

Charlottesville-Albemarle Family Treatment Court

Participant Handbook



The mission of the Charlottesville/Albemarle Family Treatment Court is to lead a network providing high quality services for families involved in the child welfare system looking to overcome their substance use issues and sustain long term health.

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(Revised)

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The **PAIN**
you feel today is the
STRENGTH
you feel tomorrow.
For every
CHALLENGE
encountered
there is opportunity for
GROWTH.

UNKNOWN

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Introduction

Welcome to the Charlottesville-Albemarle Family Treatment Court! Family Treatment Court (FTC) is a voluntary program for men and women whose substance abuse issues are currently affecting their family.

Family Treatment Court can help you remain or reunite with your child(ren) by supporting you as you learn new skills and begin recovery. FTC is designed to provide the support you need to meet your goals and link you to appropriate services and supports to achieve and maintain a healthy, sober family lifestyle. Each participant has an FTC team that reviews parent participation, recommends services, and monitors ongoing progress. The core team includes: the Judge, DSS worker, FTC Coordinator, FTC Case Manager, FTC Clinician, FTC Peer Support Specialist, Court Appointed Special Advocate (CASA), Department of Aging and Rehab Services and treatment providers. Substance abuse treatment, intensive case management, counseling, and assistance with community resources are some of the services available to each family.

You are strongly encouraged to consult with your attorney regarding participation in this program. Your attorney is invited and welcome to attend all FTC court hearings.

We look forward to working with you. Your entire FTC team is dedicated to helping you through this program and providing you with the right tools to continue your alcohol or drug-free life after the program. This handbook provides important information that you need to successfully complete FTC. We encourage you to read it and to share this information with your family and friends who support you and your recovery. Please feel free to ask any questions you may have.



Family Treatment Court Phase System

The Family Treatment Court is structured into five phases. Each phase has different goals that must be accomplished to be able to advance to the next phase. The program typically takes 11-18 months to complete. Your achieving these requirements will determine your timely progress in the program. The activities listed below are the minimum requirements of each phase.

Family Treatment Court Phase Promotion Criteria

Throughout the FTC program, participants are expected to participate in all DSS, CASA, or service provider meetings as they are scheduled. Weekly case management meetings with the FTC Case Manager are also required of all participants throughout the program. Additionally, FTC participants are expected to follow any court orders such as protective orders, if applicable. Additional recommendations by the FTC team may be made at any time during the program and are expected to be completed.

****Due to COVID-19, we are operating virtually. Upon return to in-person, court arrival is 2:00 pm**

FTC PHASE ONE “Orientation”: Minimum length four weeks

- Attend weekly FTC Court Reviews (Tuesdays at 2:30pm)
- Complete an initial roadmap plan with FTC team
- Complete all paperwork and sign releases of information as needed
- Schedule individualized treatment plan recommendations (ex: treatment group)
- Begin urinary drug screens and continuous alcohol monitoring (SCRAM or breathalyzer)
- Identify a counselor for individual therapy and schedule first appointment
- Schedule and attend first weekly meeting with FTC Case Manager
- Identify three community-based support groups to try out
- Complete “What’s Your Story” assignment: What would you like us to know about you

FTC PHASE TWO “Establishing Connections”: Minimum length four weeks

- Attend weekly FTC Court Reviews (Tuesdays at 2:30pm)
- Participate in individualized treatment plan services based on ASAM recommendations (ex: Intensive Outpatient, residential treatment, etc.)
- Participate in individual counseling
- Attend three community-based support groups a week (Total: 12)
- Identify a mentor or sponsor in the community
- Participate in DSS case goal and plan development and follow plan once established
- Complete three urinary drug screens per week. Wear SCRAM alcohol monitoring bracelet or use breathalyzer on daily basis.
- Stay alcohol and drug free (as evidenced by SCRAM results and negative drug tests) and complete all FTC requirements for at least four consecutive weeks before phasing up
- Attend and maximize parenting and/or family time as scheduled
- Identify and schedule an appointment with a Primary Care Physician
- Complete Time Management and Relapse Prevention assignments

FTC PHASE THREE “Working your Program”: Minimum length 12 weeks

- Attend FTC Court Reviews on the second and fourth Tuesdays of the month
- Participate in individualized treatment plan services
- Participate in individual counseling
- Attend three community-based support groups a week (Total: 36)
- Complete a roadmap plan review with FTC team
- Complete two urinary drug screens per week. Continuous alcohol monitoring (SCRAM or breathalyzer) will remain until recommended by FTC team.
- Stay alcohol and drug free (as evidenced by negative drug tests) and complete all FTC requirements for at least four consecutive weeks before phasing up
- Attend and maximize parenting and/or family time as scheduled
- Identify and begin parenting support services as defined by you and your team (ex: parent mentor, Nurturing Parenting Program, etc.)
- Complete Health assignment

FTC PHASE FOUR “Maintaining Progress”: Minimum length 12 weeks

- Attend FTC Court Reviews on the fourth Tuesdays of the month
- Participate in individualized treatment plan services
- Participate in individual counseling
- Attend three community-based support groups a week (Total: 36)
- Complete a roadmap plan review with FTC team
- Complete two urinary drug screens per week
- Stay alcohol and drug free (as evidenced by negative drug tests) for at least eight weeks before phasing up
- Complete all FTC requirements for at least four consecutive weeks before phasing up
- Actively participate in identified parenting services
- Attend and maximize parenting and/or family time as scheduled
- Actively search for or maintain employment, education, or benefits program
- Complete Financial Stability assignment

FTC PHASE FIVE “Planning for the Future”: Minimum length 12 weeks

- Attend FTC Court Reviews on the fourth Tuesdays of the month
- Participate in individualized treatment plan services
- Participate in individual counseling
- Attend three community-based support groups a week (Total: 36)
- Complete a roadmap plan review with FTC team
- Complete two urinary drug screens per week
- Stay alcohol and drug free (as evidenced by negative drug tests) and complete all FTC requirements for at least eight consecutive weeks before Graduation
- Attend and maximize parenting and/or family time as scheduled
- Maintain employment, education, or benefits program
- Complete Growth and Planning for the Future and Support System assignment

Family Treatment Court Prescription Drug Policy

Family Treatment Court (FTC) is an abstinence-based program. Alcohol and illegal drugs **cannot** be used by participants in the program. In addition, certain prescription drugs, such as benzodiazepines and opioids, **cannot** be used by participants in the program.

Potential FTC participants who either report use of or test positive for any of the above medication will be required to provide verification from a physician prescribing the medication. FTC will honor Physicians' orders/treatments; however, if the prescribing physician determines s/he cannot substitute another medication, or if the current medication is the only appropriate course of treatment, then it may be determined that the individual is not appropriate for the FTC program.

Community-Based Support Group Attendance

1. All FTC participants must attend a minimum of **three (3)** community-based support groups per week.
2. All participants are required to submit attendance sheet or journal at weekly case management meeting. All information on the attendance sheet must be completed.
3. All participants will be required to find a sponsor or mentor and establish a home group, if applicable, within 60 days from the first roadmap meeting.

Some Examples of Pre-Approved Community-Based Support Groups

Alcoholics Anonymous	Secular Organizations for Sobriety (SOS)
Narcotics Anonymous	Recovery International
Celebrate Recovery	Rational Recovery
Adult Children of Alcoholics (ACOA)	SMART Recovery
Codependents Anonymous (CODA)	Women for Sobriety
Moderation Management (MM)	Dual Recovery Anonymous
Life Ring	Double Trouble

Other groups which promote healthy, sober living may be approved by your team at your request. Examples of such groups include faith-based groups, book clubs, exercise/walking groups, crafting groups, etc. Please let a member of your team know if you would like a group or club to be considered for this requirement.

Program Expectations for FTC Participants

Participation in the Charlottesville-Albemarle Family Treatment Court is an opportunity for you to engage in life-changing recovery. The Court will hold you accountable and, at the same time, give you the opportunity, support, and structure to improve your and your family's lives. To achieve this, the following is expected of you:

1. **HONESTY.** Be open and honest with yourself, the team, and everyone with whom you communicate while you are in the Family Treatment Court Program. Never lie to the Judge or the other FTC Team members. Be open and honest with peers in recovery and in treatment groups. Even if you have something negative to report, it is always best to be honest.
2. **PARTICIPATION AND GROWTH.** Attend and complete all individualized recommended treatment. This may include individual and group counseling, residential treatment, educational sessions, and sober-support meetings. If you leave treatment against the advice of the treatment center, additional treatment and/or responses may be imposed. If you are unable to attend a scheduled session, you MUST contact your treatment counselor BEFORE a session is missed.
3. **DEPENDABILITY.** Be on time to all scheduled meetings or events. Attend all parenting time; your child(ren) count on seeing you for scheduled visits and need you to show up. Attending treatment regularly is critical for your recovery. Contact the appropriate person or worker if there is a possibility you may be late for any appointment. Report to your DSS Social Worker as directed. If you have any problems making an appointment, contact your DSS Social Worker immediately. If you are sick and miss an appointment, you will be expected to provide a doctor's note.
4. **PARENTING.** Be as involved with the care of your children as is allowed by the court and DSS case plan. Your child(ren) need your ongoing love, care, and support throughout this process and your active participation will help your entire family.
5. **RESPECT.** Be respectful in Court, in treatment, and with those around you. Maintain appropriate behavior. Violent or inappropriate behavior will not be tolerated and will be reported to the Court. This may result in termination from the FTC program.
6. **ABSTINENCE.** You must, absolutely, not use any illegal drugs, alcohol, or other intoxicants. Sobriety is a primary focus of this program. Do not possess or allow yourself access to these substances. Abuse of prescription drugs is also not tolerated.
7. **SUBSTANCE USE MONITORING.** You will be monitored for substance use through urine testing, SCRAM, or other monitoring tools. You are expected to provide a valid urine or other sample upon request. Never submit a sample that is dilute, not genuine or has

otherwise been altered (refer again to expectation #1 above). Missed screens or failure to provide a sample will be considered a positive drug test.

8. **COMMUNICATION.** Report changes in significant areas of your life, whether those changes are good, bad, or otherwise. Report when you get a job or change your employment. Report housing changes immediately. Progress in treatment is always worth reporting. Remember, the program will help you celebrate your achievements as well as address and support areas in need of improvement.
9. **ASK QUESTIONS.** When in doubt about a rule or when you are unclear about something, ask anyone on your team. Consult with your attorney, DSS worker, case manager, or another team member before making a mistake which could have serious consequences.

What to Expect at Court

The Family Treatment Court team meets every week before court to discuss your progress toward meeting your treatment goals. During this time, any progress and challenges you have encountered will be presented and options will be reviewed. At the weekly hearings the Judge will discuss with each participant concerns or notable achievements and you will have the opportunity to provide any updates or information you wish you share. The Judge will inform you of any recommendations made by your team. You are encouraged to express your thoughts and feelings about any recommendations during court.

Rules for the Courtroom (to include Virtual hearings)

- Be on time. You are expected to attend FTC hearings at 2:30p.m. on Tuesdays.
- No electronic equipment is allowed in Court at any time (cell phones, cameras, etc.)
- No weapons of any sort are allowed in Court.
- Do not bring food or drink to Court.
- Do not chew gum in Court.
- Dress appropriately for Court. Clothing with obscene language or pictures making reference to alcohol or illegal drugs is prohibited.
- Use appropriate language. Address the Judge with Yes Sir, No Sir, Your Honor or Judge.
- Pay attention and do not interrupt others or have side conversations during Court.

Rules for Virtual Hearings:

- When your case is called, please turn camera on and unmute until your case is over
- Dress appropriately
- No smoking or Vaping during court or FTC treatment sessions.
- Get situated before the hearing starts. Make sure you are in a private area.



Confidentiality

It is essential that participants know that they can openly discuss personal or sensitive matters in court and in treatment group meetings without fear that they will hear about it from people not associated with the court. Because of this, it is expected that you will not share any Family Treatment Court information with anyone (friends or family). Violations of confidentiality will be taken seriously and may result in termination from Family Treatment Court.



Responses to Behavior

Each time you come to court, the Court will receive an update about how you are doing and will respond accordingly. All FTC responses to behavior aim to improve parent and family safety and well-being. Responses are meant to reinforce behaviors that promote recovery, health, and safety, and help decrease behaviors that are not consistent with these goals. While responses may not be exactly the same for everyone, they will be individualized and fair. The Judge will explain the reasons for the response chosen.

The table below summarizes participant behaviors and possible responses.

Participant Behaviors	Response
<ul style="list-style-type: none"> * Attending court appearances * Negative urinalysis results * Attending and participating in treatment * Attending and participating in community-based support groups * Attending approved parenting time with child(ren) consistently * Complying with DSS case plan * Phase Promotion 	<ul style="list-style-type: none"> * Acknowledgment, praise by Judge * Applause * Fishbowl drawing * Decreased court appearances as you phase up * Decreased urinalysis/SCRAM testing * Phase advancement with certificate, gift card * Rewards such as gift cards, event passes, etc. * Ambassadorship * Graduation ceremony/party
<ul style="list-style-type: none"> * Failure to comply with DSS case plan * Failure to attend visitation/parenting time * Unauthorized visitation * Leaving treatment against clinical advice * Missed appointments without a doctor's note or previously approved excused absence * Missed urinalysis or positive drug screen * Relapse 	<ul style="list-style-type: none"> * New clinical assessment to determine appropriate treatment recommendations * Redirection from Court * Essay or assignment * Increased Court appearances * Increased urinalysis monitoring * Increased Community Based Support Groups * Termination hearing * Termination from Family Treatment Court

Frequently Asked Questions

What if I relapse? Will I be asked to leave Family Treatment Court?

The Family Treatment Court team knows that relapse is a part of recovery. Relapse alone is not a reason to end a parent's participation in the program.

How long does it take to complete Family Treatment Court?

We hope that parents successfully complete the Family Treatment Court program in about 12 months. Most parents are expected to complete the program in 18 months; however, some parents will take longer than 18 months.

What do I need to do in order to complete or graduate from the Family Treatment Court Program?

There are five phases in Family Treatment Court, each with their own set of requirements. In order to advance to the next phase, you have to complete all requirements. You are expected to be fully compliant with all requirements of each phase for at least four weeks before you can move on to the next phase.

Does completing Family Treatment Court mean I am guaranteed to get my children back?

FTC does not directly make decisions about your DSS case. The decision of your child's placement will be determined by your Foster Care Judge in the child's best interest based on many factors. The completion of FTC demonstrates to your team your progress, achievements, and dedication to recovery. It is expected that you will have gained critical insight and skills to live a healthy, sober lifestyle.

Can I stop participating in Family Treatment Court?

You may request to withdraw from the program at any time unless a termination hearing has already been scheduled. Withdrawing from FTC may have consequences which should be discussed fully with your team prior to your decision. You may also be removed for violation of program rules or ongoing substance use/failure to commit to recovery.

Team Contact Information

FTC Coordinator: Ms. Leslie Pryor (434) 906-4730 Email: leslie.pryor@regionten.org

FTC Admin/Data Analyst: Ms. Kristen Lewis (434) 906-3326 Email: kristen.lewis@regionten.org

FTC Case Manager: Ms. Kristin Manz (434) 981-6071 Email: kristin.manz@regionten.org

FTC Clinician: Ms. Joannis 'Jody' Hoard (434) 995-8321 Email: Joannis.hoard@regionten.org

FTC Peer Support: Ms. Caitlin Kelly (434) 996-8353 Email: caitlin.kelly@regionten.org

Region Ten CSB: (434) 972 - 1800

Charlottesville DSS: (434) 970 - 3400

Albemarle DSS: (434) 972 - 4010

DSS Worker: _____

CASA Worker: _____

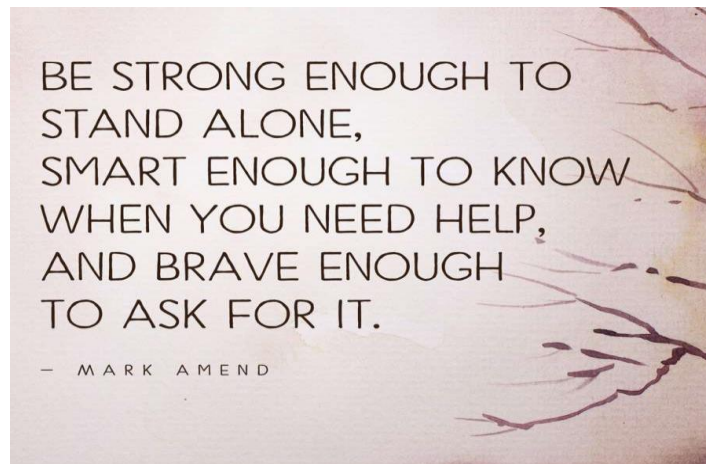
DARS Worker: _____

Attorney: _____

Guardian Ad Litem: _____

Treatment Provider: _____

Treatment Provider: _____



I acknowledge receipt and understanding of this handbook on (date): _____

Participant: Print _____ Signature: _____

FTC Staff: _____ Signature: _____