

POLICY AND PROCEDURE

THE ACT PROGRAM

ADD009

STATEMENT OF PURPOSE:

Bullhook Community Health Center Montana ACT Program is offered as a service to the judicial system and to the persons convicted of a DUI or DUI PE SE offenses and sentenced under 61-8-714 (4) MCA or 61-8-722 (5) MCA. Its purpose is to provide screening, assessment, education, and treatment recommendations and referral (under specified circumstances) to DUI offenders referred by a sentencing court. The program is designed to meet the needs of the DUI offender and the judicial system, as well as to meet the required standards of operation set forth by the Department of Public Health and Human Services, Addiction and Mental Health Disorders Division and the ethical standards of Bullhook Community Health Center, INC. The ACT Program is state-approved. The ACT program is \$400, and the participant is required by law to produce payment of their own accord. The participant may pay half of the payment at enrollment and is required to provide balance upon their “exit” interview. The program is a three level process as herein described.

LEVEL 1: ASSESSMENT:

All persons referred to Bullhook Community Health Center by the court for completion of the Montana ACT Program will undergo an assessment for screening and diagnosis of substance use disorder. The procedure will include but is not limited to:

- Administration of a minimum of (3) assessment/screening instruments.
- A minimum of two individual interview sessions with a licensed or eligible chemical dependency counselor that includes a Biopsychosocial assessment and completed evaluation and recommendations

A structured format will be utilized during the initial interview, including, but not limited to:

- a) Review and verification of assessment tests administered previously.
- b) A patient history and pertinent information relating to the 11 criteria of Substance Use Disorder and the most current revised edition of the American Society of Addiction Medicine, Patient Placement criteria.
- c) Additional mental health screening
- d) Observation of a participant’s behavior, appearance, intellectual functioning, attitudes as they relate to content of conversation within the initial interview.

LEVEL II – COURSE:

The educational course is two, six hour days for a total of 12 hours. The ACT program classes will be instructed by a Licensed Addiction Counselor or eligible counselor or an individual who attended training for Prime for Life instruction. The ACT program curriculum manual is the Prime for Life Course, version 9.

The ACT program classes will be offered on a continuous basis throughout the calendar year. A sufficient number of classes will be offered to allow ACT program participants to complete the requirements in the time limits defined in their court order.

At each class session, the ACT program instructor is required to:

- a) Take attendance and make appropriate notations in the ACT LOG and participant's file.
- b) Follow the class outline included program curriculum manual and utilize lecture, audiovisual material, written exercises, and class discussion as teaching aides to enhance the learning experience.
- c) Allow participants time for a question and answer period.

At the conclusion of the final class session, the instructor will schedule an exit interview appointment for each participant. The exit session will be utilized for the purpose of concluding ACT process, unless Treatment recommendations are made.

At the conclusion of the Exit interview, the ACT program counselor will document pertinent finding, cross reference all assessment results, and initiate the **Treatment Recommendation Report** which includes:

-Participant identifying information:

- a) Name
- b) Date of birth
- c) Court referral number

-Assessment Findings that include classification of SUD according to ICD 10

- a) No diagnosis
- b) Mild
- c) Moderate
- d) Severe

Indicators of Criteria

Results of screening/assessment

Patient Placement Recommendation

The second "EXIT" interview session will be scheduled following the Prime for Life course.

Upon completion of the "EXIT" interview, the LAC will complete and sign the ACT recommendation form, and release to the proper authority.

LEVEL III – TREATMENT:

Treatment is defined in 53-24-103 (11) MCA and standards for treatment are required by 53-24-208 MCA and verified through Level I assessment.

The need for treatment services must be documented and verified through Level I assessment.

Treatment services may be provided by the treatment program conducting the ACT program or by referral to other treatment resources.

Treatment recommendations can only be made by a Licensed Addiction Counselor using the most current revised edition of the American Society of Addiction Medicine, Patient Placement Criteria.

Section 61-8-714(4) MCA. Penalty for driving under influence of alcohol or drugs.

In addition to the punishment provided in this section, regardless of disposition, the defendant shall complete an alcohol information course at the alcohol treatment program approved by the Dept. of Public Health & Human Services, which may, in the sentencing court's discretion and upon recommendation of a Licensed Addiction Counselor, include alcohol and drug treatment or both. On conviction of a second or subsequent offense under this section, in addition to the punishment provided in this section, regardless of disposition, the defendant shall complete an alcohol information course at an alcohol treatment program approved by the Dept. of Public Health & Human Services, which must include alcohol and drug treatment, or both. Each counselor providing education or treatment shall, at the commencement of education or treatment, notify the court that the defendant has been enrolled in a course or treatment program. If the defendant fails to attend the course or the treatment program, the counselor shall notify the court of the failure. As long as the alcohol information course is approved as provided in this subsection and treatment is provided by a Licensed Addiction Counselor, the defendant may attend the information course and treatment program of his choice. The treatment provided to the defendant at a treatment program must be at a level appropriate to his alcohol problem, as determined by the judge based upon the recommendation from the Licensed Addiction Counselor.


 CHIEF EXECUTIVE OFFICER

Date: 11-12-18


 CHAIR, BOARD OF DIRECTORS

Date: 11-12-18

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