



DAUPHIN COUNTY VETERANS COURT

APPLICANT AND PARTICIPANT MANUAL

This manual is intended to inform applicants and participants of the program of all rules, regulations, and policies of the Veterans Court. It is the veteran's responsibility to be familiar and knowledgeable of the contents of this manual prior to his/her induction into Veterans Court.

Created by: Dauphin County Veterans Court Treatment Team
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DISCLAIMER

The information contained in this manual is intended solely for the use of the Dauphin County Veterans Court program and its participants. All information contained herein is subject to modification as directed by the Honorable President and/or Presiding Veterans Court Judge of Dauphin County. This manual is not intended to answer every question about the Veterans Court program. It is, however, a valuable source of information and the Treatment Team hopes the veterans participating in the program use it. This manual is not designed to provide or give legal advice. Any questions regarding the status of outstanding criminal case(s), Pretrial, Probation, Parole, and/or Veterans Benefits information, should be reviewed with the appropriate authority - be it an Attorney, Federal, State, or County Probation Officer, or other authority.

Information about Dauphin County Veterans Court, as well as forms and applications, can also be found on the Dauphin County website under the "Courts" and "Court Programs" tab. Please go to the following web address for more information.

https://www.dauphincounty.org/government/courts/court_programs/veterans_court.php

Purpose of the Dauphin County Veterans Court

THE MISSION OF THE DAUPHIN COUNTY VETERANS COURT PROGRAM IS TO PROMOTE PUBLIC SAFETY BY HOLDING VETERANS INVOLVED IN THE CRIMINAL JUSTICE SYSTEM ACCOUNTABLE, THROUGH REQUIRED TREATMENT, OTHER REHABILITATIVE ACTIVITIES, AND COURT-RELATED RESPONSIBILITIES, LONG ENOUGH TO RECEIVE TREATMENT BENEFITS. THIS WILL ASSIST EACH VETERAN'S PURSUIT OF RECOVERY FROM SUBSTANCE USE AND/OR MENTAL HEALTH DIAGNOSES AND RESULT IN AN INCREASE SAFETY AND SECURITY FOR THE RESIDENTS OF DAUPHIN COUNTY THROUGH LOWER RECIDIVISM RATES WHILE SERVING THOSE WHO SERVED OUR COUNTRY.

Veterans Court is specifically designed for veterans involved in the criminal justice system. The intention is to place you, as related to your individually developed treatment plan, into an intensive drug, alcohol, and/or mental health treatment program coupled with court intervention as a possible alternative to incarceration to help you return to a productive and healthy lifestyle.

In Veterans Court, there will be a lot of people supporting you - the Treatment Team, volunteer veteran mentors, as well as the corps of other veterans participating in the program. We look forward to working with you as you work towards your successful completion of Veterans Court and as you take steps towards a sober and healthy lifestyle.

Many veterans are known to have a warrior's mentality and often do not address treatment needs for physical and psychological health care. Often, those referred to the Veterans Court program are homeless, in despair, suffering from alcohol or drug addiction, and/or suffer from untreated mental health conditions. Your life may have been spiraling out of control.

Without the collaboration of the VA Medical Center, multiple departments within Dauphin County, the Veterans Court Treatment Team, volunteer veteran mentors, and community health care providers, many veterans would continue to have their illnesses untreated and would be subject to the consequences and penalties of the traditional criminal justice system, which could result in jail or prison.

This collaboration of unique partners affords the opportunity for you to regain stability in your life, to have your families strengthened, to have housing for the homeless, to heal and treat underlying diagnoses, and to restore you to being a proud veteran.

Within the nine (9) county areas supported by the Lebanon VA, there have been over 350 referrals and more than 110 veterans have participated in Dauphin County Veterans Court. Veterans have participated in the program include veterans from Vietnam, Persian Gulf, Operation Enduring Freedom/Operation Iraqi Freedom, Grenada, the Korean War, and others.

The goal of the Veterans Justice Outreach (VJO) is to assist as many veterans as possible to reduce incarceration, recidivism, and contribute to society. It is just another way for Lebanon VA Medical Center and the many supports of veterans in the community are working hard to help veterans rehabilitate and improve their health and well-being.

Assisting the court is a team of volunteer veteran mentors. The pool of veteran mentors includes those who have served on several fronts, Vietnam, Persian Gulf, Operation Enduring Freedom/Operation Iraqi Freedom, Grenada, the Korean War, among other conflicts. Upon induction into Veterans Court, a mentor will be assigned to you, to meet with you, to discuss any ongoing problems, to discuss issues of interest, and to support you as you progress through the program. This relationship promotes and fosters through encouragement a “can do” attitude that you can accomplish your goals in treatment, that you are not alone, and that your mentor is here for you. They are separate from any 12-step sponsor you obtain while in the program. The mentors do not waver in their commitment, time, or dedication to you and the program despite the fact that they are not monetarily compensated for their time or expertise. Faithfully they are present, ready to serve at every court session - without reservation. We as a program are appreciative and proud of the mentors commitment and eagerness to serve.

Veterans Court Program Overview

In this section, you will learn about the rules of the program, factors that the team considers whether to accept a veteran into this court, the length of the program, the different circumstances surrounding each case that may impact in which “track” a veteran is placed, and information about the phases of the program.

Basic Program Rules

1. **SHOW UP.** Attend and be on time for treatment, groups, other meetings, and Veterans Court sessions.
2. **BE HONEST.** We can work through almost any problem together if you are truthful with us - including relapse. *Of all the rules, this is often the most difficult.* The program staff and the Court expect you to be honest in all areas of your life. **DO NOT** attempt to falsify records, conceal alcohol or other drug use, or tamper with or dilute your urine tests. Eventually, you will get caught.
3. **MAKE THE EFFORT AND DEVELOP A WILLINGNESS TO CHANGE.** Your effort is necessary to complete this program. You will need to make life adjustments - perhaps including changing the people you spend time with, the places you frequently go, or the activities you do in order to be fully engaged and successful in your recovery. This program encourages accountability, personal responsibility, and healing.
4. **LISTEN, PARTICIPATE, ASK QUESTIONS, AND SHARE YOUR EXPERIENCE WITH OTHERS.**
5. **REMEMBER.** Recovery does not come easily for anyone, but there is a whole team of people to assist you during this process, including the corps of veterans in Veterans Court.

Some other expectations of the program include:

- The consumption of alcoholic beverages, the use of illegal drugs, or any other mood-altering substances is not tolerated. The Treatment Team understands that relapse may happen in the recovery process; however, it is important to be truthful with the Treatment Team so that treatment adjustments and other appropriate Court responses may occur.
- Any prescription medication taken must be authorized by a medical doctor and reviewed with the treatment provider and your Probation Officer.
- You will be expected to submit to random alcohol and/or drug screening tests on a regular basis. Missing these screenings will be considered sanctionable. Failure to give a urine sample is also a sanctionable act.
- You are responsible for, and may be sanctioned for, positive drug test results, regardless of the substance(s), supplement(s), food(s), drink(s), or product(s) that may have caused the positive test result. In addition to alcohol and controlled substances, energy drinks and supplements (such as those sold at GNC stores) may cause you to produce a positive drug test. Therefore, it is highly discouraged that you consume these products. Talk to your probation officer prior to using these products!
- Active involvement in treatment and striving to make personal progress while you are in the Veterans Court program.
- It is expected that you will make treatment of primary importance. Missing treatment, or any court-related activity without permission, will be considered a sanctionable act.
- Your basic progress in treatment is communicated to members of the Treatment Team after the appropriate releases of information/confidentiality forms are signed.

Veterans Court Team

The Treatment Team's function is to oversee the coordination of care and supervision of each veteran in the program. To do this successfully, members from a variety of county departments and Veterans Administration comprise the treatment team and offer their expertise to ensure each veteran is successful in the program. There are representatives from the following departments on the treatment team:

- Judge
- Adult Probation Office
- Work Release Center
- Veterans Administration (VJO)
- District Attorney's Office (Deputy District Attorney and Veterans Court Coordinator)
- Public Defender's Office
- Pretrial Services
- Dauphin County Drug and Alcohol Services
- Case Management Unit (CMU)
- Volunteer Veteran Mentor Coordinator

Team Meetings

These meetings are mandatory for the Treatment Team and are closed to participants, Alumni, and the general public. Team members will discuss your case during this meeting to make sure that you are making progress in fulfilling requirements of the Veterans Court program. Team meetings are held immediately prior to court, unless otherwise specified. You may be invited to speak to the team during these meetings for circumstances such as a Performance-Based Interview, or if there is an ongoing concern that needs discussed with the team privately (rather than in an open court session).

Referral Sources for Applicants

Referrals to the Veterans Court program may originate from, but are not limited to, the following sources:

- Police Officers
- Self-referrals
- Magisterial District Judges
- Public/Private Defense Attorneys
- District Attorneys
- Probation Offices
- Judges
- Family members
- Veterans Administration staff
- Jail Staff/Work Release Center Staff
- Team MISA (Mental Illness Substance Abuse)
- DROP (DUI Repeat Offender Program)

Referrals from Recovery Connections Court (RCC)

When a case is accepted into veterans court from the Dauphin County Recovery Connections Court (RCC) or other diversionary program, the Veterans Court Treatment Team will have discretion to award credit towards veterans court program completion. This credit may include but is not limited to early advancements in phase requirements and progression based on their individualized progress. Personalized adjustments to veterans court for these participants will be reviewed with the team and counsel as appropriate before any change is implemented.

Applicant Eligibility

Screening for entrance into the program will be available to those defendants who are:

- Detained in prison,
- Currently on Pretrial Supervision,
- Pending revocation of probation/parole supervision, and/or
- Awaiting preliminary hearing before a Magisterial District Justice for an eligible criminal offense.

The applicant must agree to waive Rule 600 rights while his/her application is being reviewed for program eligibility.

Informed consent will be obtained for evaluation and consideration by the Court Team and again at the point of acceptance into Veterans Court. ***The veteran shall voluntarily agree to participate in, and be subject to rules, all guidelines of supervision, regulations, and sanctions of the Veterans Court program.***

An applicant meeting the following criteria may apply for admission to the Veterans Court program:

- Veteran of the United States Armed Forces, including National Guard and Reserves**
 - With the exception of Dishonorable and Bad Conduct discharges, all discharge types will be reviewed on a case-by-case basis.*
- Eligibility for services provided by Veterans Administration.**
 - Veterans who do not qualify for Veterans Administration services will be reviewed on a case-by-case basis.*
- Residents of Dauphin County will be given priority for admission. Out-of-county residents will be reviewed on a case-by-case basis.**
 - Dauphin County residency is preferred; however, coordination between Dauphin County and an applicant's county of residency (other than Dauphin County) may take place to allow the veteran to remain in his/her county of residency while also participating in the Dauphin County Veterans Court program. This coordination process must take place prior to the veteran's acceptance into the program. These applicants are reviewed on a case-by-case basis.*

- ❑ **Charged with or facing revocation of either certain felonies or any misdemeanor offenses.**
- ❑ **Batters' or Anger Management treatment need.**
- ❑ **Meets one of the following clinical criteria:**
 - d. TBI (Traumatic Brain Injury),
 - e. MST (Military Sexual Trauma),
 - f. Drug/Alcohol Addiction,
 - g. Serious Mental Illness (SMI) diagnoses* that include, but are not limited to: Post-Traumatic Stress Disorder (PTSD), Major Depression, Bipolar Disorder, Schizophrenia, and Schizoaffective Disorder.

**Veterans with co-occurring disorders (mental health AND substance use diagnoses) will be evaluated for Veterans Court if they otherwise meet eligibility; however, these cases may be rejected for admission if those issues/disorders would prohibit satisfactory completion of any of the Veterans Court sentence/program requirements and/or Probation & Parole Rules.*

Disqualifying factors for admission may include, but are not limited to: type of discharge from the Armed Forces; the sentencing requirements based on the prior record score and seriousness of the offense; absence of treatment need; and/or, charges include sexual offenses.

Participant Tracks

There are three (3) potential tracks in Veterans Court. A track is selected for you by the District Attorney's Office based on two criteria: Prior Criminal History, and Nature and Severity of the Current Criminal Charges. Each participant, regardless of track, is required to complete all recommended treatment, remain drug and alcohol free, attend court sessions as directed, refrain from criminal activity, and comply with all conditions of supervision. Participants are expected to participate in and complete numerous prosocial, treatment-oriented activities based on an individualized treatment plan.

As each veteran requires a different level of intervention based on his/her need and progress, his/her individual treatment plan may require other related treatment activities. Veterans who have a drug or alcohol related charge, or veterans who have a drug or alcohol treatment need, may be required to attend community support meetings (AA, NA, SMART Recovery, Refuge Recovery, et. al.) as part of their treatment plan. For those participating in AA or NA, a sponsor is required. This individual must be separate from your veterans court mentor.

1. Diversionsary Track - Defendants offered this track are those who would otherwise be eligible for ARD in the traditional criminal justice system. These defendants typically have a limited prior criminal history. Disposition of charges is deferred pending successful completion or removal from the program. Therefore, Rule 600 rights must be waived. Veterans who complete this track may expunge his/her criminal record. Upon successful completion of this track, DUI offenders will be required to sign a Chichken affidavit (please see your attorney for more information). If you withdraw or are revoked from this track, your case will be returned to normal court processes; however, if this happens, ARD is no longer offered. The minimum length of this track is 12 months.

2. Incentive Track - Defendants offered this track are those who are charged with certain felony and/or misdemeanor charges but who have low prior record scores and no prior felony convictions. In this track, charges may be reduced upon successful completion of Veterans Court. Prior to admission, defendants must agree to plead guilty to the reduced/amended charges upon successful completion of the program. Disposition of charges is deferred pending successful completion or removal from the program. Therefore, Rule 600 rights must be waived. The minimum length of this track is 12 months, followed by a minimum of 6 months of an aftercare phase post-graduation.

3. Standard Track - Defendants who do not fit into either of the two other tracks, and those individuals with extensive criminal histories, will be offered to participate in the Standard Track. In this track, the intensive supervision received by you will be your possible alternative to incarceration. Veterans participating in this track who successfully complete may be offered a reduction or termination of any remaining supervision. The minimum length of this track is 12 months, followed by a minimum a minimum of 6 months of an aftercare phase post-graduation.

Regardless of track, Dauphin County fines and costs will be waived as statutorily allowed. Please consult with your attorney as to if there are mandatory minimum fines that are applicable to your dockets/charges, as well as for more information regarding the reduced fees associated with Veterans Court. Dauphin County Veterans Court does not have the authority to waive fines and costs for dockets in other counties that may be transferred for supervision in Veterans Court.

Please note that any time spent in inpatient treatment does NOT count towards program time, but may, based on the discretion of the judge, count towards some time credit for any mandatory restrictive portions of a sentence.

DAUPHIN COUNTY VETERANS COURT PHASE STRUCTURE/PHASE REQUIREMENTS

Veterans Court is divided into three (3) phases prior to graduation, and one aftercare phase post-graduation. Initially, you can expect weekly contact with the Veterans Court Judge, frequent contact from your Probation Officer, Veterans Justice Outreach Specialist, treatment providers, and other members of the Veterans Court Treatment Team.

Each phase varies in length and requirements. Completion and/or progress towards each phase requirement is necessary in order to advance in phases. When you complete the first three (3) phases, you will graduate from the program and be released from the intensive supervision. You must complete each phase of the program in order to graduate from the program and its intensive supervision to be moved to aftercare supervision. *The final length of each phase of the program is dependent on your treatment plan and your compliance with program requirements.* It must be understood that each program and phase requirement exists to help restore you to a healthier lifestyle with better tools to handle your specific struggles with drugs and alcohol, mental health diagnoses, or other concerns.

The diversity of the phase requirements are guidelines and may need to be adjusted to ensure compliance. Participant cases and progress towards phase requirements are reviewed weekly by the treatment team.

Phase 1

- Veterans Court sessions weekly, Fridays, 11 AM.
- Attend Peer Group weekly (*Fridays, 10 AM prior to court*).
- Attend Probation Office appointments, as scheduled.
- Compliance with random drug testing via Reconnect app/Call2Test, and SCRAM/Remote Breath requirements (if applicable).
- Serve restrictive portion of Veterans Court participation (___ months Work Release, ___ months Electronic Monitoring/House Arrest).
- Maintain required mentor contacts.
- Develop a plan and begin court-ordered community service (*150 hours*).
- Completion of Ohio Risk Assessment System with probation officer.
- Compliance with Dauphin County Adult Probation Rules of Supervision and Veterans Court Probation Special Conditions, including Electronic Monitoring/House Arrest Rules and/or Work Release Center Rules (if applicable)
- Follow rules and recommendations of VJO and all treatment providers/counselors.
- Attend and engage in treatment (*drug, alcohol, and/or mental health counseling, etc.*).
- Attend and engage in community-support meeting requirements (*AA, NA, SMART Recovery, Refuge Recovery, et. al.*).

To advance to Phase 2: Minimum of 16 weeks in Phase 1; completion/compliance with above-listed requirements; minimum of 45 days consecutive clean days; completion/submission of Recovery Plan to treatment team.*

Phase 2

- Veterans Court sessions twice per month, Fridays, 11 AM.
 - Attend Peer Group twice per month (*Fridays, 10 AM prior to scheduled court session*).
 - Attend Probation Office appointments, as scheduled.
 - Compliance with random drug testing via Reconnect app/Call2Test, and SCRAM/Remote Breath Requirements (if applicable).
 - Serve restrictive portion of Veterans Court participation (___ months Work Release, ___ months Electronic Monitoring/House Arrest).
 - Consistently work towards the completion of court-ordered community service hours (*150 hours*).
 - Maintain required mentor contacts.
- Compliance with Dauphin County Adult Probation Rules of Supervision and Veterans Court Probation Special Conditions, including Electronic Monitoring/House Arrest Rules and/or Work Release Center Rules (if applicable).
 - Follow rules and recommendations of VJO and all treatment providers/counselors.
 - Attend and engage in treatment (*drug, alcohol, and/or mental health counseling, etc.*).
 - Attend and engage in community-support meeting requirements (*AA, NA, SMART Recovery, Refuge Recovery, et. al.*).
 - Pay on fines and costs.

To advance to Phase 3: Minimum of 16 weeks in Phase 2; completion/compliance with above-listed requirements; minimum of 60 days consecutive clean days; and, successful completion of Performance-Based Interview with Treatment Team.*

Phase 3

- Veterans Court sessions monthly, Fridays, 11 AM.
 - Attend Peer Group once per month (*Fridays, 10 AM prior to scheduled court session*).
 - Attend Probation Office appointments, as scheduled.
 - Compliance with random drug testing via Reconnect app/Call2Test, and SCRAM/Remote Breath Requirements (if applicable).
 - Completion of court-ordered community service hours (*150 hours*).
 - Maintain required mentor contacts.
 - Compliance with Dauphin County Adult Probation Rules of Supervision and Veterans Court Probation Special Conditions.
- Follow rules and recommendations of VJO and all treatment providers/counselors.
 - Attend and engage in treatment (*drug, alcohol, and/or mental health counseling, etc.*).
 - Completion of Moral Reconciliation Therapy (MRT).
 - Attend and engage in community-support meeting requirements (*AA, NA, SMART Recovery, Refuge Recovery, et. al.*).
 - Pay on fines and costs.

To graduate: Minimum of 16 weeks in Phase 3; completion/compliance with above-listed requirements; minimum of 90 days consecutive clean days; meet with APO/VJO to develop aftercare plan; submission of graduation speech to APO.*

****Minimum of 16 weeks in each phase (with the exception of Aftercare). However, time in phase varies among veterans and is dependent on the completion of above-listed requirements per phase AND each veteran's progress towards individual treatment goals. Veterans will be advanced in phase upon the recommendation of APO and VJO.***

Aftercare Phase

Within one week after graduating from Veterans Court, you will meet with your Probation Officer and the Veterans Justice Outreach Specialist (VJO) to discuss your probation supervision and treatment plan while in aftercare. These requirements may include, but are not limited to: reporting to your Probation Officer as directed; complying with drug and alcohol testing as directed; complying with the standard conditions of Dauphin County Adult Probation supervision and Veterans Court supervision; complying with treatment recommendations; attending treatment appointments; attending community-support meetings as directed; and, paying on fines and costs.

You may be recommended for early discharge from aftercare supervision upon the recommendation from your Probation Officer if your positive progress and recovery and is maintained in aftercare. For out-of-county transfer-in cases, please be advised that although your Probation Officer may make the recommendation to close your aftercare supervision due to your progress and recovery, the decision to close your supervision is ultimately at the discretion of the Probation Office and sentencing Judge of the county in which your charges originate.

Veterans Court Probation Supervision

While a participant in the Veterans Court, you will be supervised by a Veterans Court Probation Officer. This officer will verify your address and conduct home investigations to ensure that you have a stable place of residence. Additionally, your officer will conduct field visits to your place of employment (if applicable) and treatment providers. You will also be required to schedule and attend frequent office appointments with your officer.

Each participant is required to understand, sign, and comply with the Dauphin County Probation Services Rules of Supervision. A copy of this document can be found in Appendix A of this manual.

The probation supervision in Veterans Court is designed to be intensive in order to ensure your compliance and progress in achieving the goals in your individualized treatment plan.

Drug Testing

Unless otherwise instructed by your Probation Officer, you will be required to submit to randomized drug testing in Veterans Court. Your Probation Officer will enroll you in a randomized call-in drug testing system (Reconnect, formerly known as Call2Test). You will call this system **EVERYDAY** in the morning, including weekdays, weekends, and holidays. **You will be drug tested at a minimum of three (3) times per week.**

RECONNECT PHONE NUMBER: 717-639-3347

You will be prompted to enter your 6 (six) digit pin code after dialing this number. Your pin code will be given to you by your Probation Officer during your intake.

My 6 digit pin code for RECONNECT is:

— — — — —

If you are scheduled to report for a drug test during the week (Monday through Friday), you must make every effort to report to the Dauphin County Probation Office between **8:00 AM - 4:30 PM**. If you cannot report to the Probation Office during normal business hours on the day you are scheduled to test, you must talk to your Probation Officer about reporting to the Dauphin County Work Release Center for testing. The Work Release Center is utilized for after hours, holiday, and weekend drug testing only, unless you receive prior permission from your Probation Officer.

Further information regarding the Reconnect/Call2Test protocol can be found in Appendix B of this manual.

IMPORTANT NOTE ON FOOD, BEVERAGE, OVER-THE-COUNTER MEDICATION, DIETARY SUPPLEMENTS, and HEALTH PRODUCTS:

It is important to understand that certain food, beverages, over-the-counter medication, dietary/weight loss supplements, and health and/or skin products may cause positive drug test results. Examples of this include **but are not limited to** poppy seeds, Kratom, Nyquil, creatine supplements, products sold at GNC Stores, etc. It is **YOUR** responsibility to examine ingredients prior to use. It is not the responsibility of the Veterans Court team to ascertain whether a positive drug test result is because of substance use or a product you consumed. Positive drug test results are all sanctioned accordingly. **If you are unsure if a food, beverage, OTC medication, dietary supplement, or other product is safe to you, please consult your Probation Officer prior to using it.**

IMPORTANT ON NOTE TAMPERING, ADULTERATING, OR DILUTING DRUG TEST RESULTS

Any attempt to tamper and/or adulterate a urine specimen collected for drug testing purposes is a sanctionable act. Additionally, any willful attempt to dilute a urine specimen in an attempt to “flush” recent drug use from one’s system may result in sanction.

Reconnect Smart Phone Application

As part of your participation in the Dauphin County Veterans Court Program, you will be required to utilize the Reconnect smart phone application (app). Reconnect is used by the Adult Probation Department and Work Release Center to assist in monitoring and communicating with you as you progress in the Veterans Court Program. You **MUST** agree to download the Reconnect smart phone application onto your personal cell phone and use it throughout the duration of your time in Veterans Court.

There are a variety of functions within the app that you will be required to use. Your probation officer will explain your specific requirements upon being directed to download and begin using the Reconnect app. The general functions of the Reconnect app you can expect to use are:

- Daily check-ins for random drug testing during your assigned check-in time window,
- Text messaging with your probation officer,
- Video chats with your probation officer,
- Event (appointment) reminders,
- Curfew checks,
- Random “check-ins” with probation, and
- Data reporting/self-report probation forms.

You **MUST** be compliant with the requirements of the Reconnect app at all times. Failure to comply with the Reconnect app requirements may result in sanction by the Judge. Based on your status and compliance in Veterans Court, you may be required by your probation officer to use other features of the Reconnect app not listed above. You will be notified by your officer if such circumstances arise.

Veterans Court pays for your use of the general functions of the Reconnect. However, if a sanction is imposed that requires monitoring not covered under the general functions of Reconnect (i.e., GPS monitoring through the app), you

will be responsible for covering the additional cost. Your probation officer will instruct you on how to make payments if such circumstances arise.

Reconnect Smart Phones

If circumstances arise that you are unable to download/utilize the Reconnect app on your own personal cell phone, you may qualify to receive a Reconnect Smart Phone through Veterans Court if you meet certain criteria. These criteria may include:

- You do not own a smart phone, or
- Your current cell phone/data plan does not support using Reconnect.

Your probation officer will determine if you meet criteria to receive a Reconnect Smart Phone from the Veterans Court program. If you receive a Reconnect Smart Phone, you are liable for the cost if the phone is lost, stolen, or damaged. The cost of the phone can be paid directly to Reconnect through the offender pay portal.

If certain circumstance arise, such as your personal phone proves to be unreliable, or there is inconsistent non-compliance with Reconnect on your personal device, your probation officer can require you to use a Reconnect device even if your personal phone is in working order.

Treatment

A critical component to the success of each veteran in the program is the Veterans Administration and the Veterans Justice Outreach Specialist (VJO). During the application and screening process, the VJO meets with prospective candidates to conduct an in-depth evaluation of treatment needs, to include a biopsychosocial assessment and specialized screenings/assessments as deemed appropriate by the VA. From there, an individualized treatment plan is developed specific to each veteran. These treatment plans may include drug/alcohol counseling, community-support meetings, mental health counseling, medications, physical health assessments, et. al.

The VJO monitors each veteran's progress in treatment and reports to the treatment team in accordance with VA policy.

The VJO assists the program in many ways, including:

- Obtaining and checks on VA releases of information (ROI) between court and VA Hospital,
- Facilitates VA linkages for services,
- Verifies and makes appointments to SATs and Mental Health Clinics,
- Checks on VA toxicology testing results,
- Coordinates VA Treatment Status Report provision to court,
- Provides the Judge with accurate VA treatment status updates,
- Checks on and assists with VA eligibility for services,
- Treatment Case Management, Crisis Management, and support for the Veteran at the Court session.

The VJO may modify your treatment plan at his/her discretion.

Veterans who are NOT eligible for VA Services may still be assessed for treatment by the Veterans Justice Outreach Specialist during the application process. The VJO will make treatment recommendations from the evaluation. If an applicant who is ineligible for VA services is accepted into Veterans Court, treatment and care coordination with community providers will be handled by both the VJO and Dauphin County Human Services.

Community Support Meetings

You will be required to attend community support meetings as part of treatment recommendations in Veterans Court. Community support meetings include, but are not limited to Alcoholics Anonymous (AA), Narcotics Anonymous (NA), Smart Recovery, Refuge Recovery, Seeking Safety, Recovery Dharma, other 12-step related meetings, et. al. You may select any combination of these types of meetings to satisfy your community-support meeting requirements. Please note that based on your treatment recommendations to start Veterans Court, you may be required to attend ninety (90) community support meetings within the first ninety (90) days of beginning the program.

If you are participating in AA, NA, or other 12-step related meetings, you will be required to acquire and maintain a sponsor. Sponsors are intended to help you work through the 12 steps of AA/NA, as well as serve as yet another support to you in your recovery. Should you have questions about how to obtain a sponsor, talk to members of the Treatment Team.

Veterans Court Mentoring Program

A key component of any successful Veterans Court is a Veterans Mentoring Program. In this program, a trained Veteran Mentor is paired with a veteran participant to provide support as he/she navigates through the court program and treatment. Ideally, mentors and participants will be paired by service whenever possible.

The Mentor is present as an ally and friend to assist the veteran through this difficult time. Our belief is that the shared experience of another veteran will be critical in assisting the participant in regaining control of his/her life and successfully connecting to - and maintaining - treatment, which leads to successful completion of the Veterans Court program.

You are required to contact your mentor a minimum of twice per week. Contacts can be in the form of in-person, phone calls, video chats, text messaging, or emails, but please note that in-person and phone calls are preferred. The Mentor is a resource to you, and not a counselor. Additionally, if you participate in AA/NA meetings, your mentor CANNOT be your sponsor. Your mentor will introduce you to the his/her basic guidelines and boundaries of the mentor-veteran relationship; however, please remember that:

- Your mentor is NOT your personal bank.
- Your mentor is NOT your personal taxi/Uber driver.
- Your mentor is NOT your meal ticket.
- Your mentor is NOT your defense attorney and cannot advocate on your behalf legally.
- Your mentor is NOT your counselor, and cannot offer therapeutic advice.
- Your mentor is NOT your doctor, and cannot offer medical advice.

The Mentoring Program offers support and encouragement for veterans in the court system by spending one-on-one time with the veteran participant on a regular basis to provide an opportunity to discuss concerns and receive feedback and support from another veteran. The Mentor will have a resource book at his/her disposal to refer veterans to a wide range of resources both within the veteran system and in the community at large. These include, but are not limited to: housing, benefits, spiritual needs, social/recreational needs, and employment.

It is YOUR responsibility to maintain contact with your assigned mentor via phone calls, emails, text messages, and arranging in-person contacts. You are required to contact your assigned Mentor a minimum of twice per week, and more contacts with your Mentor are strongly encouraged.

Upon induction into the program, a Mentor will be assigned to you by the Mentor Coordinator. The Mentor Coordinator's contact is:

Mr. Charles (Chuck) Leach
Veterans Court Mentor Coordinator
Cell: (717) 579-9651
Email: leach3613@comcast.net

The positions of Mentor and Mentor Coordinator are both strictly volunteer and are unpaid. Expenses related to Veterans Court may be paid as authorized by the President Judge.

Veterans Court Peer Group and Court Sessions Expectations

Prior to court sessions, you will attend Peer Group, which begins at 10:00 AM in the Lawyers' Lounge, located on the 4th floor of the Dauphin County Courthouse. This group is intended to provide you with an opportunity to connect with your fellow veterans by participating in facilitated discussions on issues and concerns relevant to veterans, and/or offer support, advice, and/or resources to one another. **Attendance and participation in this group is not optional, and failure to attend may result in consequences in Court.**

At 10:30 AM on Fridays in the Lawyers' Lounge, your assigned veteran mentor, and other volunteer veteran mentors, join you and your fellow veterans in the Lawyers' Lounge until court convenes. This time is intended to provide you and your mentor an opportunity to connect with one another prior to attending court. **Use this time with your mentor wisely.** If your assigned mentor is not in attendance on a particular week, a back-up mentor will be assigned to stand with you in court as you check-in with the Judge.

Veterans Court sessions are held weekly on Fridays beginning at 11:00 AM in Courtroom #8 (unless otherwise specified). The Presiding Judge for Veterans Court is The Honorable William T. Tully. **You are required to attend these sessions as dictated by the phase requirements in your particular phase;** however, if you are in the later phases of the program and are not required to report on a particular Friday, you are always welcome to attend!

The goal of Veterans Court sessions is to provide you, and the Judge/Treatment Team, an opportunity to discuss the progress you are making towards your supervision and treatment plan. In court, you will be called forward by the Veterans Court Deputy District Attorney to "check-in" with the Judge. During your check-in, the Judge may ask you questions about your program participation, what you are learning in the program, and ask you to identify struggles/barriers to your success in the program.

During court sessions, you are expected to conduct yourself in a respectful manner. Food and drink are NOT permitted inside the courtroom. Chewing gum or tobacco products is also not permitted. Cell phones are expected to be turned off, or on silent, and stored away and not used during the court session. You are expected to pay attention to what is going on in court, including your fellow veterans' check-ins with the Judge.

You are required to dress appropriately for court sessions. This includes NO shorts, NO cutoff or destroyed/distressed jeans, NO vulgar and/or drug/alcohol-related t-shirts or clothing items, etc. Collared shirts are encouraged. If you need assistance in obtaining appropriate clothes for court, please talk to your mentor or a member of the Treatment Team, and resources will be provided to you.

Incentives

During court sessions, you can expect incentives to be awarded for positive progress in the Veterans Court program. Incentives may be given for program completion benchmarks, such as but not limited to:

- Completion of treatment,
- Advancing in program phases,
- Maintaining sobriety,
- Completion of Community Service.

Incentives will be determined by the Veterans Court Treatment Team and specific rewards will depend on available resources.

Sanctions

You can expect to receive a sanction during court sessions if you violate the Veterans Court program rules, or fail to achieve certain phase requirements. Typical violations that may result in sanctions include:

- Missed appointments,
- Failed or tampered/diluted drug tests,
- New arrests/charges,
- Lack of participation/engagement in court-ordered programming
- Violation of probation rules or work release center rules

Sanctions will be imposed relative to the violation, and progressive in nature. Types of sanctions that may be imposed by the Judge include, but are not limited to:

- Essays,
- Loss of incentives,
- Demotion in phase,
- Curfews,
- Increased Drug Testing (or, addition of SCRAM/Remote Breath)
- Incarceration,
- Electronic Monitoring/House Arrest
- Time in the Work Release Center
- Termination from Veterans Court

It is the veteran's responsibility to bear any cost that is associated with a court-imposed sanction (i.e., paying for confirmation drug testing, Electronic Monitoring fees, SCRAM, et. al.).

The Veterans Court Team reserves the right to impose these and/or other incentives and/or sanctions as appropriate to each particular participant and circumstances of violations.

Confidentiality

Your identity and privacy will be protected consistent with Federal Regulations and State Laws (i.e., 42CFR, Part 2, HIPAA). In response to these regulations, policies and procedures have been developed which guard your confidentiality. You will be asked to sign a waiver authorizing the transfer of information among all participating agencies.

You will also be asked to sign a release of information waiver authorizing that information about your case may be gathered for research purposes for the evaluation and effectiveness of Veterans Court. A random identification number will be assigned to you by the Veterans Court Coordinator. This number will be used in all research and evaluation activities to safeguard your identity.

No information disclosed during treatment court proceedings shall be the basis for prosecution of new crimes, and you shall not be required to testify to any information discussed or disclosed during Veterans Court sessions.

Narcotic Medication Policy

Applicants seeking entry into Veterans Court are expected to consult with their treating physician and/or psychiatrist to seek non-addictive medications whenever feasible for treatment or conditions such as pain and/or anxiety. It is recognized that some veterans will have chronic pain and/or anxiety that does not respond to non-addictive medications, therefore making it necessary for the veteran to continue taking narcotics. In such cases, the veteran will be required to alert the prescribing physician about any substance use and/or abuse history. It is also required that if there are concerns about abusing medications the veteran will seek a Pain Clinic referral through the VA to explore other options besides narcotic medications. Veterans who are prescribed narcotic medications are prohibited from obtaining prescriptions for these medications from providers outside of the VA. If/when narcotic pain medication is prescribed to you, you SHALL notify your Probation Officer and VJO to ensure appropriate supervision, treatment planning, and coordination are in place.

Conclusion

The Veterans Court program is designed in such a way to help you return to a sober, healthy, and productive lifestyle. The Treatment Team is supporting you during this journey and your recovery process. It is important to remember that communication with the Treatment Team regarding your accomplishments and struggles will be vital to your overall success in the program.

The following sections contain important documents that are necessary to be familiar with as you engage in Veterans Court. You are encouraged to review them thoroughly. Should you have any questions regarding the contents of this manual or the attached documents, please talk to a member of the Treatment Team.

Frequently Asked Questions

Do I have to be a resident of Dauphin County to be in Veterans Court?

*You do not need to be a resident to apply for the program, but you are required to reside in Dauphin County if accepted to the program. Out-of-county residency **MUST** be approved by the Probation Office prior to acceptance/placement into Veterans Court.*

What is the total length of time I'll be in the program?

Graduation can be expected to be between 12 to 18 months and completion (including aftercare) should be on average of 18 to 24 months depending on your progress. Diversion cases may expect one year approximately if all benchmarks are completed and progress is achieved.

How often must I see my Probation Officer?

Regular appointments at the Probation Office and regular contacts from the Probation Officer in the home or community is a requirement of Veterans Court.

Are there any fees associated with Veterans Court?

Yes. You will be required to pay a one-time \$350 Veterans Court fee. You will also be required to pay for Probation Supervision fees, but at a reduced rate of \$25 per month.

With the exception of restitution owed to victims' in your case (if applicable), all other costs, fines, and fees can be waived (unless statutory mandatory fines are required). Sometimes, this difference in cost between regular-track court case and a Veterans Court participant case can range in thousands of dollars.

Do I have the ability to question determinations of the Treatment Team for requirements like treatment recommendations, sanctions, or delay in progressing through program phases?

The Treatment Team welcomes participants to ask to speak with them about questions they have regarding the program, requirements, phase-ups, or better understanding of the sanctioning process.

If my charges are not drug or alcohol related, will I still be required to participant in AA, NA, or other community support meetings?

This is dependent on your treatment needs as recommended to us by professionals in the treatment field. Most participants in the program attend four (4) community support meetings per week. WE expect this support is needed in a treatment court.

What about transportation to and from appointments?

Transportation to any and all Veterans Court requirements is the responsibility of each veteran to arrange. There are bus passes made available to you by the Treatment Team, but you must ask for them.

Talk to other veterans about what transportation resources they utilize if you do not have a license.

If housed at the Work Release Center, you can be transported by WRC staff to and from your treatment appointments. Talk to your assigned WRC Veterans Court Officer about arranging transportation.

Are contacts with my assigned Mentor required?

Yes, you are required to have a minimum of two (2) contacts with your Mentor each week. The Treatment Team encourages more than the minimum required contacts. Please be advised that it is YOUR responsibility to contact your Mentor, and failure to do so may result in sanctions in Court.

When I graduate, what probation or treatment requirements will I be subject to, and for how long?

This is dependent on your track, charges, and the aftercare plan developed by your Probation Officer, Veterans Justice Outreach Specialist, and you prior to graduation.

Do I still need to attend treatment if I find employment or am enrolled in school?

Yes. Treatment is the first priority in Veterans Court.

What opportunity do I have to drop out of the program, and what happens to me if I were to do so?

Veterans Court is voluntary to enter, but not voluntary to leave. The goal of the program is to provide you with the tools you need, based on your treatment plan, to support long-term change in your lifestyles. This may not be an easy road to take; we expect, however, for it to be a life changing process. Your fellow veterans are here to support you as you journey on this path.

Depending on the circumstance surrounding the reason for your withdrawal from Veterans Court, several things may happen. For example, if you are revoked from the program for a serious violation (a new charge), you may face serious penalties associated with the original case that brought you into the program.

If you are considering withdrawing from the program for any reason, be advised that the deals offered to you in the past may not be available if the case is placed in the regular court track.

VETERANS COURT GUIDING PRICIPLES / MODEL

The Ten Key Components of Veterans Courts, as established by the National Association of Drug Court Professionals (NADCP) and Justice for Vets, form the foundation and structure of this court.

Ten Key Components of Veterans Courts:

- ✦ Veterans Court integrates alcohol, drug treatment, and mental health services with justice system case processing.
- ✦ Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
- ✦ Eligible participants are identified early and promptly placed in the Veterans Court program.
- ✦ Veterans Court provide access to a continuum of alcohol, drug, mental health and other related treatment and rehabilitation services.
- ✦ Abstinence is monitored by frequent alcohol and other drug testing.
- ✦ A coordinated strategy governs Veterans Court responses to participants' compliance.
- ✦ Ongoing judicial interaction with each Veteran is essential.
- ✦ Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
- ✦ Continuing interdisciplinary education promotes effective Veterans Court planning, implementation, and operations.
- ✦ Forging partnerships among Veterans Court, Veterans Administration, public agencies, and community based organizations generates local support and enhances Veterans Court program effectiveness.

TRADITIONAL COURT CHARACTERISTICS

VERSUS

VETERANS COURT CHARACTERISTICS

VETERANS	TRADITIONAL
Veterans Court Team is used to achieve goals to support treatment interventions.	The Court Team consists of a judge, prosecutor, defense counsel, etc.
Non-Adversarial	Adversarial
Goal is to restore the veteran as a productive, non-criminal member of society.	Goal is to process the case; apply the law.
The Treatment Team will play a central role in monitoring the participant's progress in treatment.	Judge exercises limited role in supervision of the defendant.
Formalized and structured treatment interventions for each veteran.	Interventions for substance abuse at the discretion of the judge.
Incentives and Sanctions used in response to violations of the Veterans Court program.	Relapse may lead to a maximum sentence.



Dauphin County Adult Probation/Parole

917 Gibson Boulevard * Steelton, Pennsylvania 17113: (717) 780-6900

PROBATION/PAROLE/IPP RULES

Name Social Security No.
 Address Date of Birth

Docket No.	Offenses

In accordance with authority conferred by law, you have been placed on probation/parole/intermediate punishment on for a period until by the Honorable , of the Court of Common Pleas of Dauphin County, Harrisburg, Pennsylvania.

It is the order of the Court that you shall comply with the following general and special conditions of probation/parole/intermediate punishment:

†

Rule 1	You MUST contact Supervisor (717) 780-6900 within fifteen (15) days of signing this notification, at which time you will be advised of your supervising Probation/Parole officer.
Rule 2	Refrain from the violation of any Protection from Abuse Orders, local, state or federal penal laws.
Rule 3	Notify your probation/parole officer immediately upon being arrested.
Rule 4	Refrain from overt behavior that threatens or presents clear and present danger to yourself or others.
Rule 5	Report as directed to the Adult Probation and Parole Department and be prompt with your appointment.
Rule 6	Work regularly. Maintain any present employment, and if unemployed notify your Probation/Parole officer at once and comply with any request to obtain new employment, or to verify your present employment.
Rule 7	Make bi-weekly or monthly payments on fees, fines, costs, and restitution, so that they are paid in full at least two (2) weeks prior to the expiration of your period of probation/parole, unless otherwise ordered by the Court.
Rule 8	You may not move or change address without prior approval from your Probation/Parole officer, and you must notify your Probation/Parole officer of any alternate locations you may be residing.
Rule 9	You must get written permission from your Probation/Parole officer prior to traveling more than fifty (50) miles outside of Dauphin County.
Rule 10	Submit to random urinalysis test by order of the Probation/Parole office.
Rule 11	You may not possess, use, or have available to your control, or have in your place of residence any contraband such as: stolen property, drugs and drug paraphernalia, firearms (hand-guns, rifles, shotguns), ammunition, other weapons, and instruments of crime.
Rule 12	Follow the Probation/Parole officers' instructions and advice.
Rule 13	Participate in the Community Service Program if deemed necessary by the Court or Probation/Parole officer.
Rule 14	DUI offender may not consume, possess, or have in your place of residence any alcoholic beverages. All DUI Offenders must submit a copy of Penn Dot Restorations to the Probation Dept. In addition, if ordered Interlock Sanctions, must successfully complete. Must complete DUI Classes and CRN.
Rule 15	If you are I from Dauphin County to another county in Pennsylvania, through inter-county transfer, or to another state through Interstate Compact, you will be required to pay a \$50.00 fee before the necessary paperwork can be processed.
Rule 16	I will abstain from the possession, use or abuse, manufacturing or sale of any illegal mind/mood altering chemical/substance, including, but not limited to Synthetic Marijuana.
Rule 17	At the first home visit or thereabout, a walk through of the residence/property where you reside will be conducted to obtain a sketch of said residence/property. At subsequent visits to your residence/property, a basic walk through may be conducted at the discretion of the Probation Office to confirm you are in compliance with the Rules of Supervision. You must permit the Probation Officer to conduct the walk through.



Dauphin County Adult Probation/Parole

917 Gibson Boulevard * Steelton, Pennsylvania 17113: (717) 780-6900

PROBATION/PAROLE/IPP RULES

Name

Social Security No.

Address

Date of Birth

You shall also comply with the following special conditions numbered:

1. To be evaluated by a Certified D/A Counselor and successfully complete any recommended drug/alcohol treatment, including Act 122 and N/A A/A meetings if applicable.
2. Do not consume, possess, or have in your place of residence any alcoholic beverages.
3. To receive a mental health evaluation as directed by the Probation/Parole office and successfully complete any recommended treatment.
4. If convicted of a sexual offense under Act 24, you are required to be under electronic monitoring until the Courts/Probation/Parole officer approves your removal from the program. Further, you shall pay all costs associated with the program, including electronic monitoring fees, polygraph tests, and treatment cost.
5. Attend educational or vocational training, and obtain GED if so ordered.
6. **SEX OFFENDER SPECIAL CONDITIONS:**
 - a. You will have no contact with any children under the age of eighteen (18), without prior consent in writing from your Probation/Parole officer.
 - b. You will have no contact with the victim in your case without permission from the Court or Probation/Parole officer.
 - c. You may not frequent places where children congregate, i.e., parks, playgrounds, schools, video arcades, etc. without prior approval from your Probation/Parole officer.
 - d. You may not frequent adult book stores, sex shops, or adult entertainment establishments.
 - e. May not have in your possession pornographic materials.
7. Comply with all special conditions imposed by the Court, above and beyond these rules.

If I should be arrested in another county or state during the period of my supervision, I will agree to waive extradition and will not resist efforts to be returned to Dauphin County

I, the undersigned, have read or have had read to me the foregoing conditions of my probation/parole/intermediate punishment before signing and I am fully aware of the contents.

Probation and Parole Officer

Probationer/Parolee

Date

NOTIFICATION OF POINTS OF LAW:

Within the period of your probation/parole/intermediate punishment, you are hereby subject to a search of your person, property, place of residence and seizure of all contraband found therein. You are hereby advised that under the law the Court may at any time revoke or modify any conditions of the probation/parole or intermediate punishment. You shall be subject to arrest, for cause, upon order of the Court, or without order, for violation of any of the above conditions by the Probation/Parole officer. If your probation or intermediate punishment is revoked, you may be sentenced to the maximum penalty for the offense for which you were convicted. If your parole is revoked you may serve the balance of your sentence without credit for the time you were on parole.



Dauphin County Adult Probation/Parole

917 Gibson Boulevard * Steelton, Pennsylvania 17113: (717) 780-6900

PROBATION/PAROLE/IPP RULES

Name

Social Security No.

Address

Date of Birth

Sup. Level:

SUPERVISION PLAN

You are hereby directed to comply with all conditions placed on you by the court at the time of sentencing that will make you a productive member of the community. In addition, you are to comply with the following special conditions:



Modifications of Supervision Plan:

STANDARD TRACK CONDITIONS:

- 1) Enter into the Dauphin County Veterans' Court Program, and follow all of the rules and regulations of the program, including ALL recommended treatment and other community support related meeting requirements. These include, but are not limited to:
 - a. Paying the Veterans' Court Fee of \$350, and all other costs, fines, fees, or/and restitution,
 - b. Attending the Veterans' Court Sessions as directed per the requirements in each phase of the program,
 - c. Attending a minimum of four (4) community support meetings per week,
 - d. Obtaining a D&A Sponsor as directed,
 - e. Submitting to random drug and alcohol testing, a minimum of 3x per week,
 - f. Attending mental health treatment services as directed,
 - g. Taking mental health medications as prescribed,
 - h. Attending drug & alcohol treatment services as directed,
 - i. Attending Aftercare services as directed,
 - j. Continuing to reside in Dauphin County, Pennsylvania until all requirements of the Veterans' court program are completed,
 - k. Completing Probation supervision and/or treatment-related aftercare upon graduation from the Veterans' Court Program,
 - l. Abiding by all conditions specified for those individuals under supervision of the Adult Probation Department, including those standard conditions applicable to these charges,
 - m. Abiding by all conditions as indicated in the Veterans' Court Program ~~manual~~.
 - ~~n. Completing~~ 150 Hours of Community Service.
 - o. Following the specific treatment and supervision plan as presented in court understanding the conditions applied to this case are subject to modification and review ~~by~~ the treatment team as progression through the program occurs.
- 2) The defendant will be under the supervision of the Dauphin County Adult Probation office, which will have the authority, if needed, to arrest and detain if he violates any of the rules and regulations of the Dauphin County Veterans' Court Program.
- 3) The defendant acknowledges that he is subject to a search of his person, property, ~~place~~ of residence and seizure of all contraband found therein.
- 4) The defendant will pay the Veterans' Court fee of \$350 and all supervision fees Required by probation prior to his case being scheduled for court.

PO Signature: _____ Date Signed: _____ Offender Signature _____

Dauphin County Probation Services

917 Gibson Boulevard Steelton, Pennsylvania 17113 (717) 780 - 6900
100 Chestnut Street 2nd Floor Harrisburg, Pennsylvania 17101 (717) 780-7100

ELECTRONIC MONITORING RULES

NAME: **DOB:** **FILE NO.**
ADDRESS: **PHONE NUMBER:**

You have been placed on Electronic Monitoring Supervision on _____ for a period until _____
by The Honorable William T. Tully _____ of Dauphin County,
Harrisburg, Pennsylvania.

You shall comply with the following conditions of Electronic Monitoring:

Condition A: Offender must remain in the approved residence at all times unless approved by your Electronic Monitoring (EM) probation/parole officer.

Condition B: Offender must provide a proper EM schedule to your EM probation/parole officer each week by 9:00 A.M every Monday for the upcoming week, unless otherwise instructed by your EM probation/parole officer. **YOU MAY EMAIL YOUR SCHEDULE AT bwagner@dauphinc.org IF YOU WISH ON SUNDAY VS MONDAY, BUT RUN THE WEEKLY SCHEDULE FROM MONDAY THROUGH THE FOLLOWING SUNDAY – DO NOT CALL OR ADD ON MULTIPLE TIMES THROUGH THE WEEK AS IT WILL NOT BE APPROVED UNLESS YOU SPEAK TO ME DIRECTLY AND I (LIKE YOU) DO NOT WORK 24 HOURS A DAY – IT BETTER BE IMPORTANT IF YOU CALL ME AFTER HOURS OTHERWISE LET IT WAIT UNTIL BUSINESS HOURS THE NEXT DAY.**

Condition C: Offender must remain at the employment site or school during scheduled hours as approved by your EM probation/parole officer. If you leave work/school early for any reason, you must return to your residence unless approval has been granted by your EM probation/parole officer.

Condition D: Offender shall refrain from damaging, theft, tampering or meddling with any electronic monitoring equipment that may result in any loss of signal to the device.

Condition E: Offender will pay a daily fee for the monitoring services as determined by the Probation Department and a \$50.00 installation fee (if applicable).

Condition F: Offender will fully charge the electronic monitoring equipment daily.

Special Conditions by your EM PO: VET COURT PO Brian Wagner (717) 780-6970

Electronic Monitoring: You are to remain in your residence at all times unless prior approval has been granted. You are permitted to leave your residence for: **Employment, Legal Appointments, Medical Appointments, School, Treatment, Medical Emergencies and Religious Services.** Time for essential household needs will be permitted one day weekly and

ONLY if necessary, and approved by your EM Probation Officer. You, the offender will be required to provide documentation for any activity when outside your Electronic Monitoring. You are not permitted to have any contact or proximity to any victims or established exclusion zones. Computer printouts generated may be used as evidence in a court of law to prove violations.

You acknowledge that all of these rules have been explained to you and noncompliance with any restrictions/regulations may result in removal from the Electronic Monitoring Program and may result in you being detained, revocation or new criminal charges. If you remove the electronic monitoring device and or abscond from supervision you will be criminally charged.

Finally, you should understand that removing the Electronic Monitoring Device, or any attempts to defeat the device WILL be considered, and treated as Escape, and Dauphin County Detectives will be notified to file ALL APPROPRIATE charges. Offenders are responsible for any lost or damaged equipment.

I, _____ understand that I am required to pay the predetermined amount per month to Dauphin County Probation Services as a monthly fee for electronic monitoring supervision.

\$ _____ Monthly Fee

\$ 10.00 Per Day

\$ 50.00 Installation Fee

A monthly supervision fee of \$|

The above fees DO NOT include any court ordered fines, cost or restitution ordered by the court.

Offender

Date

Parent or Guardian

Date

Probation/Parole Officer

Date

Offender Info Sheet

Offender Name:

Phone Number:

Supervising PO:

Address:

Normal Work/School Hours: (Include Potential Overtime)

Monday

Tuesday

Wednesday

Thursday

Friday:

Saturday:

Sunday:

Employer:

Employer Address:

Supervisor's Name:

Is this a Permanent Scheduled Shift : (yes/no)

Religious Services: Name of Church:

Address of Church:

Day and time of services:

.....

List other Necessary events: Place – address – time /date

CALL2TEST DAILY DRUG TESTING

SOP

PHONE NUMBER: (717) 639-3347

- **YOU ARE RESPONSIBLE FOR SECURING AND SAVING THE CALL2TEST NUMBER**
- **CALL TEST TIMES ARE 0500 TO 1000**
- **YOUR PIN IS A GENERATED # GIVEN BY YOUR PO**
- **CALLS ARE MANDATORY DAILY REGARDLESS WHETHER VETERAN WAS SELECTED OR NOT/LATE CALLS ARE SANCTIONABLE**
- **REPORTING FOR DRUG TESTING TO APO IS 0800 TO 1600 M-F**
- **REPORTING FOR DRUG TESTING TO WRC ON WEEKENDS/HOLIDAYS IS 0800 TO 1600**
- **DRUG TESTING DURING THE WORK WEEK (MON-FRI) IS TO BE DONE AT THE APO UNLESS SPECIAL PERMISSION HAS BEEN GIVEN BY YOUR PO IN ADVANCE**
- **FAILURE TO CALL IN WILL BE CONSIDERED A POSITIVE TEST AND IS SANCTIONABLE**
- **FAILURE TO REPORT FOR URINE WILL BE CONSIDERED A POSITIVE TEST**

ATTENDANCE FORM FOR 12 STEP MEETINGS

NAME: _____

PROBATION OFFICER: _____

I am required by my supervision conditions to attend 12 step meetings. I would appreciate a member of the group signing this record of attendance at the END of each meeting. I am expected to fill out all of the columns with the exception of the SIGNATURE OF CHAIRPERSON column. Your cooperation is greatly appreciated.

#	Group Location	Time	Date	Meeting Type	Name of Chairperson	Signature of Chairperson
What did you do to participate?						
What did you get out of the meeting?						
#	Group Location	Time	Date	Meeting Type	Name of Chairperson	Signature of Chairperson
What did you do to participate?						
What did you get out of the meeting?						
#	Group Location	Time	Date	Meeting Type	Name of Chairperson	Signature of Chairperson
What did you do to participate?						
What did you get out of the meeting?						

DAUPHIN COUNTY VETERANS COURT: MANUAL VERIFICATION OF CONTENT & UNDERSTANDING

DETACH AND REVIEW THIS MANUAL/FORM WITH YOUR COUNSEL PRIOR TO SUBMITTING YOUR APPLICATION FOR VETERANS COURT. YOU AND YOUR COUNSEL MUST INITIAL INDICATING YOUR ACKNOWLEDGMENT AND UNDERSTANDING OF ALL MANUAL CONTENTS, AND THE REQUIREMENTS HIGHLIGHTED BELOW:

Defendant's Initials	Defense Counsel's Initials	Highlighted Veterans Court Requirement
		<ul style="list-style-type: none"> I have read the Dauphin County Veterans Court Manual in its entirety and have discussed questions or concerns with its contents with my defense counsel.
		<ul style="list-style-type: none"> I understand that upon my acceptance and induction into Veterans Court that I am responsible for adhering to the rules and requirements of the program as outlined in this manual.
		<ul style="list-style-type: none"> I understand that unless I receive prior approval from the Dauphin County Adult Probation Office and the Veterans Court Treatment Team that I am required to reside in Dauphin County, Pennsylvania, throughout the duration of my time in the Veterans Court program.
		<ul style="list-style-type: none"> I understand that I will be subjected to regular and frequent Probation Office appointments, as well as regular contact with my Probation Officer in my place of residence and in the community while in the Veterans Court program.
		<ul style="list-style-type: none"> I understand that I must comply, participate, and engage in all aspects of my recommended treatment plan in order to be successful in Veterans Court.
		<ul style="list-style-type: none"> I understand that Veterans Court and my recommended treatment plan takes priority over all else in my life, including work, education, family, and other personal responsibilities.
		<ul style="list-style-type: none"> I understand that it is my responsibility to arrange for transportation to and from all appointments if I do not have a license.
		<ul style="list-style-type: none"> I understand that I will be required to attend Peer Group and Veterans Court sessions on Fridays as designated by each phase in the program.

		<ul style="list-style-type: none"> • <i>I understand that I will be required to complete 150 hours of court-ordered community service prior to graduation.</i>
		<ul style="list-style-type: none"> • <i>I understand that the average length of time in Veterans Court is approximately 12 months for diversionary cases, and 18 months to 24 months for incentive and standard Track cases.</i>

My signature on the below line indicates that I have reviewed the Veterans Court Participant Manual with my client, and have answered any questions or concerns raised by him/her.

Defense Counsel Signature/Print Name

Date

My signature on the below line indicates that I have reviewed and understand the requirements of the Dauphin County Veterans Court and my desire to be considered for admission to the program. Furthermore, I understand that by signing below, I understand that I am responsible for all the rules and contents of this manual if inducted to the Veterans Court program.

Defendant's Signature/Print Name

Date

