

**BUTLER COUNTY VTC PARTICIPANT HANDBOOK**  
**(VETERANS TREATMENT COURT)**



COURT OF COMMON PLEAS  
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## **Welcome and Introduction**

Congratulations on your decision to participate in the Butler County VTC (Veterans Treatment Court) Program. This Program is designed to provide support by linking you with Veteran services you will need to not only complete this Program, but that will also help you to establish a solid foundation in recovery, mental health, and life in general. You will be linked to the appropriate services in a much shorter time frame than if you attempted to do this on your own.

You can expect to be in VTC for a minimum of seventeen (17) months. However, this does NOT guarantee you will complete the entire Program in that time period. Your time may be extended in the Program if you fail to comply with all of the requirements. You may earn additional time in the Program if you fail to maintain sobriety, obtain new charges, fail to comply with the rules of VTC, fail to comply with the *VTC Participation Agreement*, or fail to comply with your Court orders. VTC is not for everyone. It requires a long-term commitment to maintain personal responsibility with treatment, compliance with Court-ordered sanctions, and the ability to maintain sobriety from alcohol and drugs while in the Program.

This *Participant Handbook* has been written to help you successfully complete the requirements of VTC. Please read it carefully. If you have any questions about its contents, please ask the VTC Justice Outreach Specialist, the representative from the Butler County Veterans Service Commission, or your probation officer.

In this handbook, you will find specific information about the Court, VTC Program requirements, rules, guidelines, probation, and treatment information. There are four (4) phases for the VTC Program, and you will be expected to meet the requirements of each of the phases. You will advance through each phase as you make progress and accomplish case plan objectives. There will be information regarding specific things you must do to complete each phase later in this handbook. If you fail to comply with the rules of VTC, specific penalties can, and will be imposed.

### **What are the benefits of VTC to you?**

- A clean and sober lifestyle;
- Improved familial and social relationships;
- Education, housing, and employment assistance;
- Mental health medication assistance;
- Veteran peer connections;
- Possible dismissal of charges if you have been granted Intervention in Lieu of Conviction; and
- Overall healthier lifestyle.

### **What resources does VTC offer to you?**

- Access to a range of mental health, alcohol, and/or drug treatment services through the VA Medical Center;
- Case management services to assist you with linkages to local services such as employment, educational or vocational opportunities, housing assistance, and transportation assistance;
- Incentives for when you are doing well;
- Relationships with Veteran peers; and
- Relationships with VTC team members including the Judge, probation officers, case managers, and others.

### **What do you have to do?**

- Abstain from alcohol and drug use;
- Attend treatment as identified in your treatment plan;
- Attend status (Court) review hearings;
- Attend appointments with the VTC Justice Outreach Specialist, the Veterans Service Commission, the Homeless Veterans Reintegration Project Case Manager, and your probation officer;
- Connect with a Veteran peer;
- Comply with the VTC rules, the VTC *Participation Agreement*, the rules of probation, and any Court orders;
- Submit to frequent and observed, random alcohol and drug screens;
- Take prescription medication as directed;
- Obtain full-time employment if applicable; and
- Comply with sanctions for infractions when you are not doing well.

### **Team Approach**

The VTC Program uses a team approach. The purpose of the team approach is to have the team work together to assist you to become successful. VTC recognizes the distinct role of the prosecutor in pursuing justice and protecting public safety and victim's rights. VTC also recognizes the distinct role of defense counsel in preserving your constitutional rights.

Your attorney and a prosecutor may attend treatment team meetings and status review hearings. Treatment team meetings are also attended by the Judge, the Magistrate (if the Judge is not available), the Specialty Courts Program Director/Coordinator, the probation officers, the Veterans Justice Outreach Specialist, a representative from the Veterans Service Commission, and the Homeless Veterans Reintegration Project Case Manager. Other individuals, guests, or representatives from other agencies may attend if their presence is requested.

You have the right to request that your counsel attend the portion of the treatment team meeting concerning you. You will attend status review hearings on a regular basis before

the Judge. At the status review hearing, the Judge will review any activity or developments, ask you questions, and provide incentives or issue sanctions as appropriate. You will converse with the Judge during the status review hearing.

You will learn more about the VTC treatment team, VTC requirements, and the different aspects of VTC as you read through this handbook.

### **Overview of VTC Requirements**

Now that you have been placed into the VTC Program, you will be required to attend all treatment sessions as identified in your case plan; submit to random, observed urine screens; attend sober support group meetings; connect with a Veteran peer; comply with ongoing case management services; report for status review hearings; take prescription medication as directed; comply with the VTC *Participation Agreement*; and comply with all supervision rules as identified by the Court.

As part of your community control (probation) or Intervention in Lieu of Conviction, you will be required to report to your probation officer as directed by your probation officer. You may be asked to report more frequently, or appear at status review hearings on an increased basis as a sanction for a VTC infraction. Any significant changes such as your address, employment, family, or other matters are to be reported immediately. You are to be prepared to submit a urine sample at all office visits, treatment sessions, or status review hearings. You are to provide sober support group, employment, and/or community service (if applicable) verification as requested. You will also be required to make payments towards Court costs, supervision fees, and restitution (if applicable).

As part of your supervision, there will be home visits. These visits are random and unannounced. You may be asked to provide a urine sample during these visits.

You may also be expected to engage with additional services such as educational and vocational training, employment assistance, parenting classes, mental health assessments/services, and domestic violence, theft, and anger management classes.

### **Treatment Team**

The treatment team consists of the VTC Judge, Magistrate, Veterans Justice Outreach Specialist, Butler County Veterans Service Commission representative, assistant prosecuting attorney, defense counsel, probation officers, Homeless Veterans Reintegration Project case manager, and the Specialty Courts Program Director/Coordinator.

Below is a list of treatment team members and their responsibilities.

## **Judge**

- Discretion to decide the admission into or termination from VTC in accordance with the written legal and clinical eligibility. The written legal and clinical eligibility criteria do not create a right to participate in VTC;
- Knowledgeable about treatment and programming methods and limitations;
- Leader of the treatment team (chairs and attends treatment team meetings);
- Decision-maker, especially concerning incentives, sanctions, phase advancement, and successful completion or termination;
- Final decision-maker and resolves conflicts among treatment team members;
- Attends treatment team meetings, monitors treatment progress, directs Court orders at status review hearings, issues incentives and sanctions, grants phase advancement, and approves your successful completion, neutral discharge, or unsuccessful termination from VTC; and
- Discusses progress with you at status review hearings.

[The Judge assigned to the VTC Program is Judge Michael A. Oster Jr.]

## **Magistrate**

- Knowledgeable about treatment and programming methods and limitations;
- Attends treatment team meetings and monitors treatment progress;
- If the VTC Judge is unavailable, directs Court orders at status review hearings, issues incentives and sanctions;
- In the absence of the VTC Judge, becomes the final decision-maker and resolves conflicts among treatment team members; and
- Discusses progress with you at status review hearings.

## **Assistant Prosecuting Attorney**

VTC incorporates a non-adversarial approach while recognizing the distinct role of the prosecutor in pursuing justice and protecting public safety and victim's rights. The prosecutor plays an active role in identifying eligible participants for VTC in accordance with the VTC written criteria.

## **Defense Counsel**

VTC incorporates a non-adversarial approach while recognizing the distinct role of defense counsel in preserving your constitutional rights. Defense counsel plays an active role in identifying eligible participants for VTC in accordance with the VTC written criteria. You do maintain the right to request the attendance of defense counsel during the portion of the treatment team meeting concerning you.

Defense counsel's role includes:

- Assists with decision-making regarding participation in VTC;

- Explains to you what rights are waived by entering the Program;
- Explains the possible sanctions that may be imposed;
- Explains the circumstances that may lead to termination; and
- Explains the effect that termination from VTC may have on your case.

### **Probation Officers**

- Meets with you regularly to discuss individualized Program goals and progress through VTC;
- Attends treatment team meetings and status review hearings;
- Conducts office, home, and field visits;
- Monitors compliance with Court orders, community control rules, sanctions, and your individualized treatment plan;
- Informs the treatment team whether Court orders, rules, sanctions, and treatment plans are followed;
- Conducts and/or coordinates random alcohol and drug tests, and reports the results to the treatment team;
- Participates in discussions about incentives, sanctions, phase advancement, successful completion, and termination; and
- Provides written documentation to the Judge for a possible termination.

### **Veterans Justice Outreach Specialist**

- Anyone providing screening, assessments, and/or treatment for VTC must be appropriately licensed and trained to deliver services;
- Conduct an assessment to determine your eligibility for services through the United States Department of Veterans Affairs (VA);
- Assist in the development of your individualized plan/goals;
- Provides documentation on your progress in treatment and compliance with treatment plans, including treatment attendance;
- Monitors your medication compliance;
- Provides status reports for the treatment team meetings and status review hearings;
- Attends VTC Program team meetings and status review hearings;
- During VTC Program team meetings, provides updates and makes recommendations regarding criminogenic needs; and
- Participates in discussions regarding incentives, sanctions, phase advancement, successful completion, and termination.

### **Butler County Veterans Service Commission Representative**

- Meets with you with a scheduled appointment;
- Assists you in understanding and obtaining benefits available to you through the VA, state, and local veteran agencies;

- Assists you with transportation to VA medical appointments, housing, education, employment, obtaining medical care, training, and applying for government assistance;
- Attends VTC Program team meetings and status review hearings; and
- Participates in discussions regarding incentives, sanctions, phase advancement, successful completion, and termination.

### **Homeless Veterans Reintegration Project Case Manager**

- Assists you (if homeless) with transportation, housing, employment, and training;
- Attends VTC Program team meetings and status review hearings; and
- Participates in discussions regarding incentives, sanctions, phase advancement, successful completion, and termination.

### **Specialty Courts Program Director/Coordinator**

- Assists with identifying potential participants;
- Coordinates referrals and assessments as identified in Chapter 3 (Program Entry and Case Flow);
- Assists with decision-making regarding participation in VTC;
- Maintains the daily operations of the VTC Program;
- Collects and maintains statistical information for VTC;
- Gathers status reports to present to the VTC Program treatment team;
- Participates in discussions about incentives, sanctions, phase advancement, successful completion, and termination;
- Creates reports for review and submission to funding sources;
- Ensures that treatment team members follow Program policies and procedures;
- Monitors service provider agreements and contracts;
- Plans and facilitates Advisory Committee meetings; and
- Coordinates VTC treatment team professional education.

### **Status Review Hearings Schedule**

VTC incorporates ongoing judicial interaction with each participant. You are expected to appear at status review hearings so you can be educated as to the benefits of complying with VTC rules, and the consequences for noncompliance. Frequent status review hearings establish and reinforce VTC policies and ensure effective and efficient supervision of the participant. This allows the Judge to provide an explanation of responses to compliance and noncompliance, including the criteria for termination.

Regular weekly status review hearings will take place every Monday beginning at 8:30 AM, and unless otherwise identified due to a sanction, your attendance will be scheduled as follows:

- Phase I -- weekly for a minimum of thirty (30) days



- Phase II -- bi-weekly for a minimum of ninety (90) days
- Phase III -- once every three (3) weeks for a minimum of one-hundred eighty (180) days
- Phase IV -- once every four (4) weeks for a minimum of two-hundred ten (210) days

You shall adhere to a dress code for all VTC appointments:

- No short shorts or mini skirts;
- No spaghetti straps or tank tops;
- No tops or dresses with cleavage exposing any portion of the breast;
- No halter tops or strapless tops/dresses;
- No skin tight pants, skirts, or shorts;
- No baggy pants;
- No see through clothing;
- No clothing that makes reference to drugs and/or alcohol; and
- No sexually suggestive clothing.

You will be expected to be prepared to submit a urine sample for every status review hearing. Failure to attend a scheduled review hearing may result in the imposition of additional sanctions or the issuance of a warrant for your arrest.

### **Summary of the Veterans Treatment Court Program**

You will receive a case plan (minimum of seventeen [17] months) based on your individual needs. All provided services shall incorporate evidence-based strategies. You shall have prompt access to a continuum of approved treatment and rehabilitation services upon admission into VTC. The VTC Program maintains a current case plan and a record of activities for each participant. Case plans continue to develop throughout VTC to reflect your changing needs based on Program progress. Appropriately licensed and trained individuals will deliver services according to the standards of their profession. The VTC case plans take into consideration services that are gender responsive and culturally appropriate, while effectively addressing co-occurring disorders. All provided services are appropriate and clinically necessary to the degree that available resources allow.

VTC has currently partnered with the following agencies to provide services to you: United States Department of Veterans Affairs (VA), Butler County Veterans Service Commission, Homeless Veterans Reintegration Project, YWCA, Serve City, and the Hope House. Many of these provide registration/intake, baseline alcohol and drug testing, assessment, development of treatment plans, case management, group therapy, individual treatment sessions, relapse prevention plans, aftercare plans, gender specific programming, programming to address those who have been diagnosed with co-occurring disorders, supportive housing, family therapy, and medication monitoring. These agencies shall collaborate with other community agencies to provide educational and

vocational training, employment, substance abuse programming, transportation, housing, domestic violence programming, parenting classes, and mental health services.

## **Phases**

Phases are the steps in which your performance and progress through VTC are monitored. These phases are used as guidelines that can be modified to meet your specific needs. You are required to frequently report to the VTC Judge and other treatment team members for compliance monitoring, assistance with case plans, and random alcohol and drug testing.

At a minimum, you shall appear before the VTC Judge weekly in the initial (Orientation) phase. In subsequent phases you shall appear regularly, but no less than once a month. Phase advancement is based on your performance, on a case-by-case basis, and as recommended by the treatment team. Progression through VTC is based on your performance in the case plan and compliance with VTC rules. Phase advancement is not solely based on pre-set timelines. Time between status review hearings may be increased or decreased based upon compliance with treatment protocols, Program rules, and overall observed progress. General criteria for phase advancement may include your sobriety, mental health, progress in treatment, compliance with Court orders, payment of Court fees, and team recommendation.

### **Phase I (Orientation Phase)**

This phase introduces you to VTC and promotes your compliance with VTC requirements. During this phase you have the most contact with the Court by attending scheduled status review hearings on a weekly basis. While length of stay is based on the participant's performance in the treatment plan and compliance of the phase itself, the minimum length of stay is thirty (30) days.

Your requirements for Phase I compliance includes:

- Attending assessments, treatment sessions, appointments, and other activities as scheduled;
- Attending status review hearings on a weekly basis;
- Attending meetings with case managers and/or probation officers;
- Submitting to alcohol and/or drug testing at a frequency determined by the treatment team;
- Cooperating with random home visits;
- Identifying goals (housing, treatment, education, employment, etc.);
- Abiding by the rules of VTC, the VTC *Participation Agreement*, community control, and the laws; and
- Committing no new criminal offenses.

## **Phase II**

After you maintain compliance in Phase I, you shall begin to address the issues that brought you into VTC. During Phase II, you shall begin to develop skills to address identified criminogenic needs, improve family relationships, and develop employment, vocational, or educational goals. During this phase you shall attend regularly scheduled status review hearings on a bi-weekly basis. While length of stay is based on the participant's performance in the treatment plan and compliance of the phase itself, the minimum length of stay is ninety (90) days.

Your requirements for Phase II compliance include:

- Attending treatment sessions, appointments, and other activities as scheduled;
- Attending status review hearings on a bi-weekly basis;
- Attending meetings with case managers and/or probation officers;
- Continuing to submit negative alcohol and drug testing samples at a frequency determined by the treatment team;
- Taking prescription medication as directed;
- Cooperating with random home visits;
- Engaging in a sober support community and obtaining a sponsor;
- Connecting with a Veteran peer;
- Developing a plan to meet identified goals (housing, treatment, education, employment, etc.);
- Abiding by the rules of VTC, the *VTC Participation Agreement*, community control, and the laws; and
- Committing no new criminal offenses.

## **Phase III**

Once you develop stability in Phase II, you shall begin to utilize skills learned in treatment and programming to implement goals previously identified. You shall continue to improve family relationships and begin to develop long-term employment and housing plans. This phase is important as it puts into practice the ability to demonstrate on-going stability. During this phase you shall attend regularly scheduled status review hearings once every three (3) weeks. While length of stay is based on the participant's performance in the treatment plan and compliance of the phase itself, the minimum length of stay is one hundred-eighty (180) days.

Your requirements for Phase III compliance include:

- Attending treatment sessions, appointments, and other activities as scheduled;
- Attending status review hearings once every three (3) weeks;
- Attending meetings with case managers and/or probation officers;
- Continuing to submit negative alcohol and drug testing samples at a frequency determined by the treatment team;

- Taking prescription medication as directed;
- Cooperating with random home visits;
- Maintaining involvement with a sponsor and sober support community;
- Maintaining contact with a Veteran peer;
- Implementing the plan to meet identified goals (housing, treatment, education, employment, etc.);
- Making payments towards costs, supervision fees, and/or restitution;
- If participant is deemed indigent, the court may consider waiving fines and court cost, or community service may be performed;
- Abiding by the rules of VTC, the *VTC Participation Agreement*, community control, and the laws; and
- Committing no new criminal offenses.

#### **Phase IV**

Phase IV is the final phase of the VTC Program, and it is designed to assist you in maintaining structure and stability. You shall continue to improve family relationships and implement long-term employment and housing plans. This phase allows you the ability to demonstrate on-going stability and prepare for life after the VTC Program. During this phase you shall attend regularly scheduled status review hearings once every four (4) weeks. While length of stay is based on the participant's performance in the treatment plan and compliance of the phase itself, the minimum length of stay is two hundred-ten (210) days.

Your requirements for Phase IV compliance include:

- Attending treatment sessions, appointments, and other activities as scheduled;
- Attending status review hearings once every four (4) weeks;
- Attending meetings with case managers and/or probation officers;
- Continuing to submit negative alcohol and drug testing samples at a frequency determined by the treatment team;
- Taking prescription medication as directed;
- Cooperating with random home visits;
- Maintaining involvement with a sponsor and sober support community;
- Maintaining contact with a Veteran peer;
- Maintaining the plan to meet identified goals (housing, treatment, education, employment, etc.);
- Making payments towards costs, supervision fees, and/or restitution;
- If participant is deemed indigent, the court may consider waiving fines and court cost, or community service may be performed;
- Abiding by the rules of VTC, the *VTC Participation Agreement*, community control, and the laws;
- Committing no new criminal offenses; and
- Graduation from the VTC.

## **Residential Treatment**

You can be recommended for residential treatment at the time of assessment, sentencing, probation violation, judicial release, or any other time during VTC.

Residential treatment will be coordinated through the Cincinnati VA Medical Center, but if deemed necessary, you may be required to complete treatment through the River City Correctional Center, the Monday Program, or the Community Correctional Center (CCC). You shall be given jail time credit for time served while in River City, Monday and/or CCC.

## **Incentives**

Immediate, graduated, and individualized incentives govern the responses of VTC to your compliance. Incentives are individualized according to the specific treatment plan and directly related to your achievements as certain milestones of the VTC treatment plan are attained. Incentives are also tracked to ensure you are rewarded on a progressive basis.

The following are types of behaviors appropriate for incentives:

- Attending required status review hearings;
- Attending required treatment assessments and/or appointments;
- Maintaining close and productive contact with case managers;
- Reaching individual objectives;
- Abstaining from alcohol and/or drugs, as evidenced by negative drug testing results;
- Engaging in vocational and/or educational activities;
- Complying with the rules of VTC, the *VTC Participation Agreement*, community control, and the laws;
- Securing stable housing;
- Connecting with a Veteran Peer;
- Taking prescription medication as directed;
- Obtaining a sponsor and engaging in a sober support community;
- Advancing in VTC phases; and
- Accomplishing any other milestone identified by the treatment team.

The following are types of incentives:

- Encouragement and praise from the Judge;
- Ceremonies, coins, and/or certificates of progress, including advancement in VTC phases;
- Reducing supervision contacts;
- Decreasing frequency of status review hearings;
- Reducing, suspending, or dismissing fines;

- Increasing or expanding privileges;
- Encouragement to increase participation in positive activities you find pleasurable;
- Graduating from VTC; and
- Having the Indictment against you dismissed (if the case is Intervention in Lieu of Conviction).

## **Sanctions**

Immediate, graduated, and individualized sanctions govern VTC responses to your noncompliance. Graduated sanctions are used to help you adjust behavior to Program requirements. Sanctions are crafted in an individualized and creative manner, as well as in a progressive manner based on the infraction. Sanctions are issued when there is noncompliance with either Program protocol or the treatment plan. Sanctions shall be used as a deterrent to negative behavior and to encourage future compliance. An adjustment in Program services, as well as participation in community-based mutual support meetings, is based solely on your clinically informed interests. Incremental adjustments to the individualized plan made at the discretion of the Judge and the treatment team are not to be considered sanctions. However, failure to comply with plan adjustments shall subject you to sanctions.

At the time of a positive drug test (which may include a test taken at admission to the Program), the treatment team may consider an adjustment in treatment and/or the possibility of sanctions. Any change in the individualized plan and/or sanctions are enforced and reinforced by the Judge.

A level of sanction is applied to each type of possible infraction. This type of planning ensures lesser infractions will be met with lesser, more commensurate sanctions. Infractions are also tracked, along with resulting sanctions, so that additional sanctions can be applied in a graduated manner.

The following are common types of infractions:

- Failure to attend status review hearings;
- Failure to attend treatment assessment and/or appointments;
- Failure to follow VTC rules;
- Failure to take prescription medication as directed;
- Failure to keep scheduled appointments with the probation officer, case managers, or any other treatment team member;
- Noncompliance with other requirements of the individualized plan;
- Failure to have your calendar at all VTC appointments;
- Noncompliance with random alcohol and/or drug screens, or testing positive for alcohol and/or drugs;
- Failure to comply with the *VTC Participation Agreement*;
- Failure to comply with curfew as established by the treatment team;
- Failure to maintain confidentiality outside of treatment groups;

- Failure to improve troublesome behavior;
- Failure to complete community service hours;
- Failure to meet employment and/or vocational goals as determined by your individualized plan; and
- Failure to keep other appointments as scheduled, such as those for public benefit aid, health care benefits, housing assistance, etc.

The following are common types of sanctions:

- Warnings and admonishments from the Judge;
- Demotion to an earlier VTC phase;
- Increasing frequency of alcohol and/or drug testing;
- More frequent status review hearings;
- Refusing specific requests, such as permission to travel;
- Denying additional expanded privileges, or rescinding privileges previously granted;
- Increasing supervision contacts and monitoring;
- Issuing a no contact order with identified individuals;
- Individualized sanctions such as writing essays, reading books, or performing other activities to reflect upon acceptable behavior;
- Imposition of suspended fines;
- Ordering community service;
- Ordering corrective thinking classes;
- EMHA (Electronic Monitored House Arrest) or SCRAM (Secure Controlled Remote Alcohol Monitoring) bracelets;
- Escalating periods of jail time;
- Filing of probation violation or Intervention in Lieu revocation; and
- Unsuccessful termination from VTC.

### **Substance Use Monitoring**

VTC monitors your substance use by random, frequent, and observed alcohol and drug testing protocols. Substance monitoring shall be part of your individualized case plan. You shall submit to random, frequent, and observed alcohol and drug screens. Testing positive shall result in a sanction. Failure to submit to testing, submitting an adulterated sample, submitting the sample of another individual, or diluting the sample is treated as a positive test and immediately sanctioned.

Testing may include instant urinalysis screens, SCRAM, portable breathalyzers, use of scientifically validated technology for ethyl alcohol, or other devices that are deemed reliable. Urine screens test for many common substances including your drug of choice. All testing shall be recorded and maintained for each participant for the duration you are in VTC.

VTC utilizes instant urine screens and other types of testing that allow for laboratory confirmation testing. Upon a positive test result, you shall be confronted with the result and given the opportunity to either sign an admission form or contest the positive test. If contested, the test shall be sent to a certified laboratory for confirmation. While waiting for the laboratory results, sanctions are not issued. However, if the test returns a positive confirmation, then a more severe sanction, which could result in a probation violation, Intervention in Lieu revocation, and/or termination from VTC, may be issued based on deception and the use of substances. The laboratory fee for a confirmed positive test may be applied to your Court costs.

The results of substance monitoring tests shall be provided to the appropriate treatment team members. The Judge shall be immediately notified if/when you fail to submit to a test, test positive, submit an adulterated sample, submit the sample of another individual, or dilute the sample. You shall be ordered to appear before the Judge on the next available status review hearing Docket so that sanctions can be immediately issued.

Your responsibilities include the following:

Call the Veteran's Court drug testing voicemail (513-785-6682) daily between 6:30 AM-8:30 AM.

If your assigned color has been selected, you are to report to the Butler County Adult Probation Department located at 824 South Martin Luther King Jr. Blvd., Hamilton, Ohio between the hours of 8:30 AM -10:30 AM to submit a urine sample;

- Submit a urine sample as requested by any member of the treatment team at any time; and
- Provide information regarding prescription medications to your assigned probation officer.

Any member of the treatment team who conducts a urine screen shall comply with Section 2.22 (Drug Testing Policy and Procedure) of the Butler County Department of Court Services Policy and Procedure Manual.

### **Successful Completion**

Written successful completion criteria has been collaboratively developed, reviewed, and agreed upon by the Advisory Committee. Successful completion criteria serve as the guidelines used to identify how you can successfully complete VTC. In order to successfully complete VTC, you shall demonstrate the compliant behavior and accomplishments listed below:

Compliant behavior may include:



- Demonstrating a period of abstinence from alcohol and drugs (evidenced by negative drug screens for a minimum of ninety [90] days prior to completion of VTC);
- Completing community service hours;
- Attending sober support group meetings;
- Obtaining a sober support sponsor;
- Active member in a sober support group;
- Complying with VTC rules, the *VTC Participation Agreement*, and/or the rules of community control;
- Displaying a change in thinking, attitude, and beliefs;
- Connecting with a Veteran peer;
- Taking prescription medication as directed;
- Successfully completing treatment and programming;
- Obtaining/maintaining consistent employment;
- Demonstrating the ability to identify and eliminate criminal thinking patterns;
- Paying towards Court costs, supervision fees, and restitution (if applicable); and
- If participant is deemed indigent, the court may consider waiving fines and court cost, or community service may be performed; and
- Writing an essay on how VTC has affected your life.

Accomplishments may include:

- Demonstrated a period of abstinence from alcohol and drugs (evidenced by negative drug screens for a minimum of ninety [90] days prior to completion of VTC);
- Relapse prevention plan established;
- Regular sober support attendance;
- Obtained a sober support sponsor;
- Completed community service hours;
- Completed any other VTC requirements;
- Completed vocational or educational plans;
- Connected with a Veteran peer;
- Maintained prescription medication as directed;
- Paid towards Court costs, supervision fees, and restitution (if applicable);
- If participant is deemed indigent, the court may consider waiving fines and court cost, or community service may be performed;
- Displayed responsibility for your behavior;
- Demonstrated stability in the community;
- Obtained/maintained consistent employment;
- Obtained/maintained stable housing; and
- Completion of treatment.

Upon review of the compliant behavior, and review of your accomplishments, the treatment team may recommend successful completion. The Judge has final discretion to determine when you shall successfully complete VTC. Upon successful completion of

VTC, you shall attend a graduation ceremony hosted by the Court and receive a Certificate of Completion. If your case is that of Intervention in Lieu of Conviction, and you have complied with all requirements under R.C. 2951.041, then the indictment against you may be dismissed.

### **Unsuccessful Termination**

Written unsuccessful termination criteria has been collaboratively developed, reviewed, and agreed upon by the Advisory Committee. Unsuccessful termination criteria serve as the guidelines used to identify how you may be unsuccessfully terminated from VTC. The VTC Judge has final discretion in determining termination from the specialized docket.

Criteria for unsuccessful termination from VTC include:

- On-going noncompliance with treatment;
- Continued use of illegal substances;
- A verified positive confirmation from a contested drug screen;
- On-going noncompliance with VTC rules, the VTC *Participation Agreement*, or the rules of community control;
- Noncompliance with prescribed medications;
- Noncompliance with Veteran peer;
- Noncompliance with confidentiality;
- Absconding from community control supervision;
- New criminal convictions;
- Continued VTC infractions resulting in graduated sanctions; and
- Probation violation or Intervention in Lieu revocation hearings.

### **Neutral Discharge**

Written neutral discharge criteria has been collaboratively developed, reviewed, and agreed upon by the Advisory Committee. Neutral discharge criteria serve as the guidelines used to identify how you may be neutrally discharged from VTC. The VTC Judge has final discretion in determining termination from the specialized docket.

You may be neutrally discharged from VTC if you are no longer capable of completing VTC as a result of any of the following:

- A serious medical condition;
- Death;
- Other factors that may keep you from meeting the requirements for successful completion; and
- Discretion by the VTC Judge to determine if you are no longer appropriate for VTC.

Upon neutral discharge from VTC, the level of community control supervision shall be determined by the Judge.

**Inactive Status**

VTC has an inactive status if you meet any of the following:

- Placed in a non-lockdown residential facility and/or a Community Based Correctional Facility, but cannot be transported for status review hearings;
- Serving time in a local or state jail facility for another county/jurisdiction; and
- Absconded from community control supervision.