

# VTC PARTICIPANT HANDBOOK



*For Country and Community*

  
[www.41BVTC.com](http://www.41BVTC.com)  
41B District Veterans Treatment Court  
22380 Starks Drive, Clinton Township, MI 48036

Edition 2025.1

# **PARTICIPANT HANDBOOK**

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## MISSION

41B Veterans Treatment Court provides a Specialty Court program dedicated to Veterans. We focus as a team on the unique troubles of each individual. Resources from the broader community are brought together in Veterans Treatment Court to help those who served get back on track and lead a healthy, productive life.

## WELCOME!

41B Veterans Treatment Court is a Specialty Court in Clinton Township, Michigan dedicated to local Veterans serving probation for non-violent crimes. Our comprehensive probation program is designed specifically for Veterans and focuses on *sobriety and a drug-free life*. Our program has been responsible for forging lasting bonds, true friendships, and a sense of camaraderie that remains long after the probationer completes the program. Many of our graduates return to serve as Mentors or Support Volunteers.

This program is support-driven and very structured. Although it will not be easy, the program is designed to help you make genuine life changes. As you progress through the program, remember that you did not end up in this situation overnight, and it will take some time to get back on track. It will also require commitment, hard work, and patience to reach your goals. The VTC Team and your Veteran Mentor are here to assist you every step of the way. However, keep in mind that no one else should be doing more work for your benefit than *you*.

This handbook serves as a resource for you throughout the Program. If you have any questions not covered in this document, please contact a Team Member or visit [41bVTC.com](http://41bVTC.com). Our program is a non-adversarial environment and we are here to help you through this process.



***There's a storm inside of us, a burning river, a drive.  
You push yourself further than anyone could think possible. You are never out of the fight.***

-Marcus Luttrell

## ADMISSION CRITERIA

The 41B District Veterans Treatment Court is a jail-diversionary program for offenders diagnosed with mental illness and/or substance abuse problems. Veterans may be referred to the program by police officers, attorneys, probation officers, judges, case managers, Veteran Justice Outreach Officers, treatment providers and mentors.

- You must be a Veteran with an Honorable or Other-than-Honorable Discharge
- You must enter a guilty plea to the offense with which you are charged
- You may or may not be on Active Duty while in the program
- You must be willing to commit to a 2-year program

You will be assessed by the treatment provider to determine your estimated completion date. The program will be approximately 18-24 months long.

**There is a \$480 program fee which may be paid over the course of the program**

## INELIGIBILITY FACTORS

- Dishonorable Discharge
- Severe mental health or medical issues that would prevent one from understanding and following program requirements
- Charged with a violent crime with severe injuries to the victim



***I don't measure a man's success by how high he climbs, but how high he bounces when he hits bottom.***

-George S. Patton

## THE VTC TEAM ROLES

The Treatment Court Team consists of many dedicated professionals and volunteers outlined below. Numerous organizations and individuals play key roles in providing treatment and serving your needs. These organizations include federal and state offices, non-profits, volunteers, and Veteran organizations. Some key positions in the program are:

- 1. Judge:** A Veterans Treatment Court judge presides over non-adversarial court appearances and leads the Veterans Treatment Court team in creating a participant-focused recovery program.
- 2. Specialty Court Coordinator:** The Veteran Treatment Court Coordinator oversees the activity of the Team, conducts quality assurance of each team member, maintains client data, remains informed regarding budgetary concerns of the Veterans Treatment Court and coordinates services from each discipline and the local community in a manner that is most therapeutic to the Veteran.
- 3. Veterans Justice Officer (VJO):** The VJO is responsible for assisting offenders with accessing necessary services and providing advocacy as needed. The VJO provides timely access to VA services for eligible justice-involved veterans to prevent homelessness and avoid unnecessary criminalization and incarceration of veteran defendants and offenders with mental illness (including addiction) and/or PTSD and TBI challenges.
- 4. Prosecuting and Defense Attorneys:** Both are key members of the team and lend jurisprudence to the judge or other team members during meetings and court proceedings. The prosecutor represents the People, while the defense attorney will ensure the participant's rights are protected in the event of an alleged violation.
- 5. Veterans Service Officer:** The Veteran Service Officer offers guidance to the participant in applying for VA service-connected disability, nonservice connected pension benefits, grants, health care, help with bills or utilities, etc.
- 6. Mentor Coordinator:** The Mentor Coordinator is responsible for recruiting, training, supervising, and coordinating Veteran Mentors. The Mentor Coordinator ensures that all probationers in the program are matched with an engaged Mentor. The Mentor Coordinator reports any concerns of the Mentor Program to the Court Coordinator. The Mentor Coordinator may name assistants from within the Mentor ranks who can help with the management of the Mentor Program.

**7. Case Manager** The Case Manager works in a collaborative way with the participant and the team to provide service planning that assists in supporting the participant in their treatment and long-term recovery. The Case Manager provides referral and linkages to other services in the community as needed and updates the team on the participant's progress toward their goals, and any barriers they may be facing.

**8. Treatment Coordinator:** The Treatment Coordinator is a clinical social worker that is responsible for the initial assessment of all new veterans in the program. A treatment plan is devised from this assessment and establishes the goals for the first phase of treatment. The TC regularly updates the treatment plans with the veterans, communicates with their community providers and oversees the overall delivery of quality clinical services.

**9. Law Enforcement Liaison:** The Law-enforcement Liaison may be a police officer or sheriff's deputy. He or she serves on the court team and provides input from the perspective of the law enforcement community.

**10. Testing Agent:** The Testing Agent supervises all drug & alcohol screening. The Testing Agent may be present during team meetings and court hearings to lend insight about the testing process.

**11. Peer Recovery Coach:** A Peer Recovery Coach will directly confront alcohol and drug addiction plaguing the Veteran participant. They serve as a guide to initiate, achieve and sustain long-term recovery from addiction, including medication-assisted, faith based, 12 Step and other pathways to recovery. PRCs often have personal experience in defeating substance abuse and addiction.

**12. Therapist:** A licensed professional who can offer comprehensive counseling to participants suffering from mental illness, addiction, PTSD, or other traumas.

**13. Mentors:** Each participant is assigned a Veteran Mentor immediately upon entering the program. The Mentor should promote a *can-do* attitude in the participant and guide the participant through the probationary process. The Veteran should know that the Mentor and the Court Team members are not adversaries, but a part of the solution.

**14. VTC Support Volunteer:** Any citizen who wishes to help the court program in any way possible can become a Support Volunteer (SV). Support Volunteers serve at the discretion of the Judge and the Court Coordinator. SVs may or may not be Veterans and shall be supervised by the Mentor Coordinator.

## **PROGRAM RULES**

**As a participant in the program, you are required to know and follow ALL rules:**

- Complete the program orientation.
- Report to your probation officer as directed.
- Maintain contact with your assigned Veteran Mentor.
- Attend court reviews.
- Complete weekly journal assignments.
- Report any changes of address and/or employment.
- Attend drug and/or mental health counseling as directed.
- Submit to alcohol and/or drug testing as ordered.
- Complete ALL required paperwork.
- Maintain confidentiality of all Veterans Court Participants.
- Report any and all law enforcement contact.
- Understand that the requirements of the program can and will change periodically.
- Do not commit any criminal offenses.
- Do not leave the state without prior permission.
- Do not possess or consume alcohol or illegal drugs.
- Maintain contact with mentor and peer coach.
- Do not go to casinos, other gambling establishments, or places that primarily serve alcohol.
- Do not make threats toward other participants or staff. Violent behavior will not be tolerated.

**Rule violations will incur sanctions and could result in termination from the program. Honesty is always the best policy, and will be factored when sanctions are considered. You must remain honest in this program. Falsifying documents such as meeting sheets, providing fake urine, diluting tests, or using devices to avoid proper testing are prohibited behaviors and will lead to early program termination which will result in MAXIMUM jail time.**

## COURTROOM SCHEDULE & ETIQUETTE

Veterans Court is normally held on Thursdays at 1100 hours in courtroom C (2<sup>nd</sup> Floor), except for the second Thursday of every month. On these days, 'All Phases' will convene at 1000. **All** participants will meet in the jury assembly room (to the right of Courtroom C). The following rules apply to all courtroom appearances.

Arrive to your hearings promptly. **DO NOT** be late!

Check in with a team member upon arrival.

Bring your journal and any other required paperwork.

Be respectful of your peers.

Turn off all cell phones or other electronic devices.

While in court, remain seated and quiet at all times unless called upon by the Judge.

No talking while the judge is speaking.

Do not swear or use profane language in the courtroom.

No food or beverages in the courtroom.

Do not sleep in the courtroom.

Do not wear clothing with obscene, disrespectful or inappropriate language, pictures, or references.

No hats, tank tops, flip flops, bandanas, sunglasses, ear buds, headphones, or other disrespectful articles.

**Violations of courtroom etiquette may incur sanctions!**



***Determine the thing that can and shall be done, and then we shall find the way.***

-Abraham Lincoln



## YOUR VETERAN MENTOR

You will be assigned your own Veteran Mentor that you will keep throughout your time in the program. Your Mentor will help ensure that you receive the services that you need by helping them through the program as an advocate and an ally. Your Mentor is a volunteer and serves as an extension of the Court Team.

Many Mentors are not just Veterans, but are also graduates of the Veterans Treatment Court Program. So impacted by their experience here, they feel compelled to give back and help others. They know firsthand the difficulties you may be facing.

Mentors provide feedback and encourage participants to become better. The connection between you and your mentor is a critical component to success in this program. If you ever encounter a compatibility issue or other problem with your assigned Mentor, notify the Court Coordinator.

## PROGRAM GOALS

With **treatment** as the operative word, the resources of the court and the support community are pooled together to help pave the way for the offending Veteran to return to society and family as a productive person. The 41B Veterans Treatment Court strives to meet the following goals:

- Help our fellow Veterans receive the services they need to reach their full potential as productive members of society.
- Help our fellow Veterans navigate the court, treatment, and VA systems.
- Be aware of the needs of our fellow Veterans and help them adjust to civilian life.
- Be available and act as a sounding board for the Veteran to discuss pertinent issues that may arise.



***Coming together is a beginning, staying together is progress, and working together is success.***

-Henry Ford

## **PROGRAM OVERVIEW**

**The program is 3 phases and totals 18-24 months.**

Advancement through the program will be determined by the treatment court team and the treatment provider(s). If after a period of time a higher level of care is warranted, the program duration may be extended. The program may be shorter for those who meet the program's demands.

**Phase 1 (Orientation):** This phase lasts a minimum of 6 weeks. During this time, a treatment plan will be developed by the Veteran and treatment court team to determine personal achievement goals that supplement the treatment plan. You will attend a formal program orientation with the Coordinator and/or Case Manager to ensure you understand the program requirements.

At this time, your needs and goals (both short-term and long-term) will be discussed. You may be notified of an approximate graduation date. If you are unemployed but eligible for employment, you will be required to submit weekly job applications. You will also be asked to perform 20 hours of community service if you are unemployed but eligible for employment.

**Phase 2 (Stabilization):** The treatment plan will be updated by the Veteran and the Treatment Coordinator to identify additional goals and objectives. Counseling and meetings will focus on areas that are challenging so that coping strategies can be developed. If unemployed, you will be required to submit weekly job applications with proof to the Coordinator. You will also be required to perform 20 hours of community service per week until gainfully employed. You will be required to attend group therapy in addition to your individual treatment plan.

**Phase 3 (Community Re-integration/Relapse Prevention):** Ongoing recovery and relapse prevention will be addressed in this phase. The focus will be on daily life skills, relapse prevention and community re-integration. Achievement of short-term goals and planning of long-term goals will also be a focus in Phase 3. Group therapy for relapse prevention will be required prior to graduation. You will be required to perform 20 hours of community service per week if unemployed but eligible for employment. You will need to perform an additional 60 hours of community service prior to graduation.

## **PROGRAM PHASES AND REQUIREMENTS**

### **PHASE 1 (Orientation) MINIMUM DURATION – 6 WEEKS**

#### **What to expect during this phase:**

- Assessment and intake for treatment
- Introduction to Veterans Treatment Court and Team Members
- Introduction to your Mentor - Maintain weekly contact
- Assignment of Peer Recovery Coach - Maintain weekly contact
- Weekly court reviews on Thursday Mornings
- Meet with Probation Officer as ordered
- Random drug and alcohol testing
- Support group attendance as ordered by the court
- Medical evaluation (if necessary)
- Program completion date (approximate)
- Program Orientation

#### **Requirements to Advance from Phase 1:**

- A minimum of 30 days sober (no positive, fail-to-provide, diluted, or missed drug tests)
- A minimum of 30 days with no sanctions
- Attendance at treatment programs as ordered
- Support group attendance with verification
- Probation intake completed
- Orientation completed

## **PHASE 2 (Stabilization) MINIMUM DURATION – 6 MONTHS**

### **What to expect during this phase:**

- Bi-weekly court reviews on Thursday mornings
- Contact with probation officer as ordered
- Random drug and alcohol testing
- Support group attendance as ordered by the court
- Regular contact with mentor
- Attendance at treatment as ordered
- Explore education and/or employment
- Group Therapy (Seeking Safety)
- Must be gainfully employed if eligible, or perform 20 hours of community service per week
- Provide proof of community service to the Coordinator

### **Requirements to Advance from Phase 2:**

- A minimum of 90 days sober (no positive, fail-to-provide, diluted, or missed drug tests)
- A minimum of 90 days with no sanctions
- Attendance at treatment programs as ordered
- Support group attendance with verification
- Reporting to probation as ordered



***Some people want it to happen, some wish it would happen,  
others make it happen.***

-Michael Jordan

### **PHASE 3 (Re-integration) MINIMUM DURATION – 6 MONTHS**

#### **What to expect during this phase:**

- Monthly court reviews on Thursday mornings (second Thursday of each month)
- Contact with probation officer as ordered
- Random drug and alcohol testing
- Attendance at treatment and support groups as ordered
- Regular contact with mentor
- Continue education and/or employment with verification
- Relapse Prevention Group Therapy
- Maintain contact with Peer Coach as needed

#### **Requirements to Advance from Phase 3 and Graduate the Program:**

- A minimum of 120 days sober (no positive, fail-to-provide, diluted, or missed drug tests)
- A minimum of 120 days with no sanctions
- Attendance at treatment and support groups as ordered
- Payment of all court fees
- 60 hours of community service
- Exit interview completed
- Relapse Prevention Plan submitted to the Coordinator



***When everything seems like an uphill struggle, just think of the view from the top.***

-Unknown

## **INCENTIVES AND SANCTIONS**

**Incentives reward good behavior and may include- but are not limited to:**

- Verbal praise
- Entry into gift drawing
- Gift certificates
- Bus passes
- Excused court review session
- Praise from the judge
- Phase advancement
- Less frequent probation appointments
- Travel privileges
- Group activities with Treatment Court Team
- Decision Dollars for use at The Recovery Shop

**Sanctions are implemented to address unacceptable behavior. They may include - but are not limited to:**

- Verbal warning
- Essay / Book Report
- Community service
- Increased drug and alcohol testing
- Tethering/curfew
- More frequent probation appointments
- Phase extension or demotion
- Jail
- Termination from the Program
- March Days through Community Corrections

**TESTING:** As a participant in the Veterans Treatment Court Program, you will be required to submit to random drug and alcohol testing. Here are some things to keep in mind:

- There is Zero tolerance for drugs and alcohol.
- All of the drug and alcohol testing for the 41B Veterans Treatment Court will be done at Testing and Prevention Center (TAP). You must go to one of the TAP locations to test. These locations and their hours of service are provided below.
- Call your testing agency **every day** to see if you are required to test. Do NOT stop calling if you think you have tested enough times for the week/month. Extra tests are called to keep the system random and if you miss a test, you will incur a sanction.
- In lieu of calling, you may use the web check-in link on the TAP website.
- If you fail to test, it will be treated as a positive and you will be sanctioned accordingly, which may include jail time.
- DO NOT drink more than normal before testing. Consuming too much water (or any other liquid) will result in an adulterated –or diluted– test and will be considered a positive. ALL diluted tests will result in sanction / jail and you will be responsible for the test fees.
- If you have a presumptive positive test and would like to challenge it, you are responsible for paying the confirmation fee.
- Be prepared to wait when testing and leave enough time in case of long waiting times.
- Failure to provide a urine sample will result in a sanction. Leaving the facility without providing a sample is a sanctionable offense. You will be responsible for any fees associated with this.
- If you have any questions regarding testing, please contact your VTC Coordinator.



***The cost of freedom is always high, but Americans have always paid it.  
And one path we shall never choose... and that is the path of surrender or submission.***

-John F. Kennedy



**Main Office: (586) 281-0150**  
**Monday – Friday: 8am – 4pm**  
**taptesting.com**

**Romeo:** 180 Shafer Dr., Romeo, MI. 48065.

MON-FRI: 6:30am - 9:30am & 4pm - 7pm.

Saturday & Sunday, Holidays: 7am - 10am.

**Clinton Township:** 43550 Elizabeth Rd, Clinton Township, MI. 48036.

MON-FRI: 6am-9am & 4pm-8pm.

Saturday & Sunday: 7am-10am & 4pm-7pm. Holidays: 7am-10am.

**Sterling Heights:** 34224 Van Dyke, Sterling Heights, MI. 48312.

MON-FRI: 6am-9am & 5pm-8pm.

Saturday & Sunday, Holidays: 7am -10am & 4pm-7pm.

**Madison Heights:** 26747 John R Road, Madison Heights, MI 48071.

MON-FRI: 6am-9am & 5pm-8pm.

Saturday & Sunday: 7am-10am & 4pm-7pm. Holidays: 7am-10am.

**Troy:** 1961 W South Blvd. Troy, MI 48098

MON-FRI: 6am–9am & 5pm–8pm

Saturday & Sunday: 7am–10 am & 4pm–7pm. Holidays: 7am-10am

**Christmas Day and Christmas Eve: A.M. only at all locations**



## MEDICATIONS

For those in recovery and/or drug testing as a part of this treatment court, it is very important that you avoid taking certain medications that could be detrimental to your recovery and trigger positive drug tests. You may use this guide to help determine what is safe to use and what is not.

This is only a guide, not a comprehensive list. It is **YOUR** responsibility to make sure any medications you are taking are safe and will not cause a positive test result or interfere with your recovery.

The data below are a summary intended to assist you in making appropriate choices when in need of medicine. **It does NOT include every available option.** If you have any questions about a specific drug, either prescription or over-the-counter, please ask. It is always better to be safe than sorry. **WHEN IN DOUBT, DON'T TAKE IT!** Contact your VTC coordinator with any questions.

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### Pain Relief/Analgesic

#### Safe:

- Acetaminophen (Tylenol)
- Excedrin
- Naprosyn (Naproxen)
- Aspirin
- Ibuprofen (Advil, Motrin)

#### Unsafe (Do NOT Use)

- No OTC pain reliever containing Benadryl (diphenhydramine) – often indicated as “pm” (ex. Tylenol pm).
- Any prescription medication categorized as a narcotic and/or a controlled substance. You must ask your prescribing physician what type of medication you are being given!

Some examples include, but are not limited to:

Darvon, Darvocet (propoxyphene),

Demerol, Fentanyl, Fiorinal, Fioricet, Gabapentin

Hydrocodone, Hydromorphone,

Methadone, Opium, Oxycodone,

Ultram (Tramadol) 15

Any Medication containing Dextromethorphan

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## Cold and Cough Products

### Safe

- Mucinex (guaifenesin)
- Tessalon Perles (benzonatate)

### Unsafe (Do NOT Use)

- Anything containing codeine or hydrocodone as an ingredient
  - Any over-the-counter or prescription medication containing alcohol, such as Nyquil or Comtrex
- 

## Anti-anxiety

### Safe

- Buspar (buspirone hcl)

### Unsafe (Do NOT Use)

- All benzodiazepines, which include, but are not limited to:  
Ativan (lorazepam), Centrax (prazepam), Doral (quazepam), Halcion (triazolam),  
Klonopin (clonazepam), Librium/Librax (chlordiazepoxide), Serax (oxazepam),  
Tranxene (clorazepate), Valium (diazepam), Versed (midazolam), Xanax (alprazolam)
- 

**Allergy Relief** medications are generally safe to use as long as they do not contain a decongestant. You should **NOT** take anything that ends with a “D” (e.g. Allegra D, Zyrtec D, Claritin D).

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Spice, K2, Kratom, marijuana, certain CBD oils are NOT allowed in this program. Gas station and smoke shop products such as bath salts, mushrooms, etc. could result in a positive test and will be sanctionable. Also, ingesting poppy seeds may cause a positive test result. You must avoid poppy seeds or you may face a sanction. Medications containing alcohol are prohibited (i.e. Nyquil). Using these medications will result in a sanction.

**NOTICE: It is possible that ANY medication -including medication deemed safe by the court- could cause cross-reactivity on a screening, requiring a confirmation to prove it was not a banned substance. That means a re-test at your expense.**



*The moral arc of the universe is long, but it bends toward justice.*

- Martin Luther King, Jr.

## RESOURCES:

Alcoholics Anonymous.....	(586) 756-1209
Area Agency on Aging .....	(586) 226-0309
Care House .....	(586) 463-0123
CARE Substance Abuse Referral .....	(586) 541-2273
Child Support Info Line .....	(866) 540-0008
Community Housing Network .....	(866) 282-3119
Crime Victims Rights Unit .....	(586) 469-5675
Crisis Center .....	(586) 307-9100
DHS – Mt. Clemens .....	(586) 469-7700
Dial-A-Ride – Mt. Clemens .....	(586) 469-7433
Friend of the Court (Macomb) .....	(586) 469-5160
Greenpath Debt Solutions .....	(800) 547-5005
Health Department – Mt. Clemens .....	(586) 469-5235
Hope Not Handcuffs .....	(586) 438-8500
Legal Aid .....	(877) 964-4700
Macomb Care Connect .....	(586) 783-9355
Macomb County Office of Substance Abuse..	(586) 469-5278
Macomb Co. Veteran's Services.....	(586) 493-5315
Macomb Food Program .....	(586) 469-6004
Macomb Homeless Coalition .....	(586) 285-0400
MCCMH – Emergency Psychiatric .....	(586) 466-9895
MCCMH (Mental Health) Access Center .....	(586) 948-0222
MCREST (Rotating Church Shelter) .....	(586) 468-0775
Medicaid Information .....	(800) 642-3195
Michigan Rehab Services – Clinton Twp. ....	(586) 412-1510
Michigan Works! – Fedilias .....	(586) 783-8703
Mobile Clinic .....	(586) 493-3640
Prescription Resource Network .....	(586) 263-2110
Salvation Army .....	(586) 469-6712
Salvation Army Soup Kitchens .....	(586) 754-7400
Shelter Services .....	(800) 274-3583
SMART Bus .....	(313) 962-5515
St. Vincent de Paul .....	(586) 758-4444
Turning Point .....	(586) 469-5471
VA – John Dingell .....	(313) 576-1000
VA – Macomb County Vet Center .....	(586) 412-0107

