

# CHANGING ACTIONS TO CHANGE HABITS (CATCH)



## Program Description

*Franklin County Municipal Court*  
375 South High Street  
Columbus, Ohio 43215

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## **Introduction**

This Program Description contains the written policies and procedures of the Franklin County Municipal Court specialized docket known as Changing Actions to Change Habits (CATCH). The policies and procedures comply with Sup.R. 36.02 through 36.28 and Appendix I, and this Program Description defines the goals and objectives of the CATCH program. In addition, this Program Description identifies the target population, details program entry and case flow, and provides the written roles and responsibilities of each treatment team member.

The CATCH program provides a non-adversarial approach to defendants who have pled guilty to loitering, solicitation, prostitution, and other crimes where the defendant has been the victim of human trafficking. The CATCH program differs from the traditional models for mental health courts and drug courts because participants in the CATCH program suffer from post-traumatic stress disorder after having been victims of human trafficking. The CATCH program emphasizes treatment for post-traumatic stress disorder by linking defendants to appropriate mental health and substance abuse treatment and teaching healthy lifestyle choices, including stable housing, supportive inter-personal relationships, and education. In all regards, the CATCH program does change actions to change habits.

## **Chapter 1: Policies and Procedures**

### ***Advisory Committee***

The Franklin County Municipal Court operates five specialized dockets. Rather than assemble five different Advisory Committees, the Court has organized one Advisory Committee consisting of the same members. The Advisory Committee shall be the policy-making authority for the CATCH program and shall be named the Specialized Dockets Advisory Committee. The judges elected to preside over the specialized dockets shall co-chair and attend meetings of the Advisory Committee. Each specialized docket judge will preside over that portion of the advisory committee meeting pertaining to that judge's docket.

This program description contains information pertaining to the Advisory Committee that complies with Sup.R. 36.02 through 36.28 and the Specialized Docket Standards set forth in Appendix I of the Ohio Rules of Superintendence.

### ***Role of the Advisory Committee***

The Advisory Committee shall be comprised of key officials and policy makers, who provide input on the CATCH program's policies and operations. The co-chairpersons of the Advisory Committee shall convene and attend meetings of the committee twice each year, and the Advisory Committee will communicate regularly with local officials.

### ***Responsibilities***

The CATCH program has been operating in the Franklin County Municipal Court since 2009. During the CATCH program's inception, an agreement was reached among relevant parties setting forth the terms of the specialized docket operations. Relevant parties may include, but are not limited to, the specialized docket judge, the court, the prosecutor, defense counsel, licensed treatment providers, the probation department, and law enforcement agencies.

The committee was established to develop written policies and procedures, define the goals and objectives, identify the target population, detail program entry and case-flow, create a participation agreement and participant handbook, and provide the written roles and responsibilities of treatment team members.

Effective January 1, 2014, the responsibilities of the Advisory Committee shall be as follows:

- 1) The Advisory Committee shall develop and regularly review a community outreach and education plan, which will be implemented by the Specialized Dockets Manager. The community outreach education plan is attached as Appendix K.
- 2) The Advisory Committee shall assess the policies and procedures of the CATCH program each year.

- 3) The Advisory Committee shall assess the overall functionality of the CATCH program in odd-numbered years.
- 4) The Advisory Committee shall review quarterly reports and financial expenditures from the CATCH program each year. The Advisory Committee shall review the CATCH program's budget prior to the Franklin County Municipal Court's budget submission to the Franklin County Commissioners and Columbus City Council.

### ***Membership***

Each member of the CATCH Advisory Committee shall serve a two-year term on the committee to promote consistency. The CATCH Advisory Committee shall include:

- 1) The judges elected by the judges of the Franklin County Municipal Court to preside over the specialized dockets.
- 2) Any judge appointed to the Franklin County Municipal Court Specialized Docket Committee by the Administrative Judge, who is an ex officio member.
- 3) Prosecutor.
- 4) Defense counsel.
- 5) Ohio Attorney General.
- 6) Licensed treatment providers.
  - a) Corporation for Supportive Housing.
  - b) ADAMH Board.
- 7) Probation officer.
- 8) Franklin County Office of Homeland Security.
- 9) Law enforcement agencies.
  - a) Columbus Police Department.
- 10) Higher Education
  - a) Franklin University.
  - b) Capital Law Clinic.

### ***Mission Statement***

The CATCH program will address the needs of defendants who have been charged in the Franklin County Municipal Court with prostitution, solicitation, loitering to solicit, or other offenses if the defendant has a history of being a victim of human trafficking. The mission of the CATCH program is to establish an integrated approach to meet the treatment, health, and behavioral medication needs of those defendants.

## ***Goals and Objectives***

The overall goal of the CATCH program is to address the myriad of issues, which the target population responds to through inappropriate and maladaptive methods, and which result in post-traumatic stress disorder, addiction, illness, and criminal behavior. The CATCH program strives to provide a comprehensive, coordinated approach with defendants who exhibit any combination of post-traumatic stress disorder, major depression, other mental health disorders, and/or drug or alcohol dependency in order to decrease criminal recidivism, jail nights and arrests, to improve public safety, and to improve the defendant's quality of life by being stabilized in the least restrictive location.

The goals and objectives are described in terms that are measurable so that the Advisory Committee may evaluate the effectiveness and functionality of the CATCH program after reviewing and analyzing the data collection plan. The data collection plan is set forth on page 25 as part of the Effectiveness Evaluation.

### ***Goal 1: Reduce participants' time in jail.***

*Objective 1:* Participants' jail time should be reduced by 75% after acceptance into the CATCH program.

### ***Goal 2: Reduce participants' annual arrests.***

*Objective 2:* Participants will decrease the number of arrests annually by 50% after acceptance into the CATCH program.

### ***Goal 3: Maximize the number of participants who successfully complete the CATCH program.***

*Objective 3:* 30% of participants will successfully complete the CATCH program within two years from the date of admission.

### ***Goal 4: Reduce recidivism among those charged with prostitution in the Franklin County Municipal Court.***

*Objective 4a:* Recidivism among current participants in the CATCH program will be no higher than 50% each year.

*Objective 4b:* Recidivism among participants who have successfully completed the CATCH program will be no higher than 25% each year.

**Goal 5:** *Improve living circumstances of participants who successfully complete the CATCH program.*

*Objective 5a:* 80% of participants will be employed, volunteering, or enrolled in education or vocational training within one year after successful termination.

*Objective 5b:* 100% of participants will have a stable living situation within one year after successful termination.



## **Chapter 2: Target Population**

### ***Target population***

The target population for the CATCH program is defendants who have been charged with misdemeanor prostitution, soliciting, loitering to solicit, or other offenses where a history of human trafficking is present. The CATCH program defines human trafficking in the same manner as R.C. 2953.38(A)(4). The target population will be diagnosed with post-traumatic stress disorder, major depression, other mental illness, drug or alcohol dependency, and/or co-occurring disorders.

Participants are not required to reside in Franklin County, Ohio; however, the offense with which they are charged must have occurred within the Court's jurisdiction, which is the city of Columbus and Franklin County pursuant to R.C. 1901.01(A) and 1901.02(B).

The CATCH program does not discriminate based on race, color, religion, gender, sexual orientation, national origin, ancestry, age, citizenship, marital status, veteran's status, or any disability.

### ***Legal eligibility criteria***

The following are the legal eligibility criteria for acceptance into the CATCH program.

1. There are several ways a defendant may be referred to the CATCH program.
  - a. A referral on a new charge of misdemeanor prostitution, solicitation, or loitering to solicit. The offense must have occurred within the Court's territorial jurisdiction, which is defined in R.C. 1901.01(A) and 1901.02(B).
  - b. A referral following a probation revocation hearing when the reason for the revocation is a new charge for prostitution, solicitation, or loitering to solicit.
  - c. A referral from any other judge of the Franklin County Municipal Court based on the transfer of probation.
  - d. A referral on any other new, pending misdemeanor charge when the defendant appears to have committed the offense as a victim of human trafficking.
2. All issues regarding competency to stand trial or insanity defenses must be resolved before acceptance into the CATCH program.
3. The defendant must complete all required paperwork and assessments for acceptance into the CATCH program.
4. If a defendant is completing community control sanctions on another conviction of the type specified above, the defendant may be able to transfer that case into the CATCH

program along with the pending charge(s). However, the transfer is dependent upon the agreement of the judge who imposed community control sanctions in the prior case to coordinate the conditions of that case with the case referred to the CATCH program.

Several factors will disqualify a defendant from eligibility.

1. The defendant has been convicted of a crime in which any child has been the victim of sexual violence.
2. A first, second, or third-degree felony is pending against the defendant.
3. A domestic violence conviction. However, on occasion, a defendant who has been charged with domestic violence is referred to the CATCH program. While the Court does not condone the use of violence, the Court has observed victims of human trafficking who are charged with domestic violence as a pattern of control. The prosecutor must consult with the victim of the domestic violence charge. All of these factors will be considered when deciding whether to accept a defendant into the CATCH program.

### *Clinical eligibility criteria*

The following constitute the initial clinical eligibility criteria for the CATCH program.

1. The defendant must be willing to participate in treatment services that address behavioral healthcare diagnoses as determined by a clinician licensed by the state of Ohio.
2. The defendant must be willing to receive treatment services in Franklin County, Ohio.
3. The defendant must be assessed by a clinician licensed by the state of Ohio. The assessment may be completed by a LSW, LISW, LICDC, LICDC-CS, LPC, or LPCC, for the purposes of acceptance into the CATCH program.
4. The defendant must complete the initial assessment within ten (10) days of the referral, or within seven (7) days of the defendant's initial screening. Assessment may include observing the defendant, interviewing the defendant, and formally testing the defendant to determine specific skills, strengths, and needs.
5. Based on the initial assessment, the defendant must have a primary Axis I diagnosis or be drug or alcohol dependent as defined by the Diagnostic and Statistical Manual of Mental Disorders IV (DSM-IV).<sup>1</sup> Co-occurring disorders are common.

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<sup>1</sup> The CATCH staff currently uses the DSM-IV; however, the CATCH staff may use the DSM-5, which was released in May 2013, as soon as training is complete.

Defendants who have developmental disabilities and/or personality disorders that fall on Axis II of the DSM-IV may be accepted into the CATCH program if their primary diagnosis falls on Axis I of the DSM-IV.

An initial assessment to determine whether the defendant may have been a victim of human trafficking is counter-productive. However, as soon as practicable after acceptance, the CATCH staff will administer the Comprehensive Trafficking Assessment, which was designed by the National Human Trafficking Resource Center as part of the Polaris Project. Should the assessment indicate that the CATCH participant has been the victim of human trafficking, the participant shall remain in the CATCH program and continue treatment. Should the assessment indicate that a CATCH participant has not been the victim of human trafficking, the defendant may be referred to the Franklin County Municipal Court's mental health court or drug court, as appropriate.

### *Capacity*

The CATCH program may serve up to 100 participants each year.

### **Chapter 3: Program Entry and Case Flow**

The process detailed in this chapter is intended to ensure prompt assessment of defendants. Defendants who are admitted to the program will be placed as soon as possible in appropriate treatment services and programs. All services will meet the individualized needs of each participant and incorporate evidence-based strategies. Participants will also be placed, as soon as possible, under reporting supervision requirements.

#### ***Referral Process***

Referrals may be made by any judge of the Franklin County Municipal Court, the prosecutor, or a defense attorney. A case manager or probation officer may make a referral if the defendant has a new, pending case. The request for entry form will be explained by defense counsel and must be signed by the referring judge and/or the Administrative Judge. A copy of the request for entry form is attached at Appendix F.

#### ***Screening and Assessment***

##### **Pre-Screening**

The screening process will be completed by a member of the CATCH staff, but usually the Community Support Coordinator, within three (3) days of the referral. During the screening, the defendant will complete three forms: a request for entry form (if it was not already completed), a demographic form, and a consent for release and exchange of confidential information form. Each form has been attached at Appendix F. In general, the demographic form collects the defendant's name, nicknames, identifying marks, and medical information. The consent for release and exchange of confidential information allows the CATCH staff to gather medical, mental health, and other confidential information to make a recommendation regarding admission and helps facilitate the exchange of information during treatment.

Screening also includes a review of expectations and rules. The CATCH staff member who conducts the screening will explain that the defendant's refusal or omission in completing any of the required forms and/or assessments will render the defendant ineligible for admission to the CATCH program.

Also at the screening, the defendant will be provided with a copy of the Participant Handbook, which is attached as Appendix L. The CATCH staff will highlight the benefits of compliance and the consequences of non-compliance with the program requirements, including the potential for termination from the CATCH program.

##### **Clinical Assessment**

Within ten (10) days after referral, or seven (7) days after screening, the defendant will complete an assessment. The assessment will be completed by a clinician licensed by the state of Ohio to make a diagnosis and determine the defendant's treatment needs. If the defendant is unable to

complete the assessment, the defendant can finish it on another day, request assistance from a different member of the CATCH staff, or request assistance from an advocate from the treatment provider.

All chemical dependency, mental health, and program assessments include collateral information to ensure accuracy of the assessment.

The CATCH probation officer shall also administer the Ohio Risk Assessment System consistent with the policies and procedures established by the Franklin County Municipal Court Department of Probation.

### ***Program Admission***

After the defendant completes the initial screening and the initial assessment, his or her eligibility for admission will be discussed at a CATCH treatment team meeting. The CATCH judge, staff, prosecutor, treatment providers, and defense counsel will discuss any mitigating and aggravating factors in the defendant's criminal justice, medical, and mental health histories. Defendants who are considered high-risk or repeat offenders will be considered for inclusion, but the defendant's risk to the staff and community are important factors. The age of any disqualifying offenses will be considered and weighed appropriately.

No defendant has a right to participate in the CATCH program, and the CATCH judge has discretion to approve or deny admission in accordance with the specialized docket written eligibility criteria.

### ***Non-Discrimination Practices***

The CATCH program is designed to provide treatment services to any defendant who meets the legal and clinical eligibility standards, at the discretion of the CATCH judge. In no case shall a defendant be denied acceptance or otherwise discriminated against based on his or her race, color, religion, gender, sexual orientation, national origin, ancestry, age, citizenship, marital status, veteran's status, or any disability.

### ***Case Flow***

Cases may be referred to the CATCH program during a criminal arraignment session or after individual assignment pursuant to Loc.R. 1.01 and 8.01.

### ***Unassigned cases***

Upon the defendant's request to participate in the CATCH program and the execution of a Request for Entry form, the arraigning judge shall accept a not guilty plea and sign the Request for Entry form. The case shall be scheduled for the next status review hearing of the CATCH program. If the defendant is accepted into the CATCH program, the case shall be assigned to the CATCH judge. If the defendant is not accepted into the CATCH program, the case shall be sent to the Assignment Office for individual assignment pursuant to Loc.R. 8.01. Any treatment

recommendations will be provided to defense counsel to determine if the information would benefit the defendant.

### Assigned cases

Upon the execution of a Request for Entry form, which shall be signed by the assigned judge and the Administrative Judge pursuant to Sup.R. 4(B)(1), the Assignment Commissioner, or his or her designee, shall transfer the case from the assigned judge to the CATCH judge. The Administrative Judge may authorize the transfer and sign the preliminary acceptance entry pursuant to Loc.R. 2.02.

If the defendant is accepted into the CATCH program, the case shall be permanently assigned to the CATCH judge. If the defendant is not accepted into the CATCH program, the case shall be transferred back to the judge to whom the case was originally assigned. Any treatment recommendations will be provided to defense counsel to determine if the information would benefit the defendant.

Any judge elected to preside over the CATCH program will maintain a regular civil and criminal case load and be assigned to special sessions pursuant to Loc.R. 1.02 and 1.03. If a participant is either neutrally or unsuccessfully terminated from the CATCH program, the case shall remain on the docket of the CATCH judge.

### CATCH program case management

Any defendant referred to the CATCH program will complete a screening and an initial assessment. If the defendant satisfies the legal and clinical eligibility criteria, the CATCH judge will make the final decision regarding the defendant's admission to the program. If accepted into the CATCH program, the defendant shall plead guilty to the offense charged in the complaint, and the judge shall impose sentence. Participants will be linked to treatment providers within 72 hours of acceptance into the CATCH program. The plan to provide services to each participant is more specifically set forth in the Program Description, and the participants' rights are more specifically set forth in the Participant Handbook and Participation Agreement. All documents submitted to the Supreme Court for certification under Sup.R. 36.02 through 36.28 will be maintained by Court Administration on behalf of the CATCH judge and are incorporated herein by reference.

If the defendant is accepted into the CATCH program, the defendant will appear at the next CATCH status review hearing, which is scheduled each Thursday at 1:30 p.m. in Courtroom 12C. At that hearing, newly accepted defendants will sign the Participation Agreement and plead guilty to the original charge, and the judge will impose sentence. The Participation Agreement is attached as Appendix D. The responses to compliance and non-compliance, including criteria for termination, will be explained to the participant.

Also at the first status review hearing, the CATCH staff will provide the defendant with the date and time of an appointment with appropriate mental health and/or substance abuse treatment providers. Participants will be placed as soon as possible in appropriate treatment services and

programs and under reporting supervision to monitor compliance with court requirements. In most cases, the total time between referral and the first treatment appointment will be 20 days or less. The defendant also will be given an appointment with the CATCH probation officer. At that appointment, the CATCH probation officer will reiterate all program and probation rules and expectations, including the incentives and sanctions for compliance or non-compliance. Probation form 112 is attached as Appendix I.

### ***Human Trafficking Assessment***

The Court has found it to be counter-productive to conduct human trafficking assessments prior to acceptance into the CATCH program. However, as soon as practicable after acceptance, the CATCH staff will administer the Comprehensive Trafficking Assessment, which was designed by the National Human Trafficking Resource Center as part of the Polaris Project. Should the assessment indicate that the CATCH participant has been the victim of human trafficking, the participant shall remain in the CATCH program and continue treatment. Should the assessment indicate that a CATCH participant has not been the victim of human trafficking, the defendant may be referred to the Franklin County Municipal Court's mental health court or drug court, as appropriate.

### ***Specialized Docket File Maintenance***

The CATCH program maintains a separate program case file, which is not a part of the public record maintained by the Franklin County Municipal Court Clerk. The files are accessible to the Specialized Dockets Manager, all Specialized Dockets Coordinators, and all Community Support Coordinators. At times, Specialized Dockets Coordinators and Community Support Coordinators provide coverage to other specialized dockets operating within the Franklin County Municipal Court, which necessitates the ability to access information. All files are stored in the CATCH program office in a locked file cabinet. Files include a copy of the judge's sentencing entry, the completed release of information, the completed assessment, all collateral information collected for completion of the assessment, group meeting slips, case notes with contact logs, and any other information that the defendant requests the record to maintain.

Treatment team members are required to comply with Part 2 of Title 42 of the Code of Federal Regulations governing confidentiality of alcohol and drug abuse patient records. Recipients of any disclosures may re-disclose information only within the scope of the signed Release of Information form. The Release of Information authorizes disclosure of protected health information pursuant to the Health Insurance Portability and Accountability Act, 42 U.S.C. 300 gg-42, as amended, R.C. 2151.421, and R.C. 2152.99.

## **Chapter 4: Treatment Team**

### ***Duties of Treatment Team Members***

The judge elected to preside over the CATCH program is the chairperson of the treatment team and attends treatment team meetings.

Each member of the treatment team has been invited to participate by the CATCH judge and is responsible for the daily operations of the CATCH program. The Specialized Dockets Manager and all Specialized Dockets Coordinators, Community Support Coordinators, and probation officers are at-will employees of the Franklin County Municipal Court. Without modification to the at-will employment relationship, the Court anticipates that staff members will be assigned to the CATCH program for at least one year.

The CATCH program incorporates a non-adversarial approach while recognizing the roles of prosecutors and defense attorneys.

Treatment team members work with local community leaders to ensure that the best interests of the community are considered and also engage in community outreach activities to build partnerships that improve outcomes and support the CATCH program's sustainability. The Specialized Dockets Manager bears the responsibility for improving outcomes and sustainability in this regard. The community outreach and education plan is attached at Appendix K.

Successful implementation of the CATCH program requires ongoing and frequent communication of timely and accurate information about each participant's overall performance. Communications outside of the treatment team meetings are essential and may occur through telephone calls, email, or other generally accepted means of communication.

Mechanisms for decision-making and resolving conflicts among treatment team members have been established and are utilized. During treatment team meetings, conflicts may be resolved by a majority vote of those present. However, the CATCH judge has discretion to make any final decision. Conflicts regarding the functionality of the CATCH program should be resolved through the Franklin County Municipal Court's Specialized Docket Committee and the Specialized Dockets Advisory Committee. Any resulting modifications shall be sent to the Supreme Court of Ohio Specialized Docket Section in compliance with Sup.R. 36.02 through 36.28.

All treatment team members are required to assist the Specialized Dockets Advisory Committee when it performs functionality reviews or otherwise requests information. In addition, all treatment team members shall cooperate with the Court's Specialized Docket Committee to maintain communication and promote awareness within the Court and to abide by the Court's policies.

### ***Specific Roles and Responsibilities of Treatment Team Members***



### Judge

The judges of the Franklin County Municipal Court have elected **Judge Paul M. Herbert** to serve as the CATCH judge. Judge Herbert volunteers his time as the CATCH judge while also maintaining a regular civil and criminal case load and rotations to special sessions, such as duty, criminal arraignment, or preliminary hearing session. Judge Herbert is a co-chair of the Specialized Docket Advisory Committee and the chairperson of the CATCH treatment team, and he attends all meetings. Judge Herbert is knowledgeable about clinical diagnoses and treatment benefits. Judge Herbert has discretion regarding admission into the CATCH program, incentives, sanctions, phase advancements, successful completion, and termination. He also takes pleas, imposes sentences, and discusses progress with participants during status review hearings.

### Prosecutor

An Assistant Columbus City Prosecutor is generally assigned to represent the government's interests in the CATCH program. The prosecutor conducts a criminal record check and notifies victims. The prosecutor will participate in treatment team meetings and status review hearings and may make recommendations regarding incentives, sanctions, phase advancement, successful completion, and termination. Although the prosecutor has an overriding goal of pursuing justice and protecting public safety and victims' rights, the CATCH program functions as a non-adversarial process.

### Defense Counsel

Although the defense attorney has the overriding goal of preserving the defendant's constitutional rights, the CATCH program functions as a non-adversarial process.

During the screening and referral process, a defense attorney will help the defendant decide whether to participate in the CATCH program. In addition to advice regarding the effects of a guilty plea and sentencing, counsel will explain which rights the defendant waives by entering the CATCH program, explains the possible sanctions the CATCH judge could impose for non-compliance, explains the circumstances that could result in termination from the CATCH program, and explains the effects of termination from the CATCH program. The defense attorney will have input in the acceptance process.

A defendant may request the presence of an attorney during any portion of a treatment team meeting that pertains to the defendant. The defendant bears the responsibility to contact his or her defense attorney for representation during the treatment team meetings.

### Specialized Dockets Manager

**Paige Allen** is the Specialized Dockets Manager. Ms. Allen is responsible for the administration of the CATCH program, including long-term strategic planning and daily support. Ms. Allen manages the CATCH program in compliance with the terms of this Program Description. She

oversees the funding of the CATCH program and supervises the CATCH treatment team. Ms. Allen coordinates trainings for social service lawyers, judges, clinicians, and law enforcement and markets the CATCH program in the community. Ms. Allen facilitates and attends treatment team meetings and monitors the CATCH program's referrals and case load. Ms. Allen maintains a system of data collection for the CATCH program, and she may conduct screenings and assessments. Ms. Allen also communicates with and observes treatment providers on a regular basis to assess the services provided and the treatment and programming process.

#### Specialized Docket Coordinator

**Hannah Estabrook** is the Assistant Specialized Docket Coordinator assigned to the CATCH program. Ms. Estabrook participates in treatment team meetings and status review hearings, meets with attorneys to discuss referrals, conducts the initial assessment, and meets with participants on a regular basis. Ms. Estabrook also helps to prepare reports for the Specialized Dockets Manager and the CATCH judge and assists with data collection. Although participants will have some interaction with the Specialized Dockets Manager, most of their regular contact will be with the assistant coordinator or the Community Support Coordinator.

#### Community Support Coordinator

**Keturah Schroeder** is the Community Support Coordinator assigned to the CATCH program. Ms. Schroeder participates in CATCH treatment team meetings and status review hearings. Ms. Schroeder meets with participants on a daily basis and conducts initial screenings. The Community Support Coordinator is instrumental in helping to locate and organize housing, medication, treatment, and other social services. Ms. Schroeder also assists in preparing reports for the Specialized Dockets Manager and CATCH judge.

#### Probation Officer

**Heather Mohrman** is the probation officer assigned to the CATCH program. Ms. Mohrman participates in treatment team meetings and status review hearings. Ms. Mohrman reviews each case, discusses the terms and conditions of community control sanctions, coordinates with other probation officers, if applicable, and files statements of violations as necessary. The CATCH probation officer conducts drug and alcohol screenings and home visits. Ms. Mohrman's recommendations about incentives, sanctions, phase advancement, successful completion, and termination are considered by the judge in making his decisions.

#### Treatment Providers

All treatment providers are appropriately licensed and trained and provide services according to the standards of their profession. The following agencies are most commonly utilized to provide treatment for participants in the CATCH program: **Amethyst, Inc.; Southeast, Inc.; and Maryhaven, Inc.** A representative from each treatment provider will participate in the treatment team meetings and status review hearings and provide notes to the CATCH staff about participants' progress in treatment. Treatment providers often offer group therapy, individual

therapy, residential care, and employment services. An individual treatment plan may provide for treatment with multiple treatment providers.

In addition, treatment providers may provide assessments and clinical diagnoses and may propose treatment plans. Treatment providers document each participant's progress, including attendance and screening results. Weekly progress reports are communicated to the CATCH staff; however, more frequent communication may be required based on an individual participant's needs and progress.

## **Chapter 5: Participant Monitoring**

### ***Treatment Team Meetings and Status Review Hearings***

The treatment team monitors each participant's performance and progress through treatment team meetings and status review hearings.

#### ***Treatment Team Meetings***

Treatment team meetings are held each Thursday starting at 12:00 p.m. in the Franklin County Municipal Court. The CATCH judge, prosecutor, Specialized Dockets Manager, case manager, Community Support Coordinator, probation officer, representatives from treatment providers, and defense attorneys, if requested by the defendant, participate in the treatment team meetings. The Specialized Dockets Coordinator prepares the agenda to review new referrals and the progress of active participants.

Progress reports must be received by the Community Support Coordinator each Wednesday by 5:00 p.m. The Community Support Coordinator reviews each progress report and prepares notes for discussion at the treatment team meeting and for the judge's reference during the status review hearing. A sample progress report is attached at Appendix G.

#### ***Status Review Hearings***

The specialized docket incorporates ongoing judicial interaction with each participant. Status review hearings are held each Thursday, starting at 1:30 p.m. in Courtroom 12C of the Franklin County Municipal Court. The purpose of the status review hearing is to promote accountability and increase the likelihood of successful completion through ongoing judicial interaction with each participant.

Attendance at status review hearings is dependent on the participant's phase in the program. Participants in Phases I and II are required to attend weekly status review hearings. Participants in Phase III must attend status review hearings once every two weeks. By attending status review hearings, participants have the opportunity for direct discussion with the judge. Frequent attendance also establishes and reinforces the CATCH program policies by including examples of responses to compliance and non-compliance, including termination. Frequent attendance also provides an environment that fosters supportive relationships among all participants.

#### ***Summary of Treatment***

"Treatment plan," as used herein, refers to plans to provide services and treatment plans under Standards 5 and 9 of Appendix I of the Rules of Superintendence.

The treatment plan for each participant is developed in conjunction with the treatment providers, CATCH staff, and CATCH probation officer to meet the individualized needs of each participant and incorporate evidence-based strategies. Each participant receives his or her treatment plan from the ODADAS/ODMH-funded agency that provides services. Treatment plans are gender

and culturally appropriate, and effectively address co-occurring disorders. Each treatment plan is appropriate and clinically necessary to the degree that available resources allow.

CATCH participants shall have prompt access to a continuum of approved treatment and rehabilitation services within 72 hours of acceptance into the CATCH program. The CATCH treatment team maintains current treatment plans and a record of activities. Treatment plans continue to develop throughout the specialized docket to reflect the participant's changing needs based on program progress.

All service providers for the CATCH program provide direct services to participants or can link the participant to other services to stabilize alcohol and other drug use and mental health issues. Services are provided based on the participant's need for medical, mental health, and dental services, housing, employment, education, and other essential ancillary services.

### *Phases*

“Phases” are steps in treatment and are based on participants' performance in the treatment plan and compliance with the requirements of each phase. Generally, the entire CATCH program will take two years to complete; however, participants may experience set-backs or require additional assistance that extends the time for completion. Other participants may excel in their treatment plan and complete all phases in slightly less time. Therefore, progress is not based on a pre-determined timeline.

**Orientation:** Defendants meet with the Specialized Docket Coordinator, Community Support Coordinator, or probation officer to complete the waiver and consent form. They review the Participant Handbook, are introduced to the treatment team, and will become familiar with the locations of treatment and service providers. Transportation concerns may be addressed at this time.

**Phase I:** Stability and Compliance  
Participants are required to attend all appointments, weekly status review hearings, and treatment appointments as defined in the treatment plan. If the participant is on medication, he or she must take all medication as prescribed by the treatment provider. Once all requirements are complete, the participant will transition to Phase II.

**Phase II:** Movement and Connection  
The treatment provider(s) and CATCH treatment team will develop a plan and connect each participant to ancillary services such as social welfare, educational institutions, family services, and housing. Participants are required to follow and complete any recommendations for services and treatment and to attend status review hearings on a weekly basis. Once the CATCH judge determines that a participant has maintained the healthy and responsible behaviors developed in Phase I and that the participant has made and sustained healthy connections to treatment and service providers and peers in the community, the participant may transition to Phase III.

Phase III: Sustain and Thrive

Participants will continue the treatment plan deemed appropriate by the CATCH treatment team. Participants will complete two (2) volunteer activities and lead four (4) sober support meetings. Participants attend status review hearings every other week and meet with the treatment team every other week. Completion of Phase III will result in graduation from the CATCH program.

Graduation: Graduation from the CATCH program occurs when participants successfully complete all three phases. Below is a list of the guidelines that will help identify successful completion of the CATCH program. The CATCH judge makes the final determination of successful completion.

- 1) Successful completion of mental health and substance abuse treatment
- 2) Verified period of abstinence from alcohol and drugs
- 3) Completion of community service hours as directed
- 4) Attendance at Alcoholics Anonymous support group meetings as directed
- 5) Identification and maintenance of positive and supportive relationships
- 6) Identification and elimination of criminal thinking patterns
- 7) Payment of fines, court costs, restitution, and/or treatment costs
- 8) Completion of a physical examination
- 9) Completion of a writing assignment about a recovery-related topic
- 10) Completion of any required term of incarceration and/or home incarceration with electronic monitoring for the current offense

A chart of the Phases is attached at Appendix J.

***Incentives***

Incentives and rewards are an important part of making lasting lifestyle changes and improving behaviors. Positive changes and compliance with program guidelines shall be rewarded. However, incentives must be tailored to the individual. Therefore, no formalized list of behaviors and corresponding incentives has been developed. In general, incentives are immediate and graduated, and each incentive is tailored to the needs of the individual participant based on his/her needs and the behavior that prompted rewarding an incentive.

Positive actions and compliance that will be rewarded include, but are not limited to:

- 1) 90 and 180 days of sobriety
- 2) 3 consecutive negative drug screens
- 3) Paying fines and court costs
- 4) Obtaining employment

- 5) Obtaining a GED or completing other vocational or educational training
- 6) Phase advancement

The type of rewards received will be determined by the CATCH treatment team and the CATCH judge based on the participant's performance and compliance in the program. Some of the incentives utilized by the Court include, but are not limited to:

- 1) Encouragement and praise from the CATCH judge
- 2) Reduction in probation appointments
- 3) Encouragement to work on positive activities the participant enjoys
- 4) The ability to participate in activities through Doma International
- 5) Small tokens, such as certificates, focus keys, watches, or scrapbooks

### *Doma International*

Doma International is a non-governmental organization formed to bridge gaps between the court process and treatment providers. In addition to providing training and mentors to participants, Doma organizes monthly group activities outside of Court that foster self-esteem and camaraderie. Additionally, Doma has established and operates a catering company called Freedom a la Cart as a work force development project that trains and employs participants to be successful in the current job market.

### ***Sanctions***

Immediate, graduated, and individualized sanctions govern the CATCH judge's response to participants' non-compliances with program rules or conditions of community control sanctions. Sanctions help to redirect participants so they can conform to the program requirements, and sanctions also deter inappropriate or illegal behaviors. As with incentives, sanctions are largely based on the individual needs of participants, and the CATCH judge has discretion in determining the appropriateness of sanctions. In general, the more egregious the non-compliance, the more severe the sanction will be.

Reasons why a participant might be sanctioned include, but are not limited to:

- 1) Failing to attend status review hearings, probation appointments, or treatment appointments
- 2) Failing to cooperate with the CATCH staff
- 3) Failing to comply with the treatment plan
- 4) Failing to provide required documentation, receipts, or paperwork
- 5) Possessing or using drugs or alcohol
- 6) Continued criminal activity or new charges

Sanctions include, but are not limited to:

- 1) A verbal reprimand in court
- 2) Additional writing assignments
- 3) Denial of additional or expanded privileges, or the revocation of privileges already granted
- 4) Additional community service hours
- 5) Extended time in the appropriate Phase of treatment or demotion to a prior phase
- 6) Electronic monitoring
- 7) Issuance of an arrest warrant
- 8) Incarceration
- 9) Termination from the CATCH program

The CATCH program is always voluntary. The participant's actions direct the response from the treatment team and the judge.



## **Chapter 6: Program Completion**

### ***Criteria for Successful Completion***

Graduation from the CATCH program will occur after the participant has successfully completed all three phases of treatment. In addition, the participant must demonstrate the following:

- 1) Successful completion of mental health and substance abuse treatment
- 2) Verified period of abstinence from alcohol and drugs
- 3) Completion of community service hours as directed
- 4) Attendance at Alcoholics Anonymous support group meetings as directed
- 5) Identification and maintenance of positive and supportive relationships
- 6) Identification and elimination of criminal thinking patterns
- 7) Payment of fines, court costs, restitution, and/or treatment costs
- 8) Completion of a physical examination
- 9) Completion of a writing assignment about a recovery-related topic
- 10) Completion of any required term of incarceration and/or home incarceration with electronic monitoring for the current offense

Once a participant feels they have completed all of the requirements, the participant will meet with the treatment team to discuss potential graduation. Participants understand that the CATCH judge will determine whether the program has been successfully completed.

Upon successful completion of the CATCH program, the judge may vacate the guilty plea and dismiss the complaint. Successful participants will be invited to a public graduation ceremony, which is normally attended by the CATCH judge and treatment team, other elected officials, Court employees, and family members. At the graduation ceremony, the participant will be awarded a certificate, a testimonial, and a scrapbook and will have the opportunity to make comments to the audience.

The treatment team may make recommendations regarding aftercare for participants who are terminated from the program, either successfully, unsuccessfully, or neutrally. However, the treatment provider(s) and the participant will determine treatment. Clinical decisions regarding levels of care and appropriateness of treatment must be made by licensed individuals who carry appropriate liability insurance from the State of Ohio.

The CATCH program has worked with Doma International to provide volunteer and mentor support to both participants and CATCH graduates. Opportunities for continued support may be extended to successful participants through Doma.

## ***Termination Classifications***

### **Unsuccessful termination**

Participants who are not in compliance with the program rules or conditions of community control will be sanctioned, as stated above. Depending on the severity of the non-compliance, an appropriate sanction will be imposed by the CATCH judge. If unsuccessful termination is the appropriate sanction, the participant will meet with the Specialized Dockets Manager, the Specialized Dockets Coordinator, defense counsel, and the treatment provider. The CATCH judge may attend the meeting. The participant will be provided with a list of violations or non-compliance issues that has led to the termination and will have an opportunity to address them. If termination is recommended, the probation officer will schedule a revocation hearing that may occur in front of other CATCH participants. The CATCH judge has discretion to decide termination from the CATCH program in accordance with the specialized docket written criteria. Upon unsuccessful termination, the judge will impose sentence for the probation violation and may enforce the balance of the original sentence as the judge deems appropriate, including unserved jail time. The defendant will be barred from admission and participation in any other specialized docket program operated by the Franklin County Municipal Court for at least six months.

In general, a participant may be terminated from the CATCH program based on non-compliance with treatment plans, obtaining a new and serious conviction, a series of probation violations or non-compliance with the program rules, or a single, serious violation of community control sanctions or program non-compliance. However, these criteria do not create any right to participate in the CATCH program.

### **Neutral termination**

A neutral termination is neither a successful termination nor an unsuccessful termination. The participant's unwillingness to continue with the CATCH program may be one reason for an unsuccessful termination. Other issues that might result in a neutral termination include serious medical or mental health conditions, death, or any other factor that prevents a willing participant from completing the program requirements.

A neutral termination may be instituted by either the participant or the CATCH staff. The initiating party must identify the cause of the discharge and the desired outcome. The participant will receive a written explanation of the case disposition and will have the opportunity to consult with defense counsel. In the even of a neutral termination from the program, the CATCH judge will retain the case on his or her individually assigned docket and enforce the original sentence or sentence the defendant as deemed appropriate by the judge.

### ***Other statuses***

The CATCH program does not provide an inactive or suspended status for any participant.

## **Chapter 7: Substance Monitoring**

Participants in the CATCH program are often diagnosed with a primary mental health disorder, such as post-traumatic stress disorder, but frequently experience co-occurring drug and alcohol dependency. As a condition of community control sanctions and as a rule of the program, participants may not possess or purchase alcohol or illegal substances. This means that participants may not have drugs or alcohol in their residence, and participants must inform other residents about this policy. The presence of alcohol and/or illegal substances in the residence constitutes a violation of community control sanctions for which a statement of violations will be written.

The participant's use of alcohol and/or illegal substances will be monitored through the use of individualized, random, frequent, and observed alcohol and drug-testing protocols. Regular urine screening will be conducted by American Court Services. CATCH staff will determine the frequency of testing; however each participant must call American Court Services each day at (614) 859-9999. If the participant is selected for a urine screening that day, the participant must follow the telephone prompts to report for the urine screening. Urine screening also may be administered by the CATCH staff, the probation officer, or treatment providers based upon their professional judgment. All testing will include the primary substance of dependency as well as a sufficient range of other common substances.

The CATCH program has written policies and procedures for sample collection, sample analysis, and result reporting to address and contribute to the reliability and validity of the testing process. The policies and procedures for the Franklin County Municipal Court Department of Probation and American Court Services are attached at Appendix I.

No matter which agency conducts the urine screening, all results are shared with the CATCH staff. The following acts will be treated as a positive urine screening, CATCH staff will receive immediate notification, and you will be immediately sanctioned:

- 1) Testing positive
- 2) Failing to provide a sample
- 3) Submitting an adulterated or altered sample
- 4) Submitting somebody else's sample
- 5) Diluting the sample.

During the intake process, the defendant will submit a urine sample for screening. If the person has a positive urine screening, the sample will be further tested to determine the level and type of substance. If the defendant had been released on bond, the judge may revoke the bond and place the defendant back in jail. In any case, the defendant will be retested at a later time to determine if the substance levels have been reduced or if the person used a different substance. If the screening indicates a drug that the defendant does not normally use, specialized docket staff will investigate harm reduction. If the positive screening is for the defendant's drug of abuse, the defendant may be ordered into a detoxification program, if available.

If a positive urine screening is reported after the defendant is admitted to the specialized docket, the MAVS probation officer will follow the procedures of the Franklin County Municipal Court Department of Probation, draft a statement of violations, and request a revocation hearing. After considering the participant's phase of treatment, the participant's overall record of compliance, the reason for the positive result, any statement the participant may make in mitigation, and any other relevant factor, the judge may amend the treatment plans, may increase the length of time in the program, select another appropriate sanction, or order unsuccessful termination from the program.

## **Chapter 8: Professional Education**

The CATCH program provides for continuing interdisciplinary education of CATCH staff. During each CATCH staff member's annual performance evaluation, a list of goals is developed, including continuing education courses the member wants to attend according to licensure and programming requirements. During the next performance evaluation, the person completing the performance evaluation will assess whether the CATCH staff member satisfied his or her individual education goals.

Each CATCH staff member is required to attend the Supreme Court of Ohio Practitioner Training for Specialized Dockets. Additionally, staff members are required to attend training sponsored by the Addictions Studies Institute at Ohio State University, the Ohio Behavioral Healthcare Association, and the Ohio Department of Alcohol and Drug Addiction Services, as the subject matter of these trainings relates to the population served through the CATCH program. In addition, the CATCH probation officer shall comply with the continuing education requirements for probation officers, which were promulgated by the Adult Parole Authority and the Supreme Court of Ohio. The Chief Probation Officer, or his designee, will monitor the CATCH probation officer's compliance during yearly performance evaluations.

Prosecutors and defense attorneys are trained in specialized docket processes as stated in the CATCH program's community outreach and education plan, which is attached as Appendix K.

The CATCH treatment team will continuously monitor the program's policies, procedures, and functionality. Changes based on the treatment team's immediate observations shall be initiated through the Specialized Docket Advisory Committee, which will complete its own functionality evaluation in odd-numbered years and annual policy and procedure evaluation, and the Franklin County Municipal Court Specialized Dockets Committee.

When the CATCH staff is advised of a transition of a treatment team member, training is provided with the existing treatment team, including treatment providers. The CATCH staff may observe and may occasionally provide services to the other specialized dockets operating within the Franklin County Municipal Court.

## **Chapter 9: Effectiveness Evaluation**

The CATCH judge has a plan for evaluating the effectiveness of the CATCH program. The goals and objectives as set forth in this Program Description shall be measured. The CATCH judge shall evaluate the effectiveness of the specialized docket by reporting data as required by the Supreme Court, including information to assess compliance with these standards, and engaging in on-going data collection in order to evaluate whether the specialized docket is meeting its goals and objectives.

The Specialized Dockets Manager shall collect and maintain statistics to document the goals and objectives of the CATCH program. Data will be obtained from the behavioral psycho-social interview completed by a clinician licensed by the state of Ohio and the participant, the Franklin County Sheriff's Office database for incarceration, and the Franklin County Municipal Court Clerk's CourtView database. These databases will indicate the number of arrests, the number of nights in jail, and the nature of any new charges filed. CATCH staff will remain in contact with successful participants for at least one year after successful termination to record housing and employment updates.

In addition, the Specialized Dockets Manager will maintain statistical reports tracking how many defendants are referred to the CATCH program, how many defendants are accepted into the CATCH program, how many participants are successfully terminated, how many defendants are neutrally terminated, and how many participants are unsuccessfully terminated. The percentage of successful termination cases shall be maintained for a period of 10 years.

Each participant's arrests and jail nights will be collected for 10 years prior to participation in the CATCH program, during participation in the program, and for 10 years after any form of termination.

Statistics are reported semi-annually to the Franklin County Commissioners and to the Columbus Mayor's Office. Each year, the statistics are reported to the Franklin County Municipal Court Clerk's Office and the Court Administrator of the Franklin County Municipal Court. All statistics are available for report to the Supreme Court of Ohio upon request. In addition, statistics shall be reported each year to the Advisory Committee to determine overall effectiveness and whether the CATCH program is achieving its stated goals and objectives.

The CATCH program has also linked with Franklin University's Criminal Justice Administration Department and the Capital University Law Clinic for statistical support and analysis.