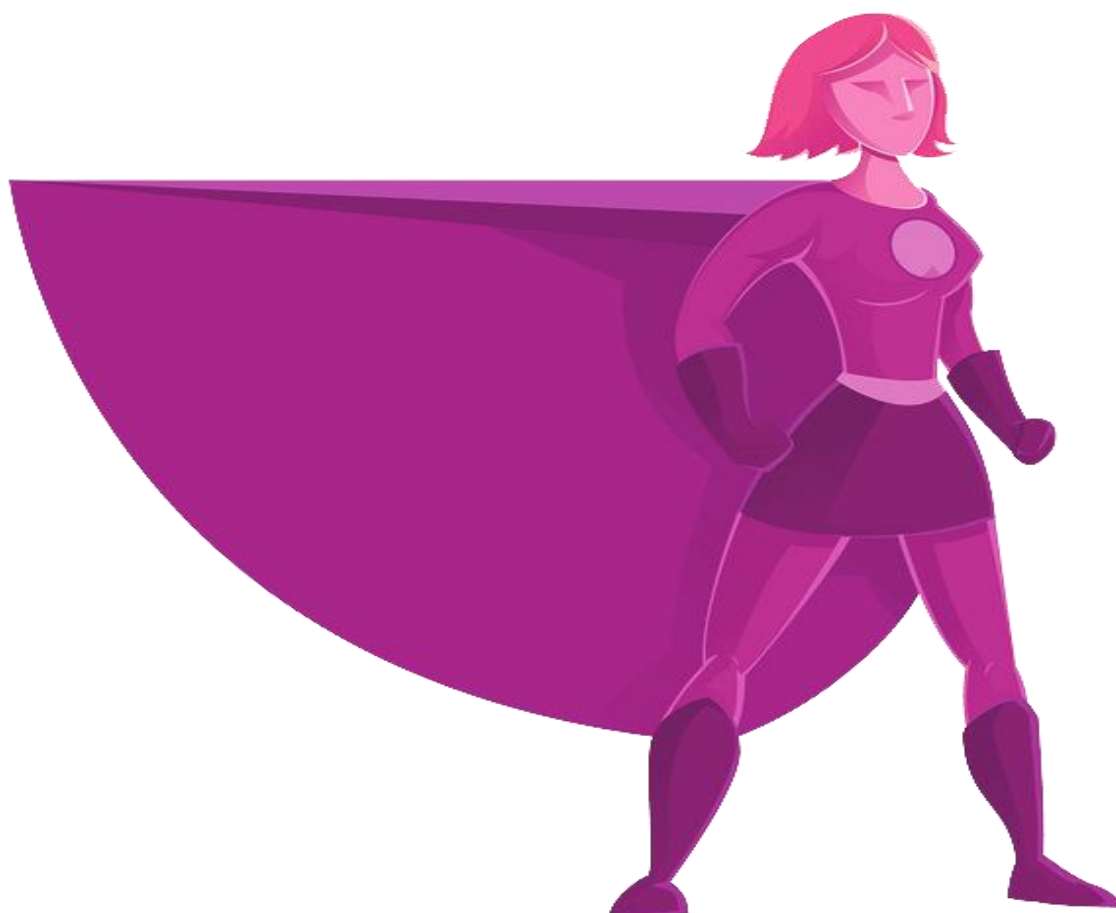




Forsyth County
STEPPING UP
I N I T I A T I V E

Stepping Up Process to End Recidivism – SUPER



Participant's Handbook

Welcome

Welcome to the Stepping Up Process to End Recidivism or SUPER program. This program is designed especially for people with mental health or substance use issues who may or may not have legal problems. As you enter this program, you must be motivated, actively participate in your treatment, and make all efforts to meet your transition goals. The hope is that by doing so you are able to make positive changes in your life.

The SUPER program consists of four (4) phases that should be completed within one year of acceptance into the program. The expected length of participation in each phase is three (3) months. ***How quickly you advance through each phase and the program depends on you and how well you deal with the structure that will be added to your life.***

This program is available regardless of your race, religion, sex, ethnic origin, sexual preference, marital status, age, or physical and/or mental disability unless your disability is so severe that you are incapable of complying. The SUPER program and its staff are here to guide and assist you to become a SUPER Woman.

Are you a SUPER Woman? Do you want to become a SUPER Woman?
The decision is yours.

Program Description

The Stepping Up Initiative is a national initiative of the National Association of Counties (NACo) to reduce the number of persons with mental illness in jails. Forsyth County adopted the initiative's resolution in April 2015. The Stepping Up Process to End Recidivism or SUPER is the first action created from the resolution.

SUPER began as a program that focused on those incarcerated in the Forsyth County Detention Center or on probation. SUPER also assists those persons in the community with behavioral health issues. SUPER will provide screening, transition planning, case management, and peer support to men and women who have mental health or substance use disorders.

The goals of SUPER are to link participants to all identified resources, successfully graduate participants one year post-release, and reduce the likelihood of participants returning to the criminal justice system. ***Linkage to certain services will depend on your compliance with behavioral health and medical treatment.***

The type of assistance offered is dependent on each person's individual needs. The potential resource linkages that the SUPER program will attempt to make on your behalf include: mental health services, substance use services, medication management, medical care, educational/vocational assistance, disability, transportation, financial, housing, and legal.

The SUPER program consists of four (4) phases that should be completed within one year of acceptance into the program. The expected length of participation in each phase is three (3) months. How quickly you advance through each phase and the program depends on you and how well you deal with the structure that will be added to your life.

Entry to the Program

Referrals can come from jail intake nurses, jail mental health staff, jail security, probation, and the community. We also accept self-referrals.

Once a referral is received on your behalf and your pending charges, criminal history, and sex offender status are reviewed, SUPER staff will schedule a time to meet with you. SUPER staff will explain the program, expectations, and assess your level of interest in the program.

SUPER staff will complete a mental health and a substance use screening form with you. If you meet the threshold scores for either screen, you will be **eligible** for the program.

You also must meet the other eligibility criteria:

- ✓ Must be eighteen (18) years old. All persons aged 16 or 17 years old will be considered on a case-by-case basis.
- ✓ Must be a Forsyth County resident.
- ✓ Must have a mental health and/or substance use disorder.
- ✓ Preference is for those currently detained in Forsyth County Detention Center.
- ✓ Preference is given to misdemeanor and nonviolent charges. All other charges will be considered on a case-by-case basis.
- ✓ Program is voluntary unless it is a condition of a court-ordered jail diversion.
- ✓ If a person has a guardian, the guardian has to agree to the person's participation in the program.
- ✗ Cannot be considered for the program if on Sex offender registry.

If you agree to participate, your completed transition plan can be shared with all agencies/referrals made on your behalf. This is so each community agency understands who is providing you assistance as well as encourages interagency communication as to how to best help you. It will also help hold you accountable.

★ You will be **ACCEPTED** into the program once you attend your first behavioral health treatment appointment. You will be considered "Pending" until you are accepted. ★

TRANSITION PHASES

1. **Self-care**
2. **Understanding**
3. **Power-up**
4. **Embrace recovery**
Ready to graduate

Phase 1 Requirements

PHASE ONE is the entry and self-care phase of the program. Participants can remain in Phase 1 for up to three (3) months or until twenty-five (25%) percent of transition goals are met.

1. Participants are expected to attend mental health, substance use, and any medical appointments scheduled by SUPER staff and detailed in the transition plan. Participants are expected to follow all recommendations of the treatment provider(s). Participants are also expected to follow all recommendations of the community agencies to which they are referred by SUPER staff.
 2. Participants are expected to sign appropriate releases so that SUPER staff can verify attendance at provider appointments. Participants will also be responsible for completing and providing to SUPER staff a treatment log to verify provider appointments.
 3. Participants are expected to take medications as prescribed by a licensed psychiatrist and to comply with all assessments and treatment recommendations of the provider(s).
 4. Participants are expected to refrain from the use of illegal or problem substances, or be making harm reduction efforts. A participant must submit to drug testing at the request of their provider(s).
 5. Participants are expected to refrain from getting any new criminal charges.
 6. Participants are expected to check in weekly with SUPER staff. One phone call per week and one face-to-face contact per week are expected. Office appointments or home visits can be scheduled to meet this expectation.
 7. Participants are required to attend the monthly SUPER support groups. The only exception will be if you have an employment or educational conflict.
- ★ In order to advance to Phase 2, participants must meet 25% of transition plan goals and target dates, not pick up any new charges, and remain free of illegal/problem substance(s) or are making best efforts to reduce use. **Not attending treatment can delay your advancement to Phase 2 and potentially affect benefits.**

Phase 2 Requirements

PHASE TWO is the understanding phase of the program. Participants can remain in Phase 2 for up to three (3) months or until fifty (50%) percent of transition goals are met.

1. Participants are expected to attend mental health, substance use, and any medical appointments scheduled by SUPER staff and detailed in the transition plan. Participants are expected to follow all recommendations of the treatment provider(s). Participants are also expected to follow all recommendations of the community agencies to which they are referred by SUPER staff.
 2. Participants are expected to sign appropriate releases so that SUPER staff can verify attendance at provider appointments. Participants will also be responsible for completing and providing to SUPER staff a treatment log to verify provider appointments.
 3. Participants are expected to continue to take medications as prescribed by a licensed psychiatrist and to comply with all assessments and treatment recommendations of the provider(s).
 4. Participants are expected to refrain from the use of illegal or problem substances, or be making harm reduction efforts. A participant must submit to drug testing at the request of their provider(s). Continued use will be addressed with a Recovery Response.
 5. Participants are expected to refrain from getting any new criminal charges.
 6. Participants are expected to check in weekly with SUPER staff. One phone call per week and two face-to-face contacts per month (including groups) are expected. Office appointments or home visits can be scheduled to meet this expectation.
 7. Participants are required to attend the monthly SUPER support groups. The only exception will be if you have an employment or educational conflict. A one-on-one session with SUPER staff will be required.
 8. Participants are expected to review their transition plan with SUPER staff during Phase 2. Failure to do so will potentially delay advancement to the next phase.
- ★ In order to advance to Phase 3, participants must meet 50% of transition plan goals and target dates, not pick up any new charges, remain free of illegal/problem substance(s) or be making best efforts to reduce use, and review your transition plan. **Not attending treatment can delay your advancement to Phase 3 and potentially affect benefits.**

Phase 3 Requirements

PHASE THREE is the power-up phase of the program. Participants can remain in Phase 3 for up to three (3) months or until seventy-five (75%) percent of transition goals are met.

1. Participants are expected to attend mental health, substance use, and any medical appointments scheduled by SUPER staff and detailed in the transition plan. Participants are expected to follow all recommendations of the treatment provider(s). Participants are also expected to follow all recommendations of the community agencies to which they are referred by SUPER staff.
 2. Participants are expected to sign appropriate releases so that SUPER staff can verify attendance at provider appointments. Participants will also be responsible for completing and providing to SUPER staff a treatment log to verify provider appointments.
 3. Participants are expected to continue to take medications as prescribed by a licensed psychiatrist and to comply with all assessments and treatment recommendations of the provider(s).
 4. Participants are expected to refrain from the use of illegal or problem substances, or be making harm reduction efforts. A participant must submit to drug testing at the request of their provider(s). Continued use will be addressed with a Recovery Response.
 5. Participants are expected to refrain from getting any new criminal charges.
 6. Participants are expected to check in weekly with SUPER staff. One phone call per week and one face-to-face contact per month (outside of group attendance) are expected. Office appointments or home visits can be scheduled to meet this expectation.
 7. Participants are required to attend the monthly SUPER support groups. The only exception will be if you have an employment or educational conflict. A one-on-one session with SUPER staff will be required.
 8. Participants are expected to review their transition plan with SUPER staff during Phase 3. Failure to do so will potentially delay advancement to the next phase.
- ★ In order to advance to Phase 4, participants must meet 75% of transition plan goals and target dates, not pick up any new charges, remain free of illegal/problem substance(s) or be making best efforts to reduce use, and review your transition plan. **Not attending treatment can delay your advancement to Phase 4 and potentially affect benefits.**

Phase 4 Requirements

PHASE FOUR is the embrace recovery phase of the program. Participants can remain in Phase 4 for up to three (3) months or until one-hundred (100%) percent of transition goals are met.

1. Participants are expected to attend mental health, substance use, and any medical appointments scheduled by SUPER staff and detailed in the transition plan. Participants are expected to follow all recommendations of the treatment provider(s). Participants are also expected to follow all recommendations of the community agencies to which they are referred by SUPER staff.
 2. Participants are expected to sign appropriate releases so that SUPER staff can verify attendance at provider appointments. Participants will also be responsible for completing and providing to SUPER staff a treatment log to verify provider appointments.
 3. Participants are expected to continue to take medications as prescribed by a licensed psychiatrist and to comply with all assessments and treatment recommendations of the provider(s).
 4. Participants are expected to refrain from the use of illegal or problem substances and must submit to drug testing at the request of their provider(s).
 5. Participants are expected to refrain from getting any new criminal charges.
 6. Participants are expected to check in weekly with SUPER staff. One phone call per week is expected.
 7. Participants are required to attend the monthly SUPER support groups. The only exception will be if you have an employment or educational conflict. A one-on-one session with SUPER staff will be required.
 8. Participants are expected to review their transition plan with SUPER staff during Phase 4. Failure to do so will potentially delay graduation.
- ★ In order to be ready to graduate, participants must meet between 75 to 100% of transition plan goals and target dates, not pick up any new charges, and remain free of illegal/problem substance(s).

Graduation

To graduate from SUPER, you must meet between 75 to 100% of transition plan goals and target dates, or made consistent effort during the year to complete your transition plan goals. You must have continued with mental health and/or substance use treatment services, complied with taking all prescribed medications, and followed recommendations of the community agencies to which you were referred. ***The SUPER staff must approve all potential graduates.***

SUPER group information

The SUPER support group is held on a bimonthly, basis at the Stepping Up office at 201 N. Chestnut St, 4th floor, Winston-Salem, NC 27101.

It is held the second (2nd) and fourth (4th) Thursday of every month from 10:00am to 11:30am.

Incentives

Incentives will be built throughout the program. This includes the assistance of SUPER with linking to secondary or “fringe” resources. For instance, participants are expected to attend their mental health, substance use, and medical appointments prior to receiving assistance with housing, employment, education, or other fringe services.

SUPER also hopes to be able to give material incentives to encourage participants’ compliance with treatment and external motivation to meet transition goals and target dates. Incentives will be given as you progress through each phase and at graduation.

Possible incentives:

- Bus passes or transportation
- Gift cards
- Vouchers
- Housing/Benefits
- Certificates of completion
- Letters of recommendation
- Grant assistance
- Training
- Mentoring other participants
- Reduction of contacts/conditions
- Community recognition
- Graduation ceremonies

Recovery Responses:

- Team Review
- Attend self-help group
- One-on-One Peer Support session
- Recommend additional treatment services
- Behavioral Contract
- Loss of incentive due to non-compliance

Termination or Discharge

A participant may be discharged from the program for the following reasons:

1. If a participant does not graduate within one year, and an extension is not granted, they will be discharged from the program.
2. No contact in 30 days or after three (3) attempts to contact by phone + one (1) attempt to contact by letter and/or by one (1) face-to-face attempt.
3. Receive/convicted of a charge that is severe and/or results in active prison time, which includes a sex offender.
4. Continual positive drug screens or fail to show effort toward reducing use.
5. Continuously non-compliant with treatment recommendations, including failing to attend appointments.
6. Continuously non-compliant with agency recommendations, including failing to attend appointments.
7. **MAKE THREATS or BEHAVE IN A VIOLENT MANNER TOWARD OTHER PARTICIPANTS OR STAFF.**
8. Placed under Domestic Violence Protective Order and the victim is a SUPER participant.

Conclusion

The SUPER program was developed to help you meet your needs and goals. SUPER is designed to help you:

- Learn the importance of self-care;
- Understand how symptoms and/or use impacts your quality of life;
- Power-up to become a productive community member; and
- Embrace recovery to help prevent further arrests and incarcerations.

The handbook was created to give you a wider picture of the SUPER program and to answer your questions. Please contact SUPER staff if you have any further questions or concerns.

We are here to guide you on your flight to discovering your SUPER Woman within.

SUPER Program Staff

Stepping Up Program Supervisor

Amber Humble, MA
201 N. Chestnut St, 4th floor
Winston-Salem, NC 27101
Office: 336-703-2606
Cell: 336-341-1531
Email: humbleal@forsyth.cc

Care Management Specialist

LaTonya Haizlip
201 N. Chestnut St, 4th floor
Winston-Salem, NC 27101
Office: 336-703-2621
Cell: 336-705-2008
Email: haizlilc@forsyth.cc

Care Management Team Lead

Crystal White, MA
201 N. Chestnut St, 4th floor
Winston-Salem, NC 27101
Office: 336-703-2605
Cell: 336-705-2747
Email: whitecg@forsyth.cc

Peer Support Specialist

Pam Goodine
201 N. Chestnut St, 4th floor
Winston-Salem, NC 27101
Office: 336-703-2632
Cell: 336-341-1118
Email: goodinpa@forsyth.cc