



KING COUNTY SUPERIOR COURT
FAMILY TREATMENT COURT
POLICIES AND PROCEDURES

SEPTEMBER 2005

King County Superior Court *Family Treatment Court*

The Issues

- It is estimated that parental substance abuse is an issue for 70% of families involved in the dependency system in King County.
- It is estimated that in 75% of the cases where a child reenters the foster care system, the reentry is due to parental drug/alcohol abuse.
- Parents who are separated from their children due to substance abuse are more likely to have their children permanently removed because they do not achieve timely and sustainable sobriety. This situation is exacerbated by state law and federal regulations requiring time frames for establishing permanence for the child.
- Availability of resources impacts a parent's commitment toward family reunification, given that a parent may be more willing to enroll and participate in a treatment program at the time of the crisis than he/she would be weeks later, after there has been time to adjust to the situation.
- Semi-annual court reviews do not provide the level of oversight and accountability necessary for dependency cases complicated by parental substance abuse.
- By its nature, the adversarial system is not conducive to effective intervention in families impacted by parental substance abuse.

The Vision

To promote the health, safety and welfare of children in the dependency system by actively intervening to address the drug, alcohol and other ancillary service needs of families through and integrated, culturally competent, judicially managed collaboration that facilitates timely reunification or an alternative permanency plan.

Program Components

- Integrated Systems: Parental substance abuse treatment in combination with enhanced judicial oversight and accountability are integrated within the traditional dependency case processes established under Chapter 13.34 RCW.
- Intervene Early: Program eligibility determination, chemical dependency assessment and treatment program enrollment will be completed during shelter care when possible.
- Comprehensive Services: Available continuum of care includes detoxification, inpatient services, long-term treatment, recovery house, case management, intensive outpatient, outpatient, opiate substitution treatment and therapeutic child care.
- Increased Judicial Supervision: Initially, case review hearings occur every other week and become less frequent as the parent progresses through the program.
- A Holistic Approach to Strengthening Family Function: In addition to substance abuse treatment for the parents, parent and child-focused ancillary services will be accessible.
- Individualized Case Planning: Case planning for parents, children and the family will be based on comprehensive assessments of each.
- Ensuring Legal Rights, Advocacy and Confidentiality: All legal rights of parents and children are afforded pursuant to the dependency statutes under Chapter 13.34 RCW and records confidentiality laws pursuant to Chapter 13.50 RCW and related statutes.

- Regularly Scheduled Staffings/Court Reviews: Prior to a review hearing, the Family Treatment Court team (i.e., Judge, DCFS social worker, parent's attorney, AAG, CASA, treatment provider and FTC program manager) convene to review those cases appearing in court that day.
- Graduated Sanctions and Incentives: Incentives are awarded to encourage and recognize a parent's progress through the program. Conversely, a system of graduated sanctions is used when parents violate program rules.
- Measuring Program Outcomes: Program data will be collected for purposes of analyzing program efficiencies, outcomes and effectiveness.
- Program Sustainability: The program received a federal grant of \$450,000 to implement the program over two years. King County MHCADS and Washington State DSHS/DCFS Region 4 have also contributed to the start-up costs of the program. In addition, other jurisdictions have experienced an overall savings in the cost for foster care for program-involved children. Reinvesting all or part of these savings for program continuation may be an additional source of revenue.
- A Collaborative, Non-Adversarial, Cross-Trained Team: Over two years of program planning and development, including participation in the Federal Drug Court Planning Initiative program, have resulted in a cross-trained team focused on collaboration and non-adversarial approaches to resolving issues.
- Judicial Leadership: Judge Patricia Clark has committed time from her schedule as Chief Juvenile Judge not only to preside over the Family Treatment Court, but also to lead program planning, development and implementation and to bring together diverse representation in this collaborative, community involved initiative.

Program Facts

- The program started on July 26, 2004 and the first hearing for program acceptance occurring on August 13, 2004.
- The program is administered by KCSC/Juvenile Court Services and managed by Kelly Warner-King.
- When at capacity, 3 DCFS social workers will be dedicated to the program and carry caseloads of 15-17 children.
- One Assistant Attorney General (AAG) is assigned to the program.
- Parents' attorneys from SCRAP, TDA and NDA work with the program.
- A Dependency CASA assistant program manager supervises CASA volunteers assigned to FTC cases.
- King County MHCADS has contracted with Seattle Mental Health to provide chemical dependency assessment and treatment services for the program.
- Chemical dependency treatment consists of three phases, commencing with intensive treatment followed by general treatment and culminating in monthly treatment meetings.
- The program is comprised of three levels. All levels require consistent court appearances, progress with treatment and program plan goals, consistent and appropriate visits with

children and progress with the Individual Safety and Service Plan (ISSP). In addition, level advancement is predicated on consistent terms of “clean time”.

- Family Treatment Court case staffings and review hearings take place on Fridays in the Seattle Juvenile Court.
- Family Treatment Court continuing education/training is integrated with those trainings currently offered by King County Superior Court’s Unified Family Court program.

KING COUNTY SUPERIOR COURT
Family Treatment Court

Roles and Responsibilities of the Treatment Court Team

The following is excerpted from the King County Superior Court Family Treatment Court Implementation Grant proposal, February 27, 2004.

The treatment court team is comprised of the following representatives:

Superior Court Judge, offers project leadership, direction in program policy development and presides over FTC hearings and case staffings. The Judge also chairs all policy development and team meetings, and engages in community networking on behalf of the project.

DCFS Social Worker, works to establish permanency for the child, develops the ISSP for the child and family, arranges and coordinates services for the child and parents to aid in their compliance with the case plan, oversees the visitation schedule and monitors parents' compliance with the court order, and is the primary contact for parents.

Assistant Attorney General, represents the Department in the dependency proceeding. The AAG ensures compliance with the dependency statutes.

Parent's Attorney, represents and advocates for a parent in a dependency action, ensures that the rights of the parent are not abridged and provides counsel to the parent, assisting with case related decision making.

Child's Attorney, represents and advocates for a child in a dependency action, ensures that the rights of the child are not abridged and provides counsel to the child, assisting with case related decision making.

Court Appointed Special Advocate (CASA), represents the best interests of the child, conducts an independent investigation of the case, and provides reports to the court.

Treatment Provider, administers, oversees and provides the parent's treatment program, and coordinates treatment and mental health services for the family. The treatment provider assesses the parent's need for treatment, makes on-going treatment recommendations and keeps the court apprised of the parent's treatment status, including attendance issues.

Program Manager, oversees daily operations, manages all FTC cases by facilitating case coordination/communication, staffs all policy development and team meetings, is responsible for record keeping, statistical reporting, personnel issues, grant writing/management; serves as a full

member of the FTC decision making team; provides testimony regarding case status, compliance and recommendations on behalf of the decision making team; and works as the Family Treatment Court liaison to the community.

POLICY 1.0

PROGRAM ELIGIBILITY

UPDATED 2/14/05

Eligibility Consists of Two Phases

Eligibility for Family Treatment Court is based on two phases, program eligibility and clinical eligibility.

B. Certain Criteria Required For Program Eligibility

A parent participant must meet the following criteria for program eligibility:

- Parent participant must be 18 years of age or older.
- Parent participant must be a resident of King County, Washington.
- Parent participant must apply to FTC no later than six months from the date on which the dependency petition was filed.
- Parent participant must voluntarily agree to program participation.
- Parent participant must stipulate to a finding of dependency on his/her child/children or there must be an existing dependency finding on his/her children.
- Parent participant must sign the Consent for Release/Exchange of Confidential Information.
- Parent participant is not a violent offender (including no convictions involving felony assault or weapons).
- Parent participant is not a perpetrator of sexual abuse.
- Parent participant is not a perpetrator of felony child abuse.

C. Certain Criteria Required For Clinical Eligibility

A parent participant should meet the following criteria for clinical eligibility:

- Parent participant must have a chemical dependency diagnosis.
- Parent participant must be able to engage in treatment, i.e., no debilitating mental health disorders.
- Parent participant does not have a chronic or terminal medical condition requiring extensive medical treatment, such that it impairs her/his ability to meet treatment or court requirements.
- Parent participant demonstrates a willingness to engage in treatment.

POLICY 1.1

PROGRAM ELIGIBILITY – MENTAL HEALTH ISSUES

UPDATED: 7-18-05

In determining a parent's ability to engage in the Family Treatment Court, the FTC Team will consider a parent's mental health using the following parameters.

- Mental health information will be based on an individual's personal information as well as reports from collateral contacts – preferably a mental health provider.
- Applicants with either of the following will not be considered appropriate for FTC:
 - One or more Involuntary Treatment Admissions (ITA) for mental health issues within the last six months
 - More than three inpatient, acute psychiatric hospitalizations within the last year
 - Suicide attempt within the last six months.
- Applicants with either of the following will be carefully screened for their appropriateness for FTC:
 - A significant Axis I or Axis II mental illness diagnosis
 - More than three separate mental health diagnoses

TASK OUTLINE 1.0 A

SCREENING FOR APPROPRIATE FTC CASES

UPDATED: 12-23-04

Upon receipt of a new case/petition, the DCFS Court Unit person screening cases for possible FTC involvement:

1. Reviews the petition to determine if alcohol/drug abuse is identified as a reason for the dependency petition filing.
2. Reviews the case information to determine if alcohol/drug abuse is an identified issue or if behavior attributed to other reasons, i.e., mental illness, may in fact be drug/alcohol related.
3. Reviews the family's history with the department, e.g., "founded" or "inconclusive" referrals, prior filings/filings on other siblings, to determine if alcohol/drug abuse may be a contributing factor to the families involvement in the system.

TASK OUTLINE 1.0 B

DETERMINING FTC PROGRAM ELIGIBILITY

UPDATED: 12-23-04

Upon receipt of a *FTC Application/Referral* form, the FTC Program Manager:

1. Consults with the FTC parent attorney on the referral and the parent's suitability for the program.
2. Reviews the case with the CPS caseworker to determine if:
 - a. the parent has a history of mental health disorders which would make it difficult to engage in treatment; or
 - b. the parent has significant cognitive impairment which would make it difficult to engage in treatment.
3. On JIS/JABS, reviews the parent's court history to verify criminal history information listed on the Application/Referral form.
4. Meets with the parent and reviews the *Program Application/Referral* form and determines if the parent is eligible for program involvement.
5. If the parent meets the program eligibility criteria, administers a drug/alcohol assessment pre-screen.

If the pre-screen results indicate the possibility of chemical dependency, refers the parent for a full chemical dependency assessment.

TASK OUTLINE 1.0 C

SCHEDULING FULL DRUG/ALCOHOL ASSESSMENT

UPDATED 12-23-04

Upon determining that a parent meets the eligibility requirements for Family Treatment Court and, pursuant to a drug and alcohol assessment pre-screen, appears to have a substance abuse problem, the FTC Program Manger:

1. Telephones the Seattle Mental Health Access Department at 206.302.2300 and schedules a drug/alcohol assessment for the parent. The appointment for the assessment should take place within 72 hours of the referral for the assessment (excluding weekends and holidays).
 - a. If unable to connect via the Seattle Mental Health ACCESS Department, calls the Seattle Mental Health/Family Treatment Court Program Manager at 206.302.2606.
2. Provides the parent with oral and written information informing of the date, time and location of the assessment.

Advises the parent that the assigned Social Worker and the FTC Social Worker will be in contact with the person and assist with the parent's transportation arrangements.

TASK OUTLINE 1.0 D

SCHEDULING A NEW FTC CASE FOR CASE STAFFING

UPDATED: 12-23-04

Upon receipt of Drug/Alcohol Assessment results, indicating FTC program eligibility, the FTC Program Manager:

4. Determines the date for and schedules the case staffing. NOTE: Case staffing takes place the same day (and prior to) the Family Treatment Court Acceptance hearing. The Family Treatment Court case staffing also doubles as the statutory Shelter Care Case Conference per RCW 13.34.xxx
5. Sends e-mail notice of the Case Staffing to the FTC Judge, parent's attorney, FTC-AAG, FTC-Social Worker, Assigned Social Worker, Dependency CASA Program Manager, and the parent's treatment provider (if applicable).
3. Telephones the applicant to advice of the Case Staffing (if telephoning is an available alternative) and/or sends written notice of the Case Staffing to the applicant.

PROCEDURE 1.0

REFERRAL, SCREENING, PARENT ASSESSMENT AND PROGRAM ACCEPTANCE

UPDATED 12-14-05

Action By:	Action:
DCFS Court Unit	<ol style="list-style-type: none"> 1. Upon receipt of a dependency petition and prior to the 72 hour shelter care hearing, screens case information to determine if case might be appropriate for the Family Treatment Court program. (<i>See Task Outline 1.0 A - Screening Cases for FTC Referral.</i>) 2. Immediately upon conclusion of screening, if thought to be an appropriate FTC case e-mails the petition to: <ul style="list-style-type: none"> • the FTC parent attorney; • the FTC program manager; • the FTC AAG; • the FTC DCFS Social Worker, and • the FTC CASA Assistant Program Manager (APM).
FTC Parent's Attorney	<ol style="list-style-type: none"> 3. On the day of and prior to the Shelter Care hearing, meets with the parent to discuss the FTC alternative. 4. If parent requests FTC: <ol style="list-style-type: none"> b. With the parent, reviews the documents contained in the program application packet, consisting of: Information for Parents, Program Rules, Graduation Requirements, <i>Appendix 1.0 A - Program Application and Referral Form, Appendix 1.0 B – Consent for Release Exchange of Confidential Information</i> and <i>Appendix 1.0 D Treatment Agreement/Order</i> and completes the <i>FTC Program Application/Referral Form</i>. c. Based on information provided for the Application and Referral form, makes an initial determination if the parent will meet FTC eligibility and is a suitable candidate for the program. d. If determined that the parent likely will meet eligibility criteria and is a suitable candidate for the program, has the parent sign the <i>Consent for Release/Exchange of Confidential Information</i> and the <i>Treatment Agreement/Order</i>.

	<ul style="list-style-type: none">e. Attends the 72 hour shelter care hearing with the parent and advises the court of the parent's interest in FTC.f. Requests the matter be scheduled for both a 30 day shelter care review hearing and a shelter care case conference/FTC acceptance hearing.
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Action By:**Action:**

FTC Parent's Attorney (cont.)	<ul style="list-style-type: none"> i. If the 30-day review hearing is scheduled for a Wednesday, Thursday or Friday, the FTC acceptance hearing is the Friday of the week prior to the week of the 30-day shelter care review hearing. ii. If the case conference and 30-day review hearing are scheduled for a Monday or Tuesday, the FTC acceptance hearing is the Friday, two weeks prior to the week of the 30-Day Shelter Care Review <p>5. Forwards the referral form to the FTC program manager</p>
FTC Program Manager	<p>6. Upon receipt of the application/referral form, and while the parent is still present at Juvenile Court, screens the case to determine if it meets eligibility criteria. (<i>See Task Outline 1.0 B - Determining FTC Program Eligibility.</i>)</p> <p>7. Upon completion of screening, sends e-mail notification of program eligibility/ineligibility to:</p> <ul style="list-style-type: none"> a. the parent's attorney; b. the FTC AAG, requesting that the assigned AAG be notified; c. the FTC Social Worker, requesting that the assigned Social Worker be notified; and d. the FTC CASA APM, requesting that the CASA Intake APM be notified; e. the child's attorney (if assigned). <p>8. If ineligible sends e-mail notification to the DCFS Court Unit, requesting the FTC acceptance hearing be stricken.</p> <p>9. If eligible, schedules a full drug/alcohol assessment for the parent. (<i>See Task Outline 1.0 C - Scheduling a Full Drug/Alcohol Assessment.</i>)</p>
FTC Social Worker	<p>10. If a full drug/alcohol assessment is scheduled for the parent:</p> <ul style="list-style-type: none"> a. Contacts the parent to arrange for transportation to the assessment. b. Prior to and on the day of the assessment, works with the assigned Social Worker to ensure the parent makes the assessment appointment.
Person conducting Full Drug/Alcohol Assessment	<p>11. Conducts full drug/alcohol assessment.</p> <p>12. If full drug/alcohol assessment indicates the parent is in need of treatment refers the parent to a treatment program.</p> <p>13. Reports assessment results (and treatment program referral, if applicable) to the FTC program manager.</p>
FTC Program Manager	<p>14. Informs the FTC Social Worker, the Parent's attorney, the FTC AAG, the FTC CASA APM, and the Child's attorney of the results of the assessment, requesting this information be forwarded to the applicable staff from their respective agencies. If applicable, also informs of the parent's enrollment in a treatment program.</p>

Action By:	Action:
FTC Program Manager (cont.)	15. if, post-assessment, the parent remains eligible for the FTC, schedules the case for a FTC case staffing. (<i>See Task Outline 1.0 D - Scheduling a new FTC Case for Case Staffing.</i>) 16. if, post-assessment, the parent is not eligible for the FTC, notifies the DCFS Court Unit requesting that the FTC Acceptance Hearing be stricken. 17. At the case staffing, leads the discussion. 18. At the acceptance hearing, presents the case information.
Judge	19. Determines if the case should be accepted into the FTC program.
FTC Assistant Attorney General (AAG)	20. If the case is accepted into the program, prepares an order: <ul style="list-style-type: none"> a. establishing a dependency finding pursuant to the parent’s stipulation (if not previously established); g. adopting the Department’s ISSP (<i>See Appendix 1.0 C – DSHS Report to the Court.</i>); h. establishing conditions; i. striking the 30-Day Shelter Care Review hearing; j. if applicable, appointing a CASA; and k. scheduling the matter for a review hearing to occur within two weeks. 21. If case is not accepted into the program, either; <ul style="list-style-type: none"> a. Prepares an order establishing a dependency finding pursuant to the parent’s stipulation and schedules the matter for a disposition hearing within two weeks of the entry of the Fact-Finding order; or b. Continues the matter to the 30-day Shelter Care hearing.
Judge	22. Signs the prepared orders.

PROCEDURE 2.0
CASE STAFFING AND REVIEW HEARINGS

UPDATED: 12-23-04

Action By:	Action:
FTC Program Manager	<ol style="list-style-type: none"> 1. On the Thursday of the week prior to the week of the FTC session: <ol style="list-style-type: none"> a. Sends e-mail notification to the FTC team members (judge, parent and child attorneys, AAG, DCFS Social Worker, CASA, treatment provider) informing of those cases scheduled for the following week's FTC session. 1. Contacts the FTC participant parent to remind of the upcoming FTC session.
DCFS Social Worker	<ol style="list-style-type: none"> 2. On the Monday prior to that Friday's FTC session, if on-site visitation is planned: <ol style="list-style-type: none"> m. Contacts the FTC Program Manager to advise of the plan for on-site visitation n. If a supervised visit, also arranges for supervision.
FTC Team Members: Parent's Attorney, AAG, DCFS Social Worker, CASA, Child's Attorney, Treatment Provider	<ol style="list-style-type: none"> 5. On the Wednesday prior to the Friday Case Staffing/Review Hearing, <ol style="list-style-type: none"> a. E-mails to all FTC team members, except for the judge, reports for those cases being reviewed b. E-mails to the judge's bailiff, reports for the judge.
Treatment Provider	<ol style="list-style-type: none"> 6. On the Wednesday prior to the Friday Case Staffing/Review hearing, faxes to the FTC Program Manager a copy of the treatment report. 7. If Seattle Mental Health is also conducting the UAs for the case, includes with the fax copies of any reports of positive testing results, if available.
DCFS Social Worker	<ol style="list-style-type: none"> 8. If urinalysis is not being conducted by Seattle Mental Health, on the Wednesday prior to the Friday Case Staffing/Review Hearing, faxes copies of any reports of positive testing results to the FTC Program Manager, if available.
FTC Program Manager	<ol style="list-style-type: none"> 9. Upon receipt of the faxed treatment provider report and reports on positive UA results: <ol style="list-style-type: none"> a. Faxes the report to the FTC team members, except the judge. b. Faxes to the judge's bailiff, the report for the judge. 10. On Thursday, the day prior to the Friday Case Staffing, obtains a FTC calendar from the Court Clerk. 11. At the Friday Case Staffing presents each case for staffing and ensures all team members have an opportunity for input

FTC Team Members: Judge, Parent's Attorney, AAG, Social Worker, CASA, Child's Attorney, Treatment Provider, FTC Program Manager	<p>9. During the case staffing:</p> <ul style="list-style-type: none"> a. Discusses information contained in the case reports. b. Identifies/discusses/prioritizes issues impacting case progress. c. Based on family strengths and prioritized issues, identifies/discusses the family's resource needs for facilitating program compliance. d. Reviews current program classification level to determine if advancement is warranted. e. Identifies if an award or sanction is warranted and if so, what the award/sanction should be. f. Identifies when the next case staffing/review hearing should take place.
FTC Program Manager	10. Introduces the case in the court hearing.
FTC Team Member	11. In the event that new information is presented at the review hearing, may request a recess in order for the FTC team to reassess and potentially modify its recommendation.
Judge	<p>12. After listening to testimony from the FTC team members and the parent(s), determines what is to be entered into the review order. (See Appendix 2.0 A – Accomplishments and Rewards Chart and Appendix 2.0 B – Infractions and Sanctions Chart.)</p> <p>13. If warranted, also imposes a sanction or presents an award to the parent.</p>
FTC Assistant Attorney General (AAG)	14. Prepares the review order and schedules the matter for the next review hearing. (See Appendix 2.0 C – Treatment Court Review Order (Dependency).)
Judge	15. Signs the prepared order.

King County Superior Court
Family Treatment Court
**LEVELS, GOALS, EXPECTATIONS AND REQUIREMENTS FOR
 ADVANCEMENT**

Level	Goals	Expectations	Requirements
Level 1 6 – 12 weeks	<ul style="list-style-type: none"> • Drug and alcohol assessments. • Enrolled and participating in treatment. • Detoxification and abstinence. • Psychological assessment (as required). • Psychiatric evaluation (as required). • Assessment of parent’s strengths/needs. • Assessment/referral for other services as required. • Assessment of children’s strengths/needs. • Assess permanency needs (as necessary). • Initial plan to stabilize lifestyle, housing, and employment. 	<ul style="list-style-type: none"> • Every other week court appearance. • Attend treatment consistently. • Attend support meetings (AA, NA, etc.) • Negative UAs. • Compliance with Court order. • Progress with Individual Safety and Service Plan (ISSP) goals. • Visitation with children (consistency & appropriateness) • Cooperate with case manager. • Cooperate with UA specialist. 	<ul style="list-style-type: none"> • Consistent appearance. • Progress towards program goals. • Consistent child support. • Compliance with court order. • Six weeks clean. • Teamwork.
(If client does not complete Level 1 within six months, team will consider program termination.)			
Level 2 3 – 6 months	<ul style="list-style-type: none"> • Continued abstinence. • Development of recovery tools/relapse plan. • Development of education/vocational plans. • Progress towards stabilizing lifestyle, housing and employment. • Making progress in treatment. • Assessment of job readiness. • Improved parenting skills. • Improved interaction with children. • Continue/begin other services as recommended. • Assess reunification (if necessary). 	<ul style="list-style-type: none"> • Every other week to monthly Court appearances. • Attend treatment consistently • Attend support meetings (AA/NA etc.). • Negative UAs. • Compliance with Court order. • Progress with Individual Safety and Service Plan (ISSP) goals. • Visitation with children (consistency & appropriateness). • Cooperate with case manager. • Cooperate with UA specialist. 	<ul style="list-style-type: none"> • Consistent appearance. • Progress towards program goals. • Consistent child support. • Compliance with court order. • Teamwork. • No more UAs. • Eight weeks clean.
Level 3 6 – 9 months	<ul style="list-style-type: none"> • Continued abstinence and recovery. • Practicing recovery tools. • Relapse plan clearly defined/established. • Completion of aftercare plan with treatment/counselor. • Educational and vocational training or employment. • Housing secured • Stable parenting skills. • Children returned to the parent’s custody and living at home for at least 6 months. • No positive UAs. 	<ul style="list-style-type: none"> • Monthly to every six weeks Court appearances. • Attend treatment consistently • Attend support meetings (AA/NA etc.). • Secure/maintain sponsor. • Negative UAs. • Compliance with Court order. • Progress with service plan goals. • Increased unsupervised visitation with children. • Cooperate with case manager. 	<ul style="list-style-type: none"> • Consistent appearance. • Successful treatment goals. • Custody. • Housing appropriate. • Incorporated into community. • Graduated. • No positive UAs.

	<ul style="list-style-type: none">• Dismissal of the Dependency• Graduation	<ul style="list-style-type: none">• Cooperate with UA specialist	<ul style="list-style-type: none">• Six m time.
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King County Superior Court
Family Treatment Court

CASE STAFFINGS/REVIEW HEARINGS

FTC Team	<p>Judge Parent’s Attorney(s) Child’s Attorney(s) Assistant Attorney General DCFS Social Worker Court Appointed Special Advocate (CASA)/CASA Assistant Seattle Mental Health CD Case Manager FTC Program Manager</p>
FTC Team Responsibilities	<p>The team meets prior to the review hearing in order to review:</p> <ul style="list-style-type: none"> ▪ Client’s progress in treatment and other services ▪ Results of urinalysis ▪ Level of cooperation ▪ Welfare of children ▪ Visitation <p>The team then develops recommendations.</p>
Frequency of Hearings	<p>Level 1: Every other week Level 2: Every other week to monthly Level 3: Monthly to every 6 weeks</p>
Issues	<p>In the event new information is presented at the review hearing, any team member can request a recess in order for the FTC team to reassess and potentially modify its recommendation. Any change to the initial recommendation should be carefully considered in order to maintain team concept. The Judge is the final decision-maker.</p>

King County Superior Court
Family Treatment Court

TESTING SCHEDULE

In-patient testing: On suspicion or after weekend passes

Out-patient testing: As below

Level 1	UA frequency depends on drug of choice. Marijuana: every 2 – 3 weeks. Other: 2 - 3 times weekly. Dependent on cooperation and participation in treatment.
Level 2	UA frequency depends on drug of choice. UA frequency depends on results of previous tests. Marijuana: every 2 – 3 weeks. Other: 1 time weekly. Dependent on cooperation and participation in treatment.
Level 3	UA frequency 1 time every other week to 1 time every 4 to 6 weeks dependent suspicion, drug of choice, cooperation and participation in treatment/community aftercare.

RANDOMNESS OF TEST TIMING IS KEY—MUST NOT BE PREDICTABLE TO CLIENT.

ANY CLIENT WILL BE TESTED UPON SUSPICION

APPENDIX 2.0 A
ACCOMPLISHMENTS AND REWARDS CHART

UPDATED: 12-14-04

SUSTAINED SOBRIETY, PROGRAM COMPLIANCE	
Accomplishment	Rewards
30 Days Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 30-day sobriety certificate • Family activity voucher*
60 Days Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 60 day sobriety certificate • Family activity voucher*
90 Days Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 90 day sobriety certificate • Family activity voucher* • Express hearing
120 Days Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 120 day sobriety certificate • Family activity voucher* • Express hearing
180 Days (6 Months) Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 180 day sobriety certificate • Express hearing • Family activity voucher*
240 Days (8 Months) Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • 240 day sobriety certificate • Express hearing • Family activity voucher*
12 Months Clean and In Compliance	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • One year sobriety certificate • Family activity voucher* • Express hearing • Personal voucher** • Reduced court appearances • Reduced UAs

LEVEL COMPLETION	
Accomplishment	Rewards
Completion of Level 1	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • Advancement certificate • Family activity voucher* • Express hearing • Personal voucher** • Reduced court appearances • Reduced UAs
Completion of Level II	<ul style="list-style-type: none"> • In court acknowledgment by the Judge • Advancement certificate • Family activity voucher* • Express hearing • Personal voucher** • Reduced court appearances • Reduced UAs
Completion of Level III	<ul style="list-style-type: none"> • In Court Graduation Ceremony • Certificate of Completion • Family activity voucher* • Personal voucher**

***Family Activity Vouchers** may include:

Passes for:

- Seattle Children's Museum
- Pacific Science Center
- Wild Waves, Renton Water Park
- Skate King
- Woodland Park Zoo, Northwest Trek, Seattle Aquarium
- Mariners, Seahawks, Sounders, Sonics, Storm
- Bullwinkle Family Fun Center
- Seattle Center Fun Forest
- Seattle Children's Theater
- EMP/Science Fiction Museum
- Movie Theaters
- Harbor Cruise
- Bowling
- Paint-the-Town Ceramic

Meal certificates to:

- Chuck e Cheese, McDonalds, Burger King, Wendys

**** Personal Vouchers** may include:

- Big 5 Sporting Goods
- Barnes & Noble, Borders
- Warehouse Music, Silver Platters, Tower Records
- Target, Fred Meyer, Wal-Mart
- Safeway, QFC
- Bath and Body Works
- Kaybee Toys, Toys R Us, Babies R Us
- Old Navy
- YMCA/YWCA
- Office Depot, Office Max – *school supplies*
- Linen and Things, Bed, Bath & Beyond
- Starbucks, Tullys, SBC
- Home Depot, Lowes

APPENDIX 2.0 B
INFRACTIONS AND SANCTIONS CHART

UPDATED: 1-3-05

IMPORTANCE	INFRACTIONS	POSSIBLE SANCTIONS
SERIOUS	<ul style="list-style-type: none"> • Unexcused missed appointments at any mandated service • Dirty urine after 30 days but before 90 days • A combined total of more than three unexcused late appearances for the following activities: court, visitation, treatment program or other mandated service. 	<ul style="list-style-type: none"> • Writing assignment * • Increased treatment program intensity/change of modality • Increased court appearances • Increased urine testing • Mandatory support group attendance
MORE SERIOUS	<ul style="list-style-type: none"> • Non-cooperation with treatment program rules • Violation of a visitation order • Failure to cooperate with a referral for children • Failure to perform a sanction • Dirty urine after 90 days • Tampered or substituted urine sample 	<p>In addition to those sanctions identified for a serious infraction:</p> <ul style="list-style-type: none"> • Day in court watching dependency or termination proceedings (penalty box) • Increased treatment program intensity/change of modality, including inpatient detox • Day reporting • Level setback • Community service
MOST SERIOUS	<ul style="list-style-type: none"> • Unapproved leave from a residential program • Involuntary termination from a residential program • Involuntary termination from an outpatient program • Abscond with Child in Foster Care • Missed court appearances • Missed visitation with children • Serious violations of treatment program rules or refusal to continue treatment court participation. 	<p>In addition to those sanctions identified for Serious and More Serious infractions:</p> <ul style="list-style-type: none"> • Warrant and/or jail time (pursuant to motion for contempt) • Return of the child to foster care (if the safety of the child is at question) • Electronic monitoring/home detention

Effect of Infractions on Visitation: Decreases in visitation are not a regular part of the sanction scheme. In general, a single lapse or positive UA may not, in and of itself, result in a change in visitation. However, in cases where there is a prolonged relapse and other noncompliant behavior (such as missed program attendance, missed visits, etc.) the court may revise the visitation order if it is determined that such a change is in the best interest of the child/children involved.

Warrants: In an effort to re-engage clients in treatment, repeated failure to appear in court and at a treatment program, as well as repeated failure to respond to outreach efforts by the DCFS Social Worker and treatment program staff, may result in the issuance of a warrant compelling a client's appearance.

Contempt: The Judge may invoke the sanction of contempt for violation of any specific court order. The result may, in some extraordinary circumstances, be jail time for the respondent.

* **Writing Assignments** include but are not limited to:

- Good-bye letter to drug of choice
- Relapse prevention plan
- Autobiography
- Letter to children apologizing for missing a visitation
- Good-bye letter to children (as if parent's rights have been terminated)
- Essay on the impact of drugs on the family
- Maintaining a journal

POLICY

TEAM NOTIFICATION OF DIRTY/MISSED UA

CREATED: 4-1-05

Upon receipt of a dirty, missed or diluted UA result for an FTC client, the FTC Team member with the UA information will notify the client's FTC Team immediately via email. The email will be marked urgent.

Copies of a dirty or diluted UA report will be provided to FTC team members at the next scheduled court date.

All visitation scheduled within 48 hours of notification of a dirty, missed or diluted UA will be suspended.

Visitation will resume as soon as FTC social worker can arrange for supervised visitation. Visitation will remain supervised until the next scheduled court date.

The team will address visitation requirements at the next scheduled court date, unless the FTC team recommends an emergency hearing.

Within 48 hours of notification, the following will be provided via email to the client's FTC team:

- Treatment providers and/or SMH staff will recommend treatment options for addressing the UA
- FTC social worker will recommend appropriate visitation plan to insure safety of the child/ren.

POLICY

COMPLIANCE HEARINGS

Created: 2-10-05

In FTC cases where a parent has refused to comply or has inconsistently complied with chemical dependency treatment, visitation or other services ordered by the FTC, a Compliance Hearing will be held.

Compliance Hearings are to be scheduled 60 days from the parent's first incidence of non-compliance with the court order.

In a staffing prior to the Compliance Hearing, the FTC Team will consider the following indicators of a parent's compliance:

- Consistency of parent's attendance at treatment groups, meetings, and other services required by the parent's chemical dependency treatment plan.
- Parent's completion of court ordered UA tests, including the number of clean, dirty and missed UAs.
- The treatment provider's assessment of parent's commitment to working on her/his sobriety.
- Parent's actual participation in visitation and other services identified in the parent's FTC service plan.
- The effect of FTC sanctions already imposed on parent.

Taking into consideration the impact of its decision on the children, the FTC Team will recommend either:

- Termination from Family Treatment Court, or
- One month of FTC probation, during which the parent is expected to make considerable progress toward full compliance with the court order. If sufficient progress is not made within 30 days, the parent will be terminated from Family Treatment Court.

The final decision on a parent's compliance is subject to the discretion of the Judge.

POLICY 3.0

PROGRAM GRADUATION/TERMINATION

REVISED: 12-23-04

A. Program Graduation Dependent upon Successful Completion of Treatment and ISSP Requirements

A participant is eligible to graduate from the Family Treatment Court Program when the participant has successfully completed his/her drug/alcohol treatment program and is in compliance with the Individual Safety and Service Plan to the point where the dependency action on the child can be dismissed or the dependency continues only for the purposes of a dependency guardianship or other permanent placement.

D. Dismissal of Dependency/Termination of Parental Rights Results in Termination From Program

Regardless of the parent's status with the drug/alcohol treatment program, a parent's participation in the Family Treatment Court program terminates upon dismissal of the underlying dependency action for which the participant is involved in Family Treatment Court or upon termination of the parent's parental rights.

E. Lack of Progress May Result in Termination From Program

A participant's continual lack of progress in treatment and/or with compliance with the Individual Safety and Service Plan (ISSP), are grounds for termination from the Family Treatment Court program.

F. Termination From Program Dependent Upon Team Recommendation and at the Judge's Discretion

A participant's termination from the program is at the recommendation of the Treatment Court team, subject to the discretion of the court.

FTC EXTERNAL DOCUMENTS

KING COUNTY FAMILY TREATMENT COURT REFERRAL AND ACCEPTANCE PROCESS

Kelly Warner-King, Program Manager

King County Juvenile Court, Room 362

Ph. 206-205-9340 fax 206-205-9739

kelly.warner-king@metrokc.gov

WHAT IS FAMILY TREATMENT COURT?

The King County Family Treatment Court (FTC) provides an alternative to the regular dependency court process for families with substance abuse issues. The program entails frequent court appearances, judicial monitoring of parents' progress in treatment, support of a non-adversarial team, and individualized, strength-based services for the entire family.

WHO IS ELIGIBLE FOR FTC?

Cases that are within six months of the dependency filing date are eligible, although priority is given to cases in Shelter Care status.

Parental drug and/or alcohol use must be a major issue in the dependency case.

In order to be accepted into FTC, a parent must meet the following criteria:

- 18 years of age or older
- Resident of King County
- No violent or sexual criminal guilty findings (including weapons charges)
- Assessed by FTC as having a drug and/or alcohol addiction
- Able and willing to engage in treatment

HOW ARE PARENTS REFERRED TO FTC?

Parents can be referred by social workers, attorneys or service providers.

The referent fills out the FTC Referral Form and submits it to the FTC Program Manager. Forms may be emailed, faxed or delivered in-person.

Forms are available from the Court Liaison Office, the DCFS shared drive, or the FTC Program Manager's office.

WHAT IS THE INTAKE PROCESS?

- 1. FTC Intake Appointment** The parent schedules an hour-long intake appointment with the FTC Program Manager. At this appointment the parent is given an orientation to FTC, fills out an application and signs information release forms. The parent is also scheduled for a chemical dependency assessment. Following intake, FTC program staff gathers information from the assigned social worker and other providers to determine the parent's appropriateness for FTC.
- 2. Chemical Dependency Assessment** Parents must have a chemical dependency assessment with Seattle Mental Health (SMH). SMH determines clinical eligibility for FTC and assesses the parent's ability to engage in treatment and participate in the intensive court program. Assessment results are usually available within two days.
- 3. FTC Staffing** If a parent is found to be eligible for FTC, the case is scheduled for a FTC staffing. Social workers, attorneys and service providers are invited to present information at the staffing. The FTC team then decides if the parent will be accepted into the program. FTC staffings are scheduled on Friday mornings at the Juvenile Court in Seattle. Parents do not attend.
- 4. FTC Acceptance Hearing** If a parent is accepted by the FTC team, an Acceptance Hearing is scheduled for the following Friday. ***Agreed dependency orders must be signed by the parents prior to formal acceptance into Family Treatment Court.***
- 5. DCFS Case Transfers to FTC Social Workers** When one or more parents on a case are accepted to FTC, the entire case file is transferred to one of the FTC social workers. Assigned social workers should consult the "Region 4 Policy/Procedure for Case Transfers" for guidance on the transfer requirements for FTC cases. A checklist is available on the shared DCFS drive or from the FTC Program Manager.

WHERE AND WHEN ARE FTC STAFFINGS AND HEARINGS HELD?

FTC staffings and hearings occur in Court 7 of the Seattle Juvenile Court on Fridays. Staffing is scheduled from 8:00am to 10:30am and hearings from 10:30am to 12:00pm.

WHO ARE THE FTC SOCIAL WORKERS?

Michelle Beebe, Ina Carlton and Minu Ranna-Stewart are the DCFS social workers assigned to Family Treatment Court. Naomi Childs is their supervisor. Please contact them if you have questions about FTC social work issues.

Michelle Beebe – 425-649-4173
Ina Carlton – 425-649-4157

Minu Ranna-Stewart – 425-649-4165
Naomi Childs – 425-649-4151

King County Superior Court
Family Treatment Court

FAMILY TREATMENT COURT INFORMATION FOR PARENTS

Family Treatment Court is a new way to handle child dependency (abuse and neglect) cases when a main reason for the dependency is the parent's use of drugs and/or alcohol.

- Participation in the Family Treatment Court is voluntary. A parent can not be forced into the program.
- In order to be considered for the program, the parent must:
 1. Fill out an application form;
 2. Be willing to admit to the court that his/her child is dependent; and
 3. Sign a paper called a "Consent for Release/Exchange of Confidential Information." The consent allows the agency conducting the drug/alcohol assessment, to share assessment results with the Family Treatment Court Team. Also, if accepted into the program, the consent allows for the treatment provider to share with the Family Treatment Court Team, information about the parent's progress in treatment.
- Before a parent can join the program, the Family Treatment Court Program Manager checks the application form information to see if the parent is eligible for the program.
- If the Program Manager finds that the parent is eligible for the program, then the parent must have a drug/alcohol assessment to determine if the parent is suitable for treatment.
- If a parent is found suitable for treatment, the person doing the drug/alcohol assessment will refer the parent to a treatment program. Treatment can begin as soon as 3 days after the assessment.
- If found to be eligible for the program and suitable for treatment, the Family Treatment Court Judge will make the final decision to allow the parent into the program.
- The Family Treatment Court team (the judge, the parent's attorney, the state's attorney, the state Division of Children and Family Services (DCFS) Social Worker, the child's Court Appointed Special Advocate (CASA), a CASA Assistant Program Manager, the parent's treatment provider, and the Family Treatment Court Program Manager) work together, supporting the parent's efforts to become sober and reunite with his/her children, and providing support and services for the child/ren.

(over)

- Even as a member of the Family Treatment Court team, the parent's attorney still represents the parent and makes sure the parent's legal rights are protected.
- Once in the program, for the first several months, the parent will come to court every other week so the Family Treatment Court judge can review how the parent is doing in the program and the needs of the children.
- As the parent advances in program, court hearings will take place less often.
- To test for drug use, random (unscheduled) urinalysis (UAs) can take place from several times weekly to every few weeks.
- The Family Treatment Court uses incentives as rewards for a parent's successes as he/she moves through the program. Success can include: regular attendance at treatment, ongoing periods of being sober (clean UAs), and advancing to the next level of the program. Incentives range from in court recognition by the judge to vouchers for food/clothing and passes for family outings.
- The Family Treatment Court uses sanctions if a parent doesn't follow the court order. The kind of behavior resulting in a sanction can include: dirty UAs or not showing up for testing, failing to go to treatment, failing to come to court. Sanctions range from reprimands by the judge to writing assignments, community service and being sent to a lower level of the program.
- It is anticipated that for most parents, successful completion of the Family Treatment Court program will take one year at a minimum. Most parents are expected to complete the program in 18 months. Some parents will take longer than 18 months.
- Successful completion of the Family Treatment Court program is successful completion of drug/alcohol treatment AND successful completion of the other requirements of the court order, including following the Individual Safety and Service Plan (ISSP) developed for the child.
- A parent can be discharged from the program for continually violating the court order, not following the treatment plan and not following Family Treatment Court rules.
- The Family Treatment Court team knows that relapse is a part of recovery. Relapse alone is not a reason to end a parent's participation in the program.

King County Superior Court
Family Treatment Court

PROGRAM RULES

As a Family Treatment Court participant, you are required to abide by the following rules:

Do not use or possess any drugs or alcohol. Sobriety is the primary focus of this program. Maintaining a drug free lifestyle is very important in your recovery process. Carefully choose the people with whom you associate.

Attend all ordered treatment sessions. This includes individual and group counseling, educational sessions and sober-support meetings. If you are unable to attend a scheduled session, you **MUST** contact your treatment counselor **BEFORE** a session is missed.

Report to your DCFS Social Worker as directed. If you have any problems making an appointment, contact your DCFS Social Worker immediately. This is especially important for requested urinalysis.

Be on time. If you are late, you may not be allowed to attend your counseling session and will be considered non-compliant. Contact your treatment counselor if there is a possibility you may be late.

Maintain appropriate behavior. Violent or inappropriate behavior will not be tolerated and will be reported to Court. This may result in termination from the Family Treatment Court Program.

Attend all court hearings.

Dress appropriately for Court and treatment sessions. Clothing bearing drug or alcohol related themes or promoting or advertising alcohol or drug use or violence is considered inappropriate. Speak with your DCFS Social Worker if you need assistance with clothing.

Participate in Dependency Court Services.

Attend all visitations.

Honesty is essential to your recovery and to your success in the Family Treatment Court. This rule is intended to encourage and reward upfront honesty that supports sobriety and will be applied accordingly.

When in doubt about a rule, consult with your attorney and/or your DCFS Social Worker before making a mistake which could have serious consequences.

King County Superior Court
Family Treatment Court

GRADUATION REQUIREMENTS

It is anticipated that for most parents, successful completion of the Family Treatment Court program will take one year at a minimum. Most parents are expected to complete the program in 18 months. Participants must comply with the following in order to successfully complete the Family Treatment Court program:

- 6 months consecutive clean time.
- Successful discharge from a substance abuse treatment program.
- Consistent attendance at a sober support program or community based support program documented.
- Housing arranged: Transitional living and/or drug free home.
- Outstanding warrants resolved.
- Support system established.
- Relapse prevention program established.
- Life plan initiated (e.g., employment, education, vocational training).
- Children returned and living at home for six months or in permanent placements.
- Dependency court services completed.

Graduation can occur at various times throughout the year. It will be a time of recognition for you in choosing sobriety. As you complete the requirements, check each box. If a requirement does not apply to you, mark NA through the box.

YOUR PROJECTED GRADUATION DATE IS: _____ (18 months). HOWEVER, IF YOU COMPLETE THE PROGRAM IN 12 MONTHS, YOUR PROJECTED GRADUATION DATE IS: _____