



Supreme Court of Mississippi

Administrative Office of Courts

Application for Intervention Court Certification

Section 1: Judicial Information

Jurisdiction of Court:
Type of Court: Adult Felony_____ Adult Misdemeanor_____ Juvenile_____ Family _____
Intervention Court Judge:
Phone Number of Intervention Court Judge: Office: _____ Cell: _____
Email Address of Intervention Court Judge:
Mailing Address of Intervention Judge:

Section 2: Program Contact

Intervention Court Coordinator:
Phone Number of Coordinator: Office: _____ Cell: _____
Email Address of Coordinator:
Mailing Address of Coordinator:

Instructions for Completing Application

The minimum requirements for intervention court applications are listed in MS Code §9-23-11(2)(b)(Rev. 2019). The Application for Intervention Court Program Certification must be filled in completely and returned to the Administrative Office of Courts along with all required supporting documents. If additional space is needed in any section, please attach a separate sheet.

If multiple judges within a single jurisdiction preside over a separate and distinct intervention court docket, each judge will be required to submit an Application for Intervention Court Certification.

Once received by the Administrative Office of Courts, a site visit may be scheduled to ensure compliance with applicable federal and Mississippi law, the Alyce Griffin Clark Intervention Court Act, and the MS Intervention Court Rules. If compliance is determined, a Certificate of Approval will be issued to the court. If determined that the court is not in compliance, a Provisional Certificate of Approval, along with a recommended action plan, may be issued to the court. The AOC staff will then work to assist in bringing the court into compliance. Once in compliance, a Certificate of Approval will be issued to the court. All intervention court programs will be required to recertify with the Administrative Office of Courts every (2) years.

Section 3: Intervention Court Team

Pursuant to the Intervention Court Rules, each intervention court must have an intervention court team. The team should collaboratively develop, review and agree upon all aspects of the intervention court operation including the mission, goals, eligibility, performance measures, and drug testing protocols, as well as participant progress.

Name	Member	Agency	Phone	Email
	Judge			
	Prosecutor			
	Defense Attorney			
	Treatment Rep			
	Coordinator			
	Supervision Off.			
	Law enforcement			

Section 4: Intervention Court Operations Support Staff

This section should include contact information on those working directly or indirectly for the intervention court. Included should be case managers, probation or field officers, treatment providers, prosecution representatives, defense representatives, peer support specialists, mentors and others that provide ongoing operational support to the intervention court. Juvenile and family intervention courts should include school representatives, CPS representatives, Guardians ad Litem, etc. There is no need to relist the team members provided in Section 3 above.

Name	Title	Agency	Phone	Email

Section 5: Alcohol & Drug Treatment

This section should include all treatment providers to which the court orders or refers participants to undergo A&D treatment. This includes private companies, state mental health agencies, and individual providers. Any person providing alcohol and drug treatment or counseling services to drug court participants must be licensed to provide such services pursuant to MS Code §9-23-13(2) and Intervention Court Rules, Operational Management, §20(i).

Service Provider	Type of Service	Contact Name	Contact Phone	Contact Email

Section 6: Ancillary Service Providers

This section should include all ancillary service providers to which the court orders or refers participants. This section could include services such as GED education classes, vocational education classes, life-skills education, anger-management classes, parenting classes, monitoring services, etc.

Service Provider	Type of Service	Contact Name	Contact Phone	Contact Email

Section 7: Description of Need

In this section, you will describe the need for an intervention court program in your jurisdiction. How does substance abuse impact your community, particularly in regards to criminal activity?

Section 8: Target Population and Eligibility Criteria

In this section you will list the intervention court program’s target population and eligibility criteria. The descriptions in this section should match the target population and eligibility criteria listed in your court’s policy and procedure manual.

Section 9: Identifying Participants

In this section, you will describe how the intervention court program targets medium to high-risk offenders for participation. Include the description of the timing of the process for identifying appropriate participants by the use of both a risk and needs assessment and a clinical assessment.

Section 10: Determining Levels of Treatment

In this section you will describe in detail how a participant’s level of substance abuse treatment is determined. Include information on the person providing the clinical assessment (including their credentials) and the tools that are being using to determine the level of care needed. This may contain some duplicate information from Section 9.

Section 11: Treatment Protocol

In this section you will describe in detail the type of substance use disorder treatment and/or mental health treatment model that will be used to treat your intervention court participants. This will be specific to the resources and treatment provider(s) in your area. This section should match the Treatment Protocol section in your policy manual.

Section 12: Pre-Court Staffings

In this section you will describe in detail how intervention court staffings are used in reviewing participant progress and imposing potential incentives or sanctions for performance by the intervention court team. Discuss how often these meetings take place and list those who regularly attend along with their title. This should match the Staffing section in your policy manual.

Section 13: On-Going Judicial Interaction with Each Participant

In this section you will describe any and all planned or structured judicial interactions with participants in the intervention court.

Section 14: Phase Structure and Successful Completion Criteria

In this section you will describe the requirements individuals must meet in order to advance through each phase of the intervention court. You will also describe the measures used to determine successful completion of the intervention court. This description should match your Phase Structure and Successful Completion Criteria in your policy manual.

Section 15: Drug and Alcohol Testing Protocol

In this section you will describe in detail the drug and alcohol testing protocol used by the intervention court. The detail should include the testing methods, collection methods, and methods of determining randomization of tests. Include the frequency of testing by phase and the panels tested. This section should match the Drug and Alcohol Testing section in your policy manual.

Section 16: Data Collection and Reporting

In this section you will describe in detail the method used to record and compile data that is provided to the Administrative Office of Courts each month. Your minimum data collection plan responsibilities are listed in MS Code § 9-23- 11((2)(vi)(Rev.2019). The monthly reporting requirements are contained in the monthly Programmatic Reporting Form and codified in MS Code § 9-23-11(4)(a)(Rev.2019).

Section 17: Attachments

Please be sure that the following items are submitted along with the Application for Intervention Court Certification.

Attachment 1.) Intervention Court Policy and Procedure Manual (Rule 20(a))

Attachment 2.) County/Municipality Policy and Procedure Manual (Rule 13(a))

Attachment 3.) Copies of all current M.O.U. or Contracts between the intervention court program and any service providers. (Rule 20(i)(2), Fiscal Rule 4(f)(3))

Attachment 4.) Copies of current Certifications for all treatment or mental health providers. (Rule 20(i)(1))

Attachment 5.) A current list of all intervention court team members authorized to access DCCM. (Rule 20(f)(4))

Attachment 6.) Intervention Court Participant Handbook/Manual

Attachment 7.) Copies of Judicial Form Orders used in the intervention court.

Attachment 8.) Copies of any forms that are used in the intervention court.

Section 18: Signatures

By signing, I attest that the information contained within this application and its supporting documents are true and correct. I understand that compliance with the Alyce Griffin Clarke Intervention Court Act and the Intervention Court Rules is necessary in order to become a certified intervention court program.

Intervention Court Judge

Date

Intervention Court Coordinator

Date

Please email application and supporting documents in PDF format to:

Jim Burris
Intervention Courts Operations Analyst
jburris@courts.ms.gov