

PUEBLO OF POJOAQUE PATH TO WELLNESS COURT

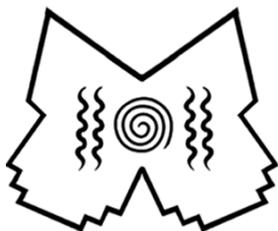
PARTICIPANT HANDBOOK

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INTRODUCTION

Welcome to the Pueblo of Pojoaque *Wen Hey Kha Wosatsi Khuu* (Path to Wellness Court).

The Path to Wellness (PTW) Court is designed to promote self-sufficiency and assist you to become a productive and responsible community member. The choice and effort to become drug and alcohol free is made by you.

This program brings together the court, advocates, probation, law enforcement, and treatment providers as a team to provide supportive services and guide you along. All team members are dedicated to your recovery.

This handbook is designed to provide overall information, let you know what is expected of you, and answer your questions.

You will be expected to follow the instructions given to you by PTW Team members and comply with the treatment plan developed for you. You are also responsible for reading this handbook carefully and following all guidelines or instructions listed.

Your probation officer will directly supervise your case while you are in the program.

The PTW Team believes in your commitment and desire for change. This program will provide you with the best opportunity to make those changes; re-balance your life; and move forward on a positive path.

The content of this handbook may be modified at any time. You will be notified of any changes to your program responsibilities.

OVERVIEW

Mission Statement:

The Path to Wellness Program brings together tribal community members, service providers, tribal court, probation, and law enforcement to treat, supervise, educate, and heal individuals and families struggling with substance abuse.

The PTW Court was designed to provide a highly structured environment to interrupt your pattern of drug and/or alcohol use.

The PTW is a four-phase, twelve month intervention program for men and women in the community or involved with the Pueblo of Pojoaque Tribal Court or Social Services who have a serious substance abuse problem (drug and/or alcohol). Specific goals and activities required in each phase. Once all the phase requirements are accomplished, you will move on to the next phase.

Program components include: substance abuse and mental health screening, assessment and referral for education or treatment; intensive supervision; group meetings; random drug and alcohol testing; regular court appearances; and immediate sanctions and incentives.

The key to PTW and your success is your motivation for change and the team approach. The PTW team consists of the judge, police-prosecutor, defense advocate, probation officer, wellness coordinator, and treatment provider.

YOU are the main team member. We will be working closely with you to help you make positive changes in your life.

“There are no excuses, only choices”

PTW TEAM AND THEIR RESPONSIBILITIES

The PTW Team and Roles:

Judge: Supervises your progress through the PTW program based on frequent court hearings, team input, and how well you are following the rules; leads the PTW Team in decision-making; and will hold you accountable for your progress.

Coordinator: Responsible for helping you create goals and timelines for completing your goals. Will meet weekly with you at the beginning to figure out your individual needs and find resources to help you achieve sobriety.

Police Prosecutor: Gatekeeper/screener for access to treatment through PTW.

Defense Advocate: will meet with you to answer any questions or concerns that you do not want to share with the other team members; will maintain strict confidentiality unless you give permission to share with other team members.

Probation Officer: Provides individual supervision; will do the home visits and drug testing. This is the person who is going to be checking up on you the most.

Treatment Representative: Works with you to figure out your needs to help you with your substance abuse. Attends staffing and provides input on various and appropriate methods of treatment.

The PTW Team is committed to assisting you in making healthy life choices and changes, and breaking the cycle of drug and alcohol use and/or addiction. By addressing your chemical and mental health needs, you will move towards living without the need for alcohol or illegal drugs. This program is an excellent opportunity for you to invest in yourself, your family, and your future.

PROGRAM RULES

As a participant, you will be required to follow the rules outlined in the 'Participant Contract' and any other special conditions you receive from the judge. These rules will apply throughout ALL phases:

- 1) **You may not possess or consume any illegal drugs or alcohol, or any mood-altering chemicals.** "Possess" means to have on your person, in your home or vehicle. **This includes alcohol, and any substances containing alcohol (See list for examples).** Misuse of over-the-counter and prescription medications are prohibited. It is your responsibility to discuss using over-the-counter medications with your probation officer **prior** to using them. Products containing alcohol or the use of medications producing "false-positive" drug tests will not be an excuse for positive drug or alcohol results.

If you are on medications for a medical condition, you must provide proof from your doctor. Any medication not approved will not be an excuse for a "false-positive" drug testing.

ANY prescription medications must be verified and prior approval for use must be obtained from your probation officer.

- 2) **Comply** with team-member (probation, prosecution, law enforcement, coordinator, judge) **requests for drug and alcohol testing.** You may be assigned a code for random drug testing with changes occurring according to phase requirements and probation officer input.
- 3) **You must NOT** alter, dilute, or substitute any urine, saliva, or hair samples.
- 4) You must fully **participate** in drug and/or alcohol **treatment** as directed by the court and your treatment provider.

- 5) You must **comply with all other programming requests** (in addition to Phase Requirements) to including: cognitive behavioral therapy (MRT) groups, community-based support groups, pay restitution (if ordered), and all program fees.
- 6) Attend all PTW **court sessions and office appointments** and be on time; contact coordinator/probation officer as directed.
- 7) You must report any **change of residence *prior*** to moving, and changes in your **work schedule** or employment status immediately.
- 8) **Employment** will be verified on an ongoing basis. If you are not employed, in school, or attending approved vocational/education programs, you must be involved in an approved job seeking/training component, as directed by your case manager.
- 9) **Random home visits** may be conducted day or night, without prior notice by the probation officer or other team member. A drug or alcohol test may be requested of you during the visit.
- 10) **Collateral contacts** who the probation officer/coordinator may check with include, but are not limited to, significant others, family, employers, physicians, therapists and treatment facilities.
- 11) Your probation officer must approve **out of state travel**.
- 12) **Remain law abiding** in all respects and obey tribal, state, federal and local ordinances. You **must report any contact with law enforcement**, whether or not you receive a ticket or are arrested. This also applies if you are with other people who are stopped. When in doubt, communicate with your coordinator/probation officer.
- 13) The Court may also order other conditions of probation such as DWI school, interlock device, Telmate surveillance, SRAM monitor, DV-related groups, or other conditions. These other conditions will be detailed in sentencing order or

transfer/admission to PTW order. If you have any questions about your responsibilities, please discuss them with your coordinator/probation officer.

TREATMENT

You should have already completed a substance abuse evaluation. If you have not, you will need to complete one as soon as possible. Your coordinator or probation officer will help you set that up.

You will be referred to a treatment provider to attend a program suitable in length and based on the assessment recommendations. Your treatment counselor will provide regular progress reports to the PTW team. Your probation officer will work with you to ensure that the treatment program is appropriate for you.

Substance abuse treatment usually has three parts: individual counseling, supportive group sessions, and education. Together these components will help you develop self-awareness, an understanding of addiction, and skills to maintain sobriety.

Your attendance at sessions will be reported to the team as part of your progress report. You must contact your counselor if you are unable to attend or will be late to a scheduled appointment.

As a PTW participant, you will be screened for any mental health issues along with substance abuse issues. Many times mental health conditions have gone unnoticed, undiagnosed and/or untreated in the past.

MEDICATION-ASSISTED TREATMENT (MAT)

The PTW program permits medication-assisted substance abuse treatment. MAT is treatment for addiction that includes the use of medication along with counseling, groups, and other support. Treatment that includes medication is often the best choice for some addicts. You must obtain a prescription for any medications that you may want to take as part of your treatment, such as methadone, buprenorphine (Suboxone), or naltrexone.

Your probation officer will help you identify resources/providers so you can get a prescription. To avoid potential abuse, you may be required to allow probation to dispense buprenorphine to you in limited amounts, especially at the beginning of your treatment.

SUPPORT GROUPS

You will be required to attend **support groups** such as AA (Alcoholics Anonymous), NA (Narcotics Anonymous) or other groups and meetings. We understand that AA/NA is not always the best choice for everyone and will work with you to find suitable meetings that are based on other models. The support group should be beneficial to you and assist with changing your life.

The groups will help you develop a level of trust to learn and create social bonds with other recovering addicts. Your probation officer will provide you with information regarding the time and location of support groups and will direct you to special interest and recovery events in the community.

Frequent attendance is particularly important at the beginning of your recovery. Once you have completed treatment, you will be instructed to attend a minimum of one support meeting per week.

Please be prepared to provide proof of attendance during case management meetings and court sessions.

Moral Reconciliation Therapy: Starting in Phase II, you will begin participating in Moral Reconciliation Therapy. It is a work-book based series of lessons that will help build reasoning, social skills, and problem solving skills.

CONFIDENTIALITY

Federal and state laws require that your privacy be protected. In response to these regulations, this program, its probation officers, case managers, and treatment providers have developed policies, procedures and designated forms for you to sign in order to guard your privacy.

SUPERVISION

You will be required to maintain contact with your probation officer and the Wellness Court Coordinator as instructed. **Together** you will assess what areas you need assistance with: treatment, housing, transportation, family and general living needs. When appropriate, you will be referred to local, state, other tribal, and/or county agencies for assistance.

A **case plan** will be developed by you with your case manager which will help you set goals, select methods for meeting the goals and develop target dates for completing the goals. The plan will be reviewed and updated on a regular basis.

During each court appearance you will be given a **“Passport”**. The “Passport” is a summary of your responsibilities and requirements according to phase and is also the document that will have your current goal(s) and plan to achieve the goal(s) listed on it. It is your responsibility to document completion of requirements, obtain support group signatures and follow any other instructions found in the “Passport”.

Case management meetings will occur on a regular basis and are linked to your Phase status. The frequency of those meetings can be decreased or increased, depending on your progress in the program. Contacts will occur during scheduled office visits, home visits, during

court, and include telephone reporting as well. Your probation officer may visit your work or may call you to come in to the office on short notice.

COURT SUPERVISION

A **review** of your case by the PTW team will occur before each PTW court session. Updates from your probation officer, coordinator, treatment provider and any other program you are involved in will be reviewed for progress. Based on performance, the team will determine what action to take (if applicable) that may be appropriate for you: rewards (incentives) or sanctions. Other adjustments to your supervision plan may be ordered by the Judge (examples include increased drug testing, counseling, meeting attendance, re-assessment, residential treatment or intensive outpatient treatment) to help you achieve and maintain sobriety.

You will be required to appear in court on a regular basis. At each court hearing you will speak for yourself and you are encouraged to ask the Judge questions or discuss matters that may impact your efforts to maintain sobriety. The Judge will talk to you about the progress report, ask clarifying questions, and discuss specific problems you are experiencing. The Judge will administer any rewards, sanctions or order other supervision plan adjustments during this time.

Court attendance is linked to your Phase status and can be decreased or increased based on your performance. Failure to appear in court may result in a bench warrant being issued for your arrest. All absences require prior approval from your coordinator.

Termination from the program may result from serious infractions: new arrest and/or warrants, failure to comply with program requirements, absconding or out of contact with program or exhibiting conduct deemed inappropriate. All decisions regarding termination from the program will be made by the PTW team.

Withdrawal from the program can occur at any time. If you do so, your case will be re-evaluated for further disposition.

RANDOM HOME VISITS

Random (surprise) home visits can occur, day or evening. You will be visited by your probation officer and possibly other team members. Drug and alcohol testing can occur during the random home visit.

Tribal Police may also be performing the random home visits on any day and at any time. Home visits will include PBT's (portable breath test), identification of residents and/or visitors in your home who will be checked for warrants and reports to the judge and team about the general condition of the home (positive or negative).

You are obligated to respond to the visit by answering your door if you are home and allowing the probation officer/law enforcement in for conversation. If you are found not at home, the probation officer/law enforcement may try to reach you via cell phone (if you have one) and request that you either meet them back at your residence or somewhere in the community.

Anyone who comes to your home on PTW-related visits are trained to be respectful of you and others present at your home.



COURTROOM RULES

- ❑ Be on time.
- ❑ Sign in with the clerk when you arrive.
- ❑ Please do not enter the courtroom until the clerk sends you in.
- ❑ Cell phones are distracting; make sure they are turned off and put away. If you are caught text-messaging or surfing, your cell phone may be taken away for at least the duration of the hearing.
- ❑ Using portable electronic equipment or sleeping is prohibited.

- ❑ A purpose of the court session is to gain knowledge and offer support to your fellow participants. Please refrain from having random conversations. Continual, excessive talking is unacceptable.
- ❑ You are expected to remain in the courtroom during PTW proceedings, with the exception of a restroom break if needed. Running in and out of the courtroom to smoke, make telephone calls, or perform other activities is prohibited.
- ❑ The Judge and courtroom environment deserves respect. Please wear appropriate clothing and remove hats while inside.
- ❑ Children are allowed in court, but must be under your control.

Failure to abide by any of these rules may result in a sanction

PHASES

The Path to Wellness program is a four-phased, highly structured program that will take you at least 11 months to complete. The exact length of time will depend on your individual progress.

Each phase consists of specific requirements that have to be taken care of before you can go on to the next phase. Phase movement will happen when you complete your goals for the phase, as determined by your case plan, and the specific phase requirements and other responsibilities as discussed with your coordinator. You will apply for phase moves and graduation by filling out an application packet. A review of your PTW contract will occur to ensure total program compliance; the PTW team will review your status and then make a recommendation for phase movement based on your performance.

PHASE ONE – Orientation and Assessment	
Objectives	Intake, assessment and orientation; establish abstinence and chemical dependency treatment, develop trigger awareness and identify your outside support system.
Length of Phase	Minimum 30 days
Requirements include	<ul style="list-style-type: none"> • Weekly court hearings • Follow rules of treatment and supervision • Weekly meeting with coordinator • Weekly meetings with probation • Primary treatment and continuing care • Attend support group/12-step meetings as directed • Random drug and alcohol testing. May be on continuous alcohol monitor (SCRAM). • Establish payment plan for program fees and begin paying. • Minimum of one scheduled home visit plus random checks. • Attendance in a structured activities as directed by PTW Team such as performing unpaid community work assignments or other activity approved by PTW cases managers • Create case plan goals and begin working on them.
Advancement	<p>A) Minimum 5 days sober immediately prior to advancement abstaining from all mood-altering chemicals</p> <p>B) Completion of Phase Move Application</p> <p>C) Satisfactory treatment progress</p> <p>D) Satisfactory compliance with all program requirements</p> <p>E) Approval of PTW Team.</p>

PHASE TWO - Stabilization	
Objectives	Continue abstinence, establish recovery.
Length of Phase	Minimum 90 days
Requirements include (but are not limited to)	<ul style="list-style-type: none"> • Weekly court hearings • Follow rules of treatment and supervision • Weekly meeting with coordinator to review and update of case plan with goals accomplished • Weekly meeting with probation officer • Individual and group treatment, if required • Attendance of support group/12 step meetings as directed • Participation in structured activities as directed by PTW Team such as: seeking or maintaining employment, attending school/vocational training, performing unpaid community work assignments or other activity approved by PTW Team • Begin Moral Reconciliation Therapy • Random drug and alcohol testing • Payments made toward any restitution • Payment of program fees • Random home visits/field checks • Sober social and cultural activities started
Advancement	<p>A) Minimum 30 days sober immediately prior to advancement, abstaining from all mood-altering chemicals</p> <p>B) Completion of Phase Move Application</p> <p>C) Satisfactory treatment progress or completion</p> <p>D) Satisfactory compliance with all program Requirements</p> <p>E) Payment of PTW program fees</p> <p>F) Approval of PTW Team</p>

PHASE THREE – SKILLS	
Objectives	Continued abstinence, pursuit of education and/or vocation goals, connect with the community at large.
Length of Phase	Minimum four months
Requirements include (but are not limited to)	<ul style="list-style-type: none"> • Court hearings every other week; • Follow rules of treatment and supervision; • Meet weekly with coordinator to review and update of case plan with goals accomplished; • Meet with probation every other week; • Individual and group treatment, if required; • Attendance of support group/12 step meetings; • Random drug and alcohol tests as directed; • Pay any restitution and program fees; • Random home visits/field checks; • Continue with MRT; • Cultural activities: traditional crafts; educational activities • Sober social activities • Stable living arrangement • Stable employment or participation in an educational/vocational program; • Life skills: parenting, budgeting • Batterer intervention program, if ordered.
Advancement	<p>A) Minimum 60 days sober immediately prior to advancement, abstaining from all mood-altering chemicals</p> <p>B) Completion of Phase Move Application</p> <p>C) Restitution paid</p> <p>D) Program fees paid</p> <p>E) Satisfactory treatment progress or completion</p> <p>F) Satisfactory compliance with all program requirements</p> <p>G) Approval of PTW Team.</p>

PHASE FOUR - Transition	
Objectives	Become a sober, employed, stable, connected community and family member
Length of Phase	Minimum 90 days
Requirements include (but are not limited to)	<ul style="list-style-type: none"> • Court hearings monthly; • Follow rules of treatment and supervision; • Meet as needed, at least monthly, with coordinator/probation officer to review and update of case plan with goals accomplished; • Individual and group treatment, if required; • Random drug and alcohol testing; • Payment of program fees; • Complete MRT; • Cultural activities: traditional crafts; educational activities • Maintain social and sober support network; • Individual and group treatment, if required • Stable living arrangements • Stable employment or in school or doing community service; • Continue with Batterer intervention program, if ordered. • Completion of all case plan goals and supervision conditions • Reunification with children, if applicable • Submit Pre-Graduation Life Plan Packet
Advancement 	<ul style="list-style-type: none"> A) Minimum 90 days sober immediately prior to advancement, abstaining from all mood-altering chemicals B) Completion of Phase Move Application C) Satisfactory treatment progress or completion D) Satisfactory compliance with all program Requirements E) Working or in school F) Complete a written “Life Plan” and presents it to

	<p>the PTW Team</p> <ul style="list-style-type: none"> ✓ Completion of all phase requirements and case plan goals ✓ Completed work toward high school diploma or GED ✓ Employed ✓ Participating in a recovery support group ✓ Living in a safe, stable residence ✓ Program fees and restitution has been paid <p>F) Approval of PTW Team.</p>
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On the day of your graduation, you will be invited to share with the Judge how life has changed for you since you started the program. At your graduation ceremony, the Judge will present you with a certificate of completion and will recognize your excellent accomplishments. Family and friends are encouraged to join you on your celebratory day.

<p>AFTERCARE</p>	<ul style="list-style-type: none"> • Continued support • Random drug testing • Reunification with children, if applicable • Random home visits
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DRUG AND ALCOHOL TESTING

As a participant in the program, you will be required to submit to regular and random drug and alcohol testing. The frequency of testing is linked to your Phase status and can be decreased or increased based on performance.

Drug and alcohol testing will occur through your treatment provider, coordinator or probation officer. Instant drug tests will also be used during court hearings and case management meetings (office, field, random home visits). You will be **responsible for the cost of a confirmation test** if your test is positive and you have denied use.

PBT's (preliminary breath tests) can be given on a random basis at any time during court, case management meetings or random home visits. This program also utilizes SCRAM (Secure, Continuous, Remote Alcohol Monitoring), which is an ankle monitor that detects the presence of alcohol through skin secretion. SCRAM will be used as a sanction for those who are unable to stop consuming alcohol.

Failure to appear for drug/alcohol testing without reasonable excuse or justification will count as a positive drug test and may affect your sobriety date. Tampering with the test sample will constitute a positive drug test (deliberately diluting your urine with fluids or other products, using someone else's urine or using other methods to "cheat"). Immediate sanctions will be given in both situations. Continued positive or diluted drug tests or tampering with tests may result in your termination from the program.

The use of mood-altering substances (alcohol, illegal drugs, synthetic marijuana, and prescription drugs) is prohibited by the program unless specifically pre-approved by the PTW team. **If you are on medications for a documented medical condition, you must provide proof from your doctor. Additionally, it is your responsibility to ensure that the medication you are taking will not create a "false-positive" drug test. ANY prescription medications (example: muscle relaxer, pain medication) must be verified and prior approval for use must be obtained from your**

probation officer. Failure to abide by these restrictions will not be an excuse for “false-positive” drug tests and will result in a sanction.

If you deny the results of the positive test, you may request a confirmation test at your cost. Sanctions will be imposed by the Court at the next PTW session for positive tests; the severity will be determined by your admission or omission of chemical use. Remember, honesty is the foundation of this program.

FEES

Fees for PTW are: \$10 per month

At sentencing, the Judge may order you to pay court fines in a nominal amount along with restitution. Payment plans can be established for all fees.

INCENTIVES

Incentives are responses to positive progress you make in the program. The type of incentive will vary depending on the behavior that needs to be recognized and are determined by the team. Incentives include (but are not limited to):

- Fishbowl drawing
- Verbal recognition and praise
- Medallions for sobriety benchmarks
- Early call in court
- Ability to leave court early
- Books or gift cards
- Lunch with a team member
- Treats during court
- Decreased drug testing
- Decreased supervision
- Phase acceleration

SANCTIONS

Sanctions are in response to noncompliance of program requirements or other infractions. Sanctions include (but are not limited to):

- ✓ Verbal or written warnings and admonishment by the Court
- ✓ Essays for court
- ✓ Increased support groups
- ✓ Increased supervision and/or court reporting
- ✓ Increased drug/breath testing and/or random field visits
- ✓ Community Service
- ✓ Return to earlier phase requirements
- ✓ Geographic restriction or house arrest
- ✓ Loss of sobriety date
- ✓ SCRAM/Electronic Home Monitoring
- ✓ Escalating periods of jail

HELPFUL PHONE NUMBERS

Wellness Court Coordinator:	505-455-2271
Probation Officer:	505-455-2271
Pojoaque Substance Abuse:	505-455-2271
Tribal Court:	505-455-2271
Pojoaque Tribal Police:	505-455-2295
Pojoaque Social Services:	505-455-0238
Nambé Healthy Family:	505-455-5590 or 455-5593
Circle of Life, Espanola:	505-852-1377
Santa Fe Recovery:	505-471-4985

MEDICATIONS

Here is a small list of over the counter medications that we know to be safe and reliable. You must report all prescription drug use to your probation officer.

Pain/Fever/Cough

Advil, Aleve, Aspirin, Ibuprofen (motrin), Naprosyn (naproxen), Robittussin DM, Tessalon Perles, Tylenol

Antihistamines

Be aware that antihistamines can trigger a positive UA. The two below we know do not.

Benadryl and Zyrtec

DO NOT TAKE

Sleep Aids/ Hypnotics such as Ambien/ Lunesta

Narcotic pain relievers

Barbiturates

Benzodiazepines or other anxiolytics

such as ativan, valium (diazepam), clonazepam, lorazepam

Over the counter caffeine preparations or diet pills

Alcohol

Tranquilizers

Cough syrups containing codeine and/or alcohol

Remember, do not take any prescriptions or herbal remedies without permission from the PTW team.

Should you continue taking addictive MEDICATION, such as hydrocodone, even with a prescription, a hearing will be scheduled to allow you to present evidence of the need for these medications. If you elect to continue use without authorization from the PTW Team, positive drug screens will be considered sanctionable and termination a potential end result.