

17TH JUDICIAL CIRCUIT COURT WINNEBAGO COUNTY FAMILY RECOVERY COURT CLIENT HANDBOOK



Mission:

The Winnebago County Family Recovery Court is to provide strength-based, family-centered supports for parents, children, and families involved in the child welfare system to achieve healthy recovery, child permanency, and family well-being.

WELCOME TO THE WINNEBAGO COUNTY FAMILY RECOVERY COURT!

Since 2009, Winnebago County Recovery Court has helped parents achieve recovery and reunite. Family Recovery Court offers you the same opportunity to make the necessary changes in your thinking, behaviors, parenting and lifestyle that will dramatically improve the quality of life for you and your family if you put forth the effort and commitment to work an honest program. Participating in Family Recovery Court is voluntary and a lot will be required of you throughout the program, but it's worth it. The entire Family Recovery Court team, including the Judge, wants you to succeed and will work with you intensively throughout the program to make that happen.

FAMILY RECOVERY COURT HANDBOOK

The purpose of this handbook is to help you understand what you need to know and do so that you can successfully participate in and complete Family Recovery Court. Included in the handbook is Family Recovery Court program-related general information and an outline of what is expected of you as a participant in the program. If you have any questions about this handbook or any other part of the Family Recovery Court program, please contact your attorney. ***This handbook is very important to your successful participation in the Family Recovery Court program. You must follow the rules and expectations in this handbook as well as the orders and directions of the Family Recovery Court Team, including the Judge, in order to maintain compliance.***

GENERAL PROGRAM INFORMATION

Family Recovery Court is a voluntary program so you are required to sign the Consent to Participate in order to enroll in Family Recovery Court. Once you are enrolled, you will be required to comply with all the requirements of the Consent to Participate.

Some of these requirements include attending court status hearings on a regular basis, participating in treatment assessments and services, participating in DCFS case management meetings and referrals, participate in parenting time, refraining from drug and alcohol use and submitting to random drug testing. Family Recovery Court is a structured, progressive program that is divided into four levels and Graduation. In the beginning, the primary focus is on your addiction and your early enrollment in treatment and compliance with treatment. As you proceed through the program levels, working on employment and education goals become part of your requirements as well. The Family Recovery Court Team understands that employment is important, but you must understand, especially at this time you when you are first entering Family Recovery Court, Family Recovery Court's requirement is that any employment schedule **HAS** to fit around your Family Recovery Court responsibilities as **recovery** is the most important thing. Remember, without recovery and abstinence, everything **WILL** fall apart for you. And because recovery is so important, you will also be strongly encouraged by all Family Recovery Court Team members to develop and maintain a safe, sober and supportive recovery network that can last you a lifetime.

FAMILY RECOVERY COURT PROCESS

Family Recovery Court is a very structured and intensive court program that makes treatment available to you at the dosage indicated by your treatment assessment and closely monitors your compliance with treatment and the terms of your court orders. While in Family Recovery Court, you will be closely supervised by the Family Recovery Court Team, and you will likely be required to do things that you may not understand or simply do not want to do. It is important to understand that because you signed the Consent to Participate and agreed to voluntarily enroll in Family Recovery Court, you will be held accountable for complying with your Family

Recovery Court requirements and for completing the treatment services that you need. All of the decisions and actions of the Family Recovery Court Team are made with the purpose of rehabilitating you from your addiction. Family Recovery Court is an opportunity for you to attain the healthy and fulfilling life that we hope is your goal for entering into Family Recovery Court.

The Family Recovery Court Team Court is made with input from the entire team with the Judge having the final word. Before each of your scheduled court status dates, the Family Recovery Court Team holds a team staffing where the entire team collaboratively discusses the progress that you are making or any issues that may have occurred since your last court date. Written reports are sent to the entire Family Recovery Court Team by team members prior to the team staffings and the team also communicates in real time via secure e-mail about participant matters. When you appear in court, the Judge and the team will talk to you about what the team discussed in staffing and give you an opportunity to respond. Your response and input are important to the team. If you are doing well, you may receive an incentive or if there are concerns or non-compliance, you may receive a sanction or change to your treatment plan.

It is important that you understand that it is your responsibility to follow all of the requirements of the Family Recovery Court program because these are the requirements that are necessary to change the choices, attitudes and behaviors that have caused you to have a substance abuse problem and have brought you into the child welfare system.

IT ALL BEGINS WITH ATTITUDE BUT THE MOST IMPORTANT PERSON IS YOU-- YOU MUST BE COMMITTED AND WILLING TO CHANGE YOUR CURRENT LIFESTYLE AND HABITS

FAMILY RECOVERY COURT ELIGIBILITY

Family Recovery Court operates without discrimination on the basis of gender, race nationality, ethnicity, limited English proficiency, disability, socio-economic status or sexual orientation. The 17th Judicial Circuit Court employs Spanish-speaking interpreters and Language Line interpreter services and our treatment providers are required to ensure that language services are available to anyone needing assistance. Any language needs or other need requirements should be directed to the Court Coordinator.

In order to be eligible for Family Recovery Court, you must have a pending abuse or neglect case or dependency case, have been assessed as having a substance use disorder by the Clinical Assessor, be willing to voluntarily sign the Consent to Participate, be willing to comply with all treatment requirements of your Family Recovery Court program, and have been staffed by and approved for enrollment by Family Recovery Court Team.

FAMILY RECOVERY COURT REFERRAL AND ASSESSMENT

Anyone can make a referral to Family Recovery Court by submitting a completed Referral Form to the Court Coordinator. This form is available in the Trial Court Administration office at Suite 215 of the Winnebago County Courthouse or on-line at www.illinois17th.com. When your referral was received, the Court Coordinator screened it to make sure no exclusions applied and sent it to the Clinical Assessor to schedule the clinical assessment appointment with you to determine if you meet the eligibility requirement that you have a substance use disorder a/k/a addiction to any substances. At your appointment, you signed a release of information to the Family Recovery Court Team to allow the information from the assessment to be shared with and discussed by the Family Recovery Court Team. Following the completion of the assessment, the Clinical Assessor sent a written assessment report to the Court Coordinator

who then prepared a staffing packet for the entire Family Recovery Court Team. The Family Recovery Court Team reviewed and discussed the information at a Family Recovery Court Team staffing and determined that you met the eligibility criteria for enrollment for Family Recovery Court. If your Family Recovery Court eligibility was determined by the Family Recovery Court Team to be contingent upon you finding alternative medications to a current prescription you may have for narcotics or other controlled substances, you must be willing to find alternative medications that are not inconsistent with being a participant in Family Recovery Court or you will not be allowed to enroll. When you are found to be eligible, you are placed on the next Family Recovery Court docket to sign the Consent to Participate which is required to formally enroll you in Family Recovery Court.

MEDICATION ASSISTED TREATMENT (MAT)

If you have an opioid and/or alcohol dependence diagnosis, Family Recovery Court permits participants to utilize medication assisted treatment such as Vivitrol, methadone or buprenorphine with the teams knowledge of the prescription and the Family Recovery Court team monitors compliance with MAT.

FAMILY RECOVERY COURT DRUG TESTING PROTOCOL

Family Recovery Court maintains a random testing system for alcohol and drug testing. You will be assigned a client number, given a phone number and you are required to call in each day to check to see if you are selected to drop that day. You also may check the drop line daily through www.mycallin.com. If you are selected to drop, you **MUST** provide a drop **THAT DAY** as directed. Failure to complete a drop on the day you were chosen **will** result in a sanction. If you are selected to drop Monday through Friday, you must report to the Adult Probation Department and if you are selected to drop on Saturday or Sunday you must report to the

Criminal Justice Center to provide the sample. Drug testing on Court Holidays will be done at the Criminal Justice Center. Additional drops can be required by DCFS or at treatment provider's location. The Collector requires an ID to do a drop, and if you don't have an ID, you must report that to the team immediately. Drops will **NOT** be excused for lack of an ID or inability to provide a sample. And please be aware that you can be chosen to drop multiple days in a row!!

Positive drug/alcohol screen results, missing a drop, diluting, altering or attempting to adulterate a drop, or any type of tampering (e.g. bringing in someone else's urine) are violations of Family Recovery Court and will be treated with a sanction and possibly a treatment adjustment. Family Recovery Court is confident in the accuracy of its drug testing methodologies and presumes that a positive drop is objective evidence of drug use. Honesty on your part is essential and required when confronted with a positive result so that the Family Recovery Court Team can determine what responses may be necessary. For this reason, you should expect that a lack of honesty on your part **WILL** be treated with a Family Recovery Court sanction as your success in the Family Recovery Court program is directly tied to your honest participation.

FAMILY RECOVERY COURT PROGRAM RULES AND TIPS FOR COMPLIANCE

PROGRAM RULES-

- You must appear in Court as scheduled or as directed by the Family Recovery Court team.
- You must attend all scheduled appointments with the Family Recovery Court team. If you are unable to attend a scheduled appointment for any reason you must **CALL** the Family Recovery Court team ahead of time to reschedule.

Calling will not automatically excuse you from missing an appointment.

- You must follow your service plan and actively participate in all services as required. Your treatment plan may include (but is not limited to) some or all of the following: substance abuse treatment; case management services; mental health assessment and treatment services; individual counseling; recovery coach services; trauma specific treatment services; medication assisted treatment; medication; primary health treatment services; partner abuse counseling; anger management; employment and education programs; domestic violence services; parenting classes; HAP; counseling service; and/or any other services determined by the team.
- You will be encouraged to build a recovery network and attend support meetings.
- You cannot use any illegal substances, marijuana, or drink any alcohol.
- You must agree to and comply with the Medication Policy.
- You cannot ingest any substances that are labelled “not for human consumption”, including, but not exclusively, K2, Spice or other synthetics.
- You will submit to random drug and/or alcohol screens when requested by any Family Recovery Court Team member and or treatment provider and comply with the random drop protocol.
- You MUST notify the Family Recovery Court Team immediately following any law enforcement contact or hospitalizations.
- You will cooperate with all home visits and treatment visits. **You will treat everyone with respect and demonstrate appropriate behavior at all times and in all places.** These visits may be unscheduled or unannounced.

- You **MUST** take prescribed medications as directed. You **MUST** report any changes in prescribed or over-the-counter medications to the Family Recovery Court case worker within 48 hours.
- **You will CALL the Family Recovery Court case worker to report any changes of address, contact information or employment status with 48 hours.**
- You must reside in Winnebago County while participating in the Family Recovery Court program unless given permission by the Family Recovery Court Team to live elsewhere.
- You must request ahead of time to travel or miss drops using the designated Request Form.
- You must be appropriately attired in court and at all Family Recovery Court appointments and groups.

TIPS FOR COMPLIANCE-

- Carry a calendar to keep track of your groups and appointments.
- Keep all of your drop receipts.
- Have a backup transportation plan.
- Communicate with the FRC team
- If you are struggling, go to a meeting, call your sponsor, or review your relapse recovery program.
- Be careful with the people you are around.
- Don't listen to the or rely upon the advice of other Family Recovery Court participants if you have questions—ask your attorney or other members of the Family Recovery Court Team.
- Keep an updated communication device to ensure you can call-in for drops and receive communications from the team.

FAMILY RECOVERY COURT SCHEDULE

FAMILY RECOVERY COURT STAFFINGS: The team will hold staffings prior to each court call.

FAMILY RECOVERY COURT STATUS HEARINGS: Thursday afternoons at 3:30 pm, Winnebago County Juvenile Justice Center, Courtroom 3.

FAMILY RECOVERY COURT PROGRAM LEVELS

Family Recovery Court is divided into five (5) levels, Levels I-4 and Graduation. The Levels are structured to incorporate reasonable treatment and supervision goals that are proven to document continued progress toward the ultimate goal of successfully achieving and maintaining recovery and completing the Family Recovery Court program. Family Recovery Court cannot be completed successfully without progressing through and completing each of the required levels. The Family Recovery Court team is always monitoring your progress in treatment and your compliance with the requirements of your Level and changing your Level status or eligibility for graduation is a staffing discussion by the entire Family Recovery Court team. The Family Recovery Court Levels are as follows:

LEVEL I REQUIREMENTS-

- Comply with all treatment referrals
- Comply with all treatment plan requirements, including taking medications as prescribed
- Appear in Family Recovery Court at least every other week, or as directed
- Submit to random drug screening
- Meet with Family Recovery Court Team member or clinician a minimum of one time per week
- Comply with home/field visits as required

- Sign releases of information to collateral contacts upon request
- Engage in treatment services
- Comply with Visitation Plan
- Participate in parenting time
- Comply with Service Plan

You can advance to Level II if you are substantially compliant with all Level I requirements for a sustained period of time, have been sober for at least 30 days and the Family Recovery Court Team approves you moving to Level II.

LEVEL II REQUIREMENTS –

- Comply with all treatment plan requirements, including taking all medications as prescribed
- Submit to random drug screening
- Appear in Family Recovery Court at least every other week
- Establish Employment/Education Referrals
- Comply with home/field visits as required
- Sign releases of information to collateral contacts upon request
- Complete Intensive Outpatient Treatment
- Comply with Visitation Plan
- Progress in parenting time
- Comply with Service Plan

You can only advance to Level III after you complete Intensive Outpatient Treatment (IOP) services, have a recovery network and plan, be participating in structured daily living activities (i.e. school, employment, job search/training, parenting) and have no drug tests which would violate the alcohol and drug testing procedures of Family Recovery Court within the last 90 days.

LEVEL III REQUIREMENTS –

- Comply with all treatment plan requirements, including taking all medications as prescribed
- Submit to random drug screening
- Appear in Family Recovery Court at least once a month
- Establish Employment/Education Referrals
- Comply with home/field visits as required
- Sign releases of information to collateral contacts upon request
- Complete Continuing Care
- Comply with Visitation Plan
- Progress in parenting time
- Comply with Service Plan

You can only advance to Level IV after you complete Continuing Care services, have a recovery network and plan, be participating in structured daily living activities (i.e. school, employment, job search/training, parenting), have learned and internalized all services in Service Plan, and have no drug tests which would violate the alcohol and drug testing procedures of Family Recovery Court within the last 60 days.

LEVEL IV REQUIREMENTS –

- Comply with all treatment plan requirements, including taking all medications as prescribed
- Submit to random drug screening
- Appear in Family Recovery Court at least once a month
- Establish Employment/Education Referrals
- Comply with home/field visits as required
- Sign releases of information to collateral contacts upon request
- Comply with Visitation Plan
- Progress in parenting time

- Comply with Service Plan

GRADUATION-

To be eligible for graduation, you must be compliant with Level IV requirements for a sustained period of time, demonstrate a minimum of 6 months drug and alcohol free. You must be substantially compliant with the level 4 requirements. The Family Recovery Court team will staff you to determine if you have met the requirements to advance from Level IV to graduation. Successfully complete services in Service Plan and be fit, willing, and able to parent.

FAMILY RECOVERY COURT INCENTIVES, SANCTIONS AND THERAPEUTIC ADJUSTMENTS

INCENTIVES-

As you get engaged in the Family Recovery Court program and begin to make positive choices, you will receive incentives from the Family Recovery Court Team. Incentives may be received for a variety of behaviors and achievements such as attending all treatment appointments and groups, attending all court status hearings, making progress in treatment, providing negative drug screens, gaining or maintaining employment, and education achievement. Incentives the Family Recovery Court Team may choose from include:

- Praise
- Applause
- Called sooner in court
- Reward from the reward basket
- Reward Card
- Promotion to next Level
- Less frequent court appearances
- Travel permits

- Graduation

SANCTIONS-

Just as positive behaviors are rewarded, negative behaviors will also be addressed. If you are dishonest with the Family Recovery Court Team, including treatment providers, you should expect that you will receive a sanction because honesty is essential to making progress in Family Recovery Court and being successful. Poor attendance, lack of participation in treatment or tasks identified in the treatment plan, and positive drug screens are also some of the reasons sanctions may be imposed. You will have the opportunity to address the court prior to a sanction being imposed. Sanctions can consist of but will not be limited to the following:

- Verbal reprimand
- Written apology
- Essay/Thinking Report Assignment
- More frequent court appearances
- Increased Family Recovery Court Team contacts
- Daily living log assignment
- Public service work
- Sign an attendance contract
- Sign a behavior contract
- Delay in promotion to next Level
- Called later in the court call, or called last
- Discharged from Family Recovery Court

THERAPEUTIC ADJUSTMENTS-

The Family Recovery Court Team is constantly monitoring your compliance with treatment and the progress you are making. Treatment is structured to reduce the time you spend in groups and individual sessions as you demonstrate the positive changes in thinking, behaviors and lifestyle that support sobriety and your drops come back normal. Completion of treatment is a very big

milestone in Family Recovery Court and you will be given your Family Recovery Court pen to mark this achievement.

If concerns arise, such as a positive or adulterated drop result, or you start to miss appointments with team members, missing or inappropriate in treatment groups, the Family Recovery Court Team will adopt any changes to your treatment plan that are recommended by your treatment provider and you will be required to follow the new or additional requirements. You may also be asked to verify participation in community recovery support activities as a therapeutic adjustment.

FAMILY RECOVERY COURT PROGRAM OUTCOMES

You will complete the program in one of four ways: successful discharge, neutral discharge, or unsuccessful discharge. Each participant who is exiting the Family Recovery Court program will receive a discharge plan.

SUCCESSFUL DISCHARGE-

You will be eligible for successful discharge if you have completed all of the Family Recovery Court program requirements set forth in the program Levels I through IV. You will be given a Certificate of Achievement, Graduate from the program, and be discharged from Family Recovery Court.

NEUTRAL DISCHARGE-

If your circumstances change significantly after entering Family Recovery Court and it becomes extremely difficult or impossible for you to meet your Family Recovery Court responsibilities, the Family Recovery Court Team may staff and approve an alternative supervision plan for you. A serious medical condition that makes it difficult or impossible for you to meet your attendance and drop requirement is an example of the kind of circumstance that the Family Recovery Court Team would consider eligible for a neutral

discharge disposition. Work schedule conflicts or transportation difficulties do NOT qualify as the type of circumstance that qualify for neutral discharge.

UNSUCCESSFUL DISCHARGE-

If you are in continued violation of any of the Family Recovery Court requirements, you may be unsuccessfully discharged from the Family Recovery Court program.

CONFIDENTIALITY

You are required to sign a waiver of confidentiality known as an authorization for release of information to allow the Family Recovery Court team to communicate as a team about your participation and compliance. You will also be required to sign the Consent to Participate in Family Recovery Court as a condition of being in Family Recovery Court. Once you are in the program, the Family Recovery Court team may also require that you sign additional releases of information to third parties such as family members, your sponsor, or medical providers on an as needed basis.

It is important that you know that you will not be permitted to remain in the Family Recovery Court program if you refuse to sign any requested release or revoke these releases of information because that is grounds for you being unsuccessfully discharged from Family Recovery Court.

SUMMARY

Family Recovery Court may be your best opportunity to make the important life-saving, lifestyle changes that you may have attempted in the past but just couldn't do. In Family Recovery Court, you have an entire team behind you that is willing to provide the structure and opportunities to make those changes, but in the

end it is up to you to do the hard and honest work that is needed to succeed.

GOOD LUCK AND WORK HARD!

Winnebago Family Recovery Court Participant Manual Additional Information

Family Recovery Court Team Members:

Presiding Judge.....Honorable Francis Martinez
Deputy Court Administrator.....Emily Behnke
Problem-Solving Court Supervisor.....Melissa Bucalo
Assistant State’s Attorney.....Lucille Hoffman
Public Defender.....Matthew Fuesting
Public Defender.....Jackie Hessian
Clinical Assessor, Rosecrance.....Michael Oldenburg
Substance Abuse Counselor, Rosecrance.....Mary Ann Kelly
DCFS Regional Counsel.....Amanda Sloniker
Guardian ad litem.....Mary Cacciapaglia

Important Addresses and Phone Number

17th Judicial Circuit Court Administration

Problem-Solving Court Coordinator
400 West State Street
Suite 215
Rockford, IL 61101
815-319-4834

Winnebago County State’s Attorney’s Office

400 West State Street
Suite 619
Rockford, IL 61101
815-319-4700

GAL Mary Cacciapaglia

211 S. Court Street
Suite 227
Rockford, IL 61101
815-408-9008

Winnebago County Public Defender

400 West State Street
Suite 340
Rockford, IL 61101
815-319-4900

Rosecrance

2704 North Main Street
Rockford, IL 61103
815-391-1000

DCFS

175 Executive Pkwy, Suite 113
Rockford, IL 61107
815-987-7640

IN CASE OF EMERGENCY: CALL 911

Additional Information

URINE DROP INFORMATION

Urine specimens are collected for testing at:

Monday through Friday at
Adult Probation Department- 4th Floor
526 West State Street
Rockford, IL 61101

DROP HOURS:

Monday through Friday (at Probation)

- 8:00 am – 11:30 am
- 1:00 pm- 4:30 pm

Tuesday & Thursday evening (at Criminal Justice Center)

- 5:00 pm- 6:45 pm

Saturday, Sunday, & Court Holidays at
Criminal Justice Center
650 W State Street
Rockford, IL 61102

DROP HOURS:

Saturday & Sunday (at Criminal Justice Center)

- 9:00 am – 11:30 am

Court Holidays (at Criminal Justice Center)

- 9:00 am – 11:30 am

DRUG DROP LINE (779) 207-4383

MYCALLIN.COM

****MUST HAVE PHOTO ID****