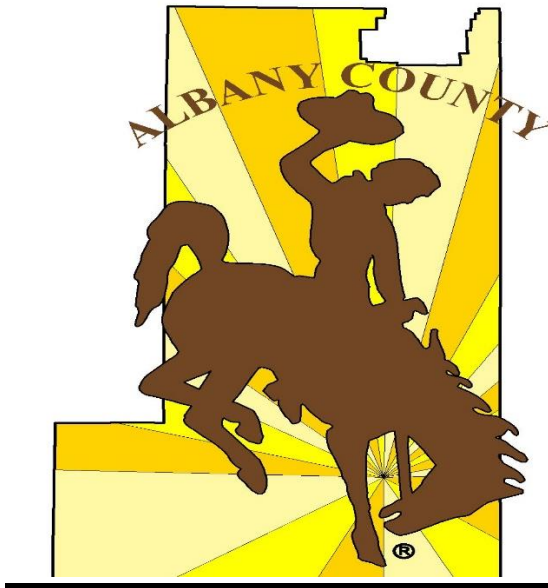


**ALBANY COUNTY**  
**Integrated Juvenile Treatment Program**  
**(IJTP)**



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**PARTICIPANT HANDBOOK**

## **Introduction**

The Integrated Juvenile Treatment Program (IJTP) targets high risk/need juveniles with substance abuse and mental health treatment needs. The IJTP is based on the Office of Juvenile and Justice Delinquency Prevention (OJJDP) Juvenile Drug Treatment Court Guidelines. The Program is for individuals struggling with substance use issues and/ or mental health needs.

## **Program Team**

Your program team may consist of the following;

- The Court Supervised Treatment Judge
- Program Director
- Parent (s)/Guardian (s), Family, or Support System
- Defense Attorney
- Deputy County Attorney
- Law Enforcement Representative (SRO)
- Department of Family Services (DFS)
- School Representative
- Treatment Team
- Case Manager
- Big Brothers Big Sisters Representative

## **Program Entrance Requirements**

- Must be a resident of Albany County.
- Must be at least 12 years old and under the age of 18 at the time the offense occurred.
- Be charged with a substance related offense or an offense where the juvenile demonstrates a *likelihood* of a substance use disorder as a factor in the commission of the offense, as well as prior known history of substance abuse.
- Must be diagnosed with a substance use disorder and/or mental health disorder per a full clinical assessment including an Addiction Severity Index (ASI).

## **Program Requirements**

- \$60 flat program fee.
- Court attendance as assigned by the IJTP team.
- Both the participant and their Parent(s)/Guardian(s), Family or Support System must be present at each meeting, when participant is under the age of 18, unless pre-arranged.
  - Missing *any* meeting will constitute a violation of IJTP rules unless absence is approved.
  - Parent(s)/Guardian(s), Family or Support System are required to attend parenting and or family counseling.
- Cooperation with all team members.
- Submit to frequent substance testing.
- Attend school full time or work full time.
- Comply with all other court orders, program requirements and rules not listed above.

## **Completion of the Program**

- Once a participant has successfully completed all phases of the program as outlined below, including completing a graduation plan detailing post treatment plans, the participant will receive a certificate showing successful completion of the program.

## **Termination of the Program**

- A juvenile may *only* be terminated from the IJTP after the IJTP multidisciplinary team (MDT) members have carefully deliberated and determined the program is *not* effective or appropriate for the juvenile.
- The IJTP Judge is the only IJTP team member with the authority to terminate a participant from the program.
  - If termination occurs, the participant will return to Juvenile Court to address the underlying charges.

## Program Compliance

- Positive progress can result in individualized incentives.
  - **Incentives** may include but are **not** limited to: verbal praise from the Judge, recognition in court, extended privileges, special requests, gift cards, and other identified incentives unique to individual participants.
  
- Interventions may be imposed if the IJTP team finds that the participant is not experiencing success with the individualized case plan.
  - **Interventions** may include but are **not** limited to probation searches (with reason), increased court appearances, community service, re-imposition of a schedule, electronic monitoring, increased drug testing, additional fees, jail and termination from the program.

## Court Dress Code

- All attendees must be dressed appropriately for court.
- Appropriate dress examples include nice shirt, pants or skirt in good repair, and nice shoes.
  - Hats, clothing with holes, pajamas, sweatshirts, sweatpants, tank tops and flip flops are **not** appropriate clothing for court.

## Participant Special Requests

Any time an IJTP participant desires to deviate from the general IJTP program requirements and/ or individualized case plan, the participant must submit a special request form.

**Special requests are due by Monday at 5 pm to your case manager, either electronically or in person.**

- Must be cleared through Department of Family Services (DFS).
- No one can leave the county without an approved special request.
- No one can leave the state without an out of state travel approval through DFS.

## **Phases**

There are five phases to this program. In order to successfully graduate from IJTP, each participant must successfully complete each phase in addition to the general program requirements outlined above.

### **Promotion to Phase**

- Phasing will be determined by your compliance in treatment, supervision, school, and other duties.
- You must go two weeks without any interventions or violations.

### **Introduction Phase**

- Pay \$60 program fee.
- 1 week.
- Parent(s)/Guardian(s), Family or Support System and participant meet with program coordinator.
- All intake paper reviewed and signed.
  - Parent(s) or Guardian(s) must be present if participant is under the age of 18.
- Meet with and start treatment.
- Probation/Supervision sign-up.

## Phase 1

### **Minimums required to move to next phase**

- *14 days sobriety minimum*
- *4 weeks spent in Phase 1 before consideration of advancing to next phase*

### **Basics**

- Curfew 8:00 pm – 6:00 am
- Meet with case manager 1 time a week
- Mandatory day planner

### **Probation**

- Weekly schedules
- Minimum 4 face-to-face visits a month (office, school or community)
- Random home visits
- Approved Visitors

### **Drug Testing**

- Random and frequent substance testing
- Must check in daily and report for UA on time

### **Treatment**

- 6 hr /week- IOP

### **Parent/ Guardian Expectations**

- Attend: Parenting group, individual and family therapy as scheduled

### **School Expectations**

- No tardies or absences without permission of DFS
- Obey school rules and regulations
- Maintain grades commensurate with their abilities

### **Court Attendance**



- Weekly

## **Phase 2**

### **Minimums required to move to next phase**

- *30 days sobriety minimum before phasing*
- *4 weeks spent in Phase 2 before consideration of advancing to next phase*

### **Basics**

- Curfew 9:00 pm – 6:00 am
- Meet with case manager 2 times a month
- Mandatory day planner

### **Probation**

- Weekly schedules
- Minimum 3 face-to-face visits a month (office, school or community)
- Random home visits
- Approved Visitors

### **Drug Testing**

- Random and frequent substance testing
- Must check in daily and report for UA on time

### **Treatment**

- 6 hr /week- IOP

### **Parent/ Guardian Expectations**

- Attend: Individual and family therapy as scheduled

### **School Expectations**

- No tardies or absences without permission of DFS
- Obey school rules and regulations
- Maintain grades commensurate with their abilities

### **Court Attendance**

- Weekly

## **Phase 3**

### **Minimums required to move to next phase**

- *60-day minimum sobriety before phasing*
- *4-12 weeks before consideration of advancing to next phase*

### **Basics**

- Curfew 9:00 pm – 6:00 am (weekdays)
- 10:00 pm – 6:00 am (weekends)
- Meet with case manager 1 time a month
- Mandatory day planner

### **Probation**

- Minimum 2 face-to-face visits a month (office, school or community)
- Random home visits

### **Drug Testing**

- Random and frequent substance testing
- Must check in daily and report for UA on time

### **Treatment**

- Individualized treatment

### **Parent/ Guardian Expectations**

- Individualized treatment

### **School Expectations**

- No tardies or absences without permission of DFS
- Obey school rules and regulations
- Maintain grades commensurate with their abilities

### **Court Attendance**

- Every other week

## **Phase 4**

### **Minimums required to move to next phase**

- *90 days sobriety before phasing*
- *4 weeks minimum before consideration of advancing to final phase*

### **Basics**

- Curfew 9:30 pm – 6:00 am (weekdays)
- 10:30 pm – 6:00 am (weekends)

### **Probation**

- Minimum 1 face-to-face visit a month (office, school or community)
- Random home visits

### **Drug Testing**

- Random and frequent substance testing
- Must check in daily and report for UA on time

### **Treatment**

- Individualized treatment

### **Parent/ Guardian Expectations**

- Individualized treatment

### **School Expectations**

- No tardies or absences without permission of DFS
- Obey school rules and regulations
- Maintain grades commensurate with their abilities

### **Court Attendance**

- Once a month

## **Phase 5**

### **Minimums required to graduate**

- *120-day minimum sobriety immediately before commencement*
- *4 weeks before being considered for commencement*

### **Basics**

- Curfew 10:00 pm – 6:00 am (weekdays)
- 11:00 pm - 6:00 am (weekends)

### **Probation**

- Minimum 1 face-to-face visit a month (office, school or community)
- Random home visits

### **Drug Testing**

- Random and frequent substance testing

### **Treatment**

- Individualized treatment (relapse prevention)

### **Parent/ Guardian Expectations**

- Individualized treatment

### **School Expectations**

- No tardies or absences without permission of DFS
- Obey school rules and regulations
- Maintain grades commensurate with their abilities

### **Court Attendance**

- Once a month