

# SAUK COUNTY SUBSTANCE USE DIVERSION AND SUPPORT (SUDS) PROGRAM

## POLICY AND PROCEDURE MANUAL



**ADOPTED: 09/09/2018**

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## **LOCATION & DEMOGRAPHICS:**

Sauk County is located in the southwest portion of Wisconsin, northwest of Dane County, north of Iowa County, south of Juneau and Adams Counties, east of Vernon and Richland Counties, and west of Columbia County. It is approximately 43 miles from the state capitol of Madison, WI. It is just 13 miles from Wisconsin Dells, one of the largest tourist destinations in Wisconsin.

Sauk County has a population of approximately 64,000. It is 95.1% Caucasian, 1.3% African American/Black, 1.4% American Indian or Alaskan Native, 0.7% Asian; 1.4% reported two or more races. Sauk County has a 5.4% Hispanic population.

Current Census Bureau demographics can be found on the US Census Bureau website:

<https://www.census.gov/quickfacts/fact/table/saukcountywisconsin/AFN120212>

## **HISTORY:**

Sauk County has a history of establishing programs to assist in addressing substance abuse issues and in particular the opioid epidemic. In 2008, the Community Activated Recovery Enhancement Program (CARE) was developed by Joan Mack, Registered Nurse and Deb Johnson, Licensed Practical Nurse, though St. Vincent de Paul in Prairie du Sac. Officers from the Sauk Prairie Police Department also assisted in the implementation of the program. This program continues to offer assistance to residents of Sauk County and the surrounding areas.

In 2015, Sauk County was the recipient of a Medication Assisted Treatment (MAT) grant. Tellurian was appointed to oversee the grant and develop case management and treatment services as well as assisting in arranging for individuals to receive medication for their opiate addictions. The grant ended in July of 2018.

After the grant ended, Sauk County Human Services were tasked to continue services with only a fraction of the grant resources, with the realization there would be a number of individuals who would remain in need of services.

The Sauk County Substance Use Diversion and Support Program was created from a grant through the Department of Justice to continue case

management services to assist in addressing the needs of individuals with substance use disorders living in Sauk County.

In developing this program's policy, information from several existing diversion programs were reviewed and incorporated into this program's format. Those programs include the **Law Enforcement Assisted Diversion** (LEAD-National sites including Seattle, WA, Albany, NY and Fayetteville, NC), **Madison Addiction Recovery Initiative** (MARI-Madison, WI), **Cops Assisting Addiction Recovery** (CAARE-Greenfield, WI.), **Pathways** (Superior, WI) and **One Less** (Eau Claire, WI)

### **FUNDING & DATA COLLECTION:**

The Sauk County Substance Use Diversion and Support Program pilot program was made possible through a Wisconsin Department of Justice (DOJ) grant. Statistical data from the pilot program will be gathered and provided to DOJ for review. The following data points will be tracked per grant requirements:

- Number of referred individuals
- Number of overdoses referred to the program
- Number of individuals starting the program
- Number of successful program completions
- Number of unsuccessful discharges
- Post-program recidivism

The Sauk County Criminal Justice Coordinating Council (CJCC) will also review data and may consider exploring alternate funding sources if this grant funding is not continued. Additional data points may also be collected for CJCC review. However, all data provided to both DOJ and CJCC will be for statistical and program review. Participant identifying information will be protected.

### **MISSION STATEMENT:**

The mission of the Sauk County Substance Use Diversion and Support program is to provide support to individuals with substance use issues (with an emphasis on opioid addiction) to divert them from entering or re-entering the criminal justice system. SUDS will also prevent future criminality by addressing the root cause which motivates addicted individuals to engage in illegal behavior.

## **PROGRAM GOALS:**

- Reduce the number of offenses related to substance abuse disorders referred for formal processing
- Reduce enforcement related contact between officers and community members with a substance abuse disorder; avoid repeat use of services/reduce enforcement costs
- Increase community safety and use resources effectively
- Divert participants to appropriate systems of care; improve lives of program participants
- To empower and motivate families and the community by providing new strategies aimed at problem solving and managing addiction cases toward successful recovery.

## **ELIGIBILITY:**

- Resident\* of Sauk County
- 18 years of age or older
- Identified substance use disorder (priority will be given to those with opioid addiction)
- Voluntary enrollment
- Non-violent offense and history, if applicable
- Victim waiver signed, if applicable

\*A resident is defined as an individual who has intentionally established a physical presence in Sauk County and intended to remain in Sauk County at the time of the referral to the program.

## **EXCLUSIONS:**

Individuals are not eligible for program consideration if he/she:

- Violent offense or violent history (per Wis. Stat. 165.95(1))
- Registered sex offender
- Arrest for an OWI related offense
- The District Attorney, Case Manager or Probation Agent deems the individual is inappropriate for the program

## **REFERRAL:**

Individuals with a substance use disorder may be referred to the program by anyone regardless of whether criminal activity is involved. Self-referrals are also accepted. An individual may be referred by completing the referral form on the website Gethelpsauk.org information. There is also an option to refer someone electronically on the website as well.

If you do not have access to the internet, please contact the Case Manager directly at 608-963-4048

Referrals may be received via two options: nonviolent criminal behavior or social contact. Those referred for criminal behavior must be referred by law enforcement or the district attorney's office. Social contact referrals can be made by any referral source including self-referrals.

All referrals regardless of referral source are received and reviewed by the Case Manager

### **Criminal behavior referrals:**

- 1) Law enforcement or the district attorney forwards the completed referral form and the proxy to the case manager.
- 2) If the proxy score is low, then referral can be received directly from Law Enforcement. If the proxy score is medium the case manager will seek approval from the district attorney's office for program participation. If the DA supports program participation, the case manager will continue processing the referral. Services will vary based on risk level and case plan.
- 3) The case manager will review referral form and confirm the participant meets eligibility requirements
- 4) The Case Manager will request a criminal history report to review current charges and past convictions, if applicable.
- 5) If there is a victim involved in the referred case(s), the Case Manager will consult with the victim to answer any questions the victim has and obtain the victim's consent for the individual's charges to be dismissed if he/she successfully completes the program. The victim may also be referred for supportive services. If the victim objects to the referred charges being diverted, the individual will not be accepted and the original charges are forwarded to the District Attorney's office for processing.
- 6) The Case Manager will contact the individual to explain the program and determine the individual's willingness to participate. If the referred

individual is not willing to participate in the program, criminal charges are forwarded to the District Attorney's office for processing.

- 7) The referred individual will meet with the Case Manager to review program requirements, sign the voluntary agreement, and complete paperwork. The participant would then be considered enrolled in the program.

### **Social Contact Referral:**

- 1) A referral form is received by the case manager.
- 2) Case Manager will request criminal history
- 3) Case Manager will complete the proxy
- 4) If the participant is accepted into SUDS, services will vary based on risk level and case plan.
- 5) Case Manager will review to determine eligibility. If the referred individual meets eligibility criteria, the Case Manager will contact the individual to discuss the program and the individual's willingness to participate in the program.
- 6) If potential social contact is not eligible for services through this program, Case Manager will attempt to make contact to network possible alternative services. The Case Manager will contact the individual to explain the program and determine the individual's willingness to participate.
- 7) The referred individual will meet with the Case Manager to review program requirements, sign the voluntary agreement, and complete paperwork. The participant would then be considered enrolled in the program.

### **LENGTH OF PROGRAM:**

The length of the program will not exceed 6 months after acceptance into program. At that time a decision will be made about the progress achieved by the participant. After determining whether participant was successful or not, a recommendation will be made to the officer or District Attorney Representative who made the original referral. The participant will be required to comply with treatment assessments and follow up, periodic case management, and random alcohol/drug testing.

### **PROGRAM CAPACITY:**

The number of participants will be based on the needs of the existing participants.

## **PROGRAM PROCESS:**

1. A referral is received. If referral is based on criminal activity, a law enforcement agency report and proxy will be attached.
2. The Case Manager will review referral to verify it meets eligibility criteria
3. If all criteria is met, a national criminal history check will be completed.
4. The Case Manager will make contact with the referred individual within three business days of the referral to determine if they are willing to participate in the program. If in agreement, the Case Manager will schedule an intake appointment.
5. The intake appointment is completed with the participant, which may include completing various assessment tools.
6. The Case Manager identifies appropriate referral sources and assists with making appointments and the signing for relevant releases of information.
7. The Case Manager will set up a subsequent appointment to develop the goals of the participant and to determine the frequency of meeting with the Case Manager.
8. The Case Manager monitors compliance throughout the program enrollment. The use of alcohol/drug testing can be used as a measure to determine the appropriate level of care, if usage continues by the participant during the program. The goal of urine screens is not to be punitive in nature.
9. No later than six months and if all requirements are met, the Case Manager will determine if the participant has completed the program or if a referral is made to the District Attorney's office for possible charges.
10. After a period of involvement, no later than six months, the Case Manager will assist with the development of an aftercare plan for follow up services.
11. The Case Manager will periodically make contact with the participant to serve as a check in on participant's recovery status.
12. The Case Manager will periodically check the Circuit Court Automated Program (CCAP) for law enforcement contact to report incidents of recidivism.



## **PROGRAM COMPLETION:**

A participant will successfully complete the program after maintaining regular contact with the Case Manager, actively engaged in treatment programming as verified by the treatment provider and have measurable movement towards meeting the participant's goals.

If the referral was made by a law enforcement officer and a charging decision needs to be made, the participant shall successfully complete the program within a six month period per the District Attorney's office.

## **TERMINATION:**

A participant may be terminated for the following reasons:

- The participant fails to complete treatment assessments.
- The participant fails to comply with treatment recommendations.
- The participant fails to make progress (as determined by the treatment provider and the case manager).
- The participant fails to make contact with the Case Manager for 30 consecutive days.
- If a participant become otherwise ineligible anytime during the program (i.e. new criminal charges, probation or parole revoked)

## **SUDS Program**

Historic Courthouse  
510 Broadway St.  
Baraboo, WI 53913

General Email: [atcreferral@saukcountywi.gov](mailto:atcreferral@saukcountywi.gov)

<https://www.co.sauk.wi.us/cjcc/substance-use-diversion-and-support-suds>