

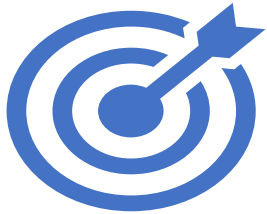


CLJ Therapeutic Courts Progress Reporting Overview

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Quarterly Progress Reporting



Purpose of reporting – Where does this information go?



What information from courts are we trying to obtain and why?

Participant Numbers

What type of therapeutic court are you operating?

Contract Spend

Community & Agency Partnerships

Team Staffing & Roles

Challenges

Successes

Therapeutic Court Data Definitions

Lets take a deeper dive!



Term	Definition	Example(s)
Entry		
Referral	<p>A case is sent to the therapeutic team for review. This often occurs prior to an eligibility screening.</p> <p><i>*Referrals may come directly from the prosecutor's office or another decision maker. We recognize the data may not be available if all referrals go through the prosecutor first; thus, we are asking about cases that are sent to the team for review.</i></p>	<p>A prosecutor has marked a case as eligible and sent it to the team for further review.</p> <p>A referral source has suggested a case to the team by sending an email or bringing it to a team meeting.</p> <p>An application has been submitted by a potential participant, or other referral source, to the team.</p>
Eligibility screening	<p>A screening or assessment used to determine participant eligibility; this usually occurs following a referral. The result of this assessment/screening is to determine participant eligibility for the program including risks, needs, treatment needs, etc.</p>	<p>Risk/need tool (RNR) used to determine eligibility.</p> <p>Intake interview with the potential participant.</p> <p>Review of case specific information to determine eligibility.</p>
Opt-out/Decline	<p>Potential participant was deemed eligible for the program, then chose not to enter.</p> <p><i>This is not when a participant entered the program then chose to "opt-out."</i></p>	<p>Team determined a person was eligible, but potential participant did not sign a contract or enroll in the program.</p>
Entry	<p>Participant joined or officially entered the therapeutic court program. This often includes signing a participant contract or SOC.</p>	<p>May also be considered "enrollment."</p>

Enrollment		
Active participant	On the last date of the reporting period, count a participant as “active” if they are enrolled and are not on warrant status.	May include those on warrant status for part of the reporting period, but not on warrant status on the last date of the reporting period.
Warrant status	<p>On the last date of the reporting period, participant is on warrant status. Participants on warrant status have not been terminated from the program.</p> <p>This may also be known as “suspended,” “inactive,” or “active bench warrant.”</p>	<p>This may be recorded as a failure to appear (FTA) in some programs.</p> <p>Team may be ready to terminate a participant, but participant has not appeared for the hearing.</p> <p>Participant has been on warrant status for any length of time.</p>
Exit		
Successful completion	<p>Participant completed the program during the reporting period. This may be described as a graduation.</p> <p>A ceremony or “graduation” terminology is not required.</p>	<p>Completed all program requirements.</p> <p>Graduated from the program.</p>
Court-decided terminations	Participant is unenrolled from the program by the court team.	<p>Participant failed to met program requirements and is moved back to the typical court process.</p> <p>A termination hearing was scheduled, then the participant withdrew from the program.</p>
Voluntary withdrawal	<p>Participant unenrolled themselves from the program.</p> <p><i>This does not include participants who had a termination hearing scheduled then chose to withdraw.</i></p>	<p>Participant tried the program then decided to go back to the typical court process.</p> <p>Participant voluntarily moved out of jurisdiction.</p>
Other exit	Participant was unable to complete the program due to extenuating circumstances that may not be considered a voluntary withdrawal or a court-decided termination.	<p>Death</p> <p>Deportation</p>

How to Complete Progress Report

- Let's review some questions
 - What are we asking for?
- FY24-25 CLJ Therapeutic Courts Q3 Report - Airtable



Describe your efforts so far to develop, review, or update your therapeutic court guidelines, policies, and/or procedures to better align with best practice standards

- All guidelines, policies, and procedures were reviewed and some of them updated. We attempt to review and revise annually.
 - We reviewed the WATER module and are reviewing recommendations.
 - It is a continuous process. We meet quarterly.
- During the first three months of this funding cycle, our program has created a participant handbook and contract that aligns with our previously updated policies and procedures. We created multiple tracks to separate participants by risk level in alignment with best practice standards and implemented methods for more intensive monitoring of high-risk/high-need individuals.

Reflecting on year-to-date expenditures in each category, is your program expenditure rate as expected? If not, please explain any discrepancies.

- Currently, our expenditure rate is as expected.
- Yes.
- Yes. We feel our spending is consistent with our needs.
- Yes, so far, except for Treatment Services.
- Unknown.
- [Blank]



Our program expenditure rates are as follows:

- **Personnel Costs:** Due to local hiring freezes, the coordinator position was vacant for three months. We anticipate \$26,000 in unused funds. Due to over expenditures in Recovery Supports, we'd like to move \$3,000 to that category and return \$23,000 to AOC.
- **Staff Equipment and Technology:** \$500/\$1500 spent (33%). While less than the expected rate, continued costs include a cell phone (\$50/mo = \$500) and Canva subscription renewal (\$120+tax). The remainder (~ \$360) will be spent on office supplies, program brochures, and coordinator business cards.
- **Team Training/Travel:** Appears underspent, but all remaining funds will support attendance of 3 team members (judge, coordinator, probation) at RISE25 conference in May.
- **Treatment Services:** Expenditures are nearly 50% (\$2234/\$5000) and on track for expenditure for the remainder of the funding cycle.
- **Recovery Supports:** Expenditures are higher than anticipated (80% spent) as our participants lost access to local transportation resources. We are filling that gap through recovery support funds and are working on a more cost-effective solution. We would appreciate movement of funds as outlined in Personnel above.

What are we asking? Slow down...

What services have participants been referred to during Q3? *

Contract Deliverables: Community Partners

Describe any efforts made so far to develop or maintain MOUs/contracts with local community partners or agencies. Include information on any meeting you've held or plan to hold with your community partners to increase awareness of your program *

Contract Deliverables: Program Sustainability

Describe how your court has used data collection efforts, process evaluations/reviews, and/or meetings & trainings to scale up your program and track its performance *

Give Details...Let's Connect the Dots

Contract Deliverables: Program Challenges & Successes

For reporting period 1/1/25 - 3/31/25

Please describe any operational challenges your court faced during Q3 and include any support AOC Behavioral Health Team could provide that would assist your efforts going forward

Please share one program or participant success story that highlights the direct impact of the funding provided

Reporting Due Dates

- How to get an extension

07/01/24 - 09/30/24	1	10/15/24
10/01/24 - 12/31/24	2	01/15/25
01/01/25 - 03/31/25	3	04/15/25
04/01/25 - 06/30/25	4	07/15/25 (final report for the year)

Wrap up

- AOC needs detailed information (relevant)-Doing this makes for good communication and allow us to plan accordingly when we don't have information it can impact: Funding and program development, and technical assistance that may be needed
- Incomplete information WILL lead to having to re-do the progress report
- Work with your team to determine who should complete the report, asking, "Who has the MOST firsthand knowledge?"
- How to send your Program Manager more info
- Need an extension? Email your contract manager (Either Mindy or Leah AND TJ Grace)

