

**DAVIS COUNTY MHC**  
**POLICY AND PROCEDURE MANUAL**

Updated 06/2025

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## **DAVIS COUNTY MHC**

### **MISSION STATEMENT**

“To make offenders accountable for their actions and bring about a behavioral change, while addressing the needs of the offender who has a mental illness”

### **PURPOSE**

The purpose of the Davis County MHC is to provide a structured link for the offender who has a diagnosable mental illness with: treatment, rehabilitation, social support services, and the criminal justice system to enhance the functioning of the participant, protect the public and more effectively utilize public resources.

### **MHC GOALS**

- Reduce criminal recidivism of offenders with a diagnosable mental illness by providing a mental health evaluation and treatment and three phases of MHC intervention to eligible participants.
- Reduce costs associated with criminal case processing and re-arrest.
- Reduce jail overcrowding.
- Increase mental health treatment compliance of MHC participants.
- Introduce participants to an ongoing process of mental health treatment and recovery designed to achieve a productive life free from criminal behavior.
- Continue a forum of providers, prosecutors, defenders, judges, and state correction officials to discuss MHC issues.

## INTAKE INFORMATION

### 1. ELIGIBILITY STANDARDS

Consideration for admission to the MHC shall be limited to those participants who have an **Axis I Diagnosis** (such as Schizophrenia, Bipolar Disorder, Schizoaffective Disorder and/or PTSD) as determined by Davis Behavioral Health (DBH), or in the case of a United States veteran, a Veterans Affairs Specialist.

In addition, each participant:

1. Must be legally competent to enter MHC;
2. Must be a Davis County resident;
3. Must be charged with a Class A Misdemeanor or Felony that does not include<sup>1</sup>
  - Active use of weapons or gang-related offenses<sup>2</sup>
  - Child sex offenses
  - Other sex offenses without consent of victim
  - Active DUI offenses without an Axis I diagnosis
4. Must voluntarily choose to participate rather than remain in the traditional court system.

Entry into MHC is also dependent upon space availability within MHC.

### 2. SUITABILITY STANDARDS

MHC Staff shall assist the MHC team in determining the overall participant suitability by assessing prior charges and criminal court involvement.

- Risk/Needs Assessment factors contributing to admission into MHC include family and community ties, employment status and a summary of the participant's prior criminal history for offenses other than those which would "automatically" exclude the participant but which may be helpful in determining suitability for MHC. Mental health and substance abuse treatment histories are also reviewed. Consideration of risk assessment factors is discretionary and shall be used by the MHC Judge on a case-by-case basis.

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<sup>1</sup> The list of non-qualifying offenses is not comprehensive but is meant to be a general guide. Any offense may qualify or disqualify a participant at the prosecutor's and Court's discretion.

<sup>2</sup> All offenses involving violence are reviewed by the county attorney for appropriate placement. The county attorney will refer to the federal definition of "violent offender" and use their discretion when determining who is appropriate for MHC. Once a participant has completed the initial evaluation process, an LSI-R (Level of Service Inventory-Revised) will be conducted to help the MHC team make the final decision.

**MHC PARTICIPANTS — Accepted Criminal Charges — FELONIES**  
(not automatically qualifying or all inclusive, but presumptive for consideration)

**Property Crimes**

1. Forgery
2. Burglary
3. Possession, Forgery writing device
4. Joyriding
5. Theft by deception
6. Reckless burning

**Substance Crimes**

7. Illegal Possession or use, but Drug Court is preferred if the problem is primarily substance abuse and not an Axis I mental health issue
8. Operation of Clandestine Laboratory, but not preferred
9. Possession with Intent to Manufacture, but not preferred

**Person Crimes**

10. Protective Order Violation
11. Aggravated Assault
12. Threat or Use of a Dangerous Weapon

**Property Crimes**

1. Criminal Mischief
2. Trespass
3. Retail theft
4. Theft

**Substance Crimes**

5. Public intoxication
6. Illegal possession
7. Unlawful open container/possession of alcohol in a public place

**Person Crimes**

8. Disturbing the peace
9. Disorderly conduct
10. Assault
11. Domestic violence
12. Sex solicitation
13. Telephone harassment
14. Assault on a police officer
15. Interfering with an arrest
16. False information to the police
17. Mischievous conduct
18. Battery

### 3. REFERRAL

Referral to MHC may be made by a prosecuting attorney, a defense attorney, a judge, probation representatives or treatment professionals. The Davis County Attorney's Office must approve all referrals to MHC based on the above eligibility standards.

#### **Court Referral**

1. Defense counsel and assigned prosecutors will discuss the case to determine if the case would be appropriate for referral to MHC.
2. If the prosecution and defense agree to refer the case to MHC, defense counsel must complete a MHC application online at <https://www.daviscountyutah.gov/attorney/specialty-court-documents/mhc-application>. This must be done prior to the participant appearing in MHC. If a participant is required to appear in MHC prior to the completion of the application, he/she will be referred back to the referring court until an application is complete and the participant is accepted for screening.
3. After receiving an application, the MHC case manager (Kristin Woods – 801.451.4327) will initially screen the case to determine if the initial requirements (as discussed above) are met. She will then inform defense counsel and the prosecution whether the participant may be referred to MHC for further screening.
4. If the participant is accepted for additional screening, he/she should be instructed to appear on the MHC calendar on the next available date (currently Tuesdays at 12:00pm via Webex, except for the last Tuesday of the month which is in person at the Farmington Courthouse in courtroom #4). Participants will continue to appear on the MHC calendar each week as instructed by the Court during additional screening.
5. At the first MHC hearing, the Court will confirm the participant's contact information. The participant will be instructed and required to attend an online orientation the following Thursday at 10:00 a.m. (unless otherwise instructed). The MHC Case Manager will email a Handbook, Orientation Intake Form, and an AP&P Risk Assessment form to the participant with a link to the online orientation. The participant must complete and return the Orientation Intake Form and Risk Assessment to the Case Manager.<sup>3</sup>
6. Following orientation, drug testing will begin and occur during the screening phase with the participant producing a minimum of four successive negative drug tests prior to admission to MHC (unless otherwise instructed by the Court in its discretion). **All psychological medications must be prescribed by the medical doctors at Davis Behavioral Health (DBH).**
7. If not already complete, the participant's residence will also be verified and checked by a MHC team member to assess suitability.

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<sup>3</sup> To the extent that the MHC participant does not enter the program by entering a plea, the Risk Assessment will not be used against them in any future proceeding pursuant to Utah Rules of Evidence Rule 410.

8. After orientation, the participant shall:
  - a. Contact AP&P Agent to finish the Risk Assessment process.
  - b. Call and schedule an evaluation with Dr. Todd Soutor (or a Veteran's Affairs Specialist in the case of a U.S. veteran).
9. Once the participant's residence has been verified and checked, the participant has completed the Risk Assessment process, and the participant has received an evaluation, the MHC team will meet and discuss whether the participant should be accepted into the MHC. The final decision to accept a participant into MHC shall be made by the MHC Judge based on recommendations from the Prosecuting Attorney, Defense Attorney, mental health professionals and any other relevant information.
10. If the participant is accepted, the Case Manager will inform the prosecutor and defense counsel who will then begin to discuss a plea offer. A Plea Agreement, MHC Agreement, and Release of Information will be sent to defense counsel to go over with the participant.
11. If the participant agrees to the terms of the required documents, he/she shall sign those documents (or give defense counsel his/her authorization to sign them on their behalf) and the Court will conduct receive the participant's plea at a subsequent MHC hearing. The participant will then move out of screening and into Phase 1 of MHC.
12. Once accepted into MHC, the participants will be represented by the MHC public defender in a non-adversarial manner during participation in MHC.

### **City Court Referral**

1. Steps are identical to 1-3 above.
2. If the participant can be referred to MHC, defense counsel and participant will enter plea at the respective city court (final plea offer must be MA or felony level) and refer them to MHC for additional screening.
3. Steps are then identical to 4-9 above.
4. If recommended, the Case Manager will inform the prosecutor and defense to that the participant can be accepted into MHC. Counsel then sets a court hearing for sentencing at the respective city court and the participant is then sentenced to enter into and successfully complete MHC.
5. Participant will continue to attend MHC as instructed by the Judge and shall sign a MHC agreement and a Release of Information during a MHC hearing. Participant then moves into Phase I.

### **Guilty Plea and Sentencing**

If (potential) participants have been charged with a new crime, they will be required to enter a guilty plea to the charge (as is or plea offer) before participating in MHC. If they are terminated or voluntarily withdraw from MHC, they will be sentenced based on their guilty plea to the charge. This sentencing may be done by the MHC Judge or the participant may be sent back to their referring court for sentencing. If the participant successfully completes MHC, they may be allowed to reduce the level of offense of their charges pursuant to Utah Code Ann. 76-3-402 or offered a dismissal of a charge pursuant to a plea in abeyance. These conditions will be specified in writing upon admission into MHC and shall be included in the plea affidavit/agreement.

Successful completion of MHC may also include a 3-6 month reduction of the participant's probation period. If the participant comes into MHC as part of a sentencing on a probation order to show cause, they shall still be required to complete the screening process as discussed above, and if accepted, the details will be specified in advance.

#### 4. TRANSFERS FROM OUT OF COUNTY

Davis County MHC will accept transfers from other jurisdictions within the State of Utah.

The assigned prosecutor in the sending jurisdiction and the MHC prosecutor in the accepting jurisdiction must approve the transfer of any MHC case from and to another jurisdiction.

Prior to the transfer the participant must be informed of and agree to comply with all of the policies and procedures of the accepting jurisdiction's court.

The plea agreement is determined by the sending jurisdiction and the plea is entered prior to the transfer. The Court Clerk of the sending jurisdiction obtains a date for the participant to appear in the accepting jurisdiction and gives the participant notice of that date at the time of the plea or transfer.

The sending Court shall provide the accepting Court with copies of all plea forms and agreements. The accepting jurisdiction then has jurisdiction over and is responsible for all further proceedings in the case, including but not limited to any Orders to Show Cause, incentives and sanctions, terminations from MHC, sentencing, dismissal and graduation from MHC.

#### 5. THE COURTROOM

The Court recognizes the MHC calendar as a priority and will establish a specialized separate court on a full-time basis, dedicated to the evaluation, treatment and supervision of eligible and suitable MHC participants.

The MHC Judge's Judicial Assistant shall keep the MHC operations separate and ensure that all MHC cases are processed in an efficient manner. The MHC Coordinator shall gather data to document the success or failure of MHC.

Pursuant to the written policies of the Public Defender and the Prosecuting Attorney, urinalysis testing shall only be used to evaluate the participant's progress in MHC.

Pursuant to the written policies of the Public Defender and the Prosecuting Attorney, statements made by participants shall not be used in subsequent adversarial proceedings.

#### 6. CONFIDENTIALITY

The MHC makes an effort to protect the confidentiality of its participants. However, participants must sign an Inter-Agency Release of Information Form (Release Form) as a condition of



participation in the court. Participant's records will not be released or shared with the MHC team unless a specific release of information has been signed by the participant. (Records and information may include: legal issues/records, mental health diagnosis, prescriptions etc.)

## **PARTICIPATION**

### **GENERAL TERMS OF PARTICIPATION**

The length of participation in the MHC is determined by the maximum probation sentence for the presenting charge severity, but is typically 12 to 36 months. The specific length of a participant's participation is specified on the MHC agreement signed when they enter a plea or are sentenced to MHC as part of probation. The length of participation may be modified by the MHC Judge in his/her discretion based on information received by the MHC team. Non-compliance with MHC rules may result in revocation and reinstatement (extension) of probation and the length of participation.

Successful discharge criteria include:

- A stabilized psychiatric condition
- Abstinence from illegal or illegal use of drugs and alcohol for at least a 3 month period
- Successful completion of a treatment MHC
- Compliance with court orders, probation agreement, and MHC agreement
- Successful transitioning from treatment to independent living

Individualized MHC requirements will be specified in the MHC Agreement and treatment plan.

Participants may be expelled from MHC if no community-based treatment is likely to restore them to stability, the likelihood of serious physical harm to self or others becomes unmanageable in the community setting, the participant refuses to comply with MHC requirements, a treatment placement cannot be found, or the client withdraws or is rearrested.

### **1. COURT APPEARANCES**

Status hearings are held weekly, on Tuesday afternoons at 12:00 p.m., except on holidays. Each participant generally attends court once a week, but the frequency of these hearings is reduced as the participant progresses through MHC and at the decision of the MHC team.

Prior to the hearings, the MHC team staffs the cases and discusses participant progress. During the court hearing, clients are called before the judge and given the opportunity to report on progress and discuss issues with the Court. Incentives for compliance and sanctions for non-compliance may be issued during status hearings. The most successful clients are placed on the Honor Roll for the week.

### **2. INCENTIVES AND SANCTIONS**

Progressive, graduated sanctions and incentives are used in response to MHC successes and failures.

The MHC Judge, at his discretion, may employ, but is not limited to, the following graduated incentives to assist participants in complying with MHC. Incentives are provided for clients who are compliant with the MHC requirements and making progress in their treatment plan. Incentives may include, but are not limited to the following:

- Verbal recognition, encouragement, and praise
- Being on the Honor Roll
- Certificates of completion
- Free drug testing vouchers
- Gift Card
- Decreased court appearances
- Vacation approvals
- Graduation from MHC
- Reduction or dismissal of criminal charges

*Sustained successful participation may result in a 3 to 6 month reduction in the probation period. In addition, upon successful completion of MHC participants may be offered a 402 reduction of charges or a dismissal of charges as outlined in their MHC agreement and Plea at intake.*

The MHC employs graduated sanctions to assist participants with compliance. Participants may be sanctioned for non-compliance with MHC requirements. Examples of non-compliance include not adhering to medication and treatment regimens, using alcohol and non-prescribed drugs, or committing new offenses. Sanctions for non-compliance may include, but are not limited to the following:

- Removal from the Honor Roll
- Verbal warning or admonishment
- Being returned to a phase of the MHC that a participant has already completed (including increased court appearances and/or drug testing).
- Completing reports, essays, or research papers.
- Increased drug testing
- Increased participation in treatment including residential treatment
- Increased frequency of court appearances before the MHC Judge
- Assignment of community service hours to be completed
- Detention for a period of time to be determined by the MHC Judge
- Termination from the MHC

Any violation of MHC rules may require a court appearance on the next MHC calendar.

The judge is the ultimate arbitrator of factual controversies and makes the final decision concerning the imposition of incentives or sanctions that affect a participant's legal status or liberty. The Judge makes these decisions after taking into consideration the input of other team

members and discussing the matter in court with the participant or the participant's legal representative. The judge relies on the expert input of duly trained treatment professionals when imposing treatment-related conditions.

### 3. MHC FEES

The treatment and drug test providers will establish administrative and bookkeeping procedures to ensure collection of all fees and regular reports to the Court.

Participants will be charged a \$250.00 DCAO Administrative participation fee (non-refundable). This will be converted to restitution if the participant transfers, opts out or is terminated from MHC.

The MHC team seeks to minimize testing and treatment costs whenever practicable, including attempting to negotiate the lowest testing and treatment fees possible and seeking grants to offset costs to the participants.

Treatment fees are offered at a substantial reduction of the overall market costs to all participants with fees offered on a sliding scale to participants based on their resources and ability to pay. Participants with private insurance will need to coordinate their insurance and treatment fees with DBH.

A participant agrees to pay all fees for standard drug testing as well as to pay for confirmation testing of positive tests if the participant requests a confirmation test. Participants are expected to have money budgeted to pay for tests as they are randomly required. Participants are not entitled to and should not expect to receive vouchers to cover testing fees. If testing vouchers are provided to a participant, they agree to complete community service hours.

Full payment of all fees, fines, and restitution must be satisfied prior to graduation unless waived by the MHC Judge.

### 4. PHASES

There are several "Color Progressions" in MHC. Color Progression varies depending on how well the individual participant is doing in treatment and all other MHC requirements:

#### **SCREENING (~4 weeks) GOAL: STABILIZATION**

Random UA testing begins. Testing color is **BLUE**. (Not qualified to receive UA testing vouchers)

DBH (or VA) evaluation to be scheduled/completed.

Tracker will confirm participant's residence in Davis County. May be placed on some type of home confinement or restrictions.

Attend MHC Court once a week.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

**PHASE I** (Misdemeanor is ~30 days / Felony is ~45 days) GOAL: ENGAGEMENT

Random UA testing. Testing Color is **BLUE or RED**.

Attend treatment including group and individual sessions.

Maintain contact with assigned Tracker and MHC Team as required and abide by MHC agreement stipulations.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

You may be required to complete 20 hours of community service if not employed or do not have verifiable Disability/SSI

**Must have 4 consecutive clean/valid UA tests before advancing and 4 therapy sessions (1 intake and 3 therapy sessions with therapist before advancing to PHASE II.**

**PHASE II** (~120 days/150 days) GOAL: ACTIVE TREATMENT

Random UA testing. Testing color is **RED**.

Complete Recovery Capital Scale and set goals with mental health therapist or tracker.

Attend MHC Court every week.

Attend treatment including group and individual sessions.

Maintain contact with Tracker and MHC Team as required and abide by MHC agreement stipulations.

Attend Re-Entry/Resource Fair at least once at the discretion of participant's tracker.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

You may be required to complete 20 hours of community service if not employed or do not have verifiable Disability/SSI

**Minimum of \$125 of the \$250 DCAO Administrative fee must be paid before advancing to PHASE III.**

**PHASE III** (~150 days/180 days) GOAL: TRANSITION

Random UA testing. Testing color is **PURPLE**.

Attend MHC every other week.

Mid-program evaluation with Dr. Soutor.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

Attend treatment including group and individual sessions.

If not complete, complete DNA Test and pay associated fee.

Maintain contact with tracker and MHC Team as required and abide by MHC agreement stipulations.

Attend Re-Entry/Resource Fair at least once at the discretion of participant's tracker.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

You may be required to complete 20 hours of community service if not employed or do not have verifiable Disability/SSI

**Remaining balance of DCAO Admin fee and DNA (if not waived) must be completed/paid before advancing to PHASE IV.**

#### **PHASE IV (~ 90 days) GOAL: MAINTENANCE (LIBERATION)**

Random UA testing. Testing color is **PINK**.

Attend MHC Court every 4th week.

Maintain contact with Tracker and Mental Health Team as required and abide by MHC agreement stipulations.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

Meet with representative of NAMI to discuss post-MHC life.

Attend Re-Entry/Resource Fair at least once at the discretion of participant's tracker.

Complete Recovery Capital Scale and reassess goals with mental health therapist or tracker.

You may be required to complete 20 hours of community service if not employed or do not have verifiable Disability/SSI

Pay off all court fees/fines/restitution.

#### **GRADUATION**

Typically in person on the last Tuesday of the month in Farmington Courtroom 4.

Must have participated in MHC for a minimum of 12-15 months, depending on your charges.

Must have completed all treatment requirements.

Must be 90 days sanction free (Have no missed treatment/UA's/dilutes, etc.).

Must have all Court and MHC fines/fees/restitution paid in full.

Must have all fees owed to DBH paid in full.

#### **5. SUBSTANCE RESTRICTIONS**

Consequences are imposed for the non-medically indicated use of potentially intoxicating or addictive substances, including alcohol, cannabis (marijuana), synthetic cannabis (spice, bath salts, etc.) and prescription medications, regardless of the licit or illicit status of the substance.

\*Medical Marijuana – Even with a medical card, use of cannabis is not allowed during the screening process. During the screening evaluation (either with a DBH representative or the VA Specialist), use of medical cannabis as prescribed may be discussed. The DBH representative or VA Specialist will make recommendations to the MHC team and Judge as to whether use of medical cannabis as prescribed will be allowed in MHC. The MHC Judge will make a final decision as to whether use of medical cannabis as prescribed will be allowed. If medical cannabis use is allowed, the participant may be required, on a periodic basis, to provide proof that they are, indeed, using medical cannabis as prescribed.

The MHC team relies on expert medical input to determine whether a prescription for an addictive or intoxicating substance is medically necessary and whether non-addictive, non-intoxicating, and medically safe alternative treatments are available.

Participants must report all medications used by the participant to the MHC team. The use of all medications must be approved by DBH (or a VA Specialist) and the MHC team while a participant is in MHC. This approval should occur prior to use of the substances by a participant, except in cases of a verifiable medical emergency.

A participant must report all prescriptions issued to the participant while in MHC even if the prescription is never filled. Participants agree to provide verification of any prescriptions from their doctor including signing a release for the MHC team to contact any doctor treating a participant or prescribing medication to the participant.

If a doctor determines that a medication that is potentially intoxicating or addictive is medically necessary, the participant must submit a Davis County MHC Medical and Prescription Waiver Form to the MHC team from the doctor stating that the doctor is aware of the participant's status in MHC, that the doctor has been made aware of the participants substance abuse where applicable, and that the doctor deems the prescription as medically necessary. The doctor also must submit a medical plan for the participant to cease use of the substance as soon as is reasonably practicable.

Participants agree to take all approved medications strictly as prescribed. Participants also agree to dispose of all unused and unneeded prescriptions and prescription drugs in a lawful manner as directed by the MHC team.

Participants using prescribed intoxicating or addictive medication will not advance within MHC unless a specific waiver is granted, (DEAD TIME). The use of medically assisted treatment, if its use was approved by the MHC team and the participant is using it as prescribed, will not restrict advancement.

## DRUG TESTING

Participants are required to contact the MHC testing phone number each day to see if it is his or her day to test. Drug testing is random and may be required on weekends and holidays. If required to test, participants must appear during regularly scheduled hours at the MHC testing facility ready to provide a sample and with money to pay for the test. After acceptance into MHC and beginning Phase I, low or no income participants may apply for drug testing UA vouchers assistance by submitting a written financial affidavit form to the MHC team for review. If approved, the participant may be awarded up to 12 UA testing vouchers per month. Participants are advised with the knowledge that the vouchers are not free, he/she will need to complete a minimum of 16 hours of verifiable community service to obtain the benefit of those vouchers. Participants are not entitled to UA vouchers, they are a means to assist those who are in need of financial assistance. Voucher assistance can be terminated at any time and without cause and UA vouchers are non-transferrable and have no cash value. Participants are required to comply with all rules of the testing facility.

Collection of drug test specimens is observed and specimens are examined routinely for evidence of dilution, tampering, and adulteration.

Participants are expected to provide valid specimens for testing purposes whenever requested to do so by any member of the MHC team. Any attempt at tampering with or adulterating a sample, including intentional dilution, may be grounds for termination from MHC.

Any missed tests, failures to produce a usable and testable sample, or tests that are diluted, adulterated, or otherwise tampered with will be treated as a positive test and subject to sanctions.

If a participant denies substance use in response to a positive test, a participant may request a confirmation test of the same specimen. A MHC participant requesting confirmation must pay for the confirmation test at the Davis County Attorney's Office by the end of the business day after receiving notice of the positive test. A confirmed positive test justifies substantial sanctions due to the participant dishonesty associated with such incidents.

Randomly selected specimens may be tested periodically for a broader range of substances to detect any new drugs of abuse.

## 6. EDUCATION AND EMPLOYMENT

Participants must understand that within the time directed by the MHC team, they will seek employment, job training and/or further education as directed by the MHC team. Participants cannot "work under the table" for cash and will notify their tracker or the MHC case manager immediately of new employment and if their employment status changes. Participants can be self-employed if they have proper licensure and prove that they are paying state and federal taxes. Participants are required to show pay stubs to their tracker. Due to a conflict of interest participants cannot hire any other MHC participants to work for them.

*NOTE: These Employment/Education instructions do not apply to participants who or on verifiable disability or receiving SSI.*

## 7. RESIDENCE AND SEARCHES

Participants are expected to maintain a stable place of residence approved by the MHC team throughout MHC when reasonably possible. When this is not possible, participants are required to expend all reasonable efforts to obtain such housing as soon as practicable. Participants agree and consent to searches of any residence during their participation in MHC.

## 8. TRAVEL AND VACATION RESTRICTIONS

Participants are not entitled to travel/vacations (for work or pleasure) during participation in MHC. Additionally, participants are not allowed to travel out of Davis County on any given day for more than 24 hours or leave the State of Utah unless given permission by the Judge and treatment provider. Participants who are in Phases 2-4 and are compliant, have had no recent sanctions, and are paid up on their fees are eligible to request travel/vacation time by completing a travel/vacation request form. Participant must obtain approval/signature from their respective mental health therapist and the MHC Team prior to their travel/vacation time. The forms can be obtained from the MHC case manager and must be submitted a minimum of two weeks prior to

the time requested. Participants are encouraged to avoid purchasing non-refundable travel tickets before getting permission to travel.

## 9. TREATMENT AND RELEASE PLAN

All MHC participants shall be offered a comprehensive and integrated MHC of mental health treatment to be supervised by the MHC Judge.

Individualized treatment plans for participants shall consist of several distinct phases, each of which shall have specified treatment objectives, therapeutic and recovery activities and requirements for advancement to the next phase.

Although actual length of a treatment program for each participant will vary depending upon the individual's progress.

Termination from MHC shall only be determined by the MHC Judge with appropriate input from the MHC Team. A participant may be terminated from MHC if he or she is deemed non-amenable to treatment by the MHC team after consultation with treatment providers.

## 10. MHC PARTICIPANT EXPECTATIONS

In addition to the foregoing, MHC participants are expected to comply with the following:

- a. Be honest. Be honest with the MHC team, treatment providers, and yourself.
- b. Be on time. Be present and on time to court, treatment, testing, and any other required MHC activity.
- c. Be respectful. Treat the MHC team, courtroom staff, treatment providers, testing providers, and other participants with respect and kindness. Violent, threatening, or otherwise inappropriate behavior is not tolerated.
- d. Dress appropriately. Dress appropriately for court, treatment, testing, and any other required MHC activity. Shorts, dirty or soiled clothing, and low cut or midriff baring shirts or other revealing items of clothing, are not appropriate courtroom attire.
- e. Do not fraternize. Contact with other MHC participants outside of required MHC activities is not permitted without prior approval by the MHC team. Dating or intimate relationships with other MHC participants or other clients at the treatment provider are not allowed.

## 11. UPDATE OF POLICY AND PROCEDURE MANUAL

The policies and procedures set forth herein may be changed at any time. Any changes made will be guided by and made in accordance with new legislation, state reporting requirements, and updated research and MHC "best practice" standards.



### **MHC PARTNERS**

1. Second District Court
2. Davis Behavioral Health (DBH)
3. DBH Mental Health Management Services at the Davis County Jail
4. Davis County Attorney's Office
5. City Prosecutors in Davis County
6. Davis County Legal Defenders and/or Private Defense Counsel
7. Utah Chapter of National Alliance on Mental Illness (NAMI)
8. Department of Workforce Services-Division of Rehabilitation Services
9. Veterans Justice Outreach

## **MHC CONTACTS**

### **Case Manager**

#### **Kristin Woods**

Davis County Attorney's Office  
801.451.4327

### **Davis Behavioral Health**

#### **Dr. Todd Soutor**

801.773.7060

### **Judge David J. Williams**

Clerk Marinda Davies  
801.397.7028

### **Public Defender**

#### **Julie George**

801.322.1751

### **Drug Testing Hotline**

801.451.4369

### **Compliance Officers**

#### **Tim Cottrell**

801.451.3503 (office)  
385.220.4655 (cell)

#### **John Herndon**

801.451.3506 (office)  
801.540.7083 (cell)

#### **Craig Webb**

801.451.3509 (office)

### **AP&P – Bailey Kay**

801.451.4700 (office)  
385.332.0679 (cell)