



HO-CHUNK NATION HEALING TO WELLNESS COURT

Policy and Procedures



MISSION STATEMENT

The Ho-Chunk Nation Healing to Wellness Court (“Tribal Wellness Court”) exists to address a pervasive ill affecting our community, alcohol and drug abuse and its associated consequences. The Tribal Wellness Court will act in partnership with several tribal and communal agencies and service providers to achieve the following goals: 1) restore traditional values, mores, and language; 2) create support systems and programs to foster employment, education, and communal, familial, and individual health and well-being; and 3) maintain relationships and resources to continually assist program participants. The Tribal Wellness Court shall adhere to Ho-Chunk ideals in attaining the foregoing, while focusing upon restorative justice and collaborative decision-making.

INTRODUCTION

The Tribal Wellness Court shall exercise independent discretion in its monitoring of assigned cases. The Tribal Wellness Court shall employ the full resources of the Ho-Chunk Nation, and may also access County Treatment Court resources, including, but not limited to, the following: probation, policing, and imprisonment, if necessary. The Tribal Wellness Court shall monitor participants as they proceed through the four (4) phases of the program: *Wiigus Cooni*, *Wiigus Nuup*, *Wiigus Taani*, and *Wiigus Joop*. A variety of conditions, incentives, and punishments shall be present in each phase as set forth below. The Tribal Wellness Court hopes to conduct a graduation ceremony for every participant, and shall devote considerable time and effort in striving to meet this obtainable goal.

GOALS OF THE HO-CHUNK NATION HEALING TO WELLNESS COURT

- Help the participant break the cycle of addiction
- Promote public safety by reducing recidivism rates of drug and alcohol offenses
- Promote recovery in participants and the community
- Hold offenders accountable by offering effective sanctions, rewards, and treatment programming

WELLNESS COURT JUDGE CORE COMPETENCIES

A Wellness Court Judge presides over non-adversarial court hearings for Wellness Court and leads the Wellness Court team in creating and implementing a participant focused recovery program.

COMPETENCY 1: Participates fully as a Wellness Court Team Member, committing him or herself to the program, mission and goals and works as a full partner to ensure success.

PLANNING PROCESS

- Selects and invites team members from each discipline to participate on the wellness court team.
- Schedule planning meetings for the Wellness Court team at times that encourage full participation of the Wellness Court team.
- Develop the program mission, goals, and objectives with team members.
- Formalize all agreed upon terms of the program structure.
- Maintain role as team leader while promoting a productive work environment where each team member can fully participate and contribute.

COMPETENCY 2: As part of the Wellness Court Team, in appropriate non-court settings (i.e. staffing), the judge advocates for effective incentives and sanctions appropriate for program compliance or lack thereof.

PLANNING PROCESS

- Discuss and schedule planning and other meetings with the team.

- Participate in all participant staffing.
- Presides over court hearings.
- Learn science-based principles regarding the development and effective use of incentives and sanctions.
- With the assistance of the team, explore and identify, community resources that may be utilized for incentives (i.e. gift certificates for local businesses) and sanctions (i.e. community service).
- Participate in the development of incentives and sanctions to be used in the program.

COMPETENCY 3: Is knowledgeable of addiction, alcoholism and pharmacology generally and applies that knowledge to respond to compliance and/or non-compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Selects treatment provider(s) who are knowledgeable and informed.
- Participates in the creation of a memorandum of understanding or other appropriate documents reflecting the mutual agreements between the Wellness Court and treatment provider(s).
- Learns about psychopharmacology and addiction.
- Learns about scientific and evidenced based treatment modalities and interventions appropriate for the target population.
- Learns about strengths based approaches.

COMPETENCY 4: Is knowledgeable of gender, age and cultural issues that may impact the offender's success.

PLANNING PROCESS

- Solicits team members who are culturally competent and familiar with the community.
- Engages in cultural awareness training.
- Attends training opportunities to enhance cultural competence and inform team members about cultural competence

COMPETENCY 5: Initiates the planning process by bringing together the necessary agencies and stakeholders to evaluate the current court processes and procedures and thereafter collaborates to coordinate innovative solutions.

PLANNING PROCESS

Identifies agencies and stakeholders in the community whom can assist with the development and implementation of the program

- Schedules meetings to bring together all potential agencies and stakeholders.
- Participates in open dialogue with community agencies and stakeholders.
- Assists in establishment of memoranda of understanding or other appropriate documentation with agencies and stakeholders.

COMPETENCY 6: Becomes a program advocate by utilizing his/her community leadership role to create interest and develop support for the program.

PLANNING PROCESS

- Share of information regarding the effectiveness of tribal wellness courts with local towns, city and county members of the judiciary and other community leaders.

COMPETENCY 7: Effectively leads the team to develop all the protocols and procedures of the program.

PLANNING PROCESS

- Schedules regular meetings with team members to develop and/or revise written protocols and procedures.
- Promotes dialogue among team members to develop protocols and procedures that address the concerns of each discipline.

COMPETENCY 8: Knowledgeable and aware of the impacts of substance abuse on the court system, the community at large and on the lives of offenders and their families.

PLANNING PROCESS

- Assist in collection of data regarding the offender population to be used in the development of the program and identify key issues to be addressed by the program.
- Seeks a competent Evaluator as key team member who will collect relevant data, disseminate information to the team.

COMPETENCY 9: Contributes to education of peers, colleagues and judiciary in the effectiveness of wellness court.

PLANNING PROCESS

- Informs judiciary and local bar association about Wellness Court.
- Seeks public speaking opportunities to speak about Wellness Courts.
- Discusses Wellness Courts with colleagues.

WELLNESS COURT COORDINATOR CORE COMPETENCIES

A Wellness Court Coordinator oversees team activity, conducts individual team member quality assurance, maintains client data, remains informed regarding the Wellness Court budget and coordinates services from each discipline and the local community, in a manner that is most therapeutic to the Wellness Court participant.

COMPETENCY 1: Participates fully as a Wellness Court Team Member, committing him or herself to the program mission & goals and works as a full partner to ensure their success.

PLANNING PROCESS

- Discuss and schedule planning and other meetings with the team.
- Assists team members with the development of the structure of the program, including program mission, goals and objectives, during the planning process meetings properly memorializes all agreed upon terms of the program structure.
- Helps promote and maintain a productive work environment where each team member can fully participate.
- Gathers and disseminates information needed to keep team members informed.

COMPETENCY 2: As part of the Wellness Court Team, in appropriate non-court settings (i.e. staffing), the coordinator informs the team of prior use of incentives and sanctions or lack thereof as well as the effectiveness of such actions

PLANNING PROCESS

- Assists in selection of Wellness Court participants.
- Works with team to develop appropriate incentives and sanctions.
- Researches use of incentives and sanctions in other tribal/drug courts and collects other data that might assist the team in choosing appropriate incentives and sanctions.
- Memorializes selected incentives and sanctions.

COMPETENCY 3: Is knowledgeable of addiction, alcoholism and pharmacology generally and applies that knowledge to recommend treatment, incentives and/or sanctions as may be appropriate.

PLANNING PROCESS

- Assists in selecting competent and informed treatment provider(s).
- Assists in drafting memorandum of understanding or other appropriate document(s) with treatment provider(s) that assures effective information sharing and compliance with all applicable regulations.
- Researches effective treatment modalities for offender population.
- Creates open dialogue with treatment provider(s) to ensure appropriate treatment.
- Gathers and disseminates information needed to keep team members informed.

COMPETENCY 4: Is knowledgeable of gender, age and cultural issues that may impact the participant's success.

PLANNING PROCESS

- Assists in the selection of team members who are gender, age and culturally aware.

- Seeks out and arranges training opportunities to inform team members about cultural competence.

COMPETENCE 5: Develops team resource strategy to acquire funding. Writes grant applications and manages the program budget. Creates opportunities to obtain funding and build linkages by supporting team in community outreach and lobbying activities

PLANNING PROCESS

- Obtain training on identifying available grants, the application process and grant writing
- With the assistance of the Wellness Court team, create long-term funding plans independent of grant funding.
- Research potential funding and revenue sources for the program.
- Investigate funding practices of other drug court programs Practice grant writing in advance of actually submitting applications create effective accounting systems to accurately and appropriately account for the financial as well as inventory of Wellness Court supplies.

COMPETENCY 6: Participates in the planning process to create and formalize program eligibility standards, operating procedures and rules. Assist in the development of the client contract, confidentiality releases and entry procedures. Create memoranda of understanding and linkage agreements.

PLANNING PROCESS

- Discuss and schedule planning meetings with the Wellness Court team.
- Brainstorms and discuss with the wellness court team the ideal program structure and assists in the development of the program structure.
- Formalize all agreed upon terms of the program structure.
- Gathers and disseminates information needed for team members to make informed decisions.

COMPETENCY 7: Negotiates and monitors treatment and ancillary service contracts. Conducts site visits, reviews progress reports and assists in audits and certification monitoring. Creates and monitors standards for drug and/or alcohol testing, including specimen collection and compliance reporting. Ensure gender, age and culturally specific treatment services.

PLANNING PROCESS

- Assists in selecting competent team members.
- Researches best practices for treatment and ancillary services.
- Informs treatment provider about expectations including appropriate progress reports necessary for purposes.
- Works with team members from each discipline to create most effective drug and/or alcohol testing, including specimen collection and compliance reporting model for the wellness court program then seeks input from other team members before finalizing a method.
- Helps to promote a productive work environment where each team member can fully participate.
- Gathers and disseminates information needed to keep team members informed.

COMPETENCY 8: Creates and maintains a data collection system to monitor client compliance, identify trends and provide a basis for evaluation.

PLANNING PROCESS

- Seeks out Management Information Systems (MIS) to collect data.
- Works with Evaluator to create an effective method of data collection.

COMPETENCY 9: Create interagency linkages to address client's ancillary needs in the areas of culture, age and gender needs, medical and mental health provision, educational, vocational, skills training and employment training and placement.

PLANNING PROCESS

- Maps out providers in community.
- Arranges meeting with providers to begin building working relationships.

COMPETENCY 10: Develop police and corrections linkages to improve supervision and agency coordination.

PLANNING PROCESS

- Assist in selecting a team member who can serve as liaison between the Wellness Court and law enforcement.
- Schedule meetings with local law enforcement officials.

- Create mutually beneficial memoranda of understanding or other appropriate documents necessary to document agreements.

COMPETENCY 11: Educate referral sources and the community on eligibility standards and program goals. Encourage team members to educate in their fields and in the community. Develop team building activities and conduct staff replacement training.

PLANNING PROCESS

- Discuss and schedule planning meetings with the Wellness Court team
Based upon recommendation of the Wellness Court team and best practices, identify and memorialize participant eligibility criteria.
- Assist in scheduling educational presentations to tribal departments, local enterprises and the community at large.
- Arrange team building activities.

COMPETENCY 12: Manage daily operations and filing systems. Develop and maintain fee systems (if applicable).

PLANNING PROCESS

- Create a tracking system to monitor the participation, activities and compliance of all participants.
- Develop rapport with all team members based on information sharing.
- Work with team to determine which fees, if any, the Wellness Court participants will pay.

WELLNESS COURT TRIBAL ATTORNEY CORE COMPETENCIES

A Wellness Court Special Prosecutor is usually a “gate keeper” and recommends offenders to participate in the program; he/she obtains prior criminal histories of offenders, participates in team meetings and attends non-adversarial court proceedings.

COMPETENCY 1: Participates fully as a Wellness Court Team Member, committing him or herself to the program mission & goals and works as a full partner to ensure success.

PLANNING PROCESS

- Discuss and schedule planning meetings with the Wellness Court team.
- Assists team members with the development of the structure of the program, including program mission, goals and objectives, during the planning process meetings.
- Assists in gathering data relevant to the population and community that will be served by the wellness court.

- Develops efficient method to screen potential wellness court participants and determine legal appropriateness for the program.
- Assures stringency of program.
- Actively demands participant accountability.
- Assists in creating and executing all participant waivers and contracts.

COMPETENCY 2: The Tribal Attorney participates as a team member, operating in a non-adversarial manner, promoting a sense of a unified team presence in the Wellness Court program.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Assists team members with the development of the structure of the program, including program mission, goals and objectives, during planning process meetings assists in gathering data relevant to the population and community that will be served by the Wellness Court program.
- Develops professional rapport with team members through information sharing.
- Actively participates in team building exercises.

COMPETENCY 3: As part of the Wellness Court Team, in appropriate non-court settings (i.e. staffing), the Tribal Attorney advocates for effective incentives and sanctions for program compliance or lack thereof.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.

- Assists in researching use of incentives and sanctions in Wellness Court setting.
- Actively participates in seeking appropriate incentives and sanctions that benefit local community.
- Compromises with team in creating incentives and sanctions and assures decisions are formalized.

Competency 4: Ensures community safety concerns by maintaining eligibility standards while participating in a non-adversarial environment which focuses on the benefits of therapeutic program outcomes.

PLANNING PROCESS

- Participates with entire team in creating eligibility criteria for potential wellness court participants.
- Analyzes population for whom drug court might be most effective based on current offender characteristics.

COMPETENCY 5: Monitors offender progress to define parameters of behavior that allow continued program participation and suggest effective incentives and sanctions for program compliance.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Builds effective means of information sharing with entire team in order to make informed choices for participants.
- Compromises with team in creating program procedures and protocol.
- Assures each drug court participant is fully advised of requirements of program prior to agreeing to participate.
- Assists in completion of all client contracts and waivers.

COMPETENCY 6: Is knowledgeable about addiction, alcoholism and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Assists in selecting competent and informed treatment provider.

- Assists in drafting memorandum of understanding with treatment provider that assures effective information sharing and compliance with all regulations.
- Researches effective treatment modalities for offender population.
- Creates open dialogue with treatment provider to ensure appropriate treatment.
- Researches and studies publications regarding addiction, alcoholism and pharmacology.

COMPETENCY 7: Is knowledgeable of gender, age and cultural issues that may impact the offender’s success.

PLANNING PROCESS

- Assists in selecting team members who are gender, age and culturally aware.
- Attends training opportunities to enhance cultural competence and inform team members about cultural competence.

COMPETENCY 8: Contributes to the team’s efforts in community education and local resource acquisition.

PLANNING PROCESS

- Evaluates whether any potential funding sources exist within the Tribal Attorney’s office.
- With other team members, attends local organizations, bar association and other community meetings.

COMPETENCY 9: Contributes to education of peers, colleagues and judiciary in the effectiveness of Tribal Wellness Courts.

PLANNING PROCESS

- Informs judiciary and local bar association about tribal wellness courts.
- Seeks public speaking opportunities to speak about Wellness Courts.
- Discusses wellness courts with colleagues.

WELLNESS COURT DEFENSE COUNSEL/ADVOCATE CORE COMPETENCIES

A Wellness Court Defense Bar Representative informs the Wellness Court participant about the rigors of drug court, preserves all legal rights of the client,

advocates for fair and equal treatment of client, participates in team meetings and attends non-adversarial court proceedings.

COMPETENCY 1: Participates fully as a Wellness Court team member, committing him or herself to the program mission & goals and works as a full partner to ensure their success.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Compromises with team members regarding structure of program (including creating a program mission along with goals and objectives) during planning process meetings.
- Assists in gathering data relevant to the population that would be impacted by Wellness Court.
- Assists in development of efficient method of conducting legal screens on potential Wellness Court participants.
- Assures program considers best interest of the client from a legal perspective.
- Actively demands participant accountability.
- Assists in creating and executing all participant waivers and contracts.
- Assures program is not unduly burdensome on client and considers clients integration into law-abiding society.

COMPETENCY 2: Evaluates the offender's legal situation and ensures that the offender's legal rights are protected.

PLANNING PROCESS

- Negotiates with Tribal Attorney for optimum incentive to attract potential participants to Wellness Court program.
- Contemplates target population, with Tribal Attorney and other team members, considering client's offense and individual circumstances.
- Creates waivers and contracts for clients that promotes their best interest.
- Prescreens potential Wellness Court participant for suitability in Wellness Court program including considering likelihood of success.
- Assure that completion of Wellness Court leaves client in more favorable position than normal course of criminal proceedings.

- Design format of entry into Wellness Court that streamlines traditional case processing.

COMPETENCY 3: While in Wellness Court, participates as a team member, operating in a non-adversarial manner while in court, promoting a sense of a unified team presence.

PLANNING PROCESS

- Negotiates with Tribal Attorney for optimum incentive to attract potential participants to Wellness Court program.
- Creates and formalizes agreements with Tribal Attorney that are most advantageous to client.
- Compromises with team members regarding structure of program.
- Attends wellness court planning meetings.

COMPETENCY 4: Effectively advises the defendants on their legal rights, legal options, treatment options, program conditions and sentencing outcomes while developing a relationship with the offender that promotes the offender's long term best interest.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Compromises with team members regarding structure of program.

COMPETENCY 5: Monitors client progress to support full participation and ensure the appropriate provision of treatment and other rehabilitative services.

PLANNING PROCESS

- Research effective treatment modalities in Wellness Court environment.
- Assist in selecting treatment provider for team.

COMPETENCY 6: As part of the Wellness Court Team, in appropriate non-court settings (i.e. staffing), defense counsel advocates for effective incentives and sanctions for program compliance or lack thereof.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Compromises with team members regarding creation of effective incentives and sanctions.

COMPETENCY 7: Is knowledgeable of gender, age and cultural issues that may impact the offender's success.

PLANNING PROCESS

- Assists in selecting team members who are gender, age and culturally aware.
- Attends training opportunities to enhance cultural competence and inform team members about cultural competence.

COMPETENCY 8: Is knowledgeable about addiction, alcoholism and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Assists in selecting competent and informed treatment provider.
- Assists in drafting memorandum of understanding with treatment provider that assures effective information sharing and compliance with all regulations.
- Researches effective treatment modalities for offender population.
- Creates open dialogue with treatment provider to ensure appropriate treatment.
- Researches and studies publications regarding addiction, alcoholism and pharmacology.

COMPETENCY 9: Contributes to the team's efforts in community education and local resource acquisition.

PLANNING PROCESS

- Assists in seeking potential funding sources.
- With other team members, attends local organizations, bar association and other community meetings.

COMPETENCY 10: Contributes to education of peers, colleagues and judiciary in the effectiveness of Wellness Courts.

PLANNING PROCESS

- Informs judiciary and local bar association about wellness court.
- Seeks public speaking opportunities to speak about wellness courts.
- Discusses wellness courts with colleagues.

WELLNESS COURT TREATMENT PROVIDER CORE COMPETENCIES

A Wellness Court Treatment Provider provides rehabilitative therapy sessions, drug screening, case management and monitoring for Wellness Court participants in keeping with the holistic recovery of the Wellness Court participant. Additionally, within the bounds of ethics and legalities, a Wellness Court treatment provider shares information regarding the progress of a participant in appropriate settings to all Wellness Court team members.

COMPETENCY 1: Participates fully as a Wellness Court Team Member, committing him or herself to the program mission and goals and works as a full partner to ensure their success.

PLANNING PROCESS

- Familiarize treatment team with difference between traditional treatment and treatment within the confines of Wellness Court.
- Research ethical and legal constraints of participation as Wellness Court team member.
- Attend all Wellness Court planning meetings.
- Provide information to other team members regarding ability to divulge information.
- Compromises with team members regarding structure of program.
- Design treatment program that is specific to Wellness Court participants.

COMPETENCY 2: Ensures that the participant receives the highest level of care available, at a reasonable cost, by all contracted and ancillary service providers. Develop post program services, client outreach, mentor programs and alumni associations.

PLANNING PROCESS

- Serves as effective consumer by seeking cost efficient services for Wellness Court participants.
- Attends regularly scheduled planning meetings and actively participates in creating therapeutically beneficial treatment program.
- Seeks continuing education opportunities which incorporate Wellness Court training
- Researches mentor and alumni programs.

COMPETENCY 3: Ensures that offenders are evaluated in a timely and competent process and that placement and transportation are effectuated in an expedited manner.

PLANNING PROCESS

- Attends all regularly scheduled planning meetings.
- Maps, along with other team members, community resources that can assist program participants at little to no cost.
- Creates method of conducting treatment screens that are prompt and efficient.

COMPETENCY 4: Develops effective measure for drug/alcohol testing and treatment progress reporting that provide the team with sufficient and timely information to implement incentives and sanctions systems.

PLANNING PROCESS

- Seeks competent staff, or outside source, to perform regular, random and observed drug screens.
- Trains treatment staff and Wellness Court team on appropriate method of drug/alcohol screening.
- Researches state of the art and cost effective companies to perform screens.
- Develops method of documenting drug screen results.

COMPETENCY 5: Assists in providing advanced training in substance abuse, addiction and treatment methodologies so as to provide the team with a meaningful basis to implement incentives and sanctions systems and design program protocols and procedures.

PLANNING PROCESS

- Performs in-service training of all team members regarding substance abuse addiction and treatment.
- Assists in creating appropriate incentives and sanctions system.
- Actively participates in design of program protocols and procedures.

COMPETENCY 6: As part of the Wellness Court Team, in appropriate non-court settings (i.e. staffing), the treatment provider advocates for effective incentives and sanctions for program compliance.

PLANNING PROCESS

- Assists in creating effective incentives and sanctions.
- Attends all planning meetings.

COMPETENCY 7: Is knowledgeable of gender, age and cultural issues that may impact the offender's success.

PLANNING PROCESS

- Assists in selecting team members who are gender, age and culturally aware.
- Attends training opportunities to enhance cultural competence and inform team members about cultural competence.

COMPETENCY 8: Is knowledgeable about addiction, alcoholism and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Assists in selecting competent and informed team members.
- Assists in drafting memorandum of understanding with team members that assures effective information sharing and compliance with all regulations.
- Researches effective treatment modalities for offender population.
- Creates open dialogue with team members to ensure appropriate treatment.
- Researches and studies publications regarding addiction, alcoholism and pharmacology.

COMPETENCY 9: Contributes to the team's efforts in community education and local resource acquisition.

PLANNING PROCESS

- Assists in seeking potential funding sources.
- With other team members, attends local organizations, bar association and other community meetings.

COMPETENCY 10: Contributes to education of peers, colleagues and judiciary in the effectiveness of Wellness Courts.

PLANNING PROCESS

- Informs judiciary and local bar association about tribal court.
- Seeks public speaking opportunities to speak about wellness courts.
- Discusses wellness courts with colleagues.

WELLNESS COURT COMMUNITY SUPERVISION CORE COMPETENCIES

A Wellness Court Community Supervision officer actively monitors Wellness Court participants outside of the Wellness Court setting including conducting home and job visits. All client contact is documented and visits logged to help encourage positive participant behavior.

COMPETENCY 1: Participates fully as a Wellness Court Team Member, committing him or herself to the program mission & goals and works as a full partner to ensure their success.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Compromises with team members regarding structure of program (including creating a program mission along with goals and objectives) during planning process meetings.
- Assists in gathering data relevant to the population that would be impacted by Wellness Court.
- Assists in development of efficient method of conducting legal screens on potential Wellness Court participants.
- Ensure that criminogenic needs assessment tool is identified.
- Assists in creating all participant waivers and contracts.
- Assures program is not unduly burdensome on client and considers clients integration into law-abiding society.

COMPETENCY 2: Provides coordinated and comprehensive supervision so as to minimize participant manipulation and splitting of program staff. Develop post program services, client outreach, Mentor programs and Alumni Associations.

PLANNING PROCESS

- Identify community resources to address the needs of the target population.
- Develop comprehensive program policies that govern the supervision of target population that are consistent.
- Assists in the development of an Alumni Association or Mentor Program for target population.

COMPETENCY 3: Develops effective measures for drug testing and supervision compliance reporting that provide the team with sufficient and timely information to implement incentives and sanctions systems.

PLANNING PROCESS

- Learn the basic methods of testing that limit client manipulation that is reliable and effective.
- Design an effective drug testing protocol based upon the target population.
- Design effective home, field and office visit protocols to assist in supervision of the target population.

COMPETENCY 4: Coordinates the utilization of community-based services such as health and mental health services, victims' services, housing, transportation, education, vocational training, job skills training and placement to provide a strong foundation for recovery.

PLANNING PROCESS

- Assist in identifying community resources to meet the diverse needs of the participant.
- Design an effective case management protocol for target population.

COMPETENCY 5: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Participates in regular cross training.
- Attends training and develop knowledge in the area of addiction, alcoholism, and pharmacology.
- Attends training on Motivational Interviewing and States of Change.
- Attend training on what is relapse and how to identify relapse triggers.

COMPETENCY 6: Is knowledgeable of gender, age and cultural issues that may impact the offender's success.

PLANNING PROCESS

- Participates in regular cross training.
- Attends training and develop knowledge in the area gender, age and cultural issues that may impact the target population and community.

COMPETENCY 7: Contributes to the team's efforts in the community education and local resource acquisition.

PLANNING PROCESS

- Helps to develop Power Points and educational materials for distribution at local and community education opportunities.

COMPETENCY 8: Contributes to the education of peers, colleagues and judiciary in the effectiveness of wellness courts.

PLANNING PROCESS

- Helps to develop Power Points and educational materials that are specific about your role to assist with educating peers, colleagues and the judiciary.
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WELLNESS COURT COMMUNITY POLICING OFFICER/LAW ENFORCEMENT

CORE COMPETENCIES

A Wellness Court community policing/law enforcement officer actively monitors Wellness Court participants outside of the Wellness Court setting including conducting home and job visits. All client contact is documented and visits logged to help encourage positive participant behavior.

COMPETENCY 1: Participates fully as a Wellness Court team member, committing him or herself to the program mission & goals and works as a full partner to ensure their success.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Compromises with team members regarding structure of program (including creating a program mission along with goals and objectives) during planning process meetings.
- Assists in gathering data relevant to the population that would be impacted by Wellness Court.
- Assists in development of efficient method of conducting legal screens on potential Wellness Court participants.
- Assists in creating all participant waivers and contracts.
- Assures program is not unduly burdensome on client and considers clients integration into law-abiding society.

COMPETENCY 2: Provides information of participant appropriateness from law enforcement sources to the team and makes recommendation to the team.

PLANNING PROCESS

- Ensure that the views of law enforcement are identified and consider in the target population selection process.
- Develop comprehensive program policies that govern the supervision of target population that are consistent.

COMPETENCY 3: Facilitates the swift delivery of bench warrants for participants who have absconded from the program.

PLANNING PROCESS

- Develop written protocols for how Wellness Court warrants will be processed and served.

COMPETENCY 4: Acts as a liaison to police agencies, providing education, information and training on the importance of the drug court program to community safety and the benefits of law enforcement in collaborating with the wellness court.

PLANNING PROCESS

- Helps to develop Power Points and educational materials that are specific about your role to assist with educating peers, colleagues, community agencies and the judiciary.

COMPETENCY 5: Is knowledgeable about addiction, alcoholism, and pharmacology generally and applies that knowledge to respond to compliance in a therapeutically appropriate manner.

PLANNING PROCESS

- Participates in regular cross training.
- Attends training and develop knowledge in the area of addiction, alcoholism, and pharmacology.
- Attends training on Motivational Interviewing and States of Change.
- Attend training on what is relapse and how to identify relapse triggers.

COMPETENCY 6: Is knowledgeable of gender, age and cultural issues that may impact the offender's success.

PLANNING PROCESS

- Participates in regular cross training.
- Attends training and develop knowledge in the area gender, age and cultural issues that may impact the community.

COMPETENCY 7: Provides a monitoring function to the team (along with supervision and treatment): i.e. going on joint home visits, reporting on a

participant's activities in the community, and supervising participation in community service.

PLANNING PROCESS

- Learn the basic methods of testing that limit client manipulation that is reliable and effective.
- Design an effective drug testing protocol based upon the target population.
- Design effective home, field and office visit protocols to assist in supervision of the target population.

COMPETENCY 8: Provides assistance, information and support to participants in the community encouraging them to succeed in the program.

PLANNING PROCESS

- Assist in identifying community resources to meet the diverse needs of the target population.
- Assist community supervision officer in designing an effective case management protocol for target population.

WELLNESS COURT EVALUATOR CORE COMPETENCIES

A Wellness Court Evaluator assists the Wellness Court team in developing, capturing, and communicating useful and useable information for key stakeholders and other audiences.

COMPETENCY 1: Get involved in the program during the planning process enabling the effective development of a data collection and evaluation components that collect relevant information critical to the program's survival.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Assist teams in ensuring that goals and objectives are measurable and quantifiable.
- Assists in gathering data relevant to the population that would be impacted by tribal court.

COMPETENCY 2: Become an adjunct to the team, familiar with its policies and procedures, the program process and the inner workings of the program.

PLANNING PROCESS

- Attend regularly scheduled planning meetings and provide feedback to team as they develop the program design.
- Become knowledgeable of addiction, alcoholism and pharmacology generally.
- Become knowledgeable of gender, age and cultural issues that may impact the community and target population of the Wellness Court program.

COMPETENCY 3: Utilizes the knowledge and resources of the team to develop a data collection/operating system.

PLANNING PROCESS

- Create with team and maintain data collection and operating system.

COMPETENCY 4: Ensures that the information system assists the team in monitoring the progress of the participant in the program and enhances the ability of the team to act immediately when there is noncompliance.

PLANNING PROCESS

- Helps to develop the management information system that allows for the quick assimilation of data for evaluation and day to day operations of the program.

COMPETENCY 5: The data collection/operational system assist the team in monitoring program protocols and procedures to allow the team to react quickly to program deviations and the development of trends.

PLANNING PROCESS

- Educate the team on trends and ways to monitor goal accomplishment.

WELLNESS COURT TRIBAL COUNCIL MEMBER CORE COMPETENCIES

A Wellness Court Ho-Chunk Nation Legislator or tribal council member will act as a liaison with tribal council on the progress, status, and needs of Wellness Court Program. Provides guidance on traditional values and community norms. Provide mentorship and guidance toward participation in community and Traditional activities that promote healthy lifestyle choices. The tribal council member also assists in the development of treatment plans and monitoring of compliance.

COMPETENCY 1: Participates in the development and implementation of a community driven Wellness Court program reflecting the unique needs of the Nation.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Reviews Wellness Court literature and training materials.
- Attends various Wellness Court training opportunities.
- Assists in gathering data relevant to the community that would be impacted by a Wellness Court.
- Participates in the creation of a memorandum of understanding or other documents reflecting mutual agreement between the respective agencies.
- Ensures that program structure, mission, goals and objectives are consistent with the Nations Laws, Constitution, and policies etc.

- Liaise with Tribal Council on the progress, status and needs of the planning process.

COMPETENCY 2: Participates fully as a Wellness Court team member, committing him or herself to the program mission & goals and works as a full partner to ensure success.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Promotes cultural competency among entire team.
- Assures program incorporates traditional values and community norms where applicable.

- Continue to liaise with Tribal Council on the progress, status and needs of the planning process.

COMPETENCY 3: Becomes a program advocate by utilizing his/her community leadership role to create interest and develop support for the program.

PLANNING PROCESS

- Ensures that all requirements of the program are reasonable expectations of the participants.
- Utilizes local community communication channels to engage the community during the developmental phase of the program (it is important for the community to be assured that the people have opportunity for input).
- Identify local community partners who may contribute to the program.

COMPETENCY 4: Assists in the development of a strategy to maintain or acquire ongoing funding

PLANNING PROCESS

- Identify possible sources of funding opportunities.
- Explore how other tribal programs have obtained and maintained their Wellness Court program.
- Ensures funding briefing notes are readily available to support funding requests.
- Ensure Tribal Council is apprised of the need for ongoing funding required to sustain the program including the possibility of tribal financing.
- Ensures statistical data reflex the cost effectiveness of the program.

WELLNESS COURT ELDER/ COMMUNITY MEMBER CORE COMPETENCIES

A Wellness Court Elder/ Community member will provide guidance on traditional values and community norms. They will provide mentorship and guidance toward participation in community and traditional activities that promote healthy lifestyle choices. The Tribal elder/community member will also assist in the development of treatment plans and monitoring of compliance.

COMPETENCY 1: Participates in the development and implementation of a community driven Wellness Court program reflecting the unique needs of the Nation.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Reviews Wellness Court literature and training materials.
- Attends various Wellness Court training opportunities.
- Ensures all developmental phases of the program compliment the written and oral customs/traditions of the community.
- Promotes cultural competency among the entire team.
- Establish a process that will assist the team design a program that is community based.

COMPETENCY 2: Participates fully as a Wellness Court team member, committing him or herself to the program mission & goals and works as a full partner to ensure success.

PLANNING PROCESS

- Attends regularly scheduled planning meetings.
- Assists team in development of the program (including creating a program mission along with goals and objectives) during planning process.
- Ensures that all requirements of the program are reasonable expectations of the participants.

COMPETENCY 3: Becomes a program advocate by utilizing his/her position to create interest and develop support for the program

PLANNING PROCESS

- Ensures that all requirements of the program are reasonable expectations of the participants.
- Identify local community partners who may contribute to the program.

Description of the Healing to Wellness Court Program

The Ho-Chunk Nation Healing to Wellness Court is a treatment-based, holistic approach alternative to jail, prison, and the standard probation model. The County Justice system works cooperatively with the treatment agencies and other rehabilitation services to provide a participant with all the possible tools required to get into recovery, stay in recovery, and lead a productive, crime-free life.

KEY COMPONENTS OF THE HO-CHUNK HEALING TO WELLNESS COURT INCLUDE:

- » Immediate Intervention- the sooner a person is placed in treatment following a crisis, the more successful the outcome. In Healing to Wellness Court, an individual can move from arrest or other court action to Healing to Wellness Court and receive treatment quickly.
- » Voluntary Entry into the Program- participants who decide to enter and voluntarily commit to a program are more likely to succeed.
- » Graduated Sanctions and Awards- participants accountability is an important piece to recovery and continued success.
- » Program Phases for Short-Term Goals- the Healing to Wellness Court Program is divided into four phases (“ *Wiigus Cooni, Wiigus Nuup, Wiigus Taani, and Wiigus Joop* “) in order to provide short-term goals for the participants to meet. Short-term goals are developed for individuals to have a better chance of success. Participants meet regularly with the Healing to Wellness Court Judge to review their progress and address positive and negative behaviors. As the participant successfully completes a phases, he or she is rewarded by the not having to continue in such an intensive program.
- » Graduation from the Program- the graduation portion of the Healing to Wellness Court is the final phase of the program designating the end of the intensive program and the beginning of the continuing care phase.
- » Continuing Care Phase- is designed for the participant to continue with their recovery with continued contact with the Healing to Wellness Court team.

HEALING TO WELLNESS COURT SUPERVISION

As a Ho-Chunk Nation Healing to Wellness Court participant, you will be required to appear in Healing to Wellness Court on a regular basis. At each appearance, the Judge will be given a progress report prepared by your treatment team regarding your drug test results, attendance, and participation in treatment. The Judge may ask you questions about your progress and discuss any specific problems you have been experiencing. If you are doing well, you will be encouraged to continue with the program and work with your treatment team toward graduation. IF you are not doing well, the Judge will discuss this with you and the treatment team and determine further action. If you commit program violations, the Court will impose sanctions. With repeated violations of program expectations or a failure to progress satisfactorily, the court may impose the ultimate sanction of discharge from the program.

Healing to Wellness Court Program Rules, Program Requirements and Responsibilities are subject to change at the discretion of the Healing to Wellness Court Team. Scheduling of Healing to Wellness Court functions are also subject to change. Failure to appear in court on the date and time you are scheduled could result in a warrant being issued for your arrest and you being placed in custody.

INTAKE/REFERRAL

Referrals to the Healing to Wellness Court Program should take place as soon as possible after the arrest of a potential Healing to Wellness Court candidate. Referrals can come from the following sources:

- The arresting agency
- The District Attorney's Office
- The Defense Attorney
- Probation agent

It is anticipated the potential candidate will be given information regarding the Healing to Wellness Program either at the time of arrest or by the District Attorney. A referral to the Healing to Wellness Court will be made, and the potential candidate will then attend Healing to Wellness Court orientation as scheduled. If the potential candidate agrees to the conditions of the Healing to Wellness Court Program, the Healing to Wellness Court coordinator and treatment staff will immediately begin the screening and assessment process. If the Healing to Wellness Court coordinator and treatment staff deems the potential candidate appropriate according to the

eligibility standards, the potential candidate will then be reviewed by the Healing to Wellness Court treatment team for either approval or rejection.

CONFIDENTIALITY

Confidentiality is a critical issue in the Wellness Court on a number of fronts. Federal requirements as well as state requirements need to be taken into account when dealing with the confidentiality requirements in both areas of substance abuse treatment and child protective services cases.

Under Federal law, any information regarding substance abuse treatment is protected by the provisions of 42 United States (USC) Section 290dd-2 and implemented pursuant to regulations at 42 Code of Federal Regulations (CFR) Part 2. The intent of the legislation is to encourage individuals to pursue rehabilitation without fear of their substance abuse becoming public knowledge. Therefore, Congress provided for a heightened protection of the identity of individuals in rehabilitation and the content and nature of their treatment.

The Federal laws and regulations define a “treatment program” as an individual or entity that provides diagnosis of chemical dependency and referral to treatment as well as providing the actual rehabilitative services. Clearly, treatment court programs fall under this definition for purposes of the application of Federal confidentiality regulations if they are regulated or assisted by the Federal government either directly or indirectly.

All Wellness Court team members, including the treatment provider employees, treatment, judges, prosecuting and defense attorneys, probation department staff, child protective services staff, court personnel, and volunteers or employees of community-based agencies as well as many other individuals or consultants working with the Wellness Court share in the ethical responsibility for protecting the confidentiality rights of clients in the treatment court.

Even with the high standards of confidentiality, the treatment court team members can still obtain the level of information needed to assess the clients’ compliance with the treatment court program. However, there may be instances in which compliance with confidentiality provisions may require limiting the extent of information disclosed and the forum where it is presented.

Violations of the Federal confidentiality laws and regulations can be prosecuted in Federal court and are subject to fines up to \$500 for the first offense and up to \$5,000 for each subsequent offense. (42 CFR §2.4). Depending on the provisions of State regulations, violators may also be subject to loss of their professional license to provide substance abuse treatment. State law may not authorize or compel disclosure of information prohibited by Federal law. However, where State law prohibits disclosure of information that would be permissible under Federal law, the stricter standard applies. (42 CFR §2.20).

HEALING TO WELLNESS COURT FILES

Healing to Wellness Court files are separate and distinct from Circuit Court files and District Attorney Files. All Healing to Wellness files are confidential and not open to the general public. All files shall be under the sole control of the Healing to Wellness Court Judge and the Healing to Wellness Court coordinator. Neither the Clerk of Court's office nor any other Tribal Attorney's office will have access to the Healing to Wellness Court files.