

Essential Element #1: Broad legal eligibility

Recommendations:

- Establish clear written legal eligibility criteria for potential entry into the Opioid Court;
- Consider ways to improve potential participant awareness of immediacy and availability of services related to participation in the Opioid Court;
- Create a mechanism for the transfer of cases from local town and village courts to the Opioid Court;
- Explore the use of an opioid court bench card for use by local town and village court judges; and
- Engage with law enforcement representatives to increase referrals.

Goal 1: Increase referrals to opioid court

Objective 1A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Increase referrals from law enforcement	Draft a palm card (crisis card) for officers	CCI	October 2021	CCI delivers draft
	Review crisis card	Deborah	October 2021	Meeting held to review
	Send copy of card to Chief Donoghue and Sheriff O’Neill	Deb	October 2021	Draft shared with LE stakeholders
	Review card with treatment and LE partners	Deb, Jen	November 2021	Meeting held with LE partners and draft completed
Objective 1B:	Action Steps	Persons Responsible	Timeline	Performance Measures

Explore admitting parolees (revocation/non-revocation)	Judge to reach out to Robert B.	Judge	November 2021	Phone call completed – next steps added to action plan
Objective 1C				
Explore admitting probationers	Judge to reach out to Clarissa	Judge	November 2021	Phone call completed – next steps added to the action plan
Objective 1D:				
Establish written eligibility	Draft written eligibility policy	Jennifer Hudson Mosher		

Essential Element #2: Immediate Screening for Risk of Overdose

Recommendations:

- Develop formalized early identification, screening, and referral protocols with all stakeholders;

- Create a case process flow for all parties to understand where cases are referred from and how they enter the court; and
- Collaborate with Jefferson County Police Department to create informational handouts.

Goal 2: Develop new early identification procedures

Objective 2A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Return to officer's flagging cases for court (clarify process)	Chief Donoghue will review process with officers.	Chief Donoghue	September 2021	Participants will be flagged when the court reviews paperwork
Objective 2B:	Action Steps	Persons Responsible	Timeline	Performance Measures
Create a formalized referral process for attorneys	Review templates/Watertown's form	Deb/Jen with CCI support		Referral form created
Objective 2C:	Action Steps	Persons Responsible	Timeline	Performance Measures
Return to in court support from CREDO (for assessment and immediate linkage)	Jen and Randi will discuss linkage	Randi/Marissa at Credo	October 2021	

Essential Element #3: Informed Consent after Consultation with Defense Counsel

Recommendations:

- Include defense counsel representation in the Watertown Opioid Court stakeholder group;
- Explore the use of a universal screening tool to identify eligible participants; and
- Create a MOU regarding permissible use of information gathered in the screening tool.

Goal 3: Ensure continued defense counsel representation at stakeholder meetings

Objective 3A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Reach out to assigned counsel board to see if they would like representation	Reach out to Stephanie Davis (Julie can provide the connect information)	Jen	October 2021	
Objective 3B:	Action Steps	Persons Responsible	Timeline	Performance Measures

Essential Element #4: Suspension of Prosecution or Expedited Plea

Recommendations:

- Create a framework for potential outcomes for cases that is agreed upon and understood by all stakeholders; and
- Ensure that participants who engage in Opioid Court, but who are ultimately unsuccessful, are not penalized for their participation.

Goal 4: Engage assigned ADA and/or DA Mills in the Opioid Court stakeholder group

Objective 4A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Speak with ADA Ladd to get more information about involvement with stakeholder group	Judge to reach out and invite him to join this stakeholder group Court calendar/invitations will be sent weekly	Judge Deb	October 2021	ADA attending stakeholder meetings
Objective 4B:	Action Steps	Persons Responsible	Timeline	Performance Measures

Essential Element #5: Rapid Clinical Assessment and Treatment Engagement

Recommendations:

- Provide court practitioners (judge, prosecutors, and defense) with ongoing training on the science of MOUD and best practices in legal settings;
- Administer NYS Treatment Screening Form to collect clinical information from participants;
- Consider participants' social circumstances and clinical preferences when making treatment decisions surrounding MOUD;
- Streamline the handoff to treatment by having court staff coordinate with the dedicated Credo therapist to schedule initial appointments for assessment and MOUD induction; and
- Develop partnerships with additional MOUD prescribers and treatment providers throughout the county to support rapid access to services.

Goal 5: Engage community MOUD prescribers to expand potential resources

Objective 5A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Engage other doctors in the community for prescribing MOUD	John Wilson and Mary will meet to link the doctors Host a meeting for prescribers to inform them of the process and how they could be involved	John Wilson (Credo)/Mary John Wilson/Mary	October 2021 Week of October 11, 2021	
Objective 5B	Action Steps	Persons Responsible	Timeline	Performance Measures

Connect jailed individuals with MOUD	<p>Determine whether CREDO can assess individuals in the jails for a faster connection immediately following arraignments.</p> <p>Determine why MOUD is not being provided in local jail.</p>	<p>Judge/CREDO staff</p> <p>Jen/Judge with defense support</p>		
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Essential Element #6: Recovery Support Services

Recommendations:

- Convene stakeholder meetings to provide a forum to enhance communication and articulate roles and responsibilities of each team member, as well as available services;
- Expand collaboration with other agencies in the community providing recovery support services, such as Anchor and NRCIL; and
- Include recovery support services into participants continuing care plan.

Goal 7: Include presentations from team members in stakeholder meetings (ex. What treatment and support services are available).

Objective 7A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Include presentation time in stakeholder meeting agenda (Stakeholder group for Opioid Court to include all individuals engaged in this action planning process)	<p>Add section to agenda</p> <p>Engage speaker/organization for each meeting</p>	Jen/Deb	Continual	
Objective 7B:	Action Steps	Persons Responsible	Timeline	Performance Measures

Implement continuing care plan (form exists)		Deb/Credo clinician		Client receives continuing care plan
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Essential Element #7: Frequent Judicial Supervision and Compliance Monitoring

Recommendations:

- Provide increased judicial interaction with participants on a regular basis, either through teleservices or in-person appearances;
- Ensure the judge and rest of the team continue to receive trainings for application and use of motivational interviewing techniques;
- Examine the practice of using jail to hold participant until a treatment bed is available and work with community-based treatment providers on alternative measures that can be imposed to address the participants' current level of need; and
- Schedule stakeholder meetings to occur throughout the year to review procedures and program operations

Goal 8: Plan for quarterly operational stakeholder meetings

Objective 8A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Set stakeholder meetings (more frequent to begin, then bi-annually)	Determine stakeholder meeting frequency Assign individual responsible for creating meeting invitation	Jen/Judge Neddo	November 2021	Email, Zoom links,

Objective 8B:	Action Steps	Persons Responsible	Timeline	Performance Measures
Goal 9: Increasing judicial interaction with participants				
Objective 9A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Allow for virtual appearances when appropriate for participant	Discuss when/how individuals will appear in person or virtually	Jen/Randi	Ongoing and to be updated	Protocols in place for virtual appearances

Essential Element #8: Intensive Case Management

Recommendations:

- Consider increasing participant contact with court-based case manager early on in the program when individuals may need more support;
- Continue strong communication with the court and treatment provider; and
- Consider an MOU with other agencies in the community, such as transitional living services, to educate them on Opioid Court and assist with the service gaps.

Goal 10: Create MOU

Objective 10A:	Action Steps	Persons Responsible	Timeline	Performance Measures
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Draft an MOU	Collect potential templates Review templates Draft MOU	CCI to provide Jen/Deb Jen/Deb with Credo	November 2021	
Objective 10B:	Action Steps	Persons Responsible	Timeline	Performance Measures
Engage with other agencies not represented in the stakeholder group and share MOU/create MOU		John Wilson/Mary	Feb 2022	
Objective 10C:	Action Steps	Persons Responsible	Timeline	Performance Measures
Educating existing and new agencies about opioid court	Credo will share the trainings with other providers in the community	John Wilson/Randi Forbes	Ongoing	

Essential Element #9: Program Completion and Continuing Care

Recommendations:

- Schedule ongoing stakeholder meetings to update policies and procedures, discuss case process flow, monitor outcomes, and make changes as needed;
- Create a formal completion criteria checklist that includes elements of social stabilization to be addressed through case management;
- Develop an MOU to formalize how time spent in Opioid Court will count towards treatment court participation (where applicable); and
- Once program completion is determined, court staff and the clinician should jointly work together to develop a continuing care plan with participants.

Goal 11: Create a checklist for successful completion (ie. Meaningful engagement) standards.				
Objective 11A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Develop and have consensus on program completion guidelines	Review existing completion standards to determine applicability	CCI will share with Jen/Deb	October 2021	Program completion guidelines will be created and distributed to stakeholders and participants.
Goal 12: Memorialize time from opioid court counting towards time in drug court				
Objective 12A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Include in MOU a formalized plan for time in opioid court to count towards drug court time	Review what other courts have done Identify who needs to have consensus on the MOU	CCI to provide templates Judge	November 2021	Criteria will be included with program completion guidelines regarding time spent in Opioid court for individuals moving on to drug treatment court

Essential Element #10: Performance Evaluation and Program Improvement

Recommendations:

- Work with Project Court REACH staff to identify areas and strategies for data entry improvement, including the use of the Opioid Court dashboard; and
- Implement recommendations from this report with the help of technical assistance from Project Court REACH.



Goal 10: Work with OCA to continue UCMS entry education

Objective 10A:	Action Steps	Persons Responsible	Timeline	Performance Measures
Proficiency in UCMS data input	Continue receiving support from OCA for UCMS	Deb/Susan	Ongoing, as needed	
Objective 10B:	Action Steps	Persons Responsible	Timeline	Performance Measures

