

Minimum Standard Data – Adult Drug Court

Sec. 1078 of 2004 PA 224 states that each drug treatment court shall collect and provide data on each individual applicant and participant and the entire program as required by the State Court Administrative Office. The information collected must include a minimum standard data set developed and specified by the State Court Administrative Office. In accordance with this act, the State Court Administrative Office has prepared the following minimum standard data sets. The minimum standard data sets include the minimum data that must be reported to the State Court Administrative Office on an annual basis. The reported data will be used in preparing the annual legislative report regarding drug court performance, as mandated in Sec. 1078 of 2004 PA 224.

In accordance with 2004 PA 224, data must be collected and reported for all drug court applicants that were screened for drug court, even if the applicant was not accepted into the drug court program. Therefore, the minimum standard data that follows is broken into two sets; one set for screening and one set for case management data relevant to accepted participants. This document provides descriptions and valid values for each of the variables in the minimum standard data sets. This information can be entered in the Excel spreadsheet that accompanies this document.

Set 1: Screening

Minimum standard data set for all screened individuals, whether accepted or rejected.

VARIABLE	DESCRIPTION	VALID VALUES
1. Court Name	Name of the drug court	<ul style="list-style-type: none"> Alpha/Numeric
2. Court Type	Type of drug court program	<ul style="list-style-type: none"> Adult circuit Adult district DWI/Sobriety Family dependency
3. Referral Source	Party that referred candidate to drug court	<ul style="list-style-type: none"> Court/judicial Defense attorney DHS DYS Prosecutor Self Other
4. Screening Date	Date candidate was screened for admission	<ul style="list-style-type: none"> mm/dd/yyyy
5. First Name	Candidate's legal first name	<ul style="list-style-type: none"> Alpha
6. Middle Name	Candidate's legal middle name	<ul style="list-style-type: none"> Alpha
7. Last Name	Candidate's legal last name	<ul style="list-style-type: none"> Alpha

8. Address	Candidate's street address at screening	<ul style="list-style-type: none"> Alpha
9. City	City associated with candidate's street address	<ul style="list-style-type: none"> Alpha
10. State	State associated with candidate's street address	<ul style="list-style-type: none"> Two letter abbreviation
11. Zip Code	Zip code associated with candidate's street address	<ul style="list-style-type: none"> Five number postal zip code
12. Race/Ethnicity	Race/ethnicity of the candidate	<ul style="list-style-type: none"> African American Alaskan native Asian/pacific islander Caucasian Hispanic/Latino Multi-racial Native American Other
13. Gender	Gender of the candidate	<ul style="list-style-type: none"> Male Female
14. DOB	Date the candidate was born	<ul style="list-style-type: none"> mm/dd/yyyy
15. Marital Status	Marital status of the candidate at screening	<ul style="list-style-type: none"> Single Married Widowed Separated Divorced
16. Phone Number	Phone number where candidate can be reached	<ul style="list-style-type: none"> (###) ### - ####
17. SID	Number assigned when candidate was fingerprinted	<ul style="list-style-type: none"> Alphanumeric
18. SSN last 4 digits	Last four digits of candidate's social security number	<ul style="list-style-type: none"> Numeric
19. Drug Court Eligible Charge	Charge that made candidate eligible for drug court	<ul style="list-style-type: none"> PACC code
20. Case/Docket Number	Candidate's case or docket number	<ul style="list-style-type: none"> Numeric
21. Offense Category	Offense category of the drug court eligible charge	<ul style="list-style-type: none"> B&E/home invasion C.S. manufacturing/distribution C.S. use/possession DUI alcohol first DUI alcohol second DUI alcohol third Neglect and abuse civil Neglect and abuse criminal Non-violent sex offense Other alcohol offense Other drug offense Other criminal traffic offense Property offense Other

22. Charge Type	Level of the drug court eligible charge	<ul style="list-style-type: none"> • Civil/petition • Felony • Misdemeanor • Other
If Charge Type is Felony, Prior Record Variable is required	Variable associated with previous offenses used to identify sentencing guidelines	<ul style="list-style-type: none"> • Numeric
If Charge Type is Felony, Cell Type is required	Cell type recommended from the sentencing guidelines	<ul style="list-style-type: none"> • Intermediate • Presumptive • Straddle
23. Incident Offense	Drug court eligible offense type	<ul style="list-style-type: none"> • New criminal offense • New petition • Parole violation new criminal offense • Parole violation technical • Probation violation new criminal offense • Probation violation technical
24. Offense Date	Date that the drug court eligible offense occurred	<ul style="list-style-type: none"> • mm/dd/yyyy
25. Drug Court Approach	Approach to sentencing that the drug court takes	<ul style="list-style-type: none"> • Deferred/delayed sentence • Post sentence
26. Prior Convictions	Any prior convictions the candidate had previous to screening	<ul style="list-style-type: none"> • Yes • No <ul style="list-style-type: none"> ○ If yes, how many felonies and misdemeanors
27. Prior Substance Abuse	Candidate's self-reported prior substance abuse	<ul style="list-style-type: none"> • Yes • No
28. Prior Substance Abuse Treatment	Has the candidate received substance abuse treatment before?	<ul style="list-style-type: none"> • Yes • No
29. Drug of Choice	Candidate's self-reported primary drug	<ul style="list-style-type: none"> • Alcohol • Amphetamines • Barbiturates • Benzodiazepine • Club drugs • Cocaine • Hallucinogens • Heroin • Inhalants • Marijuana • Methamphetamines • Opiates(other) • Poly drug • Sedative/hypnotic • Other (explain)

30. IV Drug User	Candidate's current use of IV drugs	<ul style="list-style-type: none"> • Currently IV drug user • Not currently IV drug user
31. History of IV Drug Use	Candidate's history of IV drug use	<ul style="list-style-type: none"> • No history of IV drug use • History of IV drug use
32. Primary DSM-IV Code	Primary Substance Use Disorder DSM-IV code as provided by a clinician during screening	290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 332, 333, 347, 607, 608, 625, 780, 787, 799, 995, v15, v61, v62, v65, v71 and more specific information if available
33. ASAM Placement Criteria	American Society of Addiction Medicine level of care	<ul style="list-style-type: none"> • Level 0.5 Early intervention • Level I Outpatient • Level II Intensive outpatient/partial hospitalization • Level III Residential/inpatient • Level IV Medically managed intensive inpatient
34. Recommended Treatment Modality/Service	Substance abuse treatment modality recommended	<ul style="list-style-type: none"> • S.A. outpatient detox • S.A. sub-acute detox • S.A. residential • S.A. intensive inpatient • S.A. outpatient • S.A. early intervention/education • Mental health • Other residential • Other outpatient
35. Age Began Using Drugs	Self-reported age of first drug use	<ul style="list-style-type: none"> • Numeric
36. Age Began Using Alcohol	Self-reported age of first alcohol use	<ul style="list-style-type: none"> • Numeric
37. Current Substance Abuse Treatment	Is the candidate currently in a SA treatment program?	<ul style="list-style-type: none"> • Yes • No
38. Current Medications	Medications candidate was taking at screening	<ul style="list-style-type: none"> • None • Physical and psychological • Physical, • Psychological
39. History of Mental Health Condition(s)	History of mental illness(es)	<ul style="list-style-type: none"> • Yes • No

40. Highest Education Level Completed	Highest level of education completed at screening	<ul style="list-style-type: none"> • ≤11th grade • GED • High school graduate • Some trade school • Trade school • Some college • College graduate 2 year program • College graduate 4 year program • Some post graduate • Advanced degree
41. Employment History	Employment at screening	<ul style="list-style-type: none"> • Unemployed • Employed part-time (less than 35 hours) • Employed full-time (35 hours or more) • Not in labor force (student, home maker, retired, etc.)
42. Number of Times Moved in the Last Three Years	Number of times candidate reports moving in last three years	<ul style="list-style-type: none"> • Numeric
43. Length of Time at Current Address	Time candidate has lived at current address	<ul style="list-style-type: none"> • Months and years
If Accepted into Drug Court		
VARIABLE	DESCRIPTION	VALID VALUES
44. Date Accepted	Date the candidate was accepted to drug court	<ul style="list-style-type: none"> • mm/dd/yyyy
45. Judge	Name of judge candidate will see	<ul style="list-style-type: none"> • Alpha
46. Case Manager	Name of case manager candidate will see	<ul style="list-style-type: none"> • Alpha
47. Jail Status of Defendant	Was the defendant in jail when accepted into drug court?	<ul style="list-style-type: none"> • Yes • No <ul style="list-style-type: none"> ○ If yes, include admission date and end date
If Rejected From Drug Court		
48. Date Rejected	Date the candidate was rejected from drug court	<ul style="list-style-type: none"> • mm/dd/yyyy

<p>49. Rejection Reason</p>	<p>Reason for candidate's rejection from drug court</p>	<ul style="list-style-type: none"> • Program at capacity • Prosecuting attorney • Statutory ineligibility • Pending another case • Unable to locate • No SA diagnosis • Refusal • Mental health issue • Medical issues • History of violent offenses • Geographic/transportation issues • Judicial denial • Other • Eligible but randomized • Death • Non-target population
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Questions about this data set can be directed to Jessica Parks, Specialty Courts Management Analyst (517-373-6285 or parksj@courts.mi.gov).

Set 2: Case Management

Minimum Standard Data Set for participants accepted into drug court.

VARIABLE	DESCRIPTION	VALID VALUES
1. Third Party Stable Contact for Participant	Identify an emergency contact for the participant	<ul style="list-style-type: none"> Name, address, phone number, and relationship to participant
2. Arrest Date	Date participant was arrested on the drug court eligible charge	<ul style="list-style-type: none"> mm/dd/yyyy
3. Drug Court Entry Date	Date participant entered drug court	<ul style="list-style-type: none"> mm/dd/yyyy
4. Sentencing Date	Date participant was sentenced on the drug court eligible charge	<ul style="list-style-type: none"> mm/dd/yyyy
5. Sentencing Guidelines	Time range assigned to the drug court eligible charge	<ul style="list-style-type: none"> Days or months
6. Drug Test Frequency	Dates of drug tests – will be used by SCAO to calculate frequency	<ul style="list-style-type: none"> mm/dd/yyyy
7. Drug Test Results	Indicate whether each drug test given was positive or negative	<ul style="list-style-type: none"> Positive Negative
8. Phase Progression or Demotion	Indicate dates participant progressed or was demoted through phases – will be used by SCAO to determine number of days/phase	<ul style="list-style-type: none"> mm/dd/yyyy
9. Sanction Date	Date participant received a sanction	<ul style="list-style-type: none"> mm/dd/yyyy

10. Sanction Type	Type of sanction the participant received	<ul style="list-style-type: none"> • 3/4 Housing • Alcohol testing increased • Community service • Court appearances increased • Curfew imposed • Detention • Drug testing increased • Jail • Job club until employed • Letter of apology • MADD impact panel • Probation reporting increased • Removal of driving privileges • Removal of social function privileges • Residential facility • Self-help sessions increased • Tether-all types • Tether or home detention • Verbal warning • Weekend program • Writing assignment/essay • Other <ul style="list-style-type: none"> ○ If jail is given, state date in and date out
11. Sanction Reason	Reason the participant received a sanction	<ul style="list-style-type: none"> • Alpha
12. Incentive Date	Date participant received an incentive	<ul style="list-style-type: none"> • mm/dd/yyyy
13. Incentive Type	Type of incentive the participant received	<ul style="list-style-type: none"> • Applause • Books • Court appearances decreased • Court appearances ended • Curfew extension • Drug testing decreased • Entry into gift drawing • Gift certificate • Graduate early • Individualized awards • Judicial praise • Permission to travel granted • Phase advancement • Probation reporting reduced • Probation reporting ended • Other
14. Incentive Reason	Reason the participant received an incentive	<ul style="list-style-type: none"> • Alpha
15. Treatment provider	Name of treatment provider	<ul style="list-style-type: none"> • Alpha
16. Treatment Admit Date for Each Episode	Date the participant was admitted to a treatment modality	<ul style="list-style-type: none"> • mm/dd/yyyy

17. Treatment Discharge Date for Each Episode	Date the participant was discharged from a treatment modality	<ul style="list-style-type: none"> • mm/dd/yyyy
18. Number of Sessions/units of Treatment	Number of sessions a participant received in a treatment modality	<ul style="list-style-type: none"> • Numeric
19. Number of 12-step Program Meetings Attended	Number of 12-step meetings the participant attended during treatment	<ul style="list-style-type: none"> • Numeric
20. Treatment Discharge Reason	Reason the participant was discharged from a treatment modality	<ul style="list-style-type: none"> • Successfully completed • Not completed/unsuccessful • Death • Other
21. Treatment Modality/Service Category	Type of treatment modality the participant received	<ul style="list-style-type: none"> • S.A. Outpatient detox • S.A. Sub-acute detox • S.A. Residential • S.A. Intensive outpatient • S.A. Outpatient • S.A. Early intervention/education • Mental health • Other residential • Other outpatient
If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant Funding, Mental Health Service Modality is required.	Type of mental health treatment modality the participant received	<ul style="list-style-type: none"> • Assertive Community Treatment • Case Management/Support Coordination • Co-occurring Treatment Services • Community Based Services • Crisis Residential/Intensive Crisis Stabilization • Doctor/Medication Review • Employment Services • Inpatient Hospitalization/Partial Day Hospitalization • Residential • Therapy Services
If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant Funding, Mental Health Axis I DSM-IV Code is required.	DSM-IV Code associated with the Axis I Mental Illness resulting in treatment	<ul style="list-style-type: none"> • 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 332, 333, 347, 607, 608, 625, 780, 787, 799, 995, v15, v61, v62, v65, v71 and more specific information if available

<p>If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant Funding, Mental Health Treatment Discharge Reason is required</p>	<p>Reason the participant was discharged from a treatment modality</p>	<ul style="list-style-type: none"> • Successfully completed • Not completed/unsuccessful • Death • Other
<p>If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant Funding, Mental Health Treatment Admit and Discharge Dates are required</p>	<p>Admission and Discharge Date associated with the mental health treatment modality</p>	<ul style="list-style-type: none"> • mm/dd/yyyy
<p>22. Number of Drug Court Reviews</p>	<p>Number of drug court reviews the participant had</p>	<ul style="list-style-type: none"> • Numeric
<p>If participating in the Interlock Pilot Program, answering the question, "Is This Participant a Member of the Interlock Pilot Program" is required</p>	<p>Indicates participation in the Interlock Pilot Program</p>	<ul style="list-style-type: none"> • Yes • No
<p>If Participating in the Interlock Pilot Program, answering the question, "Was participant ordered to install Interlock device on vehicles" is required</p>	<p>Indicates order given to participant</p>	<ul style="list-style-type: none"> • Yes • No

<p>If Participating in the Interlock Pilot Program, and the Participant was Ordered to Install and Interlock Device on Vehicles, then answering the question, "Did participant install interlock device on vehicle as required" is required</p>	<p>Indicates if interlock was installed</p>	<ul style="list-style-type: none"> • Yes • No ○ If yes, date is required
<p>If Participating in the Interlock Pilot Program, and the Participant was Ordered to Install and Interlock Device on Vehicles, then answering the question, "Participant removed interlock device without court approval" is required</p>	<p>Indicates if the participant removed interlock device without permission</p>	<ul style="list-style-type: none"> • Yes • No ○ If yes, date and program sanction question are required
<p>If Participating in the Interlock Pilot Program, and the Participant was Ordered to Install and Interlock Device on Vehicles, then answering the question, "Did participant tamper with interlock device" is required</p>	<p>Indicates if the participant tampered with the interlock device without permission</p>	<ul style="list-style-type: none"> • Yes • No ○ If yes, date and program sanction question are required
<p>If Participating in the Interlock Pilot Program, and the Participant was Ordered to Install and Interlock Device on Vehicles, then answering the question, "Did participant operate vehicle not equipped with interlock" is required</p>	<p>Indicates if the participant operated a vehicle without an interlock device</p>	<ul style="list-style-type: none"> • Yes • No ○ If yes, date and program sanction question are required
<p>23. Program Discharge Date</p>	<p>Date the participant was discharged from drug court</p>	<ul style="list-style-type: none"> • mm/dd/yyyy
<p>24. Program Discharge Reason</p>	<p>Reason the participant was discharged from drug court</p>	<ul style="list-style-type: none"> • Successfully completed • Unsuccessful/new offense • Unsuccessful/non-compliant • Unsuccessful/Absconded • Voluntarily withdrew • Transfer to another jurisdiction • Death • Other

25. Sentence/Disposition at Discharge	Participant's sentence or disposition upon discharge from program	<ul style="list-style-type: none"> • Jail = days • Probation = months • Prison = months
26. Supervision Status at Discharge	Participant's level of supervision upon discharge from program	<ul style="list-style-type: none"> • Completed probation • Continued probation • Not applicable
27. Education at Discharge	Educational level achieved by participant at discharge	<ul style="list-style-type: none"> • ≤ 11th grade • GED • High school graduate • Some trade school • Trade school graduate • Some college • College grad 2 Yr program • College grad 4 Yr program • Some post graduate • Advanced degree
28. Positive Change in Education	Subjective decision by case manager	<ul style="list-style-type: none"> • Yes • No
29. Employment at Discharge	Employment status of participant at discharge	<ul style="list-style-type: none"> • Unemployed • Employed part-time < 35 hours • Employed full-time ≥ 35 hours • Not in labor force (student, home maker, retired, etc.)
30. Positive Change in Employment	Subjective decision by case manager	<ul style="list-style-type: none"> • Yes • No
31. Custody Status at Discharge	Identify the type of child custody the participant had at discharge.	<ul style="list-style-type: none"> • Temporarily lost custody • Regained custody • Parental rights terminated • Never lost custody • N/A
32. Drug Court Case Outcome at Discharge	Legal case disposition	<ul style="list-style-type: none"> • Case dismissed • Charge reduced • Charge & sentence reduced • No change in charge or sentence • Sentence reduced • Not applicable • Other
33. Number of Bench Warrants	Number of bench warrants participant received during program	<ul style="list-style-type: none"> • Numeric
34. In-program New Arrest-Date of Offense	Date of new offense that occurred during program participation	<ul style="list-style-type: none"> • mm/dd/yyyy
35. In-program New Arrest-Date of Arrest	Date of new arrest that occurred during program participation	<ul style="list-style-type: none"> • mm/dd/yyyy

<p>36. In-program New Arrest- Offense Category</p>	<p>Offense category of new offense that occurred during program participation</p>	<ul style="list-style-type: none"> • B&E/home invasion • C.S. manufacture/distribution • C.S. use/possession • DUI alcohol 1st • DUI alcohol 2nd • DUI alcohol 3rd • Neglect and abuse-civil • Neglect and abuse-criminal • Non-violent sex offense • Other drug offense • Other criminal traffic offense • Property offense • Other
<p>37. In-program New Arrest - Charge Type</p>	<p>Charge type of new offense that occurred during program participation</p>	<ul style="list-style-type: none"> • Felony • Misdemeanor • Civil/petition • Other
<p>38. In-program New Conviction- Date of Conviction</p>	<p>Date of new conviction that occurred during program participation</p>	<ul style="list-style-type: none"> • mm/dd/yyyy
<p>39. In-program New Conviction- Offense Category</p>	<p>Offense category of new conviction that occurred during program participation</p>	<ul style="list-style-type: none"> • B&E/home invasion • C.S. manufacture/distribution • C.S. use/possession • DUI alcohol 1st • DUI alcohol 2nd • DUI alcohol 3rd • Neglect and abuse-civil • Neglect and abuse-criminal • Non-violent sex offense • Other drug offense • Other criminal traffic offense • Property offense • Other
<p>40. In-program New Conviction - Charge Type</p>	<p>Charge type of new conviction that occurred during program participation</p>	<ul style="list-style-type: none"> • Felony • Misdemeanor • Civil/petition • Other
<p>41. In-program New Conviction- Sentence Type</p>	<p>Sentence type of new conviction that occurred during program participation</p>	<ul style="list-style-type: none"> • Jail • Probation • Split Jail/Probation • Prison • Other
<p>42. In-program New Conviction- Length of Sentence</p>	<p>Length of sentence associated with new conviction that occurred during program participation</p>	<ul style="list-style-type: none"> • Jail = days • Probation = months • Prison = months
<p>43. Total Number of Jail Days Spent While in Drug Court Program</p>	<p>Count any jail time associated with the drug court eligible charge, including time served from arrest until release to drug court, drug court jail sanctions, and time for any new offenses</p>	<ul style="list-style-type: none"> • Numeric

44. Recidivism New Arrest Post-program - Date of Arrest	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • mm/dd/yyyy
45. Recidivism New Arrest Post-program - Offense Category	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • B&E/home invasion • C.S. manufacture/distribution • C.S. use/possession • DUI alcohol 1st • DUI alcohol 2nd • DUI alcohol 3rd • Neglect and abuse-civil • Neglect and abuse-criminal • Non-violent sex offense • Other drug offense • Other criminal traffic offense • Property offense • Other
46. Recidivism New Arrest Post-program - Charge Type	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • Felony • Misdemeanor • Civil/petition • Other
47. Recidivism New Conviction Post-program – Date of Conviction	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • mm/dd/yyyy
48. Recidivism New Conviction Post-program - Offense Category	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • B&E/home invasion • C.S. manufacture/distribution • C.S. use/possession • DUI alcohol 1st • DUI alcohol 2nd • DUI alcohol 3rd • Neglect and abuse-civil • Neglect and abuse-criminal • Non-violent sex offense • Other drug offense • Other criminal traffic offense • Property offense • Other
49. Recidivism New Conviction Post-program - Charge Type	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • Felony • Misdemeanor • Civil/petition • Other
50. Recidivism Post-program Sentence Type	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • Jail • Probation • Split jail/probation • Prison • Other
51. Recidivism Post-program Length of Sentence	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • Jail = days • Probation = months • Prison = months
52. Current Sobriety Status Post-program	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • If relapse, give date mm/dd/yyyy

53. Current Employment Status Post-program	Calculated at 6 months, 1 year, 2 years, and 3 years	<ul style="list-style-type: none"> • Unemployed • Employed part-time < 35 hours • Employed full-time ≥ 35 hours • Not in labor force (student, home maker, retired, etc.)
54. Current Employment Status Post-program Improvement	Since leaving drug court, has employment status improved?	<ul style="list-style-type: none"> • Yes • No
55. Current Employment Status Post-program - Date	Date of change in employment status post-program	<ul style="list-style-type: none"> • mm/dd/yyyy

Questions about this data set can be directed to Jessica Parks, Specialty Courts Management Analyst (517-373-6285 or parksj@courts.mi.gov).