



# San Francisco Reentry Court (SFRC)

Reentry Team Manual

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## **REENTRY COURT TEAM**

The Honorable Laurel Beeler, United States Magistrate Judge

### **FEDERAL PUBLIC DEFENDER OFFICE**

Candis Mitchell, First Assistant Federal Public Defender

### **UNITED STATES ATTORNEY OFFICE**

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### **UNITED STATES PROBATION OFFICE**

Kevin Maynor, U.S. Probation Officer, Reentry Court Liaison

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### **TREATMENT PROVIDER**

Michael Red, Treatment Facilitator, Dolan Mental Health

## **Mission Statement**

The mission of the San Francisco Reentry Court (SFRC) is to combine court programs with treatment and community-based resources to create wrap-around services that promote the adoption of prosocial behaviors and target the reduction of recidivism in the community.

## **Goals**

1. Reduce substance abuse dependency and related criminal activity
2. Enhance community safety
3. Provide resources and support to ease the transition from incarceration to reentry
4. Reward prosocial behavior while holding participants accountable for negative behavior
5. Reduce recidivism

## **Program Description**

The San Francisco Reentry Court is a comprehensive post-conviction program of the U.S. District Court. This collaborative approach combines the efforts of the Court, the U.S. Attorney's Office, the Federal Public Defender's Office, the U.S. Probation Office, treatment providers, and community stakeholders. This voluntary program involves regular court appearances, community-based supervision, cognitive behavioral therapy, substance abuse and/or mental health treatment, and pro-social community activities.

The purpose of SFRC is to assist participants in successfully reentering the community by addressing their trauma and recovery through a therapeutic approach. The participants will have access to community-based resources, such as job training and placement, education, treatment, counseling, and mentorship. They will report frequently to the probation officer, who will match client needs with available resources. They will also appear twice monthly before a Federal Judge, and the Reentry Court Team, to discuss progress toward meeting their goals.

The voluntary program is designed to span at least one year, based on each participant's progress. Each participant must be willing to take part in all program components. Participants who successfully complete the SFRC, will be eligible for up to one year off of their remaining term of post-conviction supervision.

## **Program Partners**

### ➤ **Federal Judges**

The Judge will provide encouragement, guidance and support for the participants, recognizing their accomplishments and celebrating their victories. At the same time, the Judge will hold participants accountable in the event they fail to comply with the terms of the program.

### ➤ **Assistant United States Attorneys**

The Assistant U.S. Attorney (AUSA) is a federal prosecutor designated to serve as a liaison from the U.S. Attorney's Office to the Re-Entry Team. The AUSA is committed to the success of each re-entry court participant. That commitment includes:

1. Encouraging and supporting the successes and accomplishments of each participant;
2. Giving constructive input on overcoming hurdles or difficulties; and
3. Holding each participant accountable if he falls below what is expected of a participant in the program.

### ➤ **Assistant Federal Public Defenders**

Although an Assistant Federal Public Defender (AFPD) generally represents clients brought to federal court for violations of supervised release or new criminal conduct, as a member of the Reentry Team, the AFPD is not intended to be the defense attorney for each participant. More specifically, participants are not being represented during the Re-Entry Team meetings by the AFPD.

### ➤ **U.S. Probation Officers**

The Probation Office will undertake a thorough assessment of each ORC candidate in order to make recommendations to the ORC about whether the candidate should be accepted into the program. The probation officer also uses the assessment tools to work with the participant to formulate a program plan based on the participant's needs for important basics such as treatment, employment, housing, and education. The probation officer will work with participants to identify problems they are facing and propose referrals and resources that are tailored to their specific situation and needs. Further, the officer will enforce ORC conditions as well as the standard and special conditions of supervised release.

### ➤ **Treatment Providers**

Clients will participate in group counseling, as well as individual treatment as necessary to assist in their recovery. Random drug and/or alcohol testing will be conducted to verify compliance with program rules. The treatment provider will also facilitate weekly cognitive behavioral therapy sessions.

## **Eligibility**

Referrals: The U.S. Probation Office may receive referrals from other probation officers, or members of the Reentry Court Team.

Although it is preferred that a reentry court cohort of participants begin programing simultaneously, the Reentry Court Team may elect to accept new participants at any time based on the needs of the court and availability of space for new participants. The ideal number of participants is between eight to twelve.

- A) Screening: The U.S. Probation Office will oversee the screening process by use of a variety of assessments including but not limited to the Post-Conviction Risk Assessment (PCRA), Prognostic Risk Factors Checklist, and mental health/substance abuse assessments by a treatment provider.

The Reentry Court Probation Officer will make a recommendation to the Reentry Court Team for acceptance based on the results of the screen process. The Reentry Court Team will discuss the appropriateness of the potential participant and the Reentry Court Judge(s) will make the final determination for acceptance.

### B) Criteria:

- Post-Conviction Risk Assessment (PCRA) score of *Moderate* or *High*.
- A minimum of 24 months of remaining supervision  
(The SFRC team may waive this requirement in appropriate cases. Participants must understand and agree that they will not receive a full 12-month reduction upon successful program completion).
- Willingness to participate and abide by program rules
- Complete necessary assessments
- Jurisdiction in the Northern District of California

\* Referrals with current or former sex offenses, will not be considered for participation.

## **Structure**

The SFRC is a four-phase program designed to be completed in a period of no less than 12 months. However, participation will not ordinarily exceed 24 months. The phases vary in length, and are determined by the goals of each phase. After successful completion of the four phases, participants will receive a one year reduction from their remaining term of supervision and will enter aftercare. The aftercare portion of the program is tailored

to the needs of the individual participant, which may include continued programming intended to provide ongoing support throughout the remaining period of supervision.

The tools and resources provided will encourage participants to take responsibility for their actions, develop an understanding of their criminogenic patterns, and the impact of their behavior on self, family and community. Throughout participation in Reentry Court, the participant will work toward the development of a positive community-based support network.

Finally, the participant will prepare and present a comprehensive relapse prevention plan prior to graduation from Reentry Court. Treatment services will be tailored to the individual needs of each participant. Upon completion of the SFRC, regular testing will be administered for the duration of supervision.

### **Program Phase Components and Resources**

- Court twice monthly (first and third Mondays)
- Drug testing
- Office visits
- Home and community visits
- Individual therapy
- Group therapy
- Cognitive behavioral therapy
- Employment and vocational referrals
- Community service projects

Weekly Cognitive Behavior Therapy (CBT) sessions are a Reentry Court program component for all participants throughout the program phases and aftercare period. CBT is a short-term treatment, which is goal-oriented in nature. It takes a pragmatic approach to problem-solving by emphasizing a change in thinking and behavior patterns. The rationale behind Cognitive Behavior Therapy is that thinking drives behavior, and if participants can learn to control their thinking, they can learn to control their behavior which will empower them to have greater control of their outcomes.

There are many CBT curriculum programs in existence. Examples of CBT include Courage to Change, Thinking for a Change, Moral Reconciliation Therapy (MRT), and Staff Training Aimed at Reducing Re-Arrest (STARR). Reentry court participants will benefit from a CBT program available through the U.S. Probation Office.

### **Program Phases**

#### **PHASE ONE: EARLY RECOVERY**

**Goals:**

Participant will abstain from drug and alcohol use, engage in treatment and stabilize in the appropriate level of treatment services. During this phase, the participant develops an understanding of addiction, patterns of use and factors that influence use. Participant develops early recovery tools and a foundation of support for recovery.

**Expectations:**

- Participate in substance abuse treatment as directed, and attend all sessions
- Complete a mental health screening, if deemed necessary, and participate in all mental health treatment as directed
- Attend self-help meetings, (AA/NA/12 Step, etc.) 90 meetings in 90 days, or as directed
- Submit verification of self-help attendance
- Obtain a self-help sponsor, as directed
- Begin a life skills, employment or education program as directed
- Participate in weekly Cognitive Behavioral Therapy (CBT)
- If employed, maintain employment
- Comply with all supervision conditions
- Complete other goals as directed

**Meetings/testing:**

- Meetings with the probation officer as directed
- Weekly Cognitive Behavioral Therapy (CBT)
- Biweekly court appearances
- Submit to drug testing via the Code-a-Phone system (call in daily), or as directed

**Written/Oral Assignment:**

How has drug and/or alcohol use affected my life and what goals do I have for participation in the Reentry Court program?

**Minimum Requirements to Move to Phase II:**

- At least 45 consecutive days clean and sober
- Crime free
- No unexcused court sessions



## **PHASE TWO: UNDERSTANDING AND TAKING RESPONSIBILITY**

### **Goals:**

Demonstrate a commitment to a life without substances. Begin to identify and understand adverse consequences of drug/alcohol use, and take responsibility for same. Become involved in a life skills, educational or employment program, or secure employment.

### **Expectations:**

- Participate in substance abuse treatment/mental health treatment as directed, and attend all sessions
- Attend 2-3 self-help meetings per week, or as directed. Provide verification of attendance
- Continue to participate in a life skills, employment or education program as directed
- Participate in weekly Cognitive Behavioral Therapy (CBT)
- If employed, maintain employment
- Comply with all supervision conditions
- Complete other goals, as directed

### **Meetings/testing:**

- Meetings with the probation officer as directed
- Weekly Cognitive Behavioral Therapy (CBT)
- Biweekly court appearances
- Submit to drug testing via the Code-a-Phone system (call in daily), or as directed

### **Written/Oral Assignment:**

How has my drug use affected the significant others in my life or the community?

### **Minimum Requirements to Move to Phase III:**

- At least 60 consecutive days clean and sober
- Crime free
- Stable living arrangement
- Employed, or positive response to vocational/educational goals
- No unexcused court sessions

**PHASE THREE: HEALTHY DECISION MAKING**

**Goals:**

Develop a sober support network to rely upon in making life decisions and dealing with life stress. Complete life skills, employment, or educational program. Secure employment.

**Expectations:**

- Participate in substance abuse treatment/mental health treatment as directed, and attend all sessions
- Continue to attend 2-3 self-help meetings per week, or as directed. Provide verification of attendance
- Continue to participate in a life skills, employment or education program as directed
- Participate in weekly Cognitive Behavioral Therapy (CBT)
- If employed, maintain employment
- Comply with all supervision conditions
- Complete other goals, as directed

**Meetings/testing:**

- Meetings with the probation officer as directed
- Participate in weekly Cognitive Behavioral Therapy (CBT)
- Bi-weekly court appearances
- Submit to drug testing via the Code-a-Phone system (call in daily), or as directed

**Written/Oral Assignment:**

What tools and skills have I developed to maintain my sobriety and how do I plan to use those tools to strengthen my recovery during supervision and beyond?

**Minimum Requirements to Move to Phase IV:**

- At least 90 consecutive days clean and sober
- Crime free
- Stable living arrangement
- Must be employed unless excused for acceptable reasons (e.g. school, training)
- No unexcused court sessions

## **PHASE FOUR: RELAPSE PREVENTION PLANNING**

### **Goals:**

Develop a comprehensive relapse prevention plan and shore-up long-term recovery needs.

### **Expectations:**

- Participate in substance abuse treatment/mental health treatment as deemed necessary and attend all sessions
- Attend 2-3 self-help meetings per week, or as directed. Provide verification of attendance
- Participate in weekly Cognitive Behavioral Therapy (CBT), or as directed
- Continue to participate in a life skills, employment or education program as directed
- If employed, maintain employment
- Comply with all supervision conditions
- Complete an approved, written relapse prevention plan
- Complete a Reentry Court exit interview

### **Meetings/testing:**

- Meetings with the probation officer as directed
- Participate in weekly Cognitive Behavioral Therapy (CBT), or as directed
- Bi-weekly court appearances, unless approved by team to attend monthly
- Submit to drug testing via the Code-a-Phone system (call in daily), or as directed

### **Written Assignment:**

In collaboration with treatment providers complete and submit an approved comprehensive relapse prevention plan.

### **Minimum Requirements for Graduation:**

- At least 8 months consecutive clean time
- Crime free
- Stable living arrangement
- Must be employed unless excused for acceptable reasons (e.g. school, training)
- No unexcused court sessions

## **Measuring Progress**

Participation will last for no less than 12 months (52 weeks) of satisfactory performance. The 12 months need not be consecutive. Participation shall not exceed 24 months. The U.S. Probation Office will chart the progress of each participant to include: length of sobriety; attendance and participation in all required court programming (CBT, substance abuse/mental health treatment, employment/life skills planning).

## **Incentives**

- Reduced supervision upon successful completion of Reentry Court
- Public acknowledgement of success by the Court
- Promotion certificates at each step and graduation
- Graduation reception
- May also include small rewards to recognize strong progress in the program

\*Above list are possibilities of incentives and not inclusive.

## **Sanctions\***

- No credit given toward 52-week program total for any period in which performance is unsatisfactory
- Judicial reprimand
- Assignment of an essay or oral reflection to be presented to the SFRC team
- Geographic and association restrictions
- Location monitoring
- Placement in a Residential Reentry Center
- Custody period
- Referral to the district court for revocation of supervised release, imprisonment, or suspension from the program

\* The Court reserves discretion on imposing sanctions.

**Policy on missed groups, individual appointments, and drug tests**

It is required that every participant notify their probation officer for any missed groups, individual appointments, or drug tests.

All unexcused absences will be staffed by the Reentry Court team for a joint, appropriate Court action.

**Termination**

All serious non-compliance will be staffed with the reentry Court team to determine if the conduct warrants termination.

An example of serious non-compliance may include, but not limited to, continual failure to appear for group sessions, appointments, and any arrest for a Grade A or B violation.