



32nd Judicial District

Mental Health Court

Policy and Procedure Manual

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GENERAL INFORMATION

LOCATIONS: OFFICE/JUSTICE CENTER

Lewis County Justice Center

29 West Main Street

Hohenwald, Tennessee 38462

Phone: 931-231-8343

Cell: 931-628-3099

Fax: 931-295-3504

HOURS OF OPERATION

Monday: 10:00 am – 3:00 pm

Tuesday: IN COURT

Wednesday: 10:00 am – 3:00 pm (Adm. Program Review of Program Participants)

Thursday: 9:00 am – 3:00 pm (Collaborating w/ Probation; Centerstone; other Stakeholders)

Friday: 10:00 am – 3:00 pm (Meetings & Follow-up)

Saturday: CLOSED

Sunday: CLOSED

****The MHC Office will be closed on all holidays recognized by the Lewis County Government.***

THE MHC OFFICE IS LOCATED IN A TOBACCO AND SMOKE FREE BUILDING. NONE WILL BE ALLOWED TO VAPE OR USE TOBACCO PRODUCTS INSIDE THE OFFICE.



32ND Judicial District Mental Health Court

Introduction

The 32nd Judicial District Mental Health Court is a specialty court in Lewis, Hickman, & Perry that brings criminal justice agencies and mental health professionals together to treat participants with an identified Mental Health diagnosis. Mental Health Court provides a structured link for participants with mental health concerns to treatment, rehabilitation, medication management, social support services and criminal justice services. Mental Health Court helps participants receive mental health services in order to protect the public and effectively use all public resources available to help MHC participants.

Mental Health Court is a **voluntary program**. All participants in MHC must have a criminal case pending that has been both clinically and legally approved for MHC. All participants in Mental Health Court must, dependent upon their Phase, attend court regularly, check in with case management weekly, attend mental health treatment, take all prescribed medications, and engage in random drug testing.

The 32nd Judicial District MHC is a dynamic program which strives to adapt to best practices and is founded upon evidence-based practices.

32nd Judicial District Mental Health Court

Mission Statement

The mission of the 32nd Judicial District Mental Health Court is to assist those individuals who come before the Criminal Court of the 32nd Judicial District whose behavior arises out of a recognized mental health diagnosis. (DSM) The goal is to establish individualized treatment programs to address those mental health concerns and assist participants in becoming more productive in their daily activities. The aim is to enhance public safety and reduce recidivism of those who suffer from serious mental health concerns by connecting these participants with community treatment services, and to find appropriate dispositions to the criminal charges by considering the participant's mental diagnosis and the seriousness of the offense by utilizing an innovative, efficient and integrated model of services.

In order to accomplish this mission, the 32nd Judicial District Mental Health Court seeks to address the unique needs of MHC participants by:

- Linking MHC participants with local mental health service providers;
- Providing intensive participant supervision;
- Developing individual treatment plans that serve participants with mental health concerns and the community;
- Ensuring all participants follow Mental Health Court conditions, including treatment requirements; and
- Reducing incarceration and recidivism of participants with a mental health diagnosis through a combination of mental health treatment and court supervision.

MENTAL HEALTH COURT PROGRAM DESCRIPTION

The MHC Program is designed to be a minimum of 12 months, consisting of five (5) phases; each phase having a minimum time to complete. The MHC program incorporates supervision through judicial leadership, oversight, and treatment to support participants through their recovery process. Treatment may consist of residential, inpatient, and outpatient treatment, or a combination of any of the above. These services may be provided through the MHC program and/or community resources.

The 32nd Judicial District MHC is a VOLUNTARY program for its participants but requires approval of the prosecutor, defense counsel, the referring Judge and the MHC treatment team. The ability to progress through the program and graduate will depend greatly upon the participants' actions. If the participant should miss appointments, ignore court requirements, or fail to remain sober their time and participation in the program can be impacted through delayed movement through phases or possible termination. If terminated from the program, participants may be required to serve their sentence on the charge(s) which led to their participation in the 32nd Judicial District MHC program.

GOALS & OBJECTIVES

The goals of the 32nd Judicial District MHC are:

1. Participants will be compliant with Programmatic Requirements:
 - a. Participants will attend ALL of their mental health appointments.
2. Participants will reduce their criminal behavior.
 - a. Recidivism will be 30% or less for graduates within two (2) years of completion.
3. Participants will reduce their alcohol and drug use as evidenced by negative drug screens.
4. Participants will participate in evidence-based treatment as evidenced by attending all of their required treatment/counseling services.

Participants will make restitution to the victim and/or community by paying all associated court costs, fines, fees as ordered by the court unless deemed indigent by the courts.

CAPACITY

The 32nd Judicial District MHC has the capability with its current staffing and funding levels to serve a maximum capacity of five (5) active participants at any given time.

TARGET POPULATION

The 32nd Judicial district MHC seeks individuals who are age eighteen (18) years or older with a documented history of severe and persistent mental illness that are currently engaged in the criminal justice system. Individuals may apply at any time prior to sentencing. Acceptance and enrollment into the 32nd Judicial District MHC must be done voluntarily. All participants MUST reside in the 32nd Judicial District. Acceptance and enrollment are targeted towards criminal offenders only.

JUDICIAL STRUCTURE AND ELIGIBILITY DETERMINATION

1. The individual is charged with a crime.
2. The representative on behalf of the individual makes a referral to the 32nd Judicial District MHC.
3. Referral is held pending a completed application along with the receipt of any prior mental health records, which is the obligation of the referring attorney to submit.
4. The referring attorney will verify any current mental health diagnosis and medications, from their client by having their client sign HIPPA complaint release (ROI) & submitting a copy to Centerstone along with all other prior Mental Health Providers listed in the application.
5. Once the referring attorney receives records, (including records from previous providers), they will attach client records to the MHC application and present it to the Mental Health Court Coordinator.
6. The referring attorney will verify there are no holds on their client from other jurisdictions and will obtain a copy of their client's criminal history (printout) from the clerk's office or D. A., which will accompany the 32nd Judicial District MHC application.
7. MHC staff reviews the local criminal record to ensure that they do not have charges that would prevent entry. Charges that would deem someone ineligible include any violent felony,

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weapons charges, sexual based crimes and/or arson.

8. Once the most recent mental health diagnosis has been confirmed prior to submitting the application, the applicant's name and referral form will be submitted to the District Attorney, by the Mental Health Coordinator, to see if there is an objection toward a possible Mental Health assessment. If there is no present diagnosis, an assessment will take place. A Case Manager from Centerstone will interview the client and work on a Care Coordination Plan.
9. MHC staff meets with the individual to complete biopsychosocial assessment and Tennessee Risk Assessment System (TNRAS). If defendant scores as high risk/need on TNRAS and agrees to enter program, the case is moved to staffing.
10. If ineligible due to Risk/Need score, referral to alternative programming such as TN-ROCS or local outpatient programming.
11. In order to be considered for entry into the Mental Health Court, the Treatment Team must agree that they can formulate a viable treatment plan that provides the appropriate level of care.
12. If the applicant is eligible to enter our judicially supervised MHC program, the Attorney of Record or the Mental Health Court Director will review the applicant's paperwork (review requirements) with the applicant at or prior to the next court date before the client can be accepted & entered into MHC with a plea to the outstanding charge.
13. The Originating Judge will transfer the individual to the MHC. This may be via plea or a transfer of bond conditions.
14. Individual begins the 32nd Judicial District Mental Health Court.

PROGRAM ELIGIBILITY AND SCREENING

Individuals may apply for the 32nd Judicial district MHC at any time prior to sentencing. In addition, an otherwise eligible probationer who becomes subject to a violation of probation warrant, may also be eligible for admission. Individuals must have a minimum of two (2) years remaining on their probationary period in order to be eligible.

Eligibility Requirements:

- Candidate must voluntarily agree to enter the 32nd Judicial District MHC;
- Candidate must be eighteen (18) years of age or older;
- Candidate must reside in the 32nd Judicial District;
- Candidate must not have violent charges that would make them ineligible;
- Candidate must have a documented diagnosis of a severe and persistent mental illness (Prior diagnosis must be documented and attached to the application);
- Candidate must have all legal matters in other courts and/or other jurisdictions resolved.
- Candidate must score as high risk/high needs on the TNRAS;
- Candidate must sign a release (HIPPA compliant) to share Mental Health information with the program director and other mental health specialists who are part of the program.

Clinical Eligibility

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- Participants must have a mental health diagnosis, such as: schizophrenia, bipolar disorder, schizoaffective disorder, etc. as determined by the clinical director of MHC. Individuals with co-occurring disorders (i.e., substance abuse or personality disorders) are also accepted as long as the mental health diagnosis is primary; and
- Participants must agree to be in treatment, take any and all prescribed medication in the manner prescribed, and follow all treatment recommendations made by their treatment provider.

Legal Eligibility

- Participants must be legally competent;
- Participants cannot have sex offense charges or convictions; and
- All cases will be reviewed by the prosecuting attorneys on a case-by-case basis to determine legal eligibility.

Individuals wishing to apply must submit a 32nd Judicial District MHC Application Form. This should be submitted by the applicant's defense attorney. Upon receipt of the completed application the 32nd Judicial District MHC staff will process the application to determine if there is any information with past criminal history that might deem a client ineligible. The 32nd Judicial District MHC staff will meet with the potential candidate and explain the Mental Health Court program. If the candidate is interested, the MHC Director will then conduct the 32nd Judicial District MHC Assessment Tool and score the **Tennessee Risk Assessment System (TNRAS)** to determine eligibility. Prior to the admission of the court the candidate will sign the 32nd Judicial District MHC Informed Consent indicating that they understand and agree to adhere to all the rules and regulations of the 32nd Judicial District MHC. The Attorney of Record, upon filing, will obtain a signed Copy for Disclosure of Confidential Information form and a signed Release of Information (ROI) for any agency or person they would like for staff to communicate with about their case.

Information collected will be placed in eTOMIS by the probation officer. Once the candidate has pled into the MH court, their information shall be entered into the **Tennessee Web Information Technology System (TN WITS)**.

The following **rules and regulations** must be agreed upon for the candidate to meet eligibility requirements for the 32nd Judicial District MHC.

All are listed on the MHC Informed Consent, which reads as follows:

- I will notify my Probation Officer and the Mental Health Court staff of my new address & telephone number PRIOR to relocating & changing the information. All current and future living arrangements must be pre-approved by the Treatment Team.
- I will obtain permission from the court staff prior to leaving our judicially supervised 32nd district and/or the state of Tennessee. I will obtain permission before any overnight stays outside of my residence on record.
- I will not reside or associate with anyone in active addiction or who is engaged in illegal activity.
- Alcohol and/or illegal substances cannot be in my possession or in my residence, regardless of who it may belong to.

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- I will refrain from the use of **ALL** alcohol and drugs. This includes any over-the-counter items that may lead to a positive drug screen, poppy seeds, CBD products, kratom, and other non-FDA approved supplements. Any prescription medications should be on file with your Client Specialist and will need to be pre-approved.
- I will avoid areas where illegal drugs are present and/or where alcohol is being sold or consumed.
- I will submit to a drug screen if requested to do so by a member of the court staff. All drug screenings will be conducted under direct observation. I understand that I am to provide a full, unadulterated sample upon request.
- I will check in weekly, or as directed, with my assigned Client Specialist either in person or via telephone. I will also attend all court dates as directed.
- I will appear in the Mental Health Court or the Court office at any time/date as directed by staff.
- I will not carry any type of weapon on my person. If prohibited from owning a weapon, there will not be weapons in my possession or in my residence.
- I agree to pay all court costs and fines in this case unless declared indigent by the court.
- I will allow a member of the court staff to visit me at my home or place of employment.
- I will not engage in any criminal activity &/or behave with conduct contrary to good citizenship.
- I will report **ALL** new criminal charges placed against me, whether it is by summons, citation, criminal warrant or indictment, to court staff immediately.
- Any reports that I make to the court staff will be truthful and contain any and all information as required by these rules.
- I will be compliant with any community service agency the court has deemed an appropriate placement for me. I will attend all appointments with my psychiatrist, take all medications as prescribed, engage with my therapist and work with the case manager assigned to my case.
- I will adhere to all Phase requirements, sanctions, and or therapeutic adjustments ordered by the Mental Health Court Treatment Team. Further, I will comply with any special conditions of my supervision as part of my plea agreement.
- I understand that the Mental Health Court program is a minimum of twelve months and progression through the phases is dependent upon my progress, compliance, and needs. While each Phase has a minimum time requirement, it may take longer to advance than the minimum time.

Once all necessary information is obtained, the 32nd Judicial District MHC Treatment Team will review all aspects of the candidate's case and determine that the individual's needs can be met in the program. If accepted, the case manager will verify the candidate's living arrangements. If the candidate does not have appropriate housing, the case manager will assist in locating safe, sober housing.

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After officially entering the 32nd Judicial District MHC program, the participant will be scheduled for an intake appointment at the Justic Center. The 32nd Judicial District MHC director will review the Participant handbook and all remaining forms will be obtained at that time. Upon admission, an appointment will be made with clinical staff for an intake to determine clinical and therapeutic needs.

If a candidate is not interested, denied or ineligible for the 32nd Judicial District MHC program, their case will remain in the originating court. The 32nd Judicial District MHC will provide the candidate, the defense attorney and the District Attorney's Office a letter detailing why the candidate was not eligible for the program. The 32nd Judicial District MHC maintains a file on every referral, whether accepted or denied.

How Participants Enter Mental Health Court

- 1. Referral:** Defense attorneys, prosecuting attorneys, judges, probation officers, jail staff, Criminal Justice Services or mental health professionals can make referrals to MHC, however, the decision to ultimately enter into MHC is a legal decision that is made by the defendant in consultation with defense counsel.
- 2. Clinical Screening:** The Clinical Director of Centerstone and/or Centerstone MHC Team member will screen the individual to ensure they have a suitable diagnosis.
- 3. Legal Screening:** After clinical approval, the 32nd Judicial District Attorney will screen each case to determine legal eligibility based upon the referred case and criminal history.
- 4. Mental Health Court Agreement/Probation:** In conjunction with entering a plea, the participant must sign the Mental Health Court Agreement and agree to comply with all terms and conditions of MHC. All participants are placed on probation. Ensure that all required court documents such as the signed program agreement, court orders and signed releases are in file.
- 5. Treatment Plan:** Treatment plans are developed for each participant and are tailored to their individual circumstances. Treatment plans are flexible and adjusted regularly based on the participant's needs, capabilities, functioning, goals, and progress in MHC.
- 6. Participation:** After entering MHC, participants must comply with their treatment plan and probation conditions. If the participant fails to comply, they are subject to sanctions decided upon by the Mental Health Court Team.
- 7. Graduation:** After successful completion of the MHC, the participant will graduate.

Mental Health Court Overview

Team Decision Making and Court Staffing

One of the most distinctive characteristics of 32nd Judicial District MHC is the staffing that occurs no less than quarterly. The staffing is a collaborative effort and is used to assess the status of each participant and their compliance with their individual treatment plan.

During the staffing, each member of the 32nd Judicial District MHC Team may provide information on the participant's progress in treatment and input as to possible incentives and/or sanctions. Ultimately, the determination of incentives and sanctions rests solely with the Judge, but that determination is reached only after receiving input from the Mental Health Court Team and the participant and their attorney.

Outside of Mental Health Court, allegations of probation violations must go through a formal process which includes the filing of affidavits by the probation agency, the issuance of an arrest warrant, and ultimately a hearing to determine whether a violation has occurred. This process can take considerable time and may result in extended incarceration awaiting disposition. In contrast, in MHC, most probation violations are handled immediately, and formal process is waived by the participant when they enter into 32nd Judicial District MHC.

TREATMENT TEAM

The 32nd MHC Treatment Team serves as a decision-making panel for the Mental Health Court. Treatment Team meetings are held either in person or virtually. The 32nd Judicial District MHC presiding Judge, Spitzer and the 32nd Judicial District MHC director conduct the meetings. The Treatment Team meeting specifically discusses the participants listed on the monthly MHC docket but may include any pertinent information surrounding any participant in the program. The Treatment Team reviews and evaluates each participant's case. All recommendations regarding incentives, sanctions, therapeutic adjustments and phase transitions should match the participant's progress within the program. Decisions surrounding these matters should be reached by using a consensus model. The 32nd Judicial District MHC Judge, Michael Spitzer, reserves the right to make any final decision regarding any court participant.

The Treatment Team consists of representatives from the following agencies:

- 32nd Judicial District Mental Health Court Presiding Judge (*Honorable Michael Spitzer*)
- 32nd Judicial District MHC Director (*Denise Staggs*)
- District Attorney General's Office (*Hans Schwendimann*)
- Public Defender's Office (*Melanie Cagle*)
- Centerstone Clinical Director (*Lucinda Stipes*)
- Centerstone Case Manager (*Taylor Darden*)
- Centerstone Therapist (*Darla Pickley*)
- State Criminal Justice Liaison (*Officer Fredericka Gildersleeve*)

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- Selected Criminal Defense Attorneys
- Interns/Volunteers

The 32nd Judicial District Director will ensure that each member of the Treatment Team has reviewed and signed the following:

- *Treatment Team Confidentiality Agreement*
- *Acknowledgement of Policy and Procedure Manual*

INTAKE

The intake process will be completed upon a participant entering the 32nd Judicial District MHC. It will include, at the time of orientation, information regarding the 32nd Judicial District MHC's policies and procedures and a presentation of the Participant Handbook.

MENTAL HEALTH COURT PROGRAM PHASES

The 32nd Judicial District MHC Program is designed to be a minimum of 12 months; it consists of five (5) Phases, each phase having a minimum time to complete. It is essential that each participant presents with open and honest communication to establish a foundation for recovery. It is also fundamental that each participant demonstrates willingness to participate and utilize learned skills. Advancing in phase is done at the discretion of the treatment team. Once approved for phase advancement, participants are required to share a short summary of what they learned in the prior phase, and what they hope to learn in the coming phase.

Listed are the Phases below:

Phase One (1): Designed to last a (Minimum of Sixty (60) Days) *Actual program time will vary by participant.*

Phase One (1) includes, but is not limited to, the following:

- (1) Weekly meeting with MHC Coordinator
- (2) At least two (2) court appearances
- (3) Frequent & Random urine drug screens.
- (4) Attend therapy as directed by individualized treatment plan.
- (5) Submit journal entry at court appearance.
- (6) Engage in individual counseling &/or therapy as deemed necessary.
- (7) Engage in positive daily activity. This can be employment, schooling, or volunteer work.

To successfully complete Phase One, participants **MUST** have fourteen (14) consecutive days of abstinence from all mood-altering substances. This is evidenced by negative urine drug screens. Any non-negative and/or missed screens may result in an extension of the phase. Participants **MUST** also be in compliance with their individualized treatment plan. At this point, participants should be starting to change the people, places and things that lead to a relapse in criminal behavior, mental health symptoms and/or substance abuse.

Phase Two (2): Designed to last a (Minimum of 90 Days) *Actual program time will vary by participant.*

Phase Two (2) includes, but is not limited to, the following:

- (1) Weekly meeting with MHC Director
- (2) Scheduled court appearance
- (3) Frequent & Random urine drug screens.
- (4) Attend a minimum of two (2) community support groups (if applicable.)
- (5) Obtain a Recovery Support Sponsor (if applicable.)
- (6) Submit journal entry to MHC Director.
- (7) Engage in individual counseling &/or therapy as deemed necessary.
- (8) Engage in positive daily activity. This can be employment, schooling, or volunteer work.
- (9) Obtain employment of at least 30 hours per week. (If assigned)

To successfully complete Phase Two, participants **MUST** have thirty (30) consecutive days of abstinence from all mood-altering substances. This is evidenced by negative urine drug screens. Any non-negative and/or missed screens may result in an extension of the phase. Participants **MUST** also be in compliance with their individualized treatment plan. At this point in your program, participants should be demonstrating that they have changed the people, places and things that lead to a relapse in criminal behavior, mental health symptoms and/or substance abuse.

Phase Three (3): Designed to last a (Minimum of 90 Days) *Actual program time will vary by participant.*

Phase Three (3) includes, but is not limited to, the following:

- (1) Court appearances as required.
- (2) Meet with MHC Director in person every 2 weeks, or as directed by the Director.
- (3) Frequent & Random urine drug screens.
- (4) Attend a minimum of two (2) community support groups (if applicable.)
- (5) Continue to engage with Recovery Support Sponsor (if applicable.)
- (6) Attend group therapy as directed by individualized treatment plan.
- (7) Submit journal entry monthly.
- (8) Engage in individual counseling &/or therapy as deemed necessary.
- (9) Engage in positive daily activity. This can be employment, schooling, or volunteer work.
- (10) Maintain employment of at least 30 hours per week. (If assigned)

To successfully complete Phase Three, participants **MUST** have forty-five (45) consecutive days of abstinence from all mood-altering substances. This is evidenced by negative urine drug screens. Any non-negative and/or missed screens may result in an extension of the program. Participants **MUST** also be in compliance with their individualized treatment plan.

Phase Four (4): Designed to last a (Minimum of Ninety (90) days *Actual program time will vary by participant.*

Phase Four (4) includes, but is not limited to, the following:

- (1) Court appearances as directed by MHC Director
- (2) Meet with MHC Director in person every 2 weeks, or as directed by the treatment team
- (3) Frequent & Random urine drug screens.
- (4) Attend a minimum of two (2) community support groups (if applicable.)
- (5) Continue to engage with Recovery Support Sponsor (if applicable.)
- (6) Attend group therapy as directed by individualized treatment plan.
- (7) Submit journal entry weekly.
- (8) Engage in individual counseling &/or therapy as deemed necessary.
- (9) Engage in positive daily activity. This can be employment, schooling, or volunteer work.
- (10) Maintain employment of at least 30 hours per week. (If assigned)

To successfully complete Phase Four, participants **MUST** have three months (90 days) consecutive days of abstinence from all mood-altering substances. This is evidenced by negative urine drug screens. Any non-negative and/or missed screens may result in an extension of the phase. Participants must also be in compliance with their individualized treatment plan.

Phase Five (5): Designed to last a (Minimum of One-Hundred & Twenty (120) days *Actual program time will vary by participant.*

Phase Five (5) includes, but is not limited to, the following:

- (1) Monthly court appearances
- (2) Meet with MHC Director in person as required by Director
- (3) Frequent & Random urine drug screens.
- (4) Attend a minimum of two (2) community support groups (if applicable.)
- (5) Continue to engage with Recovery Support Sponsor (if applicable.)
- (6) Attend group therapy as directed by individualized treatment plan.
- (7) Submit journal entry at court appearance.
- (8) Engage in individual counseling &/or therapy as deemed necessary.
- (9) Engage in positive daily activity. This can be employment, schooling, or volunteer work.
- (10) Development of a Discharge Plan with MHC Coordinator
- (11) Continue employment (If assigned).

To successfully complete Phase Five (5), participants must have a minimum of ninety (90) days consecutive of abstinence from all mood-altering substances. This is evidenced by negative urine drug screens. Participants must also be in compliance with their individualized treatment plan.

COMMENCEMENT FROM MENTAL HEALTH COURT

Prior to the completion of Phase Five (5) the participant will be presented to the Treatment Team to discuss eligibility for Graduation/Commencement. The participant will complete a Graduation Questionnaire and return to their client specialist.

As needed, the MHC Program will hold a formal commencement ceremony to honor those who have successfully completed all phases of the MHC Program. The purpose of this celebration is to recognize the commitment each graduate has made to themselves, their family, and their community to make the necessary changes to be law abiding citizens. Representatives of the community, local and state government, current participants, family members, and partnering agencies are invited to attend and join in the celebration.

Successful completion of the MHC may result in a reduction of court costs, fines and fees, the dismissal of criminal charges, or a reduction in the terms of the graduate's probation period.

TERMINATION FROM MENTAL HEALTH COURT

The MHC is a voluntary program. A participant may voluntarily terminate their participation in the program at any time. The participant should inform their MHC Director and Probation Officer of their decision to exit the program and the MHC Coordinator will present the information to the Treatment Team. This will result in the participant having a violation of probation warrant issued requiring a court appearance. Outside of self-termination, participants in the MHC may be terminated as a Treatment Team decision carried out by the Judge.

The following situations may result in termination:

- Participant has continually failed to follow the rules of the MHC.
- Participant attempts to adulterate a urine drug screen.
- Participant needs are outside the scope of services provided at the MHC.
- Participant is re-arrested for new criminal charges while in the program.
- Participant knowingly involves another participant in prohibited actions.
- Participant absconds.

OTHER MHC POLICIES

PHONE POLICY

MHC Clients must have a telephone (or cell phone) at client's place of residence to participate in Mental Health Court. While clients are residing in transitional living, they are to follow the house rules. Therefore, if the placement house has a restriction on cell phones the phone number for the placement house is the contact number for the client. If a client does not have a phone, the MHC Team reserves the right to require electronic monitoring at the client's expense.

ATTENDANCE

Attendance at court sessions, treatment sessions, medical appointments, mental health appointments, and recovery support meetings is mandatory! Excused absences are the exception, not the rule. Occasionally, participants may be granted excused absences from court, treatment, or other scheduled appointments for the following reasons:

- Severe medical emergencies
- Other court obligations

- Illness (must have a doctor's note)
- Death in immediate family

Unless MHC participants are proven unconscious, they must call the client specialist prior to seeking treatment for any medical emergency, and proof of the emergency must be given for an absence to be excused after non-attendance. In cases of non-emergency illnesses, they must report to the Justice Center office/meeting first and request to be excused.

In the event of a death in MHC Participant's immediate family, they must call the client specialist or treatment counselor. Proof may be required and if so, a copy of the obituary or some other form of information can be provided.

Unexcused absences may result in a sanction if the Judge decides it is necessary.

HOUSING PLACEMENTS

Placements are NOT punishment. They are used to give support for recovery and a safe environment to help with participant's transition. Participants may be required to live in a supported transitional housing placement if:

- They do not have a stable, supportive home to go to after your jail release.
- People living in their home use illegal drugs and are under the supervision of the court or other legal issues are present.
- People living in their home are not equipped to assist you with the people, places and things that need to change.
- Participants need more structure and accountability.
- Participants request it.
- The Treatment Team determines it is in the participant's best interest.

During their stay at placements, MHC participants must:

- Follow all the rules of the placement and MHC.
- Apply to the MHC Team for any overnight or weekend passes. Participants must be in Phase 3 or above and complete a Travel Request Form with your client specialist.
- Attend MHC status hearings, as scheduled, unless other arrangements are made by our placement and case manager.
- Complete a transitional-living plan with the placement and the client specialist before leaving.
- Submit to all drug screens required by the placement and the MHC Program.
- Engage in treatment and maintain compliance.

HOME VISITS

MHC staff may, with participation of the probation office, visit participants at their home or place of employment. Home visits may be random. Therefore, it is imperative that the address and phone number provided to the MHC and probation are accurate. Otherwise, it is a violation of participant's probation conditions. During home visits staff may look in cabinets, refrigerators, etc. to ensure that you are adhering to the rules. Please remember that alcohol and drugs are not allowed to be in MHC participant's residence even if they do not belong to them.

TRANSPORTATION POLICY

Participants must arrange transportation in advance for office visits, treatment, and court. The MHC staff does not have the ability to be the primary mode of transportation. If transportation becomes an issue, participants shall immediately notify their client specialist so that all solutions can be examined.

CHILDCARE POLICY

The MHC does not currently provide childcare services to participants. The MHC staff will assist all participants in locating and obtaining adequate childcare services to allow for full participation in the MHC program. In instances where childcare falls through, the participant is responsible for contacting their client specialist to make arrangements for any missed treatment sessions.

RECOVERY-SUPPORT MEETINGS

Recovery-support meetings, such as Alcoholics Anonymous (AA), Narcotics Anonymous (NA), Smart Recovery, or other similar MHC-approved programs are frequently required for those with a history of substance abuse.

There are a variety of meetings. The client specialist has a list of locations, meeting dates, and times. Participants may pick which ones they would like to attend. How many meetings they are required to attend each week depends on what phase they are in, their treatment plan, and the discretion of the client specialist and/or MHC Team.

Obtaining and working with a sponsor is part of this requirement. At the meetings participants need to:

- Be honest
- Listen to others and be respectful
- Find a Sponsor (as required)
- Gain additional support for your recovery
- Maintain confidentiality

Meeting sheets should be signed at the time of attendance of the recovery support meetings. These meeting sheets should be turned in to the MHC Director, or as directed. The MHC treatment team will not tolerate the forgery of meeting sheets. If meetings sheets are suspected of being forged, the participant will face a sanction and may have their treatment plan adjusted.

WORK, COMMUNITY SERVICE AND/OR SCHOOL

As part of the Mental Health Court Program, participants are required to:

- Maintain gainful employment, and/or
- Complete community service work, and/or
- Supportive day program, and/or
- Enroll in school full-time

Participants may choose a combination of these, but it must be approved by the Treatment Team. Participants are required to provide proof of hours worked, hours in school, and/or hours

involved in community service. The MHC Director will occasionally check with their employer, school, or community service agency or group to verify participant's report.

MHC participants who need to address literacy or other education needs for better employment will enroll in classes to address those needs.

The MHC Team may require additional community service hours as a result of:

- A pre-arranged part of participant's sentence
- Failure to follow MHC rules
- A MHC group project
- Failure to obtain employment

The MHC treatment team will not tolerate the forgery of CSW hours. If documents are suspected of being forged, the participant will face a sanction and may have their treatment plan adjusted.

EMPLOYMENT

Participants must be employed, be enrolled in an educational program, or receive Supplemental Security Income (SSI) and/or Social Security Disability Income (SSDI). Employment enrollment will be verified with the most recent check stub or other approved documentation. Educational enrollment will be verified with documentation from the educational institution. If the participant is a recipient of SSI or SSDI, a copy of the award letter must be on file with the client specialist. Participants are prohibited from working at a job where alcohol is the primary source of revenue or at a position where the participant's primary role is to serve alcoholic beverages. If a person is receiving SSI or SSDI, they must have positive daily activity.

FINANCIAL RESPONSIBILITIES

Participants are responsible for meeting all their financial obligations such as:

- Court costs
- Fines
- Restitution
- Probation fees
- Rent or Mortgage costs, transitional housing costs, if applicable
- Personal Costs such as housing, utilities, etc.
- Maintain a telephone and make sure the MHC is updated with any changes
- Costs associated with drug screen confirmation or specialty testing.

For court-related costs and fees, unless a specific amount is ordered by the court, payment schedules are to be established with the Circuit Court Clerk's Office and documented for the Judge's approval. If the court costs and fees are related to a MHC supervised case, participants may be eligible to have those waived upon successful completion of the program. Participants are encouraged to speak with their client specialist about this.

CONFIDENTIALITY

The 32nd Judicial District MHC has developed policy and procedures that ensure the confidentiality of all participants is maintained. Each participant will be asked to sign various forms that provide informed consent to release confidential information regarding their case:

1. Sharing information generally: Pertinent Regulation 42 C.F.R. 2.12
2. File Storage and Information Systems: Pertinent Regulation 42 C.F.R. 2.16

32nd Judicial District MHC is governed by State and Federal laws pertaining to confidentiality. As part of the screening process, applicants must authorize disclosure of information to members of the 32nd Judicial District MHC Team in order to determine eligibility for MHC and the participant's progress in 32nd Judicial District MHC monitored in weekly staffing.

However, beyond the 32nd Judicial District MHC Team, disclosure of information received in the course of treatment or participation in MHC beyond the 32nd Judicial District MHC Team as part of weekly staffing is strictly prohibited.

32nd Judicial District MHC observes strict compliance with the attorney-client privilege. Everything clients say to the defense attorney in MHC is kept confidential by the defense attorney.

REQUIREMENTS OF PARTICIPATION

First and foremost, the 32nd Judicial District MHC is a treatment court and participants must adhere to their personalized Treatment Plan, including taking mental health medication if prescribed, attending group and individual counseling, and attend classes.

All 32nd Judicial District MHC participants must be supervised by a probation officer from the 32nd Judicial District Probation Office. Participants must abide by any and all conditions in their probation agreements.

After entering a guilty plea, the participant **MUST**:

1. Immediately report to the MHC Director, treatment provider (Centerstone), and Probation officer as identified by the Court and continue to report as directed.
2. Maintain a residence of record which has been approved by 32nd Judicial District MHC. Participants must get approval from 32nd Judicial District MHC to change residence. Participants must provide and update contact information.
3. Attend all court hearings and other appointments as scheduled or required by treatment or probation.

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4. Commit no criminal law violations, possess no dangerous weapons (including knives), and report any law enforcement contact to the probation supervisor within 48 hours.
5. Take all mental health medications as prescribed. You must notify MHC of any changes in prescribed medications or additional prescriptions within 48 hours.
6. Attend all counseling, therapy, and support groups as ordered.
7. Submit to alcohol and/or drug testing as ordered by 32nd Judicial District MHC.
8. Comply with all other assigned treatment program requirements.
9. Agree that 32nd Judicial District MHC can take immediate action for failure to comply with the terms and conditions of MHC.
10. Not share medications or illicit drugs with other participants. Doing so is grounds for immediate termination from 32nd Judicial District MHC and possible imposition of the original sentence.
11. Sign releases of information for 32nd Judicial District MHC with any treatment provider or hospital that the participant is treated by during their participation in 32nd Judicial District MHC.
12. Always tell the truth.

JOURNAL ENTRIES

Each week all participants are required to submit a journal entry to the MHC Director who will review and present it to the Judge with a status update for their in-court appearance with the Judge. This journal entry should be a one-page summary of how they are doing in the program. Journal entries remain with case management. Upon graduation, each participant receives their journal entries from the entirety of their program.

TREATMENT SERVICES

The MHC Court Director will coordinate with Centerstone to assess what level of treatment will best meet individual participant's needs and Centerstone will develop an individualized treatment plan based on services available. The following services are available and may be provided to MHC members during their participation in the program. Many of these services may be provided through community partnerships with local agencies.

- Residential Intensive Inpatient Treatment
- Partial Hospitalization Program (PHP)
- Intensive Outpatient Program (IOP)
- Supervised Transitional Housing Programs
- Group Therapy
- Individual Therapy
- Relapse Prevention
- Seeking Safety
- Recovery Support Groups (AA/NA/Smart Recovery, etc)

- Moral Reconciliation Therapy (MRT)
- Cognitive Behavioral Therapy (CBT)
- Acudetox
- Family Therapy
- Mindfulness
- Anger Management Class
- Mental Health referral and follow up services

Note: Treatment groups continue to be added as needs are presented, and training is obtained.

CASE MANAGEMENT

The MHC Director will be the primary point of contact during the program. It is important that participants keep her informed of any changes in their contact information. The MHC Director will work with the therapeutic team assigned by the mental health provider and other agencies where participants receive case management.

Services made available by the MHC Director include, but are not limited to, the following:

- Maintain contact with residential placements
- Home visits and family contacts in conjunction with probation
- Drug screening collaboration with probation
- Verify all over the counter and prescribed medications
- Verify employment status
- Verify financial obligations
- Present Phase Promotion to the Court
- Conduct curfew checks (if assigned)
- Assist with budgets and schedules
- Assist the participants in understanding legal issues such as child support, custodial issues and drivers' licenses
- Maintain contact with participants to ensure they are in compliance with the program
- Annotate client notes to local and state databases
- Communicate issues and concerns with Treatment Team
- Is the primary person the participant is to maintain all contact with, and must be aware of what is happening in the participant's daily life
- Coordinate court schedules and program guidelines

COUNSELING

Counseling sessions are a required part of the treatment plan. Substance abuse and mental health counseling is comprised of two separate formats: individual and group. Together they are designed to develop self-awareness, self-discipline, and coping mechanisms necessary to maintain an individual's sobriety and mental health. All participants are required to meet with a therapist and/or psychiatrist individually upon admission into the program to assess the need for individual sessions. Once their assessment takes place, an individual program will be developed.

SUPERVISION

Most participants of the MHC Program are transferred into the program on probation as part of a plea agreement. If added to the mental health court program, Participants will be supervised by

the MHC staff. Unless notified differently, participants will report to MHC staff who will send reports, as needed, to other supervising agencies, as well as probation.

COURT STATUS HEARINGS

Weekly MHC status meetings with the MHC Director are set on Wednesday to be scheduled from 10:00am-3:00pm. Participants will be given a calendar indicating the date and time they are to appear in the court of their plea, each month. In addition, a court appearance is required every quarter or as otherwise set by the program director. Court status hearings give participants a chance to discuss their progress in the program directly with the Judge. The Judge is truly interested in the progress participants are making and wants to assist them in any way possible. Every court appearance, participants are expected to dress appropriately, address the Judge respectfully and behave in a respectful manner during the entire proceeding. If participants fail to dress appropriately or are disrespectful in any way, they may be subject to sanctions or removed from the program. Participants are to speak with the MHC director if they have questions regarding appropriate court attire.

ALL participants must be in court on time.

In the event of severe weather, closings will be announced by all major television stations and radio stations. If the Courts are closed, there will be no Mental Health Court. If the County Government is closed, the MHC office will be closed.

DRUG SCREENING

1. Participant Expectations

Participants are required to submit to random drug testing. The frequency of testing and the type of testing done will depend upon each participant's needs.

Participants are required to be aware of all drug testing procedures and avoid substances that could compromise drug testing results.

2. Testing Fees

Are due at the time of testing or may be waived if the court has declared the participant indigent.

3. Missed Tests, Dilutes and Tampering

Missed tests, for any reason, may subject participants to sanctions, including jail time.

Diluted urine samples may subject participants to sanctions, including jail time.

Tampering with, or the adulteration of, drug tests may result in possible termination from Mental Health Court.

4. Challenging Test Results

Mental Health Court must assume test results are valid. Therefore, if a participant tests positive, it is presumed that the participant used illegal or otherwise unapproved substances. If a participant believes that the test was in error, then it is the participant's responsibility to pay for re-testing.

Non-negative drug screen results include positive test results, missed drug screens, tests where an insufficient sample is provided or where the participant is unable to provide a sample. Nonnegative result can also mean that a specimen was adulterated (tampered with), substituted or invalid. Test results showing abnormal creatinine are considered a non-negative result.

Random drug testing protocols include the following:

1. Upon entry into the program, each participant will be subject to random drug screenings through the participant's probation officer.
2. All specimens will be collected under direct observation.
3. If a screen is completed by another approved agency, the Mental Health Court office will receive a copy of the drug testing form (unless otherwise approved.) Any outside agency used for drug testing must be preapproved by the Treatment Team.
4. It is the participant's responsibility to make sure the staff is aware of all medications they are prescribed prior to drug testing (refer to medication policy).
5. It is the participant's responsibility to know if they are called for a screen and to make the appropriate arrangements. Failure to do so is considered a non-negative screen.
6. It is the participant's responsibility to report to the assigned location at the time given for the test.
7. If the participant is late for a test, or misses a test, it will be considered as a non-negative test for drugs/alcohol and the participant may be sanctioned or removed from the program.
8. If a participant fails to produce a urine specimen or if the sample provided is not of sufficient quantity, it will be considered as a non-negative test for drugs/alcohol and they may be sanctioned or removed from the program.
9. If a participant produces a dilute urine sample, it will be considered a non-negative test for drugs/alcohol and they will be sanctioned or removed from the program. The participant is informed that the ingestion of excessive amounts of fluids can result in a diluted urine sample and they understand that their urine sample will be tested to ensure the sample is not dilute.
11. Participants are informed that substituting or altering their specimen or trying in any way to modify their body fluids for the purposes of changing the drug testing results will be considered as a non-negative test for drugs/alcohol and will result in sanctioning and may be grounds for immediate termination from the program.
12. Participants are informed that the use of creatinine supplements are prohibited while participating in Recovery Court.

13. If a participant would like to dispute the results of the initial laboratory testing, the participant is required to pay the additional costs associated at an outside agency approved by the MHC Director.

Each participant agrees to the following regarding UDS at program intake:

- All non-negative drug screens will be reported to the Treatment Team. Nonnegative screens may result in a sanction. The Treatment Team will make sanction recommendations to the presiding Judge who will determine the appropriate sanction. Removed from the program is an option.
- Using, possessing, or being in the presence of any illegal drugs, drug paraphernalia or alcohol will result in a sanction.
- A participant's final 90 days of drug/alcohol screens must be free of drugs and/or alcohol for that participant to be considered for Graduation/Commencement.

Honesty is the guiding principle for the MHC Program. Therefore, the team may use discretion in determining the sanction or choose not to impose a sanction if the participant self-reports use prior to a non-negative drug screen. The team will consider the following in making this determination:

- Participant personal safety
- Safety issues to the general public or community
- How many sanctions previously imposed
- Treatment compliance and recommendations
- Program and supervision compliance
- Overall compliance with program guidelines
- Recommendations from the treatment specialist

MEDICATION USE

While in the Mental Health Court, participants are expected to see a psychiatrist as directed and take all mental health medications as they are prescribed. While non-addictive medications are preferred, if the psychiatrist feels that certain medications are in your best interest, those may be permitted after receiving a copy of the doctor's treatment plan.

Once in the program, documentation of all medications prescribed by any physician must be on file including any changes in dosage. All medications must be taken as they are prescribed.

If participants are not compliant with their prescription medications, the Treatment Team may require them to take the injectable form of the medication to assist with compliance.

APPROVED "OVER THE COUNTER" MEDICATIONS

Remember, once transferred to the MHC program no over-the-counter medications may be taken without permission!

The following medications are approved for MHC participants to take without prior approval of the client specialist. This medication **MUST** be taken for the labeled ailments and at the recommended dose found on the label. Taking more than the recommended dose may result in a positive drug screen. Please make certain that you read the entire label to ensure that there are no additives (i.e., Tylenol Cold/ Tylenol PM/ Mucinex DM) that may result in a positive UDS. If participants have any questions about a medication, they should contact their client specialist.

FOR PAIN: (NO PM FORMULA)	Acetaminophen (Tylenol) Ibuprofen (Advil, Motrin) Aspirin (Ecotrin) Naproxen (Aleve) Excedrin Migraine
JOINT PAIN:	Ben Gay muscle rub &/or thermal patches Icy Hot muscle rub &/or thermal patches
FOR STOMACH:	Mylanta Milk of Magnesia Pepto Bismol Pepcid (Famotidine) Prilosec (Omeprazole) Tums/Roloids
FLU SYMPTOMS: (No PM formula)	Theraflu Alka-Seltzer
ALLERGY/ COUGH & COLD: (No "D" or "DM" Allegra Formula)	Claritin (Loratadine) (Fexofenadine Hydrochloride) Zyrtec (Cetirizine Hydrochloride) Seldane (Terfenadine) Nasal Strips Saline Nasal Spray Vick's Vapor Rub
VITAMINS:	Multi-Vitamin Pre-natal Vitamin

The client specialist will tell participants what approved medications they may take if they have a cold, headache, or other minor illness. **While under the supervision of the MHC, participants are NOT permitted to use CBD products, kratom, products containing poppy seeds, or products containing alcohol.** It is the participant's responsibility to be aware of what they are putting in their body. Participants are asked to read the full ingredients list on all products. Alcohol is a main ingredient in many over the counter meds, mouth washes and vanilla extract! Failure to report medication (prescribed or over the counter) use prior to a positive drug screen may lead to a sanction.

THE BOTTOM LINE: The use of any materials (i.e. chemicals, ingestibles, drugs, non-medicinal products, non-FDA approved supplements, etc.) that have the potential to interfere with the court's ability to accurately and reliably evaluate or interpret the results of abstinence monitoring/drug testing ARE PROHIBITED.

MEDICAL TREATMENT

NON-MENTAL HEALTH PRESCRIPTION MEDICATIONS

1. Medical and Dental Appointments

When possible, participants should notify their case manager, probation officer, &/or the Mental Health Court director prior to attending medical and dental appointments.

Participants must provide documentation to their case manager, probation officer, or Mental Health Court director verifying the reason for the medical or dental treatment or procedure.

2. Non-Mental Health Prescription Medication

Participants may take non-mental health medication while in Mental Health Court. However, there may be some medications that are not appropriate for the program. Participants may be asked to discuss other treatment options with their physician or may be prohibited from continued participation in the program.

Non-mental health prescription medication must be taken as prescribed (dose and period of time).

Participants must inform their case manager, probation officer, or Mental Health Court director of any non-mental health medications or prescriptions received.

Participants will request non-narcotic medications when medically appropriate.

All new non-mental health medications and prescriptions may be subject to review by the Mental Health Court Team. Participants must notify their case manager, probation officer, or the Mental Health Court director of any new prescriptions within 24 hours.

Depending upon each individual participant's treatment plan, the medications or prescriptions may not be approved for continued use. If the participant insists on taking non-approved medications, the participant may be subject to sanctions or removal from Mental Health Court.

3. Release of Information

Participants are required to sign a Release on Information for all medical, dental, and mental health care providers.

MEDICATION ASSISTED TREATMENT

Medication-assisted treatment (MAT) is the use of medications with counseling and behavioral therapies to treat substance abuse disorders and prevent opioid overdose. Research shows that a combination of medication and therapy can successfully treat these disorders, and for some individuals struggling with addiction, MAT can help sustain recovery. MAT is primarily used for the treatment of addiction to opioids such as heroin and prescription pain relievers that contain opiates but may be utilized for the treatment of alcohol use disorder as well. The 32nd Judicial District MHC supports the use of MAT therapy under supervised medical care. The MHC allows for the use of Naltrexone and Buprenorphine while in the program, if participants are under the supervision of a trusted medical professional.

Prior to enrolling in a MAT program, participants must consult with their client specialist to ensure that they follow the proper protocol. All MAT providers must be willing to provide the MHC with a comprehensive treatment plan surrounding your participation in a MAT program. An ROI will need to be on file to ensure that the MHC has access to any participant's MAT provider.

PARTICIPANT MENTAL HEALTH EMERGENCY

In the event of an emergency involving participant mental health crisis, the MHC staff will contact the appropriate agency. If the participant appears to be in immediate danger to themselves or others, mobile crisis should be notified.

Centerstone Mobile Crisis Hotline is 1-(800)681-7444.

The statewide mobile crisis hotline is **1 (855) 274-7471**. Mobile Crisis Services is a 24/7/365 response team for those experiencing a mental health emergency. They serve children, youth, and adults.

If a MHC staff member calls Mobile Crisis regarding a participant, a *Critical Incident Form* should be completed.

PARTICIPANT MEDICAL EMERGENCY

In the event of a medical emergency involving a participant, visitor or staff, MHC staff will provide emergency medical care and/or staff coverage in the following ways:

- Notify medical personnel by calling 911 and requesting an ambulance be dispatched.
- The MHC staff are certified in CPR and First Aid.
- The MHC staff will remain with the participant(s) until medical personnel arrive.

If MHC staff call 9-1-1 regarding a participant, visitor, or staff, a *Critical Incident Form* should be completed.

NEW OFFENSES AND CHARGES

Participants must report any police contact or new arrests/charges to their case manager and probation officer within 48 hours.

If a participant commits a new offense while in 32nd Judicial District MHC, continued participation in the program will be re-assessed. The team may decide to allow the participant to continue in MHC after considering the new case and assessing the appropriateness of continued MHC participation.

If the team determines that the participant is no longer appropriate for MHC based upon new charges, the participant will be subject to termination in 32nd Judicial District MHC and may have their case sentenced out or transferred out of 32nd Judicial District MHC back to the original assigned judge.

If a current participant's new case is accepted into 32nd Judicial District MHC, the participant may be subject to sanctions, new probationary conditions, and an increased term of probation in 32nd Judicial District MHC.

INCENTIVES & SANCTIONS

It is important to understand that part of the recovery process is change and we recognize that change is not always an easy process. This program is designed to deal with issues of non-compliance by issuing sanctions for noncompliance that are determined by the MHC Treatment Team. Incentives and sanctions are used by the Court to motivate each participant's compliance with the terms and conditions of 32nd Judicial district MHC. If compliant, the participant receives incentives and encouragement for continuing to do well. If non-compliant, the participant may be sanctioned to reinforce the importance of compliance. Punishment teaches what not to do, while reinforcement contingencies encourage positive behavior. Incentives and sanctions are determined on a case-by-case basis by the Court after receiving input from the participant, counsel, and the Mental Health Court team.

Sanctions used by the MHC include, but are not limited to:

- Admonishment
- Meeting with Team
- Designated Community Service Hours
- Writing Assignments
- Increased drug testing
- Increase support group
- Daily check-ins
- Home visits
- Suspension of privileges
- Verbal/Written apology to other participants and court
- GPS monitoring

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- Behavioral contract/Probation
- House Arrest or earlier curfew
- Special assignment such as attending full criminal court sessions
- Phase extension
- Restarting of current phase
- Incarceration

Incentives are also used to recognize accomplishments and reward those individuals who are working on their program and making forward progress in their recovery.

Incentives used by the MHC include, but are not limited to:

- Certificates for completion of the phases
- Certificates for completion of classes
- Verbal recognition
- Congratulations from the Judge, Team and others present
- Waive fees/Fee reduction
- Remove/Reduce sanctions
- Travel privileges
- Leave early from court
- Medallions or coins
- Other tangible rewards
- Meeting with Team
- Designated Community Service Hours
- Writing Assignments
- Increased drug testing
- Increase support group
- Daily check-ins

CONTAGIOUS ILLNESS

If the 32nd Judicial District MHC participant thinks that they may have any contagious illness that may be passed to other participants, they must:

- Comply with all guidelines set forth by the Centers for Disease Control (CDC);
- Notify 32nd Judicial District MHC staff immediately;
- Seek immediate medical treatment from a healthcare provider; and
- Obtain medical documentation confirming the diagnosis and send electronically to 32nd Judicial District MHC staff.

TELEHEALTH POLICY

If attendance in court, treatment sessions or case management appointments is not an option due to illness, medical quarantine, or death of an immediate family member participants may be asked to report via telehealth services. The 32nd Judicial District MHC is set up to utilize a HIPPA compliant platform which protects the privacy of all participants. When utilizing telehealth services, participants and staff should ensure that they are in a private setting where others cannot overhear. It is recommended that headphones are utilized. During telehealth sessions, participants should be appropriately dressed and adhere to the same guidelines as if in person at the office.

AUTHORITY

Delegated Authority:

The Court director of the 32nd Judicial District Mental Health Court is the delegated authority to act on behalf of the program.

Purchasing:

The MHC Director is the delegated authority to authorize purchases on behalf of the 32nd Judicial District MHC. The Lewis County Chief Operating Officer will order supplies, manage MHC grant & seek state reimbursement for sales tax paid on any goods or supplies. The 32nd Judicial District MHC will not purchase or contract with any entity found to be on the State of Tennessee Debarred Vendor List. The 32nd Judicial District MHC adheres to CFR 200.317.326.

§ 200.317 PROCUREMENTS BY STATES

When procuring property and services under a Federal award, a state must follow the same policies and procedures it uses for procurements from its non-Federal funds. The state will comply with § 200.322 Procurement of recovered *materials* and ensure that every purchase order or other contract includes any clauses required by section §200.326 Contract provisions. All other non-Federal entities, including subrecipients of a state, will follow § 200.318 General procurement standards through 200.326 Contract provisions.

PERSONNEL/HUMAN RESOURCES

Lewis County Government Human Resources Department will follow their policy and procedures surrounding the onboarding of personnel and maintain the official personnel file. There will be a local file maintained by the Director of 32nd Judicial District MHC. Each personnel file will contain copies of all training certificates and any disciplinary action taken. A designated job description, including a list of all potential responsibilities, will be provided to each employee of the MHC. Employees are responsible for maintaining all necessary licensures/certifications required for their job description and remain in good standing. The 32nd Judicial District MHC will complete an annual job performance evaluation and verification of licensure/certification.

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The MHC is a part of the Criminal Court, serving the 32nd Judicial District (Lewis, Hickman, & Perry). Employees are expected to observe the policies cited within the 32nd Judicial District *Personnel Manual*. Employees are expected and required to act in good faith and in the best interest of the MHC. They should adhere to all ethical standards of their profession and in accordance with applicable certifications and/or licensure.

All staff members of the 32nd Judicial District MHC who provide direct services to clients must complete a minimum of six (6) hours of continuing education annually. This should be in areas directly correlated with their position within the court.

All full-time employees of the MHC are offered the standard benefits available for full time staff of Lewis County Government. Employees are required to use timesheets to clock in and out for shift. Lewis County Payroll Clerk will review time sheets and approve them monthly. Employees are compensated monthly via paper check.

STAFFING

STAFFING

32nd Judicial District MHC Staff Positions: (Job Descriptions) Director of Mental Health Court

The Director of Mental Health Courts will oversee the entirety of the 32nd Judicial District MHC. The Director, or their designee, is responsible for maintaining, updating, and monitoring all policies and procedures of the MHC. The Director will submit to all regulations as set forth by the Tennessee Department of Mental Health and Substance Abuse Services TDMHSAS.

ALL staff positions working with or in correlation to the 32nd Judicial District MHC are required to submit to the regulations set forth by TDMHSAS.

ETHICAL RESPONSIBILITIES TO CLIENTS

SELF DETERMINATION

We respect and promote the rights of clients to self-determine and assist clients in their efforts to identify and clarify their goals. We may limit clients' rights to self-determination when, in our professional judgement, clients' actions or potential actions pose a serious, foreseeable and imminent risk to themselves or the general public.

COMPETENCE

- A. We should provide services and represent ourselves as competent only within the boundaries of our education, training, license, certification, or other relevant professional experience.
- B. When generally recognized, standards do not exist with respect to an emerging area of practice. We should always exercise careful judgement and take responsible steps (including appropriate education, research, training, consultation and supervision) to ensure the competence of our work and to protect clients from harm.

CONFLICTS OF INTEREST

- A. We should be alert to and avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgement. We should **ALWAYS** inform clients when a real or potential conflict of interest arises and take the necessary responsible steps to resolve the issue in a manner that makes the clients' interests primary and protects the clients' interests to the greatest extent possible. In some cases, protecting a clients' interests may require termination of the professional relationship with a proper referral of the client.
- B. We should **NEVER** take unfair advantage of any professional relationship or exploit others to further our personal, religious, political or business interests (e.g. never sell a client anything; never hire a client).
- C. We should not engage in dual or multiple relationships with clients or former clients in whom there is a risk of exploitation or potential harm to the client. In instances when dual or multiple relationships are unavoidable, we should **ALWAYS** take steps to protect clients and are responsible for setting clear, appropriate and culturally sensitive boundaries. Dual or multiple relationships occur when we relate to clients in more than one relationship. Whether professional, social or business. **ALWAYS** seek counsel from your supervisor if you think you may have a dual/multiple relationship.
- D. We should never purchase any type of goods or services from a current or former client (e.g. child's school products, insurance, car). Seek counsel from your supervisor before considering a purchase from a current or former client.
- E. We should never sponsor a client in the program of Alcoholics Anonymous or Narcotics Anonymous. We should **NEVER** have a client over to our home.

The 32nd Judicial District MHC is committed to the highest levels of integrity. While most staff members are bound by their licensure's Code of Ethics, all employees of the MHC, and those affiliated through Centerstone, are expected to conduct their relationships with each other, with participants and with outside supplemental agencies with objectivity and honesty. The general rule is that all employees are obligated to avoid and disclose any ethical, legal, financial, or other conflicts of interest. If a conflict of interest is perceived, the employee is to remove themselves from the situation immediately and notify their direct supervisor. Should an appearance of impropriety or an actual conflict of interest exist, appropriate actions must be **IMMEDIATELY** taken. This may include, but not be limited to, the employee being removed from a position of decision-making authority in respect to the situation. If the conflict involves a grant or contract being entered into by the 32nd Judicial District MHC, a due diligence review process must disclose and document the steps that were taken to address the conflict in question.

SEXUAL RELATIONSHIPS

- A. We should under no circumstances engage in sexual activities or sexual contact with current or former clients, whether such contact is consensual or forced.
- B. We should not engage in sexual activities or sexual contact with clients' relatives or other individuals with whom clients maintain a close personal relationship when there is a risk of exploitation or potential harm to the client. Sexual activity or sexual contact with clients' relatives or other individuals with whom the clients maintain a personal relationship has the potential to be harmful to the client and may make it difficult for us and the client to maintain professional appropriate boundaries, We, not the clients, the clients' relatives or other individuals with whom the client maintains a personal relationship can assume the full burden for setting clear, appropriate and culturally sensitive boundaries.
- C. We should not engage in sexual activities or sexual contact with former clients because of the potential harm to the client.
- D. We should not provide clinical services to individuals with whom we have had a prior sexual relationship. Providing clinical services to a former sexual partner has the potential to be harmful to the individual and is likely to make it difficult for the court and the individual to maintain professional appropriate boundaries.

PHYSICAL CONTACT

We should not engage in physical contact with clients when there is a possibility of psychological harm to the client as a result of the contact. If you engage in inappropriate physical contact with clients (e.g. hand shaking, side-hug), you are responsible for setting clear, appropriate and culturally sensitive boundaries that govern such physical contact.

PAYMENT FOR SERVICES

- A. We should never accept goods or services from clients as payments for professional services. Bartering arrangements, particularly involving services, create the potential for conflicts of interest, exploitation and inappropriate boundaries within our relationships with our clients.
- B. We should not solicit a private fee or other payment for providing services to clients who are entitled to such available services through the 32nd Judicial District MHC.

GIFTS

We may accept a small gift (e.g. Thank You cards, homemade food, homemade items, small tokens of gratitude) from a client for services rendered if the value of the gift is no more than five dollars (\$5.00). If unsure, seek counsel from your supervisor to determine if the gift is acceptable.

TERMINATION OF SERVICES

We should terminate services to clients and our professional relationship with them when such services and relationships are no longer required or no longer serve the clients' needs or interests. However, when a client graduates the MHC program, they are still considered a past client and no employee or volunteer should enter into any other form of relationship with them unless it is professional in nature. If graduates of the program

keep in contact with the program, each employee and volunteer must maintain the Code of Ethics and uphold the professional relationship.

TECHNOLOGY AND SOCIAL MEDIA

Employees, volunteers and interns are not to accept or add current or former clients as friends on any social media platform. Employees are prohibited from communicating with clients through text messaging or personal cell phones as well. Treatment team members are to use discretion when giving out personal information and should not friend current clients on social media. Treatment team members should use discretion when engaging clients that have completed and/or graduated from the MHC program.

ETHICAL RESPONSIBILITIES TO COLLEAGUES

SEXUAL RELATIONSHIPS

We should not engage in sexual activities or contact with other staff members, supervisees, students, interns, volunteers or trainees.

SEXUAL HARASSMENT

We should not sexually harass other staff members, supervisees, students, interns or trainees. Sexual harassment includes sexual advances, sexual solicitation, requests for sexual favors and other verbal or physical conduct of a sexual nature. The MHC program has a “ZERO TOLERANCE” policy for this behavior.

IMPAIRMENT OF COLLEAGUES

If you have direct knowledge of a colleague’s impairment (e.g. personal problems, psychosocial distress, substance abuse or mental health issues) interfering with practice effectiveness that the colleague has not taken the adequate steps to address the impairment, you should notify your supervisor immediately.

ETHICAL RESPONSIBILITIES AS PROFESSIONALS

COMPETENCE

- A. We should accept responsibility or employment only on the basis of existing competence or the intention to acquire the necessary competence.
- B. We should strive to become and remain proficient in professional practice and the performance of professional functions. We should critically examine and keep current with emerging knowledge relevant to our employment. We should routinely review professional literature and participate in continuing education relevant to mental health and substance abuse services.

PRIVATE CONDUCT

We should not permit our private conduct to interfere with our ability to fulfil our professional responsibilities.

DISHONESTY, FRAUD AND DECEPTION

We should not participate in, condone or be associated with any form of dishonesty, fraud or deception.

MISREPRESENTATION

We should claim only those relevant professional credentials that we actually possess, and take steps to correct any inaccuracies or misrepresentations of our credentials.

MEDIA POLICY

Should the media contact any member of the 32nd Judicial District MHC, the contacting source should be directed to the MHC Director. No team member should make ANY statements to the media without first obtaining permission. The MHC director will discuss any media contact with the presiding judge to ensure cooperation is allowed.

DRUG FREE WORKPLACE

All employees of the 32nd Judicial district MHC and Centerstone must adhere to the Drug Free Workplace policies set forth by their employer. Both entities are committed to protecting the safety, health and well-being of its employees, participants and all of the individuals who may encounter the MHC workplace. Both entities strictly prohibit the possession, use, sale distribution or manufacturing of illegal drugs, intoxicants, or controlled substances in any manner. Any violation of this policy will result in adverse employment action per the Drug Free Workplace policies set forth.

Lewis County Government, of the 32nd Judicial District, will require drug and/or alcohol screenings for MHC employees under any of the following circumstances:

- Pre-Employment Screening;
- For-Cause Screening; and
- Post-Accident Screening.

STATEMENT OF NON-DISCRIMINATION

It is the policy and practice of the 32nd Judicial District MHC to conduct all aspects of the MHC program without discrimination on the basis of race, color, gender, age, creed, ethnic or national origin, handicap or political or sexual orientation.

TITLE VI COMPLIANCE AND COMPLAINT PROCESS

Title VI of the 1964 Civil Rights Act states:

“No person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Tennessee Code Annotated

(TCA) 4-21-904

“It is a discriminatory practice for any state agency receiving federal funds, making it subject to Title VI of the Civil Rights Act of 1964, or any person receiving funds from a state agency, to exclude a person from participation in, deny benefits to a person, or to subject a person to

discrimination under any program or activity receiving such funds, on the basis of race, color or national origin.”

Title VI

Limited English Proficiency (LEP)

“Limited English Proficiency is defined as the inability to speak, read, write or understand the English language at a level that permits a service recipient to interact effectively with staff in accessing services and benefits.”

Executive Order 13166 (August 11, 2000) requires that all agencies that receive federal funding to provide services that are accessible to persons with limited English proficiency.

It is the policy of the 32nd Judicial District MHC to comply with all federal and state mandated Title VI legislation for the purpose of ensuring that services provided do not discriminate against people because of their race, color, national origin or limited English proficiency. Should ANY Title VI complaints arise, they will be addressed formally and in a timely manner.

TITLE VI COORDINATOR- HOUSTON HAMBLIN

(Lewis County Chief Operating Officer)

The Title VI Coordinator is responsible for the following:

- Ensuring compliance with the TDMHSAS Title VI requirements.
- Providing all onboarding trainings and yearly staff trainings to all staff, interns and volunteers; and
- Maintaining all Title VI documentation in all personnel files.

Yearly trainings include the following:

- New staff members will complete the Title VI Compliance training during the orientation/onboarding process.
- Ensures that ALL volunteers and contractors complete the Title VI Compliance training after being vetted to work with the agency; and
- Ensures that Title VI Compliance training is provided to all staff, volunteers, interns and contractors on an annual basis.

TITLE VI PROCEDURES

- Intake paperwork for all clients will contain civil rights information. Each new client will receive a copy of the civil rights policies and procedures upon entrance; clients will acknowledge receipt with a dated signature to be kept on file.
- Title VI posters, in both English and Spanish, will be prominently displayed at the Justice Center.
- Name and contact information for the Title VI Coordinator will be prominently displayed.
- Individuals will be referred to the Title VI Coordinator in the event additional Title VI information is required, or if they desire to file a Title VI complaint. The Title VI Coordinator will provide all required information and documents needed to file a complaint.

- 32nd Judicial District MHC Chief Operating Officer will not prohibit equal access to program services, aids or benefit; nor, will either entity segregate or separately treat individuals in any matter related to the receipt of any service, aid or benefit.
- In the event of a language barrier, individuals will be informed of available interpreter services. Every effort will be made to locate appropriate interpreting services and translation of program materials.
- A Title VI “Statement of Compliance” clause will be included in contracts with outside agencies and vendors.
- Title VI information will be distributed to each vendor, subcontractor, and other parties with whom the 32nd Judicial District MHC contracts with. Each agency will be informed of their responsibilities under Title VI standards.
- 32nd Judicial District MHC Chief Operating Officer may discipline employees found in violation of Title VI.
- 32nd Judicial District MHC Chief Operating Officer will maintain records of all Title VI complaints and alleged cases of discrimination.
- A “Self-Survey” will be completed and submitted annually to the TDMHSAS.

TITLE VI COMPLAINT PROCESS

If you believe that you have been aggrieved by an unlawful discriminatory practice by an employee of the Mental Health Court program under Title VI, you have the right to file a formal complaint. Any such complaint must be in writing and filed with Houston Hamblin (931) 796-3378 Ext. 2052.

Title VI complaints must be filed in writing and can also be filed at the following levels:

32nd Judicial District MHC Chief Operating Officer:

Lewis County Government Chief Operating Officer - Title VI Coordinator
(931)796-3378 Ext. 2052

State of Tennessee

Tennessee Department of Labor & Workforce Development
(615)741-8805

U.S. Department of Justice

Civil Rights Division
(888)848-5306

Any individual making a Title VI complaint has the right to contact the U.S. Department of Justice Civil Rights Division at any stage of the complaint process. When an individual chooses this option, it becomes the responsibility of the Civil Rights Division to review the complaint.

The following process will be completed in the event of a Title VI complaint:

1. Form A: *Complaint Under Civil Rights Act of 1964*
Complete and submit to the agency Title VI Coordinator
2. Form B: *Report of Investigation*

Title VI Coordinator will use Form B to report findings from the Title VI investigation. If the individual/agency was found to be in violation of Title VI, the remedial action taken to ensure future compliance must be noted on this form.

3. Form C: *Appeal from Finding*

All parties involved in the Title VI complaint have the right to appeal the findings

4. Form D: *Withdrawal of Complaint*

Form must include the reason for withdrawal and the signature of the individual who is choosing to withdraw the complaint.

- The MHC Chief Operating Officer/ Title VI Coordinator is responsible for receiving, acknowledging and investigating Title VI complaints, as well as reporting the findings.
- The Title VI Coordinator must notify the TDMHSAS that a complaint has been submitted, within five (5) business days of receipt of Form A.
- Once a Title VI complaint has been received, the Title VI Coordinator will conduct an agency fact-finding investigation within thirty (30) days of receipt of the complaint. All findings will be reported to the TDMHSAS Title VI Coordinator.
- Within seven (7) business days of the conclusion of an investigation, written findings will be provided to the individual who filed the complaint, along with their notification of their right to appeal.
- If an individual chooses to appeal a Form B decision, Form C must be completed and submitted to the Title VI Coordinator within ten (10) days.
- When a finding is appealed from MHC, a copy of the complaint and the finding will be forwarded from Title VI Coordinator to the appropriate State of Tennessee Title VI Coordinator within sixty (60) days.

All Title VI Compliance and Complaint processes, as well as Policies and Procedures will be reviewed annually for continued effectiveness and compliance.

LIMITED ENGLISH PROFICIENCY (LEP)/ENGLISH AS A SECOND LANGUAGE (ESL)

The 32nd Judicial District MHC will take reasonable steps to ensure that persons with LEP have meaningful access and an equal opportunity to participate in our services, activities, programs, and other benefits. The policy of the 32nd Judicial District is to ensure meaningful communication with LEP participants and their authorized representatives involving their eligibility, clinical appropriateness and treatment. The policy also provides for communication of information contained in vital documents, including but not limited to, waivers of rights, consent to search, confidentiality, informed consent, etc. All interpreters, translators and other aids required to comply with this policy shall be provided without cost to the person being served, and participants and their families will be informed of the availability of such assistance as free of charge.

Language assistance will be provided through the use of competent and certified local interpreters, formal arrangements with organizations providing interpretation or translation services or technology and telephonic interpretation services. All staff will be provided with notice of this policy and procedure, and staff that may have direct contact with LEP individuals will be trained in effective communications techniques, including effective use of an interpreter.

The 32nd Judicial District MHC will also make the necessary arrangement for those engaged in the MHC who have limited literacy, such as an inability to read or write.

The 32nd Judicial District MHC will conduct an annual review of the language access needs of participant/individual population, as well as update and monitor the implementation of this policy and these procedures, as necessary.

IDENTIFYING LEP PERSONS AND THEIR LANGUAGE

The 32nd Judicial District MHC will promptly identify the language and communication needs of any LEP person. If necessary, staff will use a language identification card (or “I Speak Cards,” available online at www.lep.gov) or posters to determine the language. In addition, when records are kept of past interactions with participants or family members, the language used to communicate with the LEP person will be included as a part of the record.

OBTAINING A QUALIFIED INTERPRETER

The Title VI Coordinator is responsible for maintaining an accurate and current list showing the name, language, phone number of bilingual resources and contacting the appropriate bilingual resource to interpret.

Some LEP persons may prefer or request to use a family member or friend as an interpreter. Family members or friends of the LEP person will not be used as interpreters unless the Title VI Coordinator cannot locate an interpreter to assist. Such an offer and the response will be documented in the person’s chart. If the LEP person chooses to use a family member or friend as an interpreter, issues of competency of interpretation, confidentiality, privacy, and conflict of interest will be considered. If the family member or friend is not competent or appropriate for any of these reasons, an alternate solution will be researched.

Children and other participants/individuals will not be used to interpret in order to ensure confidentiality of information and to ensure accurate interpretive communication.

PROVIDING WRITTEN TRANSLATION

- When translation of vital documents is needed, MHC will submit documents for translation to the Title VI Coordinator.
- Facilities will provide translation of other written materials if needed, as well as written notice of availability of translation, free of charge, for LEP individuals.
- Due to the potential of changes in program materials, 32nd Judicial District MHC will provide translation of vital documents as the need arises.

PROVIDING NOTICE TO LEP PERSONS

- 32nd Judicial District MHC will inform LEP persons of availability of language assistance, free of charge, in languages LEP persons will understand.
- MHC has Title VI and LEP materials posted in the office in both English and Spanish.

MONITORING LANGUAGE NEEDS AND IMPLEMENTATION

On an ongoing basis, MHC, will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures. In addition, the 32nd Judicial District MHC will annually assess the efficacy of these procedures, including but not limited to mechanisms for securing interpreter services, equipment used for the delivery of language assistance, complaints filed by LEP persons, feedback from participants, families and community organizations.

GRIEVANCE PROCEDURE

Every effort should be made to resolve issues with the 32nd Judicial District MHC before a written grievance is filed. All active 32nd Judicial District MHC participants may file a grievance by requesting The *Grievance Procedure Form* from the 32nd Judicial District MHC. A completed grievance form will be reviewed by the following until it is resolved.”

1. MHC Director
2. Judge Michael Spitzer

If the complaint is directly related to the MHC Director, the process will begin with Step Two (2). A meeting will be held with the participant within five (10) business days of the filing of the grievance.

Certain matters are subject to grievance by a participant and certain matters are not. The following **ARE** examples of matters that are appropriate for filing a grievance:

- Abusive/distasteful language directed specifically at the participant or their family members;
- Physical/sexual abuse or harassment; and
- Conflicts of interest.

The following are examples of matters that **ARE NOT** accepted for grievance:

- 32nd Judicial District MHC Policies and Procedures and rules and regulations.

PARTICIPANTS MUST FILE A GRIEVANCE WITHIN FORTY-FIVE (45) DAYS OF THE ALLEGED INCIDENT. OTHERWISE, THE GREIVANCE DOES NOT APPLY.

NON-RETAILIATION

32nd Judicial District MHC will not discriminate against, intimidate, threaten, coerce or take any other retaliatory action against an individual for exercising the right to file a complaint, or for testifying, assisting or participating in an investigation, compliance review, proceeding or hearing regarding an alleged violation.

FRAUD, WASTE AND ABUSE

32nd Judicial District MHC will seek to ensure that the MHC Director and/or any staff members correlated with the courts are not engaging in illegal, improper or wasteful Activities, It is our mission to be faithful stewards of the funding that is provided by taxpayers and any other sources. However, if any client suspects or sees that we are Engaging in any activity that is illegal, improper or wasteful then he/she/they will be Provided with the **Chief Operating Officer’s number (931)796-3378** Ext. 2052 to file a formal complaint.

PARTICIPANT RESPONSIBILITIES /RIGHTS

- Participants are not responsible for the emergency transportation or emergency medical care of other program participants in the case of an emergency;
- Participants are not responsible for the care of other program participants;
- Participants are not responsible for the supervision of other program participants;
- Participants are not required to access confidential information for the completion of any program related task;
- Participants of the 32nd Judicial District MHC have a right to treatment regardless of race, creed, national origin, religion, sexual preference/orientation;
- Participants have the right to considerate, respectful care with recognition of their personal dignity and individuality. Internal policies will ensure that each participant is given the respect and consideration and will be protected from all forms of exploitation. No verbal, physical, fiduciary or psychological abusive behavior is allowed ever;
- Participants have the right within the law to personal and informational privacy as covered under Federal Confidentiality (42 C.F.R. Part 2) and Health Insurance Portability and Accountability Act of 1996 (HIPAA)(45 C.F.R. 160 &164) regulations;
- Participants have the right to refuse to see or talk with anyone not officially connected with the 32nd Judicial District MHC;
- Participants have the right to expect their treatment records to be kept secure and in locked storage;
- Participants have the right to expect their presence and activities to be totally confidential unless they give permission otherwise;
- Participants have the right to expect reasonable safety;
- Participants have the right to be fully informed upon admission about their rights and responsibilities and about any limitation on these rights, which might be imposed by the 32nd Judicial District MHC;
- Participants have the right to be assisted by the MHC and exercise their civil rights;
- Participants have the right to be a volunteer participation in the the 32nd Judicial District MHC;
- Participants may request from the MHC staff a review of their personal record in order to correct any false information;
- Participants have the right to contact any outside legal, medical and advocacy services;
- Participants have the right to not be involved in any on-site research projects;
- Participants have the right to report grievances to the MHC staff;
- Participants have the right to be treated with consideration, respect and full recognition of their dignity and individuality;
- Participants have the right to be protected by the 32nd Judicial District MHC from neglect, from physical, verbal and emotional abuse, as well as from all forms of corporal punishment; and
- Participants have the right to participate in the development of their own program plans and to receive sufficient information about proposed alternative interventions and program goals to enable them to participate effectively.

Any 32nd Judicial District MHC staff member that is found to violate a Participant's Rights may face disciplinary action.

CONCLUSION

The 32nd Judicial District Mental Health Program is dedicated to supporting justice involved clients who have been diagnosed with a severe and persistent mental illness through the cooperation and collaboration of the Judge, prosecutor, defense counsel, client specialists, peer specialist, mentors, and an array of local service providers to increase the odds of a successful outcome. Our hope is that we can be a positive support in each participant's journey to recovery.