

## WILL COUNTY VETERANS AND SERVICEMEMBERS COURT REQUEST FOR PHASE MOVEMENT

In order to move from one phase to another, certain minimum requirements must be met. Once completed, you may make written application to your case manager. You must explain why you feel you are ready to move to the next phase. This includes moving from phase four to graduation. The Veterans and Servicemembers Court (WCVSC) Team will review your request individually and movement is at the discretion of the (WCVSC) Team. If you are unable to complete any requirement, you must provide explanation as to why you should be exempt.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Case Manager \_\_\_\_\_

I am asking to move to (circle one):			
<b>Phase II</b>	<b>Phase III</b>	<b>Phase IV</b>	<b>Graduation</b>

Complete the appropriate checklist:

### Phase I

- \_\_\_ Complete 1st phase of treatment (Inpatient, IOP, OP)
- \_\_\_ Comply with psychiatric appointments and recommendations (If Applicable)
- \_\_\_ Medical/Medication Issues Addressed
- \_\_\_ Meet with case manager weekly if not in residential treatment
- \_\_\_ Attend court weekly if not in residential treatment
- \_\_\_ Urine and drug/alcohol screens are negative for minimum of 30 days
- \_\_\_ Apply for all recommended public entitlements and VA benefits
- \_\_\_ Attend 3-4 recovery support meetings weekly (If Applicable)
- \_\_\_ Explanation of what step participants is working on
- \_\_\_ Sign releases of information to collateral contacts upon requests
- \_\_\_ Must be in phase one for minimum of 60 days
- \_\_\_ Approval by the WCVSC Team

Participants can only advance to Phase II if substantially compliant with Phase I requirements for a sustained period of time, have no drug tests which violate the alcohol and drug testing protocol and procedures for 30 days, and the Judge with input from the WCVSC team approves their written application explaining why he or she would like to move to Phase II.

## **Phase II**

- \_\_\_ Continue Treatment if recommended
- \_\_\_ Comply with CBT, T4C, MRT, Psycho Educational and/or Substance Abuse treatment
- \_\_\_ Comply with psychiatric appointments and recommendations (If Applicable)
- \_\_\_ Medical/Medication Issues Addressed
- \_\_\_ Explore employment opportunities, Disability or educational opportunities
- \_\_\_ Meet with case manager weekly
- \_\_\_ Attend court weekly
- \_\_\_ Obtain a sponsor (if applicable)
- \_\_\_ Urine and drug/alcohol screens are negative for minimum of 60 days
- \_\_\_ Complete five (5) hours of community service
- \_\_\_ Make substantial effort to pay \$360.00 of WCVSC fee
- \_\_\_ Attend 3-4 recovery support meetings weekly (If Applicable)
- \_\_\_ Explanation of what step participants is working on (If Applicable)
- \_\_\_ Explanation of insights and skills participant has acquired through T4C and/or MRT and how participant applies these skills to everyday life (if applicable)
- \_\_\_ Must be in phase two for minimum of 60 days
- \_\_\_ Approval by the WCVSC Team

Participants can only advance to Phase III if substantially compliant with Phase II requirements for a sustained period of time, have no drug tests which violate the alcohol and drug testing protocol and procedures for 60 days, and the Judge with input from the WCVSC team approves their written application explaining why he or she would like to move to Phase III. If a defendant is determined to be unable to pay fees, community service may be substituted.

## **Phase III**

- \_\_\_ Complete all required treatment
- \_\_\_ Continue to meet all Phase II Requirements
- \_\_\_ Attempt to obtain employment or full time educational status
- \_\_\_ Obtain stable housing
- \_\_\_ Letter from sponsor detailing program work (If Applicable)
- \_\_\_ Explanation of what step participants is working on (If Applicable)
- \_\_\_ Attend 3 recovery support meetings weekly (If Applicable)
- \_\_\_ Urine and drug/alcohol screens are negative for minimum of 150 days
- \_\_\_ Complete additional ten (10) hours of community service
- \_\_\_ Make substantial effort to pay Additional \$600.00 (cumulative total of \$960.00) of WCVSC fee
- \_\_\_ Lead 1 o'clock meeting with specific topic
- \_\_\_ Attend Court bi-weekly

- \_\_\_ See case manager bi-weekly
- \_\_\_ Increase Positive Attitude and use skills acquired to increase independence
- \_\_\_ Explanation of insights and skills participant has acquired through T4C and/or MRT and how participant applies these skills to everyday life (If applicable)
- \_\_\_ Complete either T4C or MRT (if applicable)
- \_\_\_ Sign releases of information to collateral contacts upon request
- \_\_\_ Must be in phase two for minimum of 120 days
- \_\_\_ Approval by the WCVSC Team

Participants can only advance to Phase IV if substantially compliant with Phase III requirements for a sustained period of time, have no drug tests which violate the alcohol and drug testing protocol and procedures for six months, and the Judge with input from the team WCVSC team approves their written application explaining why he or she would like to move to Phase IIII. If a defendant is determined to be unable to pay fees, community service may be substituted.

#### **Phase IV**

- \_\_\_ Continue to meet all Phase Three requirements
- \_\_\_ Employment or full time educational status
- \_\_\_ Letter from sponsor detailing program work (If Applicable)
- \_\_\_ Explanation of what step participant is working on (If Applicable)
- \_\_\_ Attend 3 recovery support meetings weekly (If Applicable)
- \_\_\_ Attend court every three weeks
- \_\_\_ Urine and drug/alcohol screens negative for minimum of nine (9) months
- \_\_\_ Complete additional ten (10) hours of community service
- \_\_\_ Make substantial effort to pay additional \$600.00 of WCVSC fee
- \_\_\_ Pay full restitution (If Applicable)
- \_\_\_ Maintain stable housing
- \_\_\_ Complete MRT, T4C, all assigned Psycho Educational Groups (if applicable)
- \_\_\_ Explanation of insights and skills participant has acquired through T4C and/or MRT and how participant applies these skills to everyday life (if applicable)
- \_\_\_ Sign release of information to collateral contacts upon request
- \_\_\_ Describe how participant takes responsibility for life and behaviors now as opposed to prior to entering WCVSC
- \_\_\_ Must be in phase three for minimum of 120 days
- \_\_\_ Approval by the WCVSC Team
- \_\_\_ Complete graduation questionnaire
- \_\_\_ Complete and review discharge Plan with the assistance of the Case Manager

Participants can only advance to Graduation if substantially compliant with Phase IIII requirements for a sustained period of time, have no drug tests which violate the alcohol and drug testing protocol and procedures for nine months, and the Judge with input from the WCVSC team approves their pre-Graduation questionnaire. This

questionnaire asks the participants seeking to graduate to reflect on their time in WCVSC, to determine if they have all the necessary tools to manage their addictions, and to think about how they will continue to live a drug free life upon leaving WCVSC.

### **Graduation**

- Complete Graduation questionnaire
- All Phase Requirements satisfied
- Begin implementation of the discharge plan and any required ongoing treatment or follow up services.
- Minimum 12 Months in WCVSC
- Make Substantial Effort to pay \$1560 WCVSC fee

To be eligible for graduation, participants must continue to meet all of the requirements for moving from phase III to phase IIII, must be compliant with phase IIII requirements, have made substantial effort to pay the WCVSC fee of \$1560 over the course of their time in the four phases, have negative urine screens for nine months, and have completed the pre-Graduation questionnaire and discharge plan and reviewed the discharge plan. If a defendant is determined to be unable to pay fees, community service may be substituted. The WCVSC team will staff a participant to determine if he/she has met the requirements to advance from phase IIII to graduation. It is at this point that any legal agreements that have been previously made pending completion shall be reviewed and acted upon accordingly. The WCVSC holds approximately two graduation ceremonies a year.