

The background of the entire page is a stylized, wavy American flag. The stars are white on a blue field, and the stripes are red and white, all with a slight gradient and wavy motion.

Klamath County Veterans Treatment Court

Participant Handbook

**Klamath County Circuit Court
316 Main Street
Klamath Falls, OR 97601
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INTRODUCTION

Welcome to the Klamath County Veterans Treatment Court Program. This Handbook is designed to provide you with the information you need to be successful in the program. It will serve as a valuable resource during your involvement with the program. Please review all the information *carefully*.

The Veterans Treatment Court program is a voluntary individualized program that is centered on you. As a participant in the Veterans Treatment Court, you are expected to comply with the following:

1. Any instructions given to you by the Judicial Officer in Court.
2. The Terms and Conditions of your supervision as imposed.
3. The Veterans Treatment Court Agreement signed at your sentencing hearing.
4. The rules outlined in this handbook.
5. Submit drug tests as directed.
6. Take all medications as prescribed.
7. The individualized case plan developed by your Treatment Team and Probation Officer.

The primary purpose of the Veterans Treatment Court is to provide treatment in a graduated phase program designed to help veterans in the court system by treating substance use and mental health concerns. You will meet other veterans who understand what you have been through, and you will learn better ways of coping and adjusting to life after service.

Again, welcome to Veterans Treatment Court, we wish you every success in your program.

~The Klamath County Treatment Court Team

WHAT IS VETERANS' TREATMENT COURT?

The Veterans Treatment Court Team is here to support you. We will provide you with tools that will help you make the necessary changes to be active in wellness and recovery. We will connect you with resources to help you along your journey. You will move forward, one minute, one hour, and one day at a time.

You will face many challenges in the coming months. The journey you are beginning has the potential to change your life. Your commitment to wellness and recovery will help you succeed in accomplishing your dreams. You are not alone in this journey.

The Veterans Treatment Court will provide you with the following tools that will be used to help you be successful. As you progress through treatment, you will become more familiar with these tools and how to use them to your advantage as you move toward your goal.

- Support
- Accountability
- Assignments
- Substance Monitoring, Anger & Medication Management
- Meetings with your treatment providers
- Pro-social activities and/or support groups
- Incentives and Sanctions

Placing value in these things will assist in providing a path through mental illness and addiction:

ACHIEVEMENT – accomplishing constructive and socially valued goals, healthy activities that support your wellbeing, being involved in your community, pursuing your education, succeeding at work, or providing for your family.

CONSCIOUSNESS – being alert, awake, and aware of your surroundings; using your mind to make sense out of your life and experience.

ACTIVITY – being energetic in daily life and engaged in the world around you.

HEALTH – eating well, exercising, getting health care, and choosing an overall healthy lifestyle.

RESPONSIBILITY – fulfilling your commitments, as well as your obligations to the court.

SELF-RESPECT – caring for and about yourself and, by extension, all those around you.

COMMUNITY – being involved in the communities of which you are part (your town, school, work organization, religious group, neighborhood, political party) and contributing to the welfare of these groups – and the larger world.

WHO IS ON THE VETERAN'S TREATMENT COURT TEAM?

Team Members:

- Circuit Court Judge
- Deputy District Attorney
- Defense Attorneys
- Veterans Treatment Court Coordinator
- Community Corrections (PO)
- Veteran Justice Outreach Specialist (VJO)
- Veterans Treatment Court Peer/Mentor Coordinator
- Treatment clinicians

The Judge: The Judge is the formal leader of the Veterans Treatment Court and makes all final decisions about your participation and progress in the program. These decisions will be based on information provided by other team members in regularly held staffing that precede all court appearances.

District Attorney: The prosecutor represents the People of Klamath County.

Defense Attorneys: The defense attorneys represent a defense-oriented perspective of suitability and continued participation of individuals in the Veterans Treatment Court.

Veteran Treatment Court Program Coordinator: The coordinator acts as the main contact person for the program, and works closely with the Judge, probation officer, and treatment providers in overseeing the program's day-to-day operations.

Probation Officer: Your probation officer oversees your compliance and progress in Veterans Treatment Court

Veteran Justice Outreach Specialist: Your VJO provides direct services to justice-involved Veterans and works with the courts to get eligible veterans connected to needed VA healthcare- this includes substance use treatment and mental health treatment. VJO can also assist in providing referrals to other VA resources such as housing and primary care. The VJO provides the court needed updates on treatment attendance and progress. VJO will also report your urinalyses results when in substance use treatment.

Treatment Providers: You will decide which provider to enroll with for addiction treatment and mental health services. The counselor provides the court with updates on attendance and progress.

Veterans Treatment Court Peer/Mentor Coordinator: The coordinator acts as the main contact person for the peer/mentors in the program and works closely with the court coordinator to help recruit and train mentors to work with the participants.

WHAT SERVICES WILL I RECEIVE?

Assessments

You will participate in a set of assessments. The first assessment will occur upon your acceptance into Veterans Treatment Court. It will be used to help create your Individualized Treatment Plan. You will petition the court when you and the treatment provider feel that you have mastered the criteria to move forward. There are phases that you must complete before graduation finalizing your progress.

Individualized Case Plan

Your first assessment, your probation case plan, and your treatment plan will be combined to create an Individual Case Plan. Your Individual Treatment Plan will set *attainable*, short-term goals with clearly defined action steps. Services may include:

- Drug and Alcohol Treatment (residential or out-patient)
- Random drug/alcohol testing
- Mental Health Services
- Medical Intervention
- Medication Management
- Contact with your Probation Officer (weekly, bi-monthly, or as directed)
- Intensive Court Supervision (weekly, bi-monthly, or monthly)
- Peer/Mentor with shared life experiences.

Confidentiality

The Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), 45 C.F.R. Parts 160 & 164 **require that your identity and privacy be protected**. In response to these regulations, Veterans Treatment Court has developed policies and procedures to guard your privacy. You will be asked to sign a Release of Information for the sole purpose of hearings and reports concerning your specific Veterans Treatment Court case.

WHAT ARE THE EXPECTATIONS?

As a participant, you will be required to abide by the rules outlined in the participant contract, including, but not limited to, the following:

- Attend all court hearings as ordered by the Judge, your PO, or Coordinator.
- Attend all treatment sessions as required by your Individual provider. Attending also means arriving to appointments on time.
- Personal needs must be scheduled around Veterans Treatment Court requirements, which include but are not limited to Court hearings, treatment, probation appointments and drug testing.
- You must abstain from the use of all mind-altering substances, illegal drugs, and alcohol.
- You may not possess any mind-altering substances, illegal drugs, alcohol, or any paraphernalia.
- You must submit to random alcohol and drug testing.
- You may not possess any weapons while in the Veterans Treatment Court program to comply with general conditions of supervision.
- Keep the PO and court coordinator informed of your current address, phone number and email address at all times.
- You must dress appropriately for Court hearings and treatment sessions. You must use appropriate and respectful language when speaking to any team member, treatment provider or group leader.
- If you fail to comply with any of the phase requirements, you may be regressed back to an earlier phase.
- Abide by all other rules and regulations imposed by the Veterans Treatment Court.

DRUG SCREENS

Since achieving and maintaining sobriety is one of the main goals of the Veterans Treatment Court program, you will be tested randomly throughout the entire Veterans Treatment Court program. The main method of drug testing is urinalysis. At times, you may also be required to submit to other recognized mechanisms used to support your sobriety may include saliva samples or other testing procedures approved by the court. Results and/or monitoring techniques will be documented and made available to the court. Positive screens can be grounds for legal sanctions given by the Judge.

REMEMBER:

- Testing will be done on a random basis.
- You will be observed to ensure freedom from errors.
- Missed, dilute, altered or refused screens will be considered positive and subject to sanction.
- Any detectable level of alcohol, drug or mind-altering substance is considered a positive test.
- If you know that you are going to provide a positive test, please reach out to a team member and report your relapse. Being honest with the team about your drug, alcohol, or other substance use before testing positive, will be addressed therapeutically.
- You are ultimately responsible for ensuring the UA screens you provide are valid. You should be aware that prescription drugs, over-the-counter medications, herbal remedies, and dietary or energy supplements can affect your test results. As such, you must have prior approval to use anything that may affect your sample.
- All mind-altering substances are prohibited in Veterans Treatment Court; this includes alcohol and legal substances used for that purpose. You are responsible for what enters your body.

TRAVEL

- Speak personally with your attorney and PO before you travel. In some instances, it is necessary to get permission from the Court to be dismissed from Veterans Treatment Court services.
- If you are permitted to leave the state, you need to obtain a trip permit from your PO or the Court.
- If you have an approved travel pass, you will test before you leave and upon your return. Trips longer than 7 days, you may be required to locate a collection site at your travel destination and pay for the test at your own expense.
- Remember, permission to travel is based upon your compliance with the program.

WHAT ARE THE PHASES?

Veterans Treatment Court is made up of three phases and graduation. Each treatment phase has its own treatment goals and skill sets that you will be responsible to achieve. Your progress through each phase is based on behavior, participation and the recommendations of the treatment team.

When you enter Veterans Treatment Court, you will start on **Evaluation/ Phase One**. When you have achieved the goals of one phase and have maintained sobriety and compliance for the time periods required, you can apply to the Court to advance to the next phase. Applications are located in the forms section of this handbook or can be obtained from the court coordinator.

Evaluation/Phase One:

Evaluation/Phase One emphasizes your orientation and engagement in the activities prescribed by your Individual Case Plan. You are expected to attend and engage in all scheduled treatment appointments. You will appear in court 2 times per month and meet with your PO as directed. You will submit to random, observed urinalysis tests. Additionally, you will meet with the Veterans Service Officer to review present benefits and apply for other benefits for which you may be eligible. You will be introduced to your peer/mentor, if available, during this phase.

You will be required to:

- Attend all scheduled Court appearances (minimum 2 times a month)
- Work with your treatment providers and the court coordinator to complete your Individual Case Plan
- Meet with your PO as scheduled, follow all conditions as recommended.
- Attend drug and alcohol treatment as scheduled.
- Attend mental health services as scheduled.
- Contact your peer/mentor (if available) twice weekly.
- Submit to drug screens as directed.
- Set up payment plan with the court to begin paying your fines.

To promote to **Phase 2**, you will have completed the following (check off when completed):

Complete Veterans Treatment Court entry packet to include releases of information (if not completed), demographic information, participant handbook, resource review, VA Questionnaire, and Individual Case Plan.

Bi-Weekly Court Attendance

- Meet with your PO as scheduled, follow all conditions and recommendations.
- Attend all treatment, groups and meetings as recommended by the Veterans Treatment Court team.
- You must submit to drug screens if requested/test as required.
- You must be following all Veterans Treatment Court expectations the week that you are requesting to advance.

Phase 2: ACTION

Duration: Upon substantially completing prescribed treatment activities, you may move to Phase 3.

Phase 2 continues the activity expectations of Evaluation/Phase 1 with the expectation of positive treatment progress. You are expected to abstain from the use of alcohol and non-prescribed controlled substances as evidenced by negative toxicology screens. You are encouraged to use veteran peer/mentor support (if available) when needed and will continue work on benefits if appropriate.

You will be required to:

- Attend all scheduled Court appearances (2 times per month)
- Meet with your PO as scheduled, follow all conditions and recommendations.
- Attend drug and alcohol treatment as scheduled.
- Attend mental health services as scheduled.
- Gain/maintain appropriate housing if needed.
- The team can assist you with locating employment resources and referrals for higher education if needed.
- Explore prosocial activities.
- Contact your peer/mentor (if available) weekly.
- Submit to drug screens as directed.
- Make consistent payments on your court fines.
- *Stable, positive progress that you achieve in this phase will **decrease your court appearances**.*

To advance to **Phase 3**, you will have completed the following (check off when completed):

- Complete **Phase 2** goals outlined in Individual Case Plan.
- Meet with your PO as scheduled, follow all conditions and recommendations.
- Attend all scheduled Court appearances.

- Increasing Commitment to Treatment
- Develop and maintain a plan for financial stability (if applicable).
- Submit to random drug screens.
- Attend all treatment, groups and meetings as recommended by the Veterans Treatment Court team.
- Active in peer support group or pro-social activity/community support meetings.
- Begin to translate skills learned in treatment into everyday behavior.
- You must be following all Veterans Treatment Court expectations the week that you are requesting to advance.

Phase 3: SKILL DEVELOPMENT AND MAINTENANCE

Duration: Upon the court receiving consistent, positive treatment progress reports, you may move to next phase.

In this phase, you will continue to demonstrate positive treatment progress. Additionally, you are expected to devote attention to needed life skills and social supports such as education, employment, and housing. The stable, positive progress you achieve in this phase can begin to decrease your court expectations as you progress.

You will be required to:

- Attend all scheduled Court appearances (your progress will decide number of appearances)
- Meet with PO as scheduled, follow all conditions and recommendations.
- Attend drug and alcohol treatment as scheduled.
- Attend mental health services as scheduled.
- Contact with your peer/mentor, (if available) as directed.
- Submit to drug screens as directed.
- Make consistent payments on court fines.
- Active in peer support group or pro-social activity

To advance to **Phase 4-5** you will have completed the following (check off when completed):

- Complete Phase 3 goals outlined in Individual Case Plan
- Meet with your PO as scheduled, follow all conditions and recommendations.

- Graduate treatment-with Clinical Stability and/or Sobriety.
- Active in peer support group/pro-social activity per plan.
- Pay court assessed fines.

Phase 4-5: MAINTENANCE AND AFTERCARE

Duration: Dependent on your individual progress and approval of Veterans Treatment Court.

You will be expected to remain clean and sober as verified by negative toxicology tests. You will also achieve your life skill and social support goals. Stability and maintenance of wellness are expected of participants in this phase. Court reporting is reduced to once a month. To complete this phase, the participant will have resolved all acute health and social problems. Chronic problems will be satisfactorily stabilized. You will demonstrate the ability to successfully self-manage your life. Completion of these phases is marked by a court graduation ceremony.

You will be required to:

- Attend all scheduled Court appearances (minimum once per month).
- Meet with PO as directed, follow all conditions.
- Submit to drug screens as directed.
- Pay off court fines.

To be eligible for graduation, the following criteria must be met:

- Complete goals from your Individual Case Plan
- Have an approved Relapse Prevention and Coping Plan
- Can identify to the Team your plan for coping and other relapse prevention skills as outlined in plan.
- Outstanding warrants resolved.
- All members of Veterans Treatment Court must agree that participant has fulfilled all requirements of the Individual Case Plan.
- All restitution, fines and fees must be paid in full or as approved by the court.
- Prepare a verbal statement to be given at the graduation ceremony.

WHEN DO I APPEAR IN COURT?






As a participant of Veterans Treatment Court, you are initially required to appear in court one to three times per month. Your appearances will decrease as you advance in the system. Court is held at **11:30 AM, on the second and fourth Tuesday of each month**. You will be given the exact date and time that you must report by the judge. Your progress with dictate how often you will appear in court. If you are unsure of date time, contact your attorney or Court.

What Happens Before Court?








The Veterans Treatment Court team will meet prior to your court appearance to discuss/staff your progress and compliance with program expectations. The team determines if you are complying, determines if you may benefit from other therapeutic interventions, or if you have a violation that will be addressed in court.

INCENTIVES AND SANCTIONS

Incentives used by the Court may include:

-  Recognition from the Court, such as applause or standing ovations.
-  Promotion to the next phase
-  Reduced supervision (court hearings, PO meetings, etc.)
-  Excused from court early
-  Community Service Credit

Sanctions used by the Court may include:

-  Community service
-  Increased or daily PO reporting
-  Writing assignment
-  GPS
-  House arrest
-  Increased substance testing
-  Time in custody

You may be detained in custody for the following violations:

- 👉 Failure to appear for Veterans Treatment Court
- 👉 New criminal charges

WHAT CAN I BE SANCTIONED FOR?

- Lying to the Court.
- No call/no show to Court.
- No call/no show to drug and alcohol treatment, mental health appointment, meeting with PO or any other service provider. Arriving more than 15 minutes late for any scheduled appointment without contacting the service provider to request approval will be considered a no show.
- Failure to complete court assignments and/or sanctions.
- Lying to any member of the Veterans Treatment Court team.
- Disrespectful reactions to the court or team.
- Failure to engage in recommended treatment within 14 days of treatment becoming available.
- Failure to return a telephone call from any Veterans Treatment Court team member within a reason-able timeframe.
- Failure to comply with the terms of parole/probation.
- Failure to comply with the terms/conditions of any service provider.
- Violation of a No Contact Order.
- Associating with criminals and/or known/active drug users.
- Possession of a firearm or weapon.
- Use of controlled substances, alcohol, cold medications containing alcohol, or medications outside of those prescribed and monitored by a physician.
- Missed, late, dilute, or positive UAs.
-

HOW DO I PREPARE FOR COURT APPEARANCES?

Wear **appropriate and clean clothing** to all court appearances. Do not wear shorts, tank tops short skirts, baggy pants, or clothing with gang or drug related references or violence.

BE PREPARED to tell the judge what you did from your last court appearance and answer any questions the judge may have.

Complete any sanctions, tasks or assignments from your previous court hearing. Be prepared to report to the Judge the status of previous assignments.

WHAT HAPPENS DURING COURT?

The Judge will call your case and you and your attorney will come forward.

- You will report the number of clean days you have.
- Tell the judge what you have done from the last court appearance to the current one and answer any questions the judge may ask.
- You will report on the status of previous assignments or sanctions.
- You may be informed of appointment times for service providers.
- You will be informed of the Judge's decision to allow or deny your phase movement.
- You may receive an incentive or sanction based on your status for the week.

APPROPRIATE COURT BEHAVIOR

- Do not talk while in court unless you are asked to talk by the Judge.
- Be respectful of other Veterans Treatment Court participants when they are interacting with the Judge. Do not react to their report in a negative manner.
- Stand when the Judge enters the room and when you are reporting to the Judge.
- Be honest - If you are not honest with the Judge, you will be sanctioned.

SELF REPORTING

Self-reporting is a critical element of Veterans Treatment Court. You will have the opportunity to discuss problems, concerns, challenges, setbacks, and poor decisions with your PO, the court coordinator, treatment counselor or team member.

BEFORE you appear in court, and **BEFORE** you take a UA, you must self-report any drug/alcohol use or violation of Veterans Treatment Court expectations. A self-report of drug/alcohol use **BEFORE** being asked to take a UA may be considered a treatment issue.

If you are honest about your choices and your actions, then the Team will recognize your progress. If you lie or try to cover up a questionable or poor decision, even a relapse, then the Team will not be able to trust you. Not only will you face a sanction, but also you will have to work harder to gain back the trust you lost.

FINANCIAL OBLIGATIONS

In most cases, treatment costs are covered by the U.S. Department of Veterans Affairs in accordance with your benefit rating. Court fees, attorney fees or restitution may be ordered in your case specific to conditions of the plea agreement negotiated by your attorney. Any financial obligations ordered the Veterans Treatment Court must be paid in full before release from the Veterans Treatment Court program.

HOW DO I PETITION/APPLY TO THE NEXT PHASE?

You can petition/apply to the next phase when you have completed all the requirements of your current phase and have remained clean and sober. ***You must follow all Veterans Treatment Court expectations at your court appearance.***

You must complete the required petition/application for the phase you wish to advance to. Blank petitions are included at the end of this manual or can be obtained from the court coordinator.

REMAINING ENGAGED AFTER COMPLETION

The Veterans Treatment Court Team strongly encourages those who successfully complete the program remain involved in support groups and other activities that will assist them in their ongoing wellness and recovery efforts.

Graduates are also encouraged to maintain their connection with the Veterans Treatment

Court Team by attending Veterans Treatment Court, continuing mentorship, and attending alumni activities and graduation ceremonies.

Possible mentor activities including speaking to groups, meeting with other Veterans Treatment Court participants who are struggling, and helping participants connect with a community support group. If you are interested in becoming a mentor, after successful completion, please speak with the Mentor Coordinator.

TERMINATION FROM THE VETERAN'S TREATMENT COURT PROGRAM

Termination from the Veterans Treatment Court program is at the discretion the Veterans Treatment Court Team. Upon termination, your case will return to regular criminal court. Dismissal from Veterans Treatment Court may occur for various reasons including, but not limited to:

- Participant has new misdemeanor or felony law violations.
- Participant is caught tampering, altering, or substituting a drug screen.
- Serial failure in treatment
- History of serial noncompliance
- Participant is absent from the Veterans Treatment Court Program (court, treatment, PO meeting, etc.) for 60 consecutive days.
- Participant is deemed to be a danger to the community or cannot be maintained within the community.
- Participant fails to move through the program at a reasonable rate.

VETERAN'S APPLICATION TO ENTER PHASE 2

Name: _____

Date Turned In: _____

Current Address: _____

Phone: _____

Cell/Msg: _____

Employer: _____

Email: _____

You MUST meet the following Criteria to Phase Up:

(place an "X" if you have completed these)

- Attend all scheduled Court appearances (minimum 2 times a month)
- Attend all treatment and mental health groups and meetings as recommended by the VTC team.
- Complete **Evaluation/Phase 1** goals outlined in Individual Case Plan by your treatment providers.
- Meet with your PO as scheduled, follow all conditions and recommendations.
- Submit to drug screens as directed.
- Reside in a safe environment, notify PO of residency changes.
- Set up payment arrangement for court fines.

Other Information we would like to know about you but are not standard requirements you need to have to phase up.

Please **list** all the services & **helpful resources** you used/received while in **Evaluation/Phase 1** (for example recovery meetings, treatment, license reinstatement, Mental Health, medication assistance): _____

Are there other services that you are interested in getting involved with? _____

Please **describe** the **most difficult time** you had in **Evaluation/Phase 1** and what the Court Team could have done to help. Also include **why YOU think you are ready** to

move to **Phase 2** (what is different today than before you started Veterans Treatment Court?): _____

Currently, what needs as a participant do you have that are **NOT** being met? _____

What **reward / incentive** would be meaningful for you to continue making positive choices? _____

Participant's Signature

Date

Probation Officer Signature

Date

VTC Coordinator Signature

Date

VETERAN'S APPLICATION TO ENTER PHASE 3

Name: _____

Date Turned In: _____

Current Address: _____

Phone: _____

Cell/Msg: _____

Employer _____

Email: _____

You MUST meet the following Criteria to Phase Up: (place an "X" if you have completed these)

- Maintain or develop a plan for employment, education, vocational rehabilitation, or ongoing community service, (if applicable).
- Meet with your PO as scheduled, follow all conditions and recommendations.
- Attend all treatment, groups and meetings as recommended by the VTC team.
- Complete **Phase 2** goals outlined in Individual Case Plan/Treatment Provider.
- Active in peer support group or pro-social activity
- Contact your peer/mentor weekly.
- Submit to drugs screens as directed.
- Continue to pay court fines.

Other Information we would like to know about you but are not standard requirements you need to have to phase up.

Please **list** all the services & **helpful resources** you used/received while in **Phase 2** (for example recovery meetings, treatment, license reinstatement, Mental Health, medication assistance): _____

Are there other services that you are interested in getting involved with? _____

Please **describe** the **most difficult time** you had in **Phase 2** and what the Court Team could have done to help. Also include **why YOU think you are ready** to move to **Phase 3** (what is different today than before you started Veterans Treatment Court?):_____

Currently, what needs as a participant do you have that are **NOT** being met?_____

What **reward / incentive** would be meaningful for you to continue making positive choices?_____

Participant's Signature *Date*

Probation Officer Signature *Date*

VTC Coordinator Signature *Date*

VETERAN'S APPLICATION TO ENTER PHASE 4-5

Name: _____

Date Turned In: _____

Current Address: _____

Phone: _____

Cell/Msg: _____

Employer: _____

Email: _____

You MUST meet the following Criteria to Phase Up: (place an "X" if you have completed these)

- Complete **Phase 3** -Skill Development and Maintenance goals outlined in Individual Case Plan
- Meet with PO as scheduled, follow all conditions and recommendations.
- Graduate treatment maintains Clinical Stability, Sobriety
- Active in peer support group/pro-social activity.
- Regular contact with your peer mentor, if available, as directed.
- Attend court hearings monthly.
- Pay court assessed fines or set up payment plan.

Other Information we would like to know about you but are not standard requirements you need to have to phase up.

Please **list** all the services & **helpful resources** you used/received while in **Phase 3** (for example recovery meetings, treatment, license reinstatement, Mental Health, medication assistance): _____

Are there other services that you are interested in getting involved with? _____

Please **describe** the **most difficult time** you had in **Phase 3** and what the Court Team could have done to help. Also include **why YOU think you are ready** to move to **Phase 4-5** (what is different today than before you started Veterans Treatment Court?):_____

Other **comments/suggestions/changes** you would make? _____

What **reward / incentive** would be meaningful for you to continue making positive choices? _____

Participant's Signature *Date*

Probation Officer Signature *Date*

VTC Coordinator Signature *Date*

Participant's Signature

Date

Probation Officer Signature

Date

VTC Coordinator Signature

Date