



Jackson County Treatment Courts

STEPS TO APPLY FOR ENTRY

1) Attend a Treatment Court Orientation

- ❖ First and third Thursday of every month
- ❖ 10:00 a.m until approximately 11:00 am
- ❖ Jury Assembly Room, Second Floor, Jackson County Justice Building, 100 S Oakdale, Medford OR 97504

2) Complete Paperwork

Treatment Court Program Paperwork (Must be completed prior to scheduling court hearing. If you are uncertain about this call the CFC office to verify compliance prior to proceeding)

- ❖ Complete Sign-in sheet (done during orientation)
- ❖ Complete Treatment Court Application and Release of Information.
- ❖ Have your Treatment Court Orientation Checklist initialed and dated by staff

Legal Paperwork Adult Criminal Cases

- ❖ Plea Petition
- ❖ District Attorney prepared Disposition/Judgment Paperwork
- ❖ ADC/CFC Petition (ADC/CFC Petition to be signed and accepted only by the assigned Treatment Court Judge)

Legal Paperwork Dependency/Delinquency Cases

- ❖ CFC Petition
- ❖ Order of Acceptance (Signed and accepted only by the assigned treatment court judge)
- ❖ Third Party Petitions when appropriate (Signed and accepted only by the assigned treatment court judge)

3) View Treatment Court Session

- ❖ Applicants must view a treatment court session prior to being accepted into the program. They can view either Community Family Court (CFC) or Adult Drug Court (ADC)
- ❖ CFC Session are held most Tuesday afternoons from 1:00PM until 5:30 PM in Court room 101 of the Juvenile Justice Building
- ❖ ADC Sessions are held on Thursday afternoons from 2:00 until 5:00 in Court Room 202 of the Justice Building
- ❖ A treatment court team member must initial and date the applicant's Treatment Court Orientation Checklist verifying his/her completion of the "viewing" requirement

4) Schedule Criminal Plea (If entering on adult criminal case)

- ❖ Contact the court at (541) 776-7171 ext 233. to schedule plea prior to the expiration of District Attorney program offer
- ❖ Appear as directed to enter plea and/or be sentenced, attend the next treatment court session as assigned by the treatment court program coordinators

5) Questions?

- ❖ Adult Drug Court Coordinator at (541) 776-7171 ext 232
- ❖ Community Family Court Coordinator at (541) 776-7171 ext 236

Applicants wishing to enter the program who have not completed these steps will not be signed in by the court and may jeopardize continued consideration of their application.