

DUI/Drug Court Certification

Application Instructions

December 2, 2016



Why Certify?

- State funding
 - Certification is Required by O.C.G.A. § 15-1-19 to receive state funding.
- Improve court functioning and outcomes
 - Certification requirements are based on standards and best practices developed from national research.

Certification Application

- The application is designed to follow the *Georgia Standards for Accountability Courts*.
- The next several slides cover each section in depth. The section being discussed will be yellow.

| Key Components Adopted Standards Certification Requirement | Suggested Location, if any | Documentation | Mandatory Requirement OR Best Practice |
|---|----------------------------------|--|--|
| Key Component #2: | | | |
| Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights. | | | |
| Adopted Standards Benchmark 2.1: Prosecution and defense counsel shall both be members of the DUI/Drug court team and shall participate in the design, implementation, and enforcement of the program's screening, eligibility, and case-processing policies and procedures. | | | Mandatory Requirement |
| Certification Requirement 2.1: Show evidence that both the prosecutor and defense counsel are part of the DUI/Drug court team and participate in the design of the following: <ol style="list-style-type: none"> 1. Screening policy and procedures <input type="checkbox"/> 2. Eligibility policies and procedures <input type="checkbox"/> 3. Case-processing policies and procedures <input type="checkbox"/> | Policy and Procedure Manual, MOU | Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there an attachment(s) to support this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Title(s) of the attachment(s) _____ Relevant Page Number(s) _____ | |

Key Components

- The key components are taken from national research on best practices.
- There are ten that guide *Georgia's Standards* and the certification application.

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Adopted Standards Benchmarks

- The Standards Benchmarks flow from the key components and provide a more specific goal.
- The numbering matches the *Georgia Standards* for easy reference.

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Mandatory Requirement OR Best Practice

- This box shows whether the Standard Benchmark is required or considered a best practice.
- Your court should focus on mandatory requirements but strive to meet best practices.

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Certification Requirements

- The Certification Requirements prescribe what your court should be doing to meet the associated standard.
- You should be able to show that your court meets the requirement or is working towards it.

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Suggested Location

- The Suggested Location provides an option where forms, lists, or documents from the Requirement might be kept.
- In most instances, your court can keep the information stored in another location.

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Documentation

- Use the Documentation section to mark whether or not your court meets the Requirement.
- If you mark Yes, please attach supporting documentation and list an appropriate page number.

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Documentation

- If your court does not meet the Requirement, mark No and attach an explanation or a plan for meeting the Requirement in the future.
- Again, please include an attachment title and page number.

| Key Components Adopted Standards Certification Requirement | Suggested Location, if any | Documentation | Mandatory Requirement OR Best Practice |
|--|--|--|--|
| Key Component #1: Drug courts integrate alcohol and other drug treatment services with justice system case processing. | | | |
| Adopted Standards Benchmark 1.1 Each drug court shall establish an accountability court team to create a work plan for the court. The work plan shall “address the operational, coordination, resource, information management, and evaluation needs” of the court. | | | Mandatory Requirement |
| Certification Requirement 1.1: Ensure both the names and organizational affiliation of the drug court advisory committee, or those persons who are responsible for the ongoing planning of the problem-solving court, clearly listed. (May be constituted by representatives of the Accountability Court team, although it is recommended to include community partners and evaluation expertise.) | Policy and Procedure Manual, Work Plan | Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there an attachment(s) to support this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Title(s) of the attachment(s) _____ Relevant Page Number(s) _____ | |

Application Notes

- Please remember that not meeting a requirement will not automatically disqualify you from receiving funding.
- Be sure to complete the entire Application and ensure all attachments are clearly marked and easily identified.
- Work with your DUI Court team to complete the Certification Application.

Submitting Your Application

- Upload the Application and supporting documents to <http://www.gaaccountabilitycourts.org/cacj-certification>.
- Failure to submit the Certification Application on time will compromise the ability to review your submission and provide timely recommendations on certification eligibility.

Need Help?

- Contact Joshua Becker, Council of Accountability Court Judges
- 404-463-6298
- josh.becker@georgiacourts.gov