

# 18<sup>th</sup> District Court Westland Michigan



## Sobriety Court Program



# Participant Handbook

## Welcome to Sobriety Court

This guide is designed to help you understand your role in the 18<sup>th</sup> District Sobriety Court. As a participant entering Sobriety Court, you are expected to follow all of the guidelines in this handbook. Please take your time and read the guidelines thoroughly. If there are any questions or concerns, you must address them prior to your entry into the program. As you enter this voluntary program, you must be motivated towards changing your lifestyle and becoming alcohol and drug free.

## Mission Statement

The 18<sup>th</sup> District Sobriety Court has been established to address and eliminate recurring substance abuse among repeat drinking and driving offenders. It has been determined that the combined efforts of the Sobriety Court Team and a committed participant will allow the cycle of substance abuse to end.

## Introduction

Through a collaborated effort with the 18<sup>th</sup> District Court Judges, City Prosecutors, Defense Counsel, Probation Department, Westland Police Department, and Local Treatment Providers, the 18<sup>th</sup> District Sobriety Court has been established to provide an intensive and comprehensive supervision program to those defendants who have multiple drinking and driving convictions and have a desire for change. The program will provide supervision and guidance that will assist you with establishing sobriety and maintaining a recovery based lifestyle. You may also reduce/eliminate jail time and become eligible for a restricted license through the SOS Interlock Program.

The Sobriety Court utilizes a combination of positive and negative reinforcements to change behaviors. The program consist of several step down phases that must be earned towards graduation. You must be motivated to make changes and also be honest with yourself and the Sobriety Court Team to achieve advancement through each of the Four Phases of the program.

You will be expected to sign releases of information, authorizing the Sobriety Court Team to communicate with treatment providers, sponsors, recovery coaches, family, employers, and any other third party deemed appropriate. You will be required to appear regularly with your Sobriety Court Judge, Case Manager, and Local Treatment Provider. You will also be required to submit to daily/random alcohol/drug testing. Failure to do so will result in denial of program enrollment or program removal.

## *Eligibility*

- Wayne County Resident (Local area required)
- Multiple Drinking and Driving Offenses
- No Prior Violent Felony Convictions (See statute)
- No Current Parole Status
- Desire for a Substance Free Lifestyle
- Substance Abuse Disorder Diagnosis

## *Our Team*

**You:** Eligible for acceptance into the program and have a desire for change.

**18<sup>th</sup> District Court Judges:** Each Sobriety Court Judge is aware of the significant impact of substance abuse on the court system, the lives of the participants and their families, victims of criminal behavior, and the community. They are committed to the Sobriety Court concept and will work as a partner to ensure the success of the team. Each Sobriety Court Judge will preside over team meetings/training and evaluate your progress.

**Sobriety Court Coordinator:** The Coordinator of the Sobriety Court, in consultation with the Sobriety Court Team, will determine if you are eligible for the program. The Coordinator will maintain contact with all members of the team and will attend all team meetings/training.

**Prosecutor:** The Prosecutor will make referrals to eligible candidates for Sobriety Court. They will attend staffing meetings/training and make recommendations for the implementations of sanctions.

**Defense Attorney:** As a participant of Sobriety Court, you will be represented by the Court Appointed Defense Advocate while in the program. Your Defense Attorney will advocate for you and protect your rights. The Defense Attorney will participate in team meetings/training.

**Case Manager/Probation Officer:** The Case Manager is in charge of your case. The Case Manager will assist you in meeting all of the goals of the program. The Case Manager will meet with you on a regular basis and assist you in obtaining any necessary ancillary services. The Case Manager will facilitate all team staffings and attend all meetings/training.

**Treatment Provider:** You will be referred to Local Treatment Providers at sentencing. You must attend treatment as a condition of your probation and must sign a release of information. Your therapist must maintain constant communication with your Case Manager and may also be required to attend Judicial Review Hearings to address your progress.

**Certified Peer Recovery Coaches:** Peer Recovery Coaches assist clients in identifying and connecting with resources for treatment, recovery, health care, life skills training, employment, etc. You will be required to meet and maintain open communication between you and your coach. The coaches will participate in team meetings/training.

**Westland Police Department (WLPD) Home Compliance Officer/ Evaluator:** You will be held accountable for your actions 24 hours/day. The WLPD/Compliance Officer will be utilized for the accountability concept of the Sobriety Court Program. The officers will participate in team meetings/training as necessary.

## *Program Components*

The Sobriety Court Program will consist of Four Phases that will generally be completed within 15-18 months, but may continue for as long as 24 months for completion. Each phase will provide you with the appropriate structure and monitoring to assist you in advancing through the phase. A progressive requirement of continuous sobriety days will be required for phase advancement through the program. As you progress through the phases, you will achieve a reduction in Sobriety Court contact hours as the team will recognize and reward your commitment to a sober lifestyle.

\*You will be assessed \$900 in probation fees above fines and costs, work program fee, state mandated cost, and restitution if applicable.

### **Phase One:**

- Daily alcohol monitoring—3X Day—PBT/Interlock
- Submit to random alcohol and drug testing
- Weekly meetings with Sobriety Court Case Manager
- Bi-weekly Judicial Review Hearings
- Complete substance evaluation and begin Alcohol Education Group
- Attend two AA/NA and/or other support meetings per week
- Attend a minimum of two Peer Group Meetings
- Assignment of a Peer Recovery Coach if applicable
- Completion of recovery plan if applicable
- Completion of required phase app/goal sheets
- Comply with random home compliance visits
- Comply with all orders of probation
- Minimum payment of \$100 monthly

\*You can advance to Phase Two in three months with full compliance of the above terms and 45 days of continuous documented sobriety.

\*You may obtain a State of Michigan restricted driver's license with the installation of a state approved ignition interlock system with a camera and GPS after 60 days of continuous documented sobriety. You must have an approved ignition interlock device with camera and GPS installed in ALL vehicles registered in your name AND that you operate.

## **Phase Two:**

- Continued weekly meetings with Sobriety Court Case Manager
- Continued daily alcohol monitoring —3X Day—PBT/Interlock
- Continued random alcohol and drug testing
- Continued Bi-weekly Judicial Review Hearings
- Continued compliance with treatment
- Continued AA/NA and/or other support meeting attendance
- Continued contact with Peer Recovery Coach if applicable
- You must obtain a Sponsor
- Comply with random home compliance visits
- Schedule and comply with any court ordered work program days/community service
- Completion of required phase app/goal sheets
- Comply with all orders of probation
- Minimum payment of \$100 monthly

\*You can advance to Phase Three in three months with full compliance of the above terms and 60 days of continuous documented sobriety.

## **Phase Three:**

- Bi-weekly meetings with Sobriety Court Case Manager
- Attend Mothers Against Drunk Driving (MADD) Victim Impact Panel
- Continued daily alcohol testing —3X Day—PBT/Interlock
- Continued random alcohol and drug testing
- Monthly Judicial Review Hearings
- Continued compliance with treatment
- Attend Relapse Recovery meeting twice monthly through Hegira
- Continued AA/NA and/or other support meeting attendance
- Comply with random home compliance visits
- Half of court ordered work program days/community service completed
- Continued contact with Sponsor and/or Peer Recovery Coach
- Completion of required phase app/goal sheets
- Comply with all orders of probation
- Minimum payments of \$100 monthly

\*You can advance to Phase Four in three months with full compliance and 90 days of continuous documented sobriety.

## **Phase Four:**

- Monthly meeting with Sobriety Court Case Manager
- Continued daily alcohol testing —3X Day—PBT/Interlock
- Continued random alcohol and drug testing
- Continued Monthly Judicial Review Hearings
- Continued compliance with treatment if applicable
- Continued compliance with Relapse Prevention meeting twice per month through Hegira
- Continued AA/NA and/or other support meeting attendance
- Continued contact with Sponsor and/or Peer Recovery Coach
- Comply with random home compliance visits
- Completion of required phase app/goal sheets/graduation packet
- Comply with all orders of probation
- All court ordered work program days/community service completed
- All fines/costs must be paid in full prior to commencement

\*You can graduate from the Sobriety Court program after six months of full compliance with Phase Four and 120 days of continuous documented sobriety.

## **Program Guidelines**

**Honesty:** The key components of Sobriety Court are honesty and personal accountability. Dishonesty will only impede the goal of a sober lifestyle and will result in your termination from the program. Dishonesty in any form: lying, adulterated drug screens, fraudulent AA/NA signatures or documents, etc. will not be tolerated and will be severely sanctioned in Sobriety Court. Your honesty is essential for your participation and success in this program.

You must:

- Honestly answer any questions from the Sobriety Court Team
- Truthfully report any probation violations within 24 hours
- Provide all current address/phone numbers/email addresses and inform the court Sobriety Court Team of any changes within 24 hours
- Alert your case manager of any changes in health/medications
- Alert your case manager of any changes in employment/education

## **Zero Tolerance of Alcohol and Drugs:**

You May Not:

- Consume or possess any alcohol, marijuana, CBD, illegal substances, or prescription medications not previously approved by the Sobriety Court Team
- Be around other persons who are using alcohol/marijuana or illegal substances
- Allow any alcohol/marijuana or illegal substances in your home, vehicle or property
- You may not enter any premises where alcohol is the primary source of revenue
- You may not obtain employment or volunteer at any business or organization that sells, promotes, processes, transports, or is affiliated with alcohol or marijuana

\*A medical marijuana card does not exempt you from these conditions.

**Medications:** You may not use any opioids, benzodiazepines, amphetamines, or other prescription medication without prior approval from the Sobriety Court Team. Any current or future prescriptions must be verified and approved prior to the admittance/continuance in the program. As a participant of Sobriety Court, you must notify your physician that you are in Sobriety Court and there must be a signed release of information on file. You should always check with your Case Manager prior to taking any over the counter medications or supplements.

**Immediate Sanctions:** If violated, you will be seen by the Judge that same day or the next available business day. The Judge may impose a sanction at that time or wait for the scheduled Judicial Review Hearing. Typically, sanctions will be imposed on a progressive based system.

**Alcohol/Drug Testing:** You will be tested for alcohol and drugs on a regular basis. You must submit to any test requested by your Sobriety Court Case Manager, Home Compliance Officer, Judge, or Westland Police Officer. Any attempt at providing a fraudulent sample/test or failure to test will result in immediate severe sanctions and may result in removal from the program.



**Daily Alcohol Testing:** You must test a minimum of 3X daily for alcohol either through a PBT, sober link device, or an ignition interlock. Testing schedules will be provided at sentencing and are based on work schedules ONLY. Additional testing may be ordered by any member of the Sobriety Court Team. There will be increased testing for all major holidays.

**Random Alcohol/Drug Testing:** You will be required to report to Averhealth directly after sentencing to enroll in their random testing program. You will then be required to check the Averhealth website daily or call 313-395-0834 daily starting at 5:00am in order to determine if you are selected for testing that day. If you are selected, you must report to Averhealth that day for your test. Averhealth hours of operation are Mon-Fri 6:30am-9:00am and 5:00pm-7:00pm. Sat-Sun 6:30am-9:30am only. Holidays are NOT excluded from testing but hours of operation will vary.

**Creatinine:** All urine test will be tested for creatinine levels. Creatinine is naturally produced in your body and excreted in your urine. Creatinine testing allows the laboratory to monitor dilution or water loading of test samples. The acceptable range of creatinine is 20mg – 400 mg. Any sample that falls out of this range is considered dilute and is therefore unable to be tested for substances. All dilute test will be considered a positive test and will result in a sanction and reset of your continuous sobriety day clock. You are advised not to drink any fluids for 1-2 hours prior to testing to avoid any diluted testing issues.

**Positive Drug/Alcohol Test:** In the event of a positive test at Averhealth, you can request a confirmation test through them. (If testing at the 18<sup>th</sup> District Court, you can request a confirmation test through the court.) If the positive test is confirmed, you will be charged a \$50 fee for the test and an immediate sanction will occur which will reset your continuous sobriety day clock and can significantly delay your phase advancement.

**Missed or Late Testing:** In the event that you fail to appear for a scheduled drug screen or fail to provide your daily PBT during the required times, an immediate sanction will occur which will reset your continuous sobriety day clock and can significantly delay your phase advancement. An ETG test at a later time WILL NOT negate a missed test.

**Attendance:** As a member of Sobriety Court, you will be required to attend all Judicial Review Hearings, Probation Meetings, Counseling Sessions, Support Group Meetings and any other session deemed essential. Open and honest communication with the Sobriety Court Team is necessary for successful completion of the program. If you have an emergency that will cause you to miss a scheduled date, you must contact your Sobriety Court Case Manager immediately.

**Judicial Review Hearings:** You will be required to meet with the Sobriety Court Judge for a review of your progress. The hearings will be held on a bi-weekly basis in Phase One and Phase Two, and a monthly basis in Phase Three and Phase Four. The Sobriety Court Team will be present and will provide information to the Judge to assist them in addressing your progress. You are encouraged to speak freely with the Judge as this is your opportunity to address any issues or concerns about your probation. Failure to appear for the Judicial Review Hearings will result in an immediate sanction.

**Phase Application/Goal Sheets:** You will be required to complete phase applications and goal sheets that the Sobriety Court Team feel will assist you in achieving and maintaining a sober lifestyle. This will provide the team further information to gauge your progress and make any necessary changes to your treatment plan. You are responsible for checking [18thdistrictcourt.com](http://18thdistrictcourt.com) for Sobriety Court forms/resources. If you are eligible for phase advancement, a phase application and goal sheet must be submitted one week prior to your scheduled Judicial Review Hearing. Failure to do so will move your phase advancement to the next review hearing.

**Probation Meetings:** The Sobriety Court Case Manager is your guide through the program. You will be required to meet weekly throughout Phase One and Two, bi-weekly in Phase Three, and monthly in Phase Four. Appointments can be increased at any time based on the Case Manager's discretion. When meeting with your Case Manager, you must provide both your 12 step group and treatment attendance verification sheets and any other requested information. You must inform the Case Manager of changes in residence, phone number, employment, police contacts etc. at each appointment. Always address any issues or concerns about your progress. Failure to appear or make contact will result in an immediate sanction.

**Home Compliance Visits:** The Home Compliance Officer will make random home visits to ensure compliance. You must read, agree, and sign the Home Compliance Visit Guideline contract within 24 hours of sentencing. All calls must be accepted from the Home Compliance Officer. Missed calls must be returned within 24 hours. Any non-compliance will result in sanctions at your next Judicial Review Hearing.

**Curfew:** The Judge will impose a 10:00 pm curfew when you enter Sobriety Court. You will make a weekly schedule with your Sobriety Court Case Manager that will allow the adjustment of the curfew based on your employment or special circumstances. If there are any emergencies or events that will result in a curfew violation, you must contact your Sobriety Court Case Manager immediately.

**Employment/Education:** Each participant must either maintain full time employment/higher education, or the combination of both. If a person is retired, they will be expected to find some form of volunteer opportunity. All employment, volunteering, and educational trainings will be routinely verified by your Sobriety Court Case Manager. It is recommended that you notify your employer/school of your Sobriety Court participation and required court/probation dates.

**Treatment:** You will participate in substance abuse/mental health therapy in a step down progression throughout your duration of the program through Hegira Inc. or any other approved agency. You are responsible for making contact and completing the assessment within one week of sentencing. This will allow for an evaluation to be completed and confirm your eligibility for the program. You must sign a release of information with the therapy agency that will allow constant communication between your Sobriety Court Case Manager and your therapist. You must follow your established treatment plan and attend on a regular basis. You are required to maintain and provide a weekly attendance verification sheet to your Case Manager. Failure to do so will result in immediate sanction. Treatment plans may be adjusted to meet your needs. Missed treatment appointment will be considered violations and will be addressed at the Judicial Review Hearings.

**Alcohol Education Group:** All participants entering the program will be enrolled into the Hegira Alcohol Education Group (AEG). This program consists of 10 group sessions as well as two hours of homework for each group. AEG is designed to provide each participant with an education on substance abuse/use disorders, the stages of change, and how the brain is affected by alcohol/drug abuse. Once completed, you will step down to individual therapy.

**Individual Therapy:** Once AEG is completed, you will transition into an Individual Outpatient Treatment Program which will typically last through Phase Two and Phase Three. This program is designed to build upon the information gained from AEG in order to develop a treatment plan which will help you navigate through your therapeutic process.

**Relapse Prevention:** You will be required to attend a minimum of two Relapse Prevention group meetings monthly after Individual Therapy is complete. This program is designed to provide you with continued support as you transition out of the Sobriety Court Program. The program will help you develop a recovery based lifestyle and identify community resources that will assist you with maintaining long term sobriety.

**AA/NA/Support Groups:** Your regular attendance at self-help groups is essential for your success in this program. You will be given a contact book and verification sheets at the time of sentencing. You will be required to attend a minimum of two meetings per week or up to seven days per week depending on your case status. Verification is required and any falsification will result in an immediate sanction.

**Peer Group Meetings:** The Peer Group Meetings are essentially support meetings exclusively for Sobriety Court participants. This unique group setting is an excellent way for you to connect with your fellow Sobriety Court participants. You are required to attend a minimum of two Peer Group Meetings while in Phase One with proof to your Case Manager. The Peer Group Meetings are open to all Sobriety Court participants in any phase and may be assigned at the Sobriety Court Team's discretion.

**Sponsor:** Through your attendance at AA/NA or other support groups, you will come into contact with many other attendees who have been actively involved in the support group setting. Many of these participants have established long term sobriety and will offer their assistance to you in the form of sponsorship. They will provide you with their experience, knowledge, and support as you proceed through the program. You will be expected to locate a Sponsor in Phase Two and provide their contact information to your Sobriety Court Case Manager in order to promote to Phase Three.

**Certified Peer Recovery Coaches:** These are certified coaches who have successfully maintain sobriety for an extended period of time and have completed rigorous training to help empower others to make healthier choices. The coaches will assist you in identifying and connecting with resources for treatment, life skills, health care, employment, etc. If identified, you will be required to meet with your coach regularly and comply with recommendations provided by the coach. You will be required to complete a recovery plan with your peer coach. This will help you to identify specific goals that you will work towards while in the program.

**Rewards:** You may receive rewards periodically for program compliance and a demonstrated commitment to a sober lifestyle. Rewards may include but are not limited to:

- Praise from Judge
- Applause
- Phase Advancement
- Certificates of Achievement
- Driving Privileges
- Interlock \$ Vouchers
- Travel Requests Granted
- Reduction of Work Program Days or Community Service Hours

**Driving Privileges:** You may become eligible for a restricted drivers license after 60 days of continuous sobriety and the installation of an ignition interlock in any vehicle that you drive/have registered in your name. You will receive a listing of Secretary of State approved companies and you must choose an interlock with a camera and GPS. You must be in full compliance with your probation to receive this privilege.

**Ignition Interlock:** You must have an ignition interlock with a camera and GPS installed on any vehicle that you drive or is registered in your name. You must provide a copy of the installation certificate to your Case Manager once installed. You will be expected to test on your device daily as required. You are allowed to have other people operate your vehicle, however, you should be the one testing at your required times. After completion of the program, you are expected to continue with the ignition interlock device in your vehicle until you are informed by the Secretary of State that it can be removed.

**Travel Request:** If you are in compliance without a violation in the last 30 days, you may request to travel. A travel request form must be completed and submitted at least two weeks prior to travel and reviewed for approval. You will be required to utilize electronic testing equipment to comply with daily testing at your expense. You will also be required to test at JAMS or court upon your return. Failure to do so will result in immediate sanction and potential denial of future travel.

**Sanctions:** Non-compliance with program rules will lead to sanctions imposed by the court. In the event of a violation, you will be seen by a Judge that same day or the following business day and an additional fee of \$35 will be assessed. Possible sanctions will be discussed by the Sobriety Court Team and imposed by the Judge on a progressive based system at the Judicial Review Hearing. Sanctions include but are not limited to:

- Increased Alcohol/Drug Testing
- Increased Probation Appointments
- Additional Assessment of Work Program Days or Community Service
- Jail Time/Home Confinement Through Tether Technology
- Additional Fines
- License Revocation
- Program Termination

\*Sanctions work in a progressive nature. For example, in the event you violate by failing to report for a test in Phase One, you may receive a verbal warning or additional days on the court's work program. However, if you are in Phase Three and a similar violation occurs, you can expect increased testing and/or possible jail depending on how often a similar violation has occurred.

**Discharge:** You may be discharged from the Sobriety Court Program for a variety of reasons including, but not limited to:

- Conviction of a New Criminal Offense
- You Display Inappropriate, Disruptive, or Non-Compliant Behaviors
- Refusal to Participate in Program Requirements
- Repeated Violations of Program Rules
- Inability to Be Safely Monitored in the Community

\*If you are removed voluntarily or involuntarily from the Sobriety Court Program, you will no longer be eligible for a restricted license through the Secretary of State Interlock Program. License revocation and immobilization will be reinstated immediately.

**Graduation:** The program can be completed in 15 months but may last up to 24 months. You must have demonstrated compliance with each of the Four Phases and must include 120 days of continuous sobriety in Phase Four prior to graduation. All fines and costs must be paid in full to graduate.

**Alumni Program:** This program is open to all Sobriety Court graduates. The group is hosted by prior Sobriety Court graduates and overseen by the Case Manager. The program is designed to offer support and will provide suggestions for successful completion for current participants. The Alumni Program is also an excellent way to help you maintain sobriety and a recovery based lifestyle after graduation from Sobriety Court.

## **Program Contact Information**

18<sup>th</sup> District Court  
36675 Ford Road  
Westland, MI 48185  
734-595-8720  
[18thdistrictcourt.com](http://18thdistrictcourt.com)

### **Judge Sandra Ference Cicirelli**

Zoom Meeting ID: 415-402-1799  
Password: 1801

### **Judge Mark McConnell**

Zoom Meeting ID: 596-779-5046  
Password: 1818

### **Haley Blair: Sobriety Court Case Manager**

Direct Phone: 734-260-9953  
Email: [hblair@18thdistrictcourt.com](mailto:hblair@18thdistrictcourt.com)  
Zoom Meeting ID: 812-538-7869  
Password: 1818

### **Joe Bobby: Home Compliance Officer**

Direct Phone: 734-637-0082

### **Doug Rose: Home Compliance Officer**

Direct Phone: 947-238-5582

### **Marian Partington: Peer Recovery Coach**

Direct Phone: 734-536-4113  
Email: [marian.partington@gwcares.org](mailto:marian.partington@gwcares.org)

### **Jamaine Atkins: Peer Recovery Coach**

Direct Phone: 734-548-3385  
Email: [jamaine.atkins@gwcares.org](mailto:jamaine.atkins@gwcares.org)

### **Tracy Debreczeny: Sobriety Court Therapist**

Direct Phone: 734-523-8250 Ext. 410  
Email: [tdebreczeny@hegirahealth.org](mailto:tdebreczeny@hegirahealth.org)



STATE OF MICHIGAN



**Sandra F. Cicirelli**  
District Judge

**Mark A. McConnell**  
District Judge

**18<sup>th</sup> Judicial District Court  
Probation Department**

36675 Ford Road  
Westland, MI 48185-2210  
734.595.8720  
FAX 734.238.1900  
Web: [www.18thdistrictcourt.com](http://www.18thdistrictcourt.com)

**David R. Wiacek**  
Magistrate

**James B. Gibbs**  
Court Administrator

**18<sup>th</sup> District Court**

**Court Policy on Zero Tolerance Alcohol Consumption**

Recent advances in the science of alcohol detection in urine have greatly increased the ability to detect even trace amounts of alcohol consumption. In addition, these tests are capable of detecting alcohol ingestion for significantly longer periods of time after a drinking episode. Because these tests are sensitive, in rare circumstances, exposure to non-beverage alcohol sources can result in detectable levels of alcohol (or its breakdown products). In order to preserve the integrity of the courts testing programs, it has become necessary for us to restrict and/or advise probationers regarding the use of certain alcohol-containing products.

It is **your** responsibility to limit your exposure to the products and substances detailed below that contain ethyl alcohol. It is **your** responsibility to read product labels, to know what is contained in the products you use/consume and to stop and inspect these products **before** you use them. **Use of products detailed below in violation of this contract will NOT be allowed as an excuse for a positive test result. When in doubt, don't use, consume or apply!**

**Cough Syrups and other liquid medications:** Probationers are prohibited from using alcohol-containing cough/cold syrups, such as Nyquil®. Other cough syrup brands and numerous other liquid medications, rely upon ethyl alcohol as a solvent. Probationers are required to read product labels carefully to determine if they contain ethyl alcohol (ethanol). All prescription and over-the-counter medications should be reviewed with your probation officer before use. Information on the composition of prescription medications should be available upon request from your pharmacist. Non-alcohol containing cough and cold remedies are readily available at most pharmacies and major retail stores.

**Non-Alcoholic Beer and Wine:** Although legally considered non-alcoholic, Non-Alcohol Beers (e.g. O'Douls® and Sharps®) do contain a residual amount of alcohol that may result in a positive test for alcohol, if consumed. Probationers are **not** permitted to ingest non-alcoholic beer or wine.

**Food and other ingestible Products:** There are numerous other consumable products that contain ethyl alcohol that could result in a positive test for alcohol. Flavoring extracts, such as vanilla or almond extract, and liquid herbal extracts (such as Ginko Biloba), could result in a positive screen for alcohol or

its breakdown products. Communion wine, food cooked with wine, and flambe dishes (alcohol poured over a food and ignited such as cherries jubilee and baked Alaska) must be avoided. Read carefully the labels on any liquid herbal or homeopathic remedy and do not ingest without approval from your case manager.

**Mouthwash and Breath Strips:** Most mouthwashes (Listermint®, Cepacol®, etc.) and other breath cleansing products contain ethyl alcohol. The use of mouthwashes containing ethyl alcohol can produce a positive test result. Probationers are required to read product labels and educate themselves as to whether a mouthwash product contains ethyl alcohol. Use of ethyl alcohol-containing mouthwashes and breath strips by Probationers is not permitted. Non-alcohol mouthwashes are readily available and are an acceptable alternative. If you have questions about a particular product, bring it in to discuss with your Probation Officer.

**Hand Sanitizers:** Hand sanitizers (e.g. Purell®, Germex®, etc.) and other antiseptic gels and foams used to disinfect hands contain up to 70% ethyl alcohol. Excessive, unnecessary or repeated use of these products could result in a positive urine test. Hand washing soap and water are just as effective for killing germs.

**Hygiene Products:** Aftershave and colognes, hair sprays and mousse, astringents, insecticides (bug sprays such as Off®) and some body washes contain ethyl alcohol. While it is unlikely that limited use of these products would result in a positive test for alcohol (or its breakdown products), excessive unnecessary, or repeated use of these products could affect test results. Probationers must use such products sparingly to avoid reaching detection levels. Just as the court requires probationers to regulate their fluid intake to avoid dilute urine samples, it is likewise incumbent upon each participant to limit their use of topically applied (on the skin) products containing alcohol.

**Solvents and Lacquers:** Many solvents, lacquers, and surface preparation products used in industry, construction, and the home, can contain ethyl alcohol. Both excessive inhalation of vapors, and topical exposure to such products, can potentially cause a positive test result for alcohol. As with the products noted above, probationers must educate themselves as to the ingredients in the products they are using. There are alternatives to nearly any item containing ethyl alcohol. Frequency of use and duration of exposure to such products should be kept at a minimum. A positive test result will not be excused by reference of use of an alcohol-based solvent. If you are in employment where contact with products cannot be avoided, you need to discuss this with your Probation Officer. Do not wait for a positive test result to do so.

**REMEMBER, WHEN IN DOUBT, DON'T USE, CONSUME, OR APPLY!**

**I have read and understand my responsibilities:**

\_\_\_\_\_

**Print & Sign Name**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Witness**

\_\_\_\_\_

**Date**

18<sup>th</sup> District Court  
Sobriety Court Program

Home Compliance Visit Guidelines

Home compliance visits are an integral component of the Sobriety Court. The visits will allow the compliance officer/case manager to become better acquainted with you and your living environment. The visits will be conducted in a professional and discreet manner so as to not draw attention to your participation in the court program. The visits will allow you the opportunity to demonstrate your commitment to a sober lifestyle.

Home compliance visits are conducted randomly anytime during the day or night. It is expected that you will cooperate and comply fully with the home compliance officer.

Expectations include:

- Your home must be alcohol and drug free, including marijuana (tobacco, caffeine, prescriptions excluded).
- You must submit to any PBT testing or urine screening request.
- If you have a curfew you must be at your residence during the hours set by the judge. Failure to answer will result in a curfew violation.
- Your house, property, garage, vehicle and person is subject to search without a warrant for alcohol and other illegal substances.
- You are responsible for what is in the home/property. Express this to any other family member/resident of the home and ask for their consideration.
- You are expected to be prompt in your interaction with the home compliance officer.
- Other residents of the home need to be advised that even if you are not at home they will have to allow the compliance officer onto the property/residence.
- You must maintain constant communication with your sobriety court case manager regarding any changes to your work or school schedules.
- If you have any emergency that may cause you to miss a compliance visit you must contact your sobriety court case manager within 2 hours and will be expected to provide documentation within 24 hours.

**FAILURE TO COMPLY WITH THESE GUIDELINES WILL RESULT IN SANCTIONS!**

I understand and have received a copy of the Home Compliance Visit Guidelines, and consent to home compliance visits.

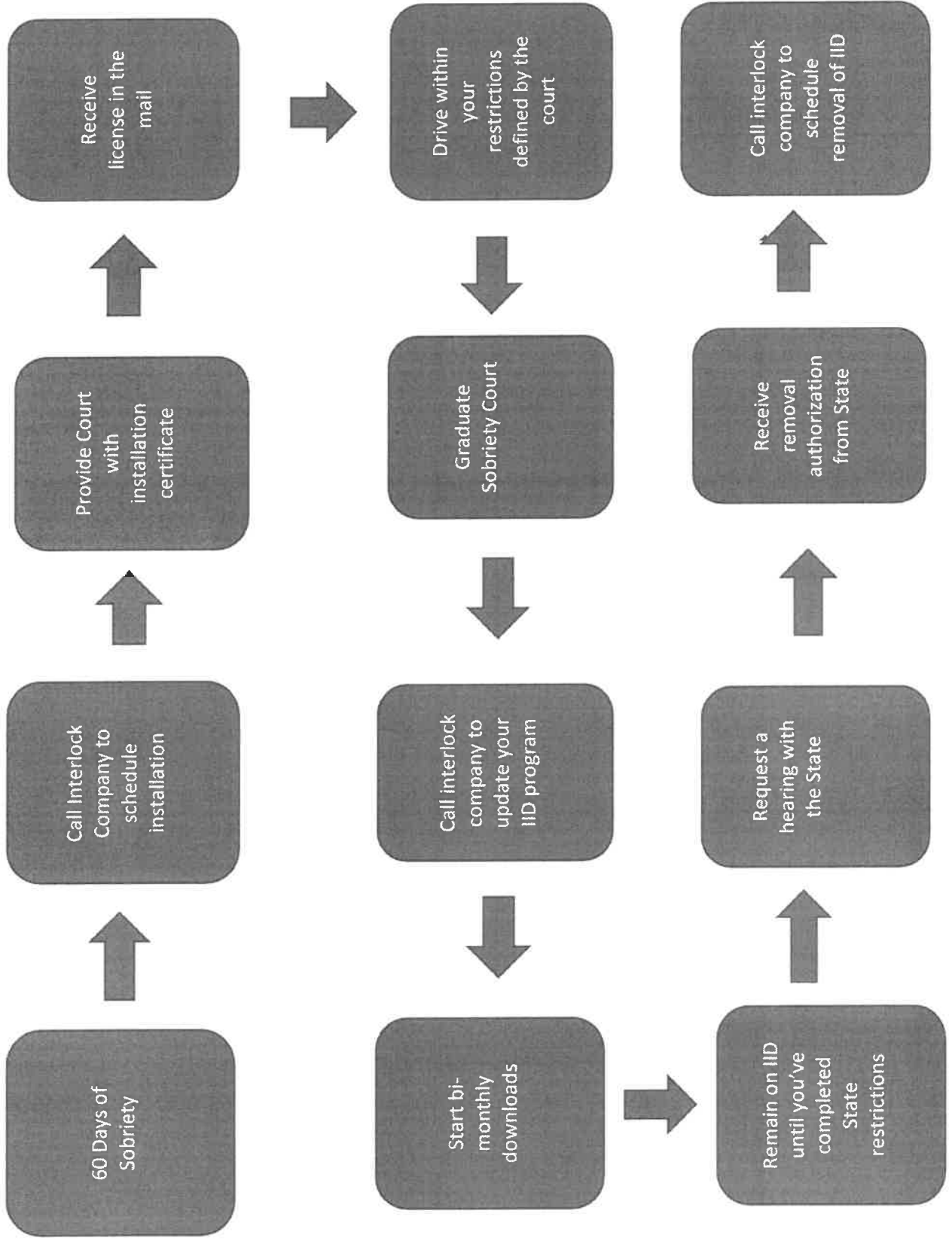
Signature \_\_\_\_\_

Date: \_\_\_\_\_

Witness \_\_\_\_\_

Date: \_\_\_\_\_

# IGNITION INTERLOCK PROCESS



## PROPER INTERLOCK USE

### YOU WILL BE RESPONSIBLE FOR ALL INTERLOCK VIOLATIONS.

The statements that follow cover some of the common violations involving the ignition interlock device. Please read this list in its entirety and learn to use the ignition interlock device correctly. You also must familiarize yourself with any and all instructions provided by your ignition interlock provider.

- While the court may have rules that you must abide by for your interlock, there are also state rules that you must abide by during the program and especially after you complete the program.
- **Never** leave your vehicle running and unattended, even momentarily. If you fail to provide a timely rolling re-test for any reason, it is a state violation. Your original revocation/denial may be reinstated and you can lose your restricted license.
- **Never** exit your vehicle without first making sure that a rolling re-test has not been requested. Arrive at your destination, physically look at the ignition interlock device, and then turn off the ignition. You should look at the device again before exiting. Do not turn your vehicle off after a rolling re-test has been requested without providing a breath sample within the allotted five (5) minute time frame. Failure to provide a rolling re-test is a state violation. Your original revocation/denial may be reinstated and you can lose your restricted license.
- **Periodically** start your vehicle, even if it is not being driven every day, to ensure that the battery remains charged. If your battery dies, use a tow service or AAA to obtain a jumpstart and send the receipt and a letter of explanation to the state immediately after doing so.
- You and/or a repair facility **must** contact the interlock company **before** making any repairs to your vehicle. Provide notice to the interlock company of the type of repairs and the dates they are scheduled to be completed.
- **Obtain documentation** (legible, dated, and signed receipts) for any repairs done to your vehicle. This includes tow receipts and receipts from auto parts stores. These receipts and a letter of explanation that is notarized, dated, and signed by you should be sent to the state immediately after repairs are completed. Make sure it is clear on the face of the receipt if a mechanic has possession of the vehicle for longer than one (1) day.
- Receipts with an accompanying letter of explanation should be scanned, uploaded as an attachment, and emailed to [MDOS-BAIIDdocumentation@michigan.gov](mailto:MDOS-BAIIDdocumentation@michigan.gov) within five (5) days of repairs being completed. Note that this email is used solely to submit documents and that the Department will not respond to emails.
- **Never eat or drink anything** (other than plain water) within 15 minutes of providing a breath sample. Avoid using any products that contain alcohol such as hand sanitizers, body sprays, and cologne. Ask your pharmacist if you are unsure if a product such as mouth wash contains alcohol. Also avoid smoking or vaping before testing.
- If alcohol is detected by the machine, you should rinse out your mouth with water and provide a second sample within five (5) minutes. Do not just walk away from the machine. It is advisable that you keep a bottle of water in your vehicle. **FOLLOW THIS INSTRUCTION CAREFULLY – YOU WILL BE HELD RESPONSIBLE FOR POSITIVE ALCOHOL INDICATIONS.**

- **With an alcohol reading on your interlock device or other violation such as missed rolling retest or power losses, it is also advisable that you obtain an objective test to prove you were not drinking.** This might involve a preliminary breath test (PBT) from your local police station, sheriff's department, or State Police post if within 1 hour of the violation. It could also involve other chemical tests such as an Ethyl Glucuronide (ETG) test from a toxicology lab if within 24 hours of the violation. Note that doing so will not necessarily avoid a reinstated revocation/denial if a major violation occurs, i.e., a failed rolling re-test. However, the test results may be taken into consideration in the event an administrative hearing is scheduled. The burden is **always on you** to prove that you had continued to maintain abstinence and had not relapsed.
- **Limit** the people who have access to your vehicle. **You are responsible** for all violations of the interlock device. Action will be taken against you if another individual misses a re-test, provides a breath sample that includes alcohol, or otherwise violates the interlock device.
- If you change interlock companies, **notify** the state within seven (7) days of the removal of your first interlock company's interlock device and the installation of the new company's device by sending the new installation certificate to the state.
- It's advised that you keep a journal or log of anything out of the ordinary regarding your interlock such as positive/missed tests and any other violations or occurrences. After the sobriety court program when you schedule a hearing with the state board to receive your full license, all failed tests and violations from the time of installation will be reviewed and can hinder license reinstatement.
- **DO NOT HAVE THE INTERLOCK DEVICE REMOVED AFTER COMPLETION OF THE SOBRIETY COURT PROGRAM!** You will need to have the device installed and must continue to test until you go before the state board. Once you receive paperwork from the state approving the removal of the device, send it to your interlock provider and schedule removal.