <b>(60— 120 DAYS)</b>	<b>PHASE IV</b> <b>INDEPENDENCE</b> <b>MASTERY</b> <b>(90 DAYS)</b>
<b>COURT APPEARANCES</b>	EVERY OTHER WEEK	EVERY OTHER WEEK	EVERY 4 WEEKS	MINIMUM 1X OR AS DIRECTED
<b>CASE MANAGEMENT/ PROBATION APPOINTMENTS</b>	MINIMUM 1X WEEK FOR THE FIRST 30 DAYS	1X WEEK EVERY OTHER WEEK	1X PER MONTH	MINIMUM 1X OR AS DIRECTED
<b>DRUG/ALCOHOL TESTING</b>	COULD BE REQUIRED TO UA A MINIMUM OF ONCE PER WEEK	RANDOM	RANDOM	RANDOM
<b>MENTAL HEALTH TREATMENT SESSIONS *</b>	PER TREATMENT PLAN	PER TREATMENT PLAN	PER TREATMENT PLAN	PER TREATMENT PLAN
<b>CD TREATMENT SESSIONS *</b>	PER TREATMENT PLAN	PER TREATMENT PLAN	PER TREATMENT PLAN	PER TREATMENT PLAN

# PHASE I STABILIZATION AND ENGAGEMENT

## PHASE I: FOCUS ON STABILIZATION AND TREATMENT PLAN

TIME IN PHASE: 90 DAYS MIN. — 180 MAX.

### **Expectations for Phase I:**

During the first 30 days you must:

- 1) Attend SRMHC hearings every other week.
- 2) Attend SRMHC case management/probation appointments every week.
- 3) Could be required to provide urinalysis tests a minimum of once per week.
- 4) Obtain a mental health evaluation from a certified mental health professional.
- 5) Some participants may be required to obtain a chemical dependency/alcohol evaluation.
- 6) Practice honesty with the SRMHC Team members and all providers.
- 7) Attend all appointments.

During days 30—90 days you must:

- 1) Attend SRMHC Court hearings every other week.
- 2) Attend SRMHC case management/probation appointments minimum of every week.
- 3) Enroll in any recommended mental health treatment and follow treatment recommendations.
- 4) Some participants may be required to enroll in chemical dependency/alcohol treatment and follow treatment recommendations.
- 5) Obtain a medical assessment to determine the need for any prescribed medication.
- 6) Participate in case management and/or probation meetings in developing and creating a case plan and goals based on the risk/needs assessment, including but not limited to: psychosocial needs, economic and/or physical needs, such as clean and sober housing, long-term housing, job training, socialization, nursing/medical/dental services, education, etc.
- 7) Work with the SRMHC case managers and/or probation officers and other support resources, if needed, to seek stable, clean and sober housing.

8) Work with the SRMHC case managers and/or probation officers to develop peer and social support networks.

**Requirement to Advance to Phase II:**

- Attend SRMHC hearings every other week.
- Attend SRMHC case management and probation appointments as required;
- Complete a risk/needs assessment.
- Develop a case plan and goals based on the Risk/Needs Assessment, including but not limited to: psychosocial needs, economic and/or physical needs, such as clean and sober housing, long-term housing, job training, socialization, medical/dental services, educational, transportation, etc.
- Remain compliant with all UA testing for a minimum of (60) days.
- Remain drug and alcohol free for at least thirty (30) consecutive days prior to phase promotion.
- Obtain a mental health evaluation and complied with mental health treatment plan.
- Obtain an alcohol drug assessment and complied with chemical dependency treatment plan, if applicable.
- Obtain a medical assessment to determine the need for any prescribed medication and taking medication as prescribed for a minimum of sixty (60) days.
- Obtain or create a transportation plan (such as obtaining a license, personal vehicle, bus pass, etc.).
- Meet all established phase I goals.
- Meet with SRMHC case manager and/ or probation officer and established phase II goals.
- Remain open and honest with SRMHC Team.

## **PHASE II ENGAGEMENT AND MAINTENANCE**

**PHASE II: PARTICIPANTS CONTINUE MANY OF THE ACTIVITIES FROM PHASE I AND THE TREATMENT PLAN WILL BEGIN TO FOCUS ON THE UNDERLYING ISSUES THAT BROUGHT THEM TO THE SRMHC.**

**TIME IN PHASE: 60 DAYS MIN.—120 DAYS MAX.**

### **Expectations for Phase II:**

- 1) Attend all SRMHC hearings every other week.
- 2) Attend all regular mental health treatment as recommended.
- 3) Attend all chemical dependency treatment, if applicable.
- 4) Comply with prescribed medication regimen.
- 5) Complete a minimum of ten (10) hours (at Court's discretion) of community engagement activities (this could include volunteering, job applications, DVR, treatment group participation, etc.) with prior approval of the SRMHC Team.
- 6) Attend SRMHC case management and/or probation officer appointments a minimum of one (1) time every two (2) weeks.
- 7) Address outstanding school issues (GED, vocational training, college enrollment) or job placement issues.
- 8) Comply with community service or engagement requirements.

### **Requirement to Advance to Phase III:**

- Attend all Court hearings every other week.
- Remain alcohol and drug free for at least sixty (60 days) consecutive days prior to phase advancement.
- Demonstrate compliant behavior and consistent treatment attendance for a minimum of sixty (60) days prior to phase promotion.

- Attend SRMHC case management appointments every two (2) weeks.
- Comply with mental health treatment.
- Comply with chemical dependency treatment, if applicable.
- Comply with prescribed medication regimen.
- Complete ten to forty (10-40) hours of community engagement activities as established with SRMHC case manager and/or probation officer.
- Continue compliance with case plan/goals.
- Meet all established phase II goals.
- Meet with SRMHC case manager and/or probation officer and established phase III goals.
- Remain open and honest with SRMHC Team.

## **PHASE III MAINTENANCE AND LIFE SKILLS**

**PHASE III: REINFORCES SOBER AND PRO-SOCIAL LIVING AND BEGINS TO FOCUS ON REBUILDING THE PARTICIPANT'S LIFE. THIS MAY INCLUDE EDUCATION, JOB SKILL TRAINING AND LONG TERM GOAL SETTING. PARTICIPANTS WILL CONTINUE WITH MANY OF THE SAME REQUIREMENTS IN PRIOR STAGES AND BUILD UPON THEM.**

**TIME IN STAGE: 60 DAYS MIN.— 120 DAYS MAX.**

### **Expectations for Phase III:**

- 1) Attend all Court hearings every four (4) weeks or as directed.
- 2) Meet with SRMHC case manager and/or probation officer a minimum of one (1) time per month.
- 3) Attend all regular mental health treatment as recommended.
- 4) Attend all chemical dependency treatment, if applicable.
- 5) Comply with prescribed medication regimen.
- 6) Make efforts to seek employment, education, or maintain work and education schedules.
- 7) Identify personal triggers and coping mechanisms.
- 8) Develop long-term goals with assigned SRMHC case manager and/or probation officer.

### **Requirement to Advance to Phase III:**

- Attend Court hearings every four (4) weeks.
- Attend SRMHC case management and/or probation appointments a minimum of one (1) time per month.
- Identified personal triggers and coping mechanisms.
- Remain drug and alcohol free for at least sixty (60) consecutive days prior to phase advancement.
- Demonstrate compliant behavior and consistent treatment attendance for a minimum

of sixty (60) days prior to phase promotion.

- Engage in active employment or enrolled in an accredited learning institution or vocational program at a minimum of twenty (20) hours per week; or otherwise documented as a homemaker in lieu of outside the home work or education; or documented proof of disability and disability benefits preventing the individual from work, education or volunteer opportunities.
- Comply with mental health treatment plan.
- Comply with chemical dependency treatment plan, if applicable.
- Comply with prescribed medication regimen.
- Meet conditions of restitution payment plan, if applicable.
- Meet all established phase III goals.
- Met with SRMHC case manager and/or probation officer to establish phase IV goals.
- Remain open and honest with the SRMHC Team.

## **PHASE IV LIFE SKILLS/INDEPENDENCE AND GRADUATION**

**PHASE IV: HELPS PARTICIPANTS GAIN THE ABILITY TO MAKE HEALTHY, LONG TERM, UNSUPERVISED, LIFE CHOICES ABOUT THINGS SUCH AS EDUCATIONAL AND EMPLOYMENT PROGRESS, SOBRIETY, TRUST AND RELATIONSHIP SKILLS. PARTICIPANTS WILL CONTINUE WITH MANY OF THE SAME REQUIREMENTS IN PRIOR STAGES.**

**TIME IN STAGE: 60 DAYS MIN. — 120 DAYS MAX.**

### **Expectations for Phase IV:**

- 1) Attend all Court hearings as required.
- 2) Meet with SRMHC case manager and/or probation officer a minimum of one (1) time to develop a wellness plan and complete an updated ORAS screening.
- 3) Draft a written wellness plan.
- 4) Resolve any outstanding criminal matters.
- 5) Maintain stable housing.
- 6) Attend all regular mental health treatment as recommended.
- 7) Attend aftercare outpatient treatment requirement, if applicable.
- 8) Comply with prescribed medication regimen.
- 9) Be employed, in school, or provided documentation as a homemaker in lieu of outside the home work or education; or documented proof of disability and disability benefits preventing the individual from work, education or volunteer opportunities.
- 10) Pay restitution and complete any community service, volunteer hours or community engagement requirements.

### **Requirements to Graduate:**

- Appear for Court as required.
- Meet with SRMHC case manager and/or probation officer a minimum of one (1) time to develop a wellness plan and complete an updated ORAS screening.
- Draft a written wellness plan.
- Share written wellness plan with the SRMHC Team the day of graduation.
- Acquire no new unaddressed arrests on record.
- Comply with treatment plan for mental health and substance abuse.
- Maintain sobriety through duration of phase.
- Comply with prescribed medication regimen.
- Maintain stable housing.
- Participate in community based support groups.
- Pay restitution, if applicable.
- Complete community service, volunteer hours or community engagement requirements.
- Completed one urinalysis test between phase III and graduation. Test results must come back negative and participant must have at least 90 days of sobriety.

## **GRADUATION!!!**

**WE WELCOME YOUR PARTICIPATION IN THE SPOKANE REGIONAL MENTAL  
HEALTH COURT AND WE LOOK FORWARD TO SUPPORTING YOU AS YOU  
DEVELOP NEW SKILLS TOWARDS LIVING A HEALTHY AND SUPPORTIVE LIFE!**

## **Acknowledgment and Agreement of Participant Handbook**

I, \_\_\_\_\_ have read/have been read the Spokane Regional Mental Health Court Participant Handbook and agree to the terms and conditions stated in the Handbook for acceptance and participation in the Spokane Regional Mental Health Court Program. I understand that if I do not follow the Spokane Regional Mental Health Court Program rules, I can be terminated from the program. I have received a copy of this agreement for my records.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Defense Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prosecuting Attorney

\_\_\_\_\_  
Date

**ACKNOWLEDGMENT OF SRMHC REQUIREMENTS**

I have chosen to voluntarily participate in the Spokane Regional Mental Health Court Program and I agree to the following conditions:

- I agree to cooperate with all SRMHC recommendations.
- I agree to follow my mental health treatment plan.
- I agree to follow my chemical dependency treatment plan, if applicable.
- I agree to attend all scheduled SRMHC 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 biweekly contact and to attend all scheduled appointments with the SRMHC case manager or SRMHC probation officer.
- I agree to sign all necessary releases of information.
- I agree to take all medications as prescribed and 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 SRMHC treatment plan.

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

Participant Signature: \_\_\_\_\_

Program staff Signature: \_\_\_\_\_

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

# Spokane Regional Mental Health Court Confidentiality Agreement

**As a Spokane Regional Mental Health Court Program participant, I agree and authorize the following:**

- ◆ I agree and authorize the SRMHC Judge to discuss my Court case and my treatment progress with my case manager and/or probation officer, my treatment providers, and the SRMHC Team outside the courtroom and outside my presence.
- ◆ I authorize my treatment providers to exchange my treatment information with the Court and my assigned case manager and/or probation officer. I further allow the Court and case manager and/or probation officer to disclose that treatment-related information to the SRMHC Team members and other medical, mental health, and/or treatment providers.
- ◆ I agree and acknowledge as part of the SRMHC program I will not disclose to any other person, business, or organization any treatment information I hear regarding another participant during a Court session.
- ◆ I authorize the case manager, probation officer, and the Court to discuss my treatment progress and records during Court sessions. I authorize the case manager, probation officer and treatment provider to disclose the to the SRMHC Judge the results of any urinalysis tests and to have those results discussed in Court.
- ◆ I authorize my sentence judgment and or stipulated order of continuance (SOC) to be placed in the Court file which is open to the public.
- ◆ I understand that this consent will remain in effect and cannot be revoked by me unless there has been a formal and effective termination or revocation of my release by me in writing. I agree I cannot participate in the SRMHC unless all releases remain in effect. I further acknowledge that this release will expire upon my successful completion of the program.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Defense Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prosecuting Attorney

\_\_\_\_\_  
Date

### **Spokane Regional Mental Health Court Requirements for Drug Testing:**

If you are asked to take a urinalysis test (UA) while active with the SRMHC Program, the Program will cover UA testing costs. You will be required to comply with testing as scheduled or directed. You may be required to go immediately after court to **Absolute Drug Testing** (1710 W. Mission Ave). Upon arriving at ADT you have 10 minutes to provide a urine sample. If you are unable to produce a sample during that time frame, the test result will be reported to the Court as an “inability to provide.”

If you have questions about the UA, the UA slip, hours of operation or directions you will need to address these matters **PRIOR TO LEAVING** the Court room.

#### **BUSINESS HOURS FOR UA TESTING**

\*Absolute Drug Testing Hours: for SRMHC participants:

**Monday-Friday 8:00am-5:00pm**

**You will be expected to test as scheduled within these hours.**

\*Weekend/Holidays:

**8:00am-11:00am (They will not wait for you; you must be there before 11am).**

- ◆ You are responsible for calling daily if random testing has been Court ordered.
- ◆ You are also required to be aware of the testing times listed above and have transportation if needed.

### ***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

1. Spokane Eastside Reunion: 995-3606

2. Spokane Humane Society: 467-5235 ext. 28

3. Spokane Valley Meals on Wheels: 924-6976

4. Spokane Valley Partners Food Bank: 927-1153

5. Teen Challenge: 327-1383

6. Union Gospel Mission: 535-8510

7. Westminster Presbyterian Food Bank: 329-0351

8. Volunteers of America: 624-2378

This is a list of contacts but does not cover all locations and agencies where community service/volunteer hours can be completed. Please call the SRMHC office at (509) 477-2230 for more detailed information.

## Community Service Hours

SRMHC participants may be required to complete community service hours as part of the Court program.

These hours may be completed through community agencies and/or an independent source approved 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.



## SPOKANE REGIONAL MENTAL HEALTH COURT

Broadway Centre Building

721 N. Jefferson, Suite #200

Spokane, WA 99260

(Mailing Address)

P.O. Box 2352, Spokane, WA 99210-2352

John C. Witter

District Court Administrator

Dr. Valerie Shayman Southerland

Spokane Regional Mental Health

Court Program Manager

## PHOTO RELEASE FORM

I hereby grant permission to Spokane County District Court to use photographs and/or video of me in publications, news releases, online, media, and other communications related to the mission of Spokane County District Court and the Spokane Regional Mental Health Court.

\_\_\_\_\_  
Signature

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

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

Phone Number: \_\_\_\_\_

Email (optional): \_\_\_\_\_