

# Participant Handbook

Mid-Michigan Regional Mental Health Court  
Gratiot, Montcalm, & Clinton Counties

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**Helpful Resources**

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Gratiot County Community Mental Health.....(989)463-4971

Clinton County CEI-CMH.....(517)346-8200

Montcalm Center for Behavioral Health.....(989)831-7520

EightCAP.....Gratiot(989)463-4693.....Montcalm(616)754-9315.....Clinton(989)224-1368

## Introduction

The Mid-Michigan Regional Mental Health Court (MMRMHC) is a specialty court program authorized by state statute and established under the authority of the Michigan Supreme Court and the State Court Administrative Office primarily designed for individuals with mental health disorders who are committed to making lifestyle changes to improve their mental health, promote self-sufficiency, eliminate criminal behavior and reduce recidivism. The program offers cost effective alternatives to traditional incarceration and hospitalization. While in the program participants should read this handbook thoroughly, understand the contents and present any questions to the program coordinator to ensure compliance.

## Program Rules

Along with abiding by the program agreement, following these three simple rules will help lead to program success:

1. **Be Honest:** Of all the rules, this is often the most difficult. The program staff and the court expect participants to be honest in all areas of their life. Participants are not to falsify records, conceal alcohol/drug use, or dilute their urine. Dishonest participants will get caught, and be sanctioned in accordance to the program policy manual.
2. **Don't Whine:** Effort is necessary to complete this program. It will be necessary for participants to make sacrifices in order to be fully engaged in recovery and to successfully complete the program.
3. **Show Up:** Be on time to meetings, groups, and court.

## Program Costs

Participants will not be required to pay to participate in the Mid-Michigan Regional Mental Health Court Program. However, they will be responsible for court ordered costs associated with the offense including court fines, costs, treatment fees, and jail fees. These fees are to be paid in full before completion of the program. Treatment costs will vary depending on the agency providing treatment and participant's insurance. At a minimum, participants will be responsible for co-pays required by their treatment provider.

## Mental Health Court Team

The MMRMHC program is a team based program. The team consists of a judge from each of the participating counties with one acting as the chief Mental Health Court judge, a program coordinator, prosecuting attorneys, treatment providers, law enforcement officials, circuit and/or district court personnel, state or county probation officers, and a defense attorney. The team works together for the common goal of helping participants improve mental health, promote self-sufficiency, and reduce/eliminate criminal behaviors and recidivism among participants. As a result, many of the participating agencies must rethink their traditional roles and redefine their definitions of successful case outcomes. It is through this team based approach that maximum benefits will ensue for the participants.

## Program Phases

The MMRMHC is a 12-18 month program, consisting of four phases with various requirements (e.g. treatment, testing, medication reviews, curfews, random home visits, etc.). Included in these phases will be in-depth weekly meetings with the MMRMHC coordinator and bi-weekly or monthly review hearings with the Mental Health Court Judge.

### **Phase I**

**(Minimum 120 days)**

- Attend Mental Health Court review hearings biweekly, following all rules and conditions set forth in the program contract.
- Meet with the MMRMHC coordinator as directed.
- Attend counseling as recommended by the mental health treatment provider.
- Submit to random PBTs/Urine Screens as ordered.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity at the equivalent of a full time basis. (Positive activity will be left to the discretion of the Mental Health Court Team.)
- Abide by any curfew that may be implemented by the Mental Health Court Judge or Mental Health Court staff. (10pm or as otherwise set)
- Allow random home visits by law enforcement officials, Mental Health Court staff, and/or other representatives of the Mental Health Court Team.
- Complete the OCC electronic monitoring program, and comply with all conditions of that program (90 days-minimum-may continue into phase 2).

### **Requirements for Advancement into Phase II**

- Participants **MUST** complete all Phase I requirements and be sanction free for at least 30 days. The team may also decide to advance a participant on a case by case basis.
- Must be in good standing with the treatment provider regarding progress, attendance, medication compliance, and stability at counseling.

### **Phase II**

**(90-120 days)**

- Attend Mental Health Court review hearings once per month, following all rules and conditions set forth in the program contract.
- Meet with the MMRMHC coordinator as directed.
- Submit to random PBTs/Urine Screens as ordered.
- Continue to attend all mental health counseling and any other required counseling and/or treatment that have been deemed necessary.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity at the equivalent of a full time basis.
- Abide by any curfew that may be implemented by the Mental Health Court Judge or Mental Health Court Staff (11pm or as otherwise set)
- Allow random home visits by law enforcement officials, the Mental Health Court staff, and/or other Mental Health Court Team representatives.

### **Requirements for Advancement into Phase III**

- Must be in good standing with the treatment provider in regards to progress, attendance, medication compliance, and stability at counseling.
- Must complete all phase II requirements and be sanction free for at least 30 days. The team may also decide to advance a participant on a case by case basis.

### **Phase III (90-120 days)**

- Attend Mental Health Court review hearings once per month, following all rules and conditions set forth in the program contract.
- Meet with the MMRMHC coordinator as directed.
- Continue any mental health counseling and/or aftercare as recommended by the treatment provider, as well as any other counseling deemed necessary.
- Submit to random PBTs/Urine Screens as ordered.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, college, vocational training), or be engaged in positive community activity at the equivalent of a full time basis.
- Allow random home visits by law enforcement officials, the Mental Health Court staff, and/or other Mental Health Court Team representatives.
- Abide by any curfew that may be implemented by the Mental Health Court Judge or Mental Health Court Staff. (12am or as otherwise set)

### **Requirements of Advancement into Phase IV**

- Must demonstrate the ability to remain compliant with treatment and have completed the treatment plan.
- Must complete all phase III requirements and be sanction free for at least 30 days. The team may also decide to advance a participant on a case by case basis.

### **Phase IV- Transition (60-90 days)**

- Attend Mental Health Court review hearing once per month prior to graduation.
- Continue to meet with the MMRMHC coordinator as directed.
- Submit to Random PBTs/Urine Screens as ordered. Frequency may increase to ensure abstinence prior to completion of the program.
- Continue or maintain employment, education, and/or a combination of employment and educational programs (GED, College, vocational training), or be engaged in positive community activity at the equivalent of a full time basis.
- Allow random home visits by law enforcement officials, the Mental Health Court staff, and/or other Mental Health Court Team representatives.
- Abide by any curfew that may be implemented by the Mental Health Court Judge or Mental Health Court Staff. (12am or as otherwise set)
- Participant must be sanction free for at least 60 days.

### **Requirements for graduation**

- Participant must demonstrate the ability to be fully responsible for him/herself and his/her choices and behaviors.
- Participant must be aware of the impact of his/her choices and behavior on family, friends, and society.
- Participant must make a written and/or oral report to the Mental Health Court on the impact the Mental Health Court has had on his/her life.
- Participant must be a role model of productive behavior and provide support and encouragement to other Mental Health Court clients.
- Participant must be sanction free for at least 60 days.
- Participant must successfully complete Phases I, II, III, and IV.
- Participant must be fully enrolled in school, maintain full time employment, or be fully engaged in positive community activity as determined by the Mental Health Court Team.
- Participant must have completed an exit interview with the MMRMHC coordinator.

### **Post-Graduation**

- 3-12 months non-reporting probation.
- Submit to urine screens and PBT's as directed by the probation department and comply with all rules of probation.

### **Discharge**

The following may result in formal violation proceedings which could result in sanctions and/or termination from the program:

- Voluntary termination.
- Violent behavior or threats of violent behavior toward self or others.
- Continued program non-compliance as determined by team case review.
- Criminal Behavior
- Sabotaging another individual's recovery or their court compliance.
- Public safety issues

### **Review Hearings**

Participants in the Mental Health Court program are required to attend Review Hearings every two to four weeks depending on what phase of the program they are in. The program judge, prosecutors, attorneys, probation officers/coordinators, law enforcement officials, treatment providers, other court participants, family members, and friends are all invited to attend these hearings. Judges will review participant's progress with the participants and the team to determine what rewards, sanctions or adjustments may be appropriate.

Attendance at review hearings with the judge is mandatory in Mental Health Court. Participant's dress should be appropriate and should not include hats or sunglasses. Additionally, clothes displaying offensive language or advertising alcohol or other drugs are not permitted. Loud and disruptive behavior is unacceptable. No cell phones are allowed in court and participants are required to stay for the entire court hearing session. Participants are encouraged to ask the judge pertinent questions and voice any concerns they may have about their treatment program. Participants will be given notice of their next report day and review hearing. It is the participant's responsibility to keep track of their court dates and maintain an appropriate written or electronic calendar of all program appointments and other program requirements, which shall be made available to the Mental Health Coordinator for review and inspection as requested.

### **Report Days**

Participants of the Mental Health Court are expected to report to the MMRMHC coordinator on directed report day and time. Participants should come prepared with proof of counseling attendance, medication compliance verification, and any other verification that is requested. Any changes in address, employment, phone number, living situation etc. should be discussed with the coordinator/ probation officer on report day and verified in writing as directed.

### **Treatment**

MMRMHC participants must complete a preadmission screening and mental health evaluation before entering the program. The assessment determines eligibility and required treatment. There is very little tolerance for missed counseling appointments. Participants who don't believe they need treatment are not appropriate for the MMRMHC program. The court will communicate on a regular basis with the participant's treatment providers to discuss progress and attendance. The MMRMHC and treatment providers reserve the right to alter participant's treatment to better suit wellness needs. Participants will be required to sign release documents to allow effective communication between the treatment provider and the MMRMHC team regarding the participant's treatment.

### **Employment, School, and Positive Community Activity**

Participants in the program will be expected to maintain employment, be enrolled in an educational program, or participate in positive community activity on an equivalent of a full time basis. Participants will be expected to provide their coordinator with verification of employment, education, and, positive activity upon request. While searching for employment, participants may be required to participate in job training or community service. All community service locations must be approved by the program coordinator. Community service that is not approved may not be counted towards required hours. Participants will be provided with community service locations and contact information upon request.

### **Electronic Monitoring**

The first 90 days of the program will include electronic monitoring through the Office of Community Corrections (OCC). Some participants may be assigned more than 90 days initially. There are three types of devices that may be used alone or in combination. The type of monitor used for a participant will be decided based on the information gathered through the intake process. Please refer to pages 17-20 for further information. The types of devices are:

1. GPS tether-This device provides constant updates on where the participant is located. This is used for house arrest, and/or to ensure a participant does not enter an area that is prohibited by his/her probation order, or the program conditions.
2. SoberLink breathalyzer-This is a handheld PBT type device that is used to monitor abstinence from alcohol. The participant provides breath samples at scheduled times as directed by the MMRMHC coordinator, or OCC staff.
3. SCRAM-This is an alcohol monitoring device that provides 24/7 monitoring of alcohol consumption. The participant must report to OCC a minimum of once per week to download the information collected on the device.

### **Zero Tolerance of Alcohol and Drugs**

Participants in the program are not to use or possess alcohol or illegal drugs while participating in the program. Participants are also not to be around anyone who is using, consuming, or selling alcohol or illegal drugs. Participants are not to enter premises where alcohol is served by the glass including, but not limited to: bars, casinos, sporting/concert venues, reception halls, adult entertainment establishments, or any other place minors are excluded. If a participant is in question as to where he/she is allowed, he/she should check with their coordinator to make sure program compliance is maintained. The consumption of non-alcoholic beer, non-alcoholic wine, cold medicine containing alcohol, mouthwash containing alcohol, or any other product containing alcohol is prohibited. (See incidental alcohol exposure pg. 15)

### **Drug and Alcohol Testing**

Program participants will be expected to maintain sobriety through the entirety of the program. This will be monitored by alcohol and drug testing. The Mental Health Court program will utilize electronic monitoring as well as urine tests to monitor compliance. Participants who attempt to dilute or falsify urine or breath samples will be sanctioned in accordance to the program's guidelines. Since the program expects honesty from all participants, attempts to falsify or dilute testing samples may lead to harsher sanctions than a positive test. Please refer to the programs drug testing policy on page 14 for more information.

Participants may be required to submit breath tests one to four times a day or as otherwise directed, throughout phase one of the program, into an electronic monitoring device. Participants will be required to provide these breath tests at a scheduled time. Participants who provide late breath tests or miss breath tests will be sanctioned in accordance to program guidelines. Participants are to contact the MMRMHC coordinator in any instance they will be late or will miss a breath test. This contact should be made before the established test time.

### **Prescription Drugs**

Participants in the Mental Health Court program will be expected to maintain a clean and sober lifestyle though the duration of the program. This will be achieved by abstaining not only from alcohol, but from the use of any illegal or prescribed controlled substances that would be counterintuitive to the goals of the program. Any medication must be approved by the MMRMHC coordinator before consumption. All prescriptions must be approved by the MMRMHC coordinator before being filled. If a participant fills a prescription without permission, he/she will be required to surrender the medication to the MMRMHC coordinator. Failure to provide the coordinator with the medication upon request will lead to program sanctioning. Proper documentation must be provided to the coordinator on all prescriptions. Qualified participants may be referred for further evaluation by an addiction specialist and will be responsible for costs of any future evaluation and/ or additional screenings for substance abuse. Participants may also be prescribed medications to address their mental health issues. These medications must be taken as prescribed.

## Residence

Participants are required to reside in Gratiot, Montcalm, or Clinton County. Participants have 48 hours to notify the MMRMHC coordinator in writing of any physical address change. Participants may not leave the state or stay overnight anywhere other than the residence on file without permission from the court (see travel policy page 9). Alcohol and illegal substances are not to be present in the participant's residence.

## Home Checks

While in the program, participants will be subject to random home visits for compliance monitoring purposes. These compliance checks will be carried out by a representative of the program (i.e. coordinator, compliance officer, probation officer), accompanied by a law enforcement officer. The representative will be looking for the following items:

- Alcohol (beer, liquor, and wine)
  - Includes: empty beer, liquor and wine bottles
- Drugs
  - Includes: narcotics, non-prescribed medication, any medication containing alcohol
- Paraphernalia:
  - Includes shot glasses, beer mugs, wine glasses, hookahs, home decorations/clothing with beer, liquor or wine logo's, drug paraphernalia
- Illegal Weapons or any items prohibited by the participant's order of probation.

If any of the above listed items are found by the representative, the participant will be sanctioned in accordance to the program policy manual. During the visit, the representative will be allowed to search the home, outbuildings, and vehicles. Along with the search of property, participants will be required to submit to alcohol/drug testing upon request.

Participants should be prompt when answering the door. Participants are expected to be courteous and respectful to the representative, as well as the accompanying law enforcement officer. If there are animals in the residence, please make sure that they are restrained.

Participants are expected to be home by curfew. If the representative arrives at a residence after curfew, and the participant is not present, they will be sanctioned in accordance to the policy manual. Participants who fail to answer the door will be assumed in violation. Participants should speak with the MMRMHC coordinator before traveling or staying overnight, adhering to the program's travel policy. Spending the night away from the residence on record without permission is a violation of the Mental Health Court Program and participants will be sanctioned accordingly.

## Travel

Travel is not a right, but a privilege conditioned upon compliance and success in the program and may be denied as determined appropriate by the coordinator or the team. The following are conditions for travel and overnight stays for participants in the program:

- Permission from the MMRMHC coordinator must be obtained at least 2 weeks prior to any traveling.
- All Permission to travel will be left to the MMRMHC coordinator's discretion.

- Travel to destinations that may be detrimental to a program participant's recovery may be disallowed. This will be left to the discretion of the MMRMHC team.
- Traveling includes any overnight stays away from participant's residence.
- Name and address of destination, as well as travel dates and times are required before being granted permission to travel. This information is to be submitted to the MMRMHC coordinator IN WRITING. Participants should ask the coordinator for a travel request form and fill it out completely.
- During the time between asking permission and actual travel, the participant must be violation free. If the participant commits any program violations during the two week period, the participant's permission to travel will be revoked.
- If permission is granted to travel, participants must uphold all program requirements including curfew.
- If the participant is called for a random drug test during travel, the participant is responsible for finding a testing facility to complete testing as directed. Failure to complete the appropriate test will lead to program sanctions.
- Testing positive for any substance during travel or directly after traveling will result in revocation of all travel privileges through the duration of the program.
- Participants must be in the program 90 days before requesting permission to travel.
- Participants may receive 12 total travel nights for the entirety of the program based on the program discretion. Participants may stay up to 4 nights per travel period. (Does not include business trips or immediate family funerals)
- Participants are disqualified for travel for the duration of the program if they are ever sanctioned to jail for any violation OR sanctioned more than once for any other type of non-compliance.

### **Honesty**

One of the key concepts to Mental Health Court is honesty and personal accountability. Dishonesty will only impede the goal of a stable, self-sufficient lifestyle and will result in termination from the program. Dishonesty in any form including lying, adulterated drug screens, fraudulent signatures on documents, and fraudulent documents will not be tolerated and will be severely sanctioned in Mental Court. Participant's honesty is essential to participation in the program. Participants are to honestly and completely answer any questions from any MMRMHC team members. Participants must truthfully and fully report any program or probation violation to the coordinator within 24 hours of the violation. Omissions, deceptions, and/or any deceptive and dishonest behavior, as determined by the coordinator and the Mental Health Court Team, will lead to program sanctions.

### **Infractions, rewards and sanctions**

There are consequences – both good and bad – for your conduct while you are a participant in the Mental Health Court. If you comply with your treatment plan and live a crime-free life in the community, you will be acknowledged and rewarded in a number of different ways. Conversely, if you fail to comply with your treatment plan or commit any new offenses, you will be sanctioned.

**Infractions.** The following events will be treated as infractions of the Mental Health Court program.

1. Missed treatment appointments
2. Missed appointments with Mental Health Court staff
3. Missed court appearances
4. Failure/refusal to take medications
5. Refusal to give urine sample
6. Dishonest or deceptive behavior
7. Violations of the OCC Electronic Monitoring program
8. Other noncompliance with treatment plan
9. Abuse of drugs and/or alcohol
10. Absconding from treatment program or supervised housing
11. New criminal offenses

**Clinical responses and sanctions.** The Mental Health Court judge will respond to all infractions by imposing a sanction or requiring that you participate in a treatment-related activity. The judge may also mandate a change in your treatment plan. Examples of clinical responses and sanctions include the following:

1. Reprimand
2. Increased frequency of appointments with Mental Health Court staff
3. Increased frequency of appearances before the Mental Health Court judge
4. Penalty box (observing Court activities from the jury box)
5. Mandatory peer support group meetings, such as AA or NA
6. Mandatory group attendance (i.e., money management, anger management, family relations)
7. Community service
8. Team case review
9. Round table meeting with the Mental Health Court team
10. Unannounced visits by Mental Health Court staff
11. Imposition or increase in frequency of urine testing
12. Detox/drug rehab
13. More restrictive housing rules or treatment program
14. Bench warrant
15. Jail sentence (1 to 28 days)
16. Termination from the program

**Rewards.** In addition to advancing to the next phase and receiving a dismissal or reduction in charges upon graduation, demonstration of effort and progress in treatment will be acknowledged. Potential rewards include:

1. Reduced frequency of appointments with the Mental Health Court coordinator
2. Reduced frequency of appearances before the Mental Health Court judge
3. Less restrictive curfew
4. Reduction of urine testing requirements
5. Certificates or other mementos of progress
6. Phase advancement

### **Program Agreement**

I voluntarily agree to participate in the Mid-Michigan Regional Mental Health Court Program. I understand that I will be waiving certain rights as discussed with my attorney. I agree to follow all terms and conditions of the mental health court program as established by the court and the Mid-Michigan Regional Mental Health Court team.

**I agree to:**

1. Cooperate with the mental health court to complete a screening and assessment. A treatment recommendation will be made and shared with the mental health court team.
2. Work with treatment staff to develop a treatment plan and follow the plan accordingly, including aftercare and continuing care recommendations.
3. Not use, possess, or consume alcohol and/or other illegal or controlled substances, including but not limited to marijuana, nor be in the presence of any person using, possessing, or consuming said substances; nor enter premises where alcohol is served. I understand if I am found to be under the influence of drugs, alcohol, or medication not prescribed to me I may be sanctioned and/or terminated from the program.
4. Submit to PBT's and/or drug screening as requested.
5. Comply with the terms of my probation. I understand that these terms will become terms of the mental health court program.
6. Be employed or enrolled in an educational program, or participate in another positive activity as directed.
7. Immediately notify the Mental Health Court of any changes in address and/or phone number.
8. Notify the Mental Health Court of any police contact, arrest or criminal charge within 24 hours. I acknowledge I may be prosecuted for any of my new offenses and terminated from the Mental Health Court Program.
9. Make full and truthful reports to the Mental Health Court, as directed by any team member.
10. Not engage in any assaultive, threatening, or aggressive behavior.
11. Not leave the state without the prior consent of the Mental Health Court coordinator.
12. Maintain the confidentiality of other mental health court participants.
13. Pay all outstanding monies resulting from my conviction including but not limited to:

drug testing fees, counseling fees, court fines and costs, and county jail fees. I understand these must be paid in full to successfully complete the program.

14. Allow the Mental Health Court coordinator, together with law enforcement officials, into my home at any time for supervision or compliance reasons.
15. Complete the OCC electronic monitoring program, for a minimum of 90 days, as directed by the MMRMHC coordinator.
16. Comply with the MMRMHC case plan, as directed by the MMRMHC coordinator.

**Also, I understand that:**

1. The MMRMHC program has a duration of 12-18 months.
2. I must have prior permission from the Mental Health Court Team before consuming any medication.
3. I must have prior permission from the Mental Health Court Team before entering any establishment that dispenses alcohol for consumption on the premises.
4. Court proceedings are open to the public and are videotaped and/or recorded. Additionally, the Court files are open and accessible to the public. To the extent that the public, including the media, may view the Court proceedings and /or view my Court file and/or view a videotape or audiotape or any transcript of them, I waive my rights to confidentiality statutes and regulations, including 42 C.F.R. That the confidentiality statutes and regulations prohibit specified disclosures, by way of example only, my eligibility and/or acceptability for substance abuse treatment services and my treatment attendance, prognosis, compliance and progress. I waive all such rights as long as I am participating in the Mental Health Court Program.
5. The data in my public and confidential file may be used for research, data analysis and program evaluation by the Mental Health Court, the District Court staff, or individuals or others independent of Mental Health/District Court.
6. I understand I am required to attend all appointments for court, treatment, ancillary services, and all drug and alcohol testing as scheduled.
7. Failure to fully comply with all the terms and conditions of the program listed above may result in the following:
  - a) Notification to the judge that I am in violation
  - b) Sanctions may be imposed or additional conditions may be added as determined by the Judge with input from the Mental Health Court Team and/or
  - c) Termination from the program

**The Mental Health Court Coordinator agrees to:**

1. Meet with program participants as needed to help assure successful completion in the program.
2. Report participant's progress and tests results to the Court.
3. Refer participants to any community agency at the Mental Health Court's disposal which may assist in participant's recovery.

I have received a copy of the Mid-Michigan Regional Mental Health Court Participant

Handbook and agree to comply with the program's policies and conditions discussed within. I understand that the Mental Health Court may amend these conditions and/or add new conditions. I understand that if changed, I must comply with the amended or added condition(s), or be terminated from the program, and if terminated, I may be confined in the County Jail.\*

### **Drug Test Policy and Procedure**

As a participant in the Mid-Michigan Regional Mental Health Court, you will be required to submit to urine screens and PBT's as directed by the Mental Health Court Coordinator. The following are guidelines for alcohol and substance abuse testing:

1. You will be enrolled in a drug monitoring program. If your color is called for testing that day, you are to test that day. This is a violation if you don't test that day. If you are in school or at work, you may complete the urine screen after school/work is done for the day, but it is your responsibility to find an alternate testing agency if you are unable to test at the courthouse during testing hours.
2. You may test at the courthouse from 8:30 am-12:00 pm and 1pm-4:00 pm Monday - Friday. If testing at a different facility, permission will be required from the program coordinator. Results must be received by the Mental Health Court no later than two weeks after the administration of the test. Results may be faxed to (989) 875-5343, or mailed to 245 E Newark St. Ithaca, MI 48847. Please be aware that outside facilities require a picture ID as well as payment at time of testing. If testing at an outside agency the participant is responsible for the cost of the test.  
Alternate testing locations:
  - a. Gratiot County options include Occupational Health at 321 East Warwick Drive, Alma, MI. 48801 (989)466-3296. Hours of operation for this facility are Monday-Friday 8am-6pm and Saturday-Sunday 8am-2pm. If testing at Occupational Health, the test **MUST BE AN OBSERVED URINE TEST** and payment of the \$49 testing cost will be required upon testing.
  - b. Montcalm County options include Spectrum Labs, located next to Meijer in Greenville. The cost of the test is \$35. Hours for testing vary, so call the lab at 616-754-2205 on the day of testing to verify hours.
3. Program participants who provide a sample that shows an attempt to flush their system (a low Creatinine or specific gravity level), or attempts to falsify or adulterate the specimen, will be sanctioned in accordance to the Mental Health Court Policy Manual.
4. Program participants will be tested for alcohol and drug consumption. Any positive will result in program sanctions in accordance to MMRMHC Policy Manual. Any prescription medication must be immediately reported to the program coordinator upon admission to the program. Failure to do so may result in program sanctions. Any medication prescribed to a participant **MUST** be reported to the Mental Health Court and approved before consumption.

I have received a copy of this policy sheet. I understand and agree to comply with the above. I have also received a copy of the Unified Drug Testing Policy, the medical marijuana policy, and the information sheet regarding incidental alcohol exposure, and agree to adhere to all drug testing protocol discussed in that policy.\*

### **Urine Abstinence Testing and Incidental Alcohol Exposure**

Recent advances in the science of alcohol detection in urine have greatly increased the ability to detect even trace amounts of alcohol consumption. In addition, these tests are capable of detecting alcohol ingestion for significantly longer periods of time after a drinking episode. Because these tests are sensitive, in rare circumstances, exposure to non-beverage alcohol sources can result in detectable levels of alcohol (or its breakdown products). In order to preserve the integrity of the Mental Health Court testing program, it has become necessary for us to restrict and/or advise Mental Health Court participants regarding the use of certain alcohol-containing products.

It is **YOUR** responsibility to limit your exposure to the products and substances detailed below that contain ethyl alcohol. It is **YOUR** responsibility to read product labels, to know what is contained in the products you use and consume and to stop and inspect these products **BEFORE** you use them. **Use of the products detailed below in violation of this contract will NOT be allowed as an excuse for a positive test result. When in doubt, don't use, consume or apply.**

**Cough syrups and other liquid medications:** Mental Health Court participants have always been prohibited from using alcohol-containing cough/cold syrups, such as Nyquil®. Other cough syrup brands and numerous other liquid medications, rely upon ethyl alcohol as a solvent. Mental Health Court participants are required to read product labels carefully to determine if they contain ethyl alcohol (ethanol). All prescription and over-the-counter medications should be reviewed with your coordinator before use. Information on the composition of prescription medications should be available upon request from your pharmacist. Non-alcohol containing cough and cold remedies are readily available at most pharmacies and major retail stores.

**Non-Alcoholic Beer and Wine:** Although legally considered non-alcoholic, NA beers (e.g. O'Douls®, Sharps®) do contain a residual amount of alcohol that may result in a positive test result for alcohol, if consumed. Mental Health Court participants are **not** permitted to ingest NA beer or NA wine.

**Food and Other Ingestible Products:** There are numerous other consumable products that contain ethyl alcohol that could result in a positive test for alcohol. Flavoring extracts, such as vanilla or almond extract, and liquid herbal extracts (such as Ginko Biloba), could result in a positive screen for alcohol or its breakdown products. Communion wine, food cooked with wine, and flambé dishes (alcohol poured over a food and ignited such as cherries jubilee, baked Alaska) must be avoided. Read carefully the labels on any liquid herbal or homeopathic remedy and do not ingest without approval from your coordinator.

**Mouthwash and Breath Strips:** Most mouthwashes (Listermint®, Cepacol®, etc.) and other breath cleansing products contain ethyl alcohol. The use of mouthwashes containing ethyl alcohol can produce a positive test result. Mental Health Court participants are required to read product labels and educate themselves as to whether a mouthwash product contains ethyl alcohol. Use of ethyl alcohol-containing mouthwashes and breath strips by Mental Health Court participants is not permitted. Non-alcohol mouthwashes are readily available and are an acceptable alternative. If you have questions about a particular product, bring it in to discuss with your coordinator.

**Hand sanitizers:** Hand sanitizers (e.g. Purell®, Germex®, etc.) and other antiseptic gels and foams used to disinfect hands contain up to 70% ethyl alcohol. Excessive, unnecessary or repeated use of these products could result in a positive urine test. Hand washing with soap and water are just as effective for killing germs.

**Hygiene Products:** Aftershave and colognes, hair sprays and mousse, astringents, insecticides (bug sprays such as Off®) and some body washes contain ethyl alcohol. While it is unlikely that limited use of these products would result in a positive test for alcohol (or its breakdown products) excessive, unnecessary or repeated use of these products could affect test results. Participants must use such products sparingly to avoid reaching detection levels. Just as the court requires Mental Health Court participants to regulate their fluid intake to avoid dilute urine samples, it is likewise incumbent upon each participant to limit their use of topically applied (on the skin) products containing ethyl alcohol.

**Solvents and Lacquers.** Many solvents, lacquers and surface preparation products used in industry, construction, and the home, contain ethyl alcohol. Both excessive inhalation of vapors, and topical exposure to such products, can potentially cause a positive test result for alcohol. As with the products noted above, Mental Health Court participants must educate themselves as to the ingredients in the products they are using. There are alternatives to nearly any item containing ethyl alcohol. Frequency of use and duration of exposure to such products should be kept to a minimum. A positive test result will not be excused by reference to use of an alcohol-based solvent. If you are in employment where contact with such products cannot be avoided, you need to discuss this with your Coordinator. Do not wait for a positive test result to do so.

**Remember! When in doubt, don't use, consume or apply.**

**Mid-Michigan Regional Mental Health Court  
Electronic Monitoring agreement**

**GPS**

I understand that I am required to stay within a certain area (Inclusion Zone) during certain hours, I must contact the MMRMHC Coordinator to receive **permission** to change those hours. Exclusion Zones, if applicable, will never be entered by the participant. Curfew is between \_\_\_\_\_ to \_\_\_\_\_. Failure to be in the designated region will be considered a violation. I understand that the only exception for leaving my inclusion zone without permission is for emergency situations (i.e. must go to Emergency Room, leave a dangerous situation).

I understand I am not to tamper with or manipulate GPS Tether signal.

I understand that the battery cannot have a battery alarm that lasts for more than 1 hour, otherwise it will be considered noncompliance with the Electronic Monitoring Program.

I understand I am NOT to submerge the tether in water such as a pool, hot tub, or bath. Normal showers are the only permitted bathing method.

I understand entering an exclusion zone for whatever reason is an automatic violation, and I will be arrested immediately upon doing so.

I understand that any and all changes to tether times must be approved by the Office of Community Corrections or the MMRMHC coordinator a minimum of 1 business day in advance before the requested change.

**Soberlink**

I understand and agree that the equipment will detect the consumption of alcohol and is equipped with a camera that will take my picture. I will not obstruct the camera lens view in any way or cover my face during testing times.

I understand and agree that Soberlink can be sensitive to things and I must wait 20 minutes after eating, smoking, and/or brushing teeth before blowing into the Soberlink Breathalyzer. I further understand that failure to wait 20 minutes can provide inaccurate test results and damage the sensor.

I understand and agree that the Soberlink unit issued must be charged one time each day or overnight. I understand and agree that there is no excuse for the equipment losing charge. If the equipment loses charge, this will be considered a violation of the program.

I understand and agree that the Soberlink must be with my person at all testing times, and that I am the only person to use this device.

I understand and agree that if the Soberlink issued is lost or damaged; I will contact my field agent within 30 minutes of loss or damage.

I understand and agree I am to comply with my MMRMHC ordered Soberlink schedule. Failure to comply will be a violation of the program and will be reported immediately. A skipped test may be considered a violation. I am to provide breath samples at \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ daily.

I understand and agree that if the Soberlink indicates a positive BAC level I am to blow every 15 minutes until the Soberlink smart phone indicates a .000 BAC.

I understand that if the Soberlink reads anything other than successfully sent (ex: Poor Cell Coverage), then it is my responsibility to submit a complaint report.

### **SCRAM**

I understand that I am not to use or possess any product containing alcohol, including, but not limited to: mouthwash, medicinal alcohol, household cleaners and disinfectants, lotions, body washes, perfumes, colognes, or other hygiene products that contain alcohol. No products other than soap and water should be used on the skin around the bracelet.

I understand that the use of banned products or any topical application of a product near the SCRAM bracelet in an attempt to tamper with or alter its readings will be considered a violation of this agreement.

I understand that I am not to submerge the SCRAM bracelet in water. Showers are the only permitted bathing method. I understand that if I submerge the SCRAM bracelet in water it will be treated as an "attempt to defeat" and will be handled in the same manner as a tamper or obstruction. I understand that I will be held liable for any damages caused by submerging or damaging the SCRAM bracelet.

I agree that when showering, I will thoroughly clean the area around the bracelet with soap and water. I will thoroughly rinse with clean water and dry underneath the SCRAM bracelet. I understand that failure to rinse away all soap and dry the area around the bracelet may result in a mild skin rash.

I agree that I will reveal my current health status to the OCC staff person, or the MMRMHC coordinator and will also notify her of any pre-existing medical conditions that I am aware of such as pregnancy, diabetes or any type of known skin disorder or condition.

### **Pertains to all of the above electronic monitoring devices**

I understand that I am responsible for the cost of any lost, damaged, or broken equipment.

I will not obstruct a camera lens, tamper with a GPS signal, tamper with the battery or the device itself, or impair contact between an alcohol monitoring device and my person. I alone am authorized to use the equipment.

I will ensure the device has a power supply at all times, either plugged in, or with a charged battery.

I understand and agree that all equipment, (phone, phone charger, phone cover, and testing device) must be returned to be released from the program.

I understand and agree that this is a ZERO TOLERANCE program concerning alcohol consumption. No alcohol in any amount may be consumed while on this program.

I acknowledge that I have received a copy of this agreement and it has been explained to me before signing. I understand and agree to all stipulations outlined in this document. All of my questions have been answered and I am confident I can successfully complete the program. I understand that I must comply with the requirements of this agreement until notified otherwise by the MMRMHC coordinator. I agree to call OCC or the MMRMHC coordinator immediately if I have any questions about this agreement or if I experience any problems with the electronic monitoring device or the associated equipment. I further understand that any violation of this agreement will constitute a violation of the program.\*

### **Positive Blow Procedure**

Participants in the Mid-Michigan Mental Health Court are required to maintain sobriety throughout the entire length of the program. Proof of sobriety may be maintained by electronic monitoring such as SoberLink, technology. Although the Mental Health Court Program has full confidence in the reliability of its electronic testing, in some instances participants may disagree with the results of their provided breath sample. In such cases immediately notify the Mental Health Court coordinator and follow the program procedure. The following outlines procedure for any positive blow or questioned result with electronic device testing:

1. Participant blows a positive breath sample into electronic monitoring device (SoberLink, Ignition Interlock, SmartStart).
2. Participant washes mouth out with water and provides sample into the device according to the parameters of the device. IMPORTANT: Continue testing until you blow 0's. SoberLink: Provide a breath sample every 15 minutes until a passing sample is provided.
3. Participants who believe that breath test results were inaccurate, or a "false positive" was provided into the electronic monitoring device, are required to complete a urine analysis test within 12 hours of the positive blow for EtG testing. EtG testing can be administered through the Mental Health Court Coordinator, District Court Probation Office or Office of Community Corrections. Office hours for these departments are Monday-Friday 8am-4:30pm. Offices are closed from 12pm-1pm for the lunch hour. If a participant is unable to make it to the County Courthouse during these hours, or the event occurs over the weekend or holiday, EtG testing can be done at other testing facilities. It is the participant's responsibility to inform the staff of outside testing agencies which type of test is to be administered and that the specimen collection is to be observed. Results from an un-observed test will be null and void. Results of this test must be received by the program coordinator no later than two weeks after testing.
  - a. Gratiot County options include Occupational Health at 321 East Warwick Drive, Alma, MI. 48801 (989)466-3296. Hours of operation for this facility are Monday-Friday 8am-

6pm and Saturday-Sunday 8am-2pm. If testing at Occupational Health, the test MUST BE AN OBSERVED URINE TEST and payment of the \$49 testing cost will be required upon testing.

- b. Montcalm County options include Spectrum Labs, located next to Meijer in Greenville. The cost of the test is \$35. Hours for testing vary, so call the lab at 616-754-2205 on the day of testing to verify hours.

Failure to complete this procedure will result in the MMRMHC team moving forward with possible program sanctions in accordance to the MMRMHC Policy Manual based on results provided by the electronic device. This procedure is set up to act as a safe guard to protect participants from device malfunctions and is not to be abused by individuals who have consumed alcohol. Each positive breath test result as well as all test results will be looked at on a case by case basis. Completing the procedure does not guarantee a participant won't be sanctioned in accordance to program guidelines.

I have read and gone over this policy with the program coordinator and understand my responsibilities in regard to electronic monitoring\*. I have also received a copy of this policy.

**\*The Mid-Michigan Regional Mental Health Court Program is continuously changing policy and procedure to enhance outcomes for program participants and ensure public safety. With program entry, participants agree to adhere to any policy and procedural changes that may occur during participation in the program. The Mid-Michigan Regional Mental Health Court Program reserves the right to alter, change or amend the policies and procedures of the program and of the terms set forth in this manual at any time for any reason deemed appropriate by the program. The participants shall be bound by and shall adhere to all program changes and amendments from the time of said amendment or change through completion of the program.**