

Minimum Standard Data – Juvenile Drug Court

Set 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.

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"> Juvenile |
| 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 |

| VARIABLE | DESCRIPTION | VALID VALUES |
|--------------------------------|--|---|
| 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. SSN last 4 digits | Last four digits of candidate's social security number | <ul style="list-style-type: none"> Numeric |
| 18. Drug Court Eligible Charge | Charge that made candidate eligible for drug court | <ul style="list-style-type: none"> PACC code |
| 19. Case/Docket Number | Candidate's case or docket number | <ul style="list-style-type: none"> Numeric |
| 20. Offense Category | Offense category of the drug court eligible charge | <ul style="list-style-type: none"> B&E/home invasion C.S. manufact./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 Status – curfew Status – incorrigible Status – runaway Status - Truancy Other |

| VARIABLE | DESCRIPTION | VALID VALUES |
|-------------------------------------|---|--|
| 21. Charge Type | Level of the drug court eligible charge | <ul style="list-style-type: none"> • Civil/petition • Felony • Misdemeanor • Other • Status |
| 22. 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 • Status Offense |
| 23. Offense Date | Date that the drug court eligible offense occurred | <ul style="list-style-type: none"> • mm/dd/yyyy |
| 24. Drug Court Approach | Approach to sentencing that the drug court takes | <ul style="list-style-type: none"> • Consent • Formal • Plea under advisement |
| 25. Prior Adjudications | 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, misdemeanors, and status offenses |
| 26. Prior Substance Abuse | Candidate's self-reported prior substance abuse | <ul style="list-style-type: none"> • Yes • No |
| 27. Prior Substance Abuse Treatment | Has the candidate received substance abuse treatment before? | <ul style="list-style-type: none"> • Yes • No |
| 28. 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) |
| 29. 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 |

| VARIABLE | DESCRIPTION | VALID VALUES |
|--|--|---|
| 30. 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 |
| 31. Substance Abuse Assessment Instrument | The assessment instrument used to determine clinical eligibility for participation | <ul style="list-style-type: none"> ADAD ASI ASI – Lite BSAP GAINS JASAE NEEDS RANT SALCI SASSI Other |
| 32. Primary DSM-IV Code | Primary 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 |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|---|---|
| 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"> • ≤ 6th grade • 7th grade • 8th grade • 9th grade • 10th grade • 11th grade • 12th grade • GED • Trade school grad |
| 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 | | |
| 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. Current Detention Status | Was the defendant in detention 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 |

| VARIABLE | DESCRIPTION | VALID VALUES |
|----------------------|--|---|
| 49. Rejection Reason | Reason for candidate's rejection from drug court | <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 |

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. SID (if available) | State ID # from MSP | <ul style="list-style-type: none"> Alpha Numeric 1234567A |
| 2. 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 |
| 3. Arrest Date | Date participant was arrested on the drug court eligible charge | <ul style="list-style-type: none"> mm/dd/yyyy |
| 4. Drug Court Entry Date | Date participant entered drug court | <ul style="list-style-type: none"> mm/dd/yyyy |
| 5. Sentencing Date | Date participant was sentenced on the drug court eligible charge | <ul style="list-style-type: none"> mm/dd/yyyy |
| 6. Sentencing Guidelines | Time range assigned to the drug court eligible charge | <ul style="list-style-type: none"> Days or months |
| 7. Prior Record Variable Score | Participant's prior record variable score (PRV) obtained from Dept. of Corrections | <ul style="list-style-type: none"> Numeric |
| 8. Drug Test Frequency | Dates of drug tests – will be used by SCAO to calculate frequency | <ul style="list-style-type: none"> mm/dd/yyyy |
| 9. Drug Test Results | Indicate whether each drug test given was positive or negative | <ul style="list-style-type: none"> Positive Negative |
| 10. 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 |
| 11. Sanction Date | Date participant received a sanction | <ul style="list-style-type: none"> mm/dd/yyyy |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|---|---|
| 12. 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 |
| 13. Sanction Reason | Reason the participant received a sanction | <ul style="list-style-type: none"> • Alpha |
| 14. Incentive Date | Date participant received an incentive | <ul style="list-style-type: none"> • mm/dd/yyyy |
| 15. 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 |
| 16. Incentive Reason | Reason the participant received an incentive | <ul style="list-style-type: none"> • Alpha |
| 17. Treatment provider | Name of treatment provider | <ul style="list-style-type: none"> • Alpha |
| 18. Treatment Admit Date for Each Episode | Date the participant was admitted to a treatment modality | <ul style="list-style-type: none"> • mm/dd/yyyy |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|--|--|
| 19. Treatment Discharge Date for Each Episode | Date the participant was discharged from a treatment modality | <ul style="list-style-type: none"> mm/dd/yyyy |
| 20. Number of Sessions/units of Treatment | Number of sessions a participant received in a treatment modality | <ul style="list-style-type: none"> Numeric |
| 21. Number of 12-step Program Meetings Attended | Number of 12-step meetings the participant attended during treatment | <ul style="list-style-type: none"> Numeric |
| 22. 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 |
| 23. 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 |
| If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant | Reason the participant was discharged from a treatment modality | <ul style="list-style-type: none"> Successfully completed Not completed/unsuccessful Death Other |

| VARIABLE | DESCRIPTION | VALID VALUES |
|--|---|---|
| Funding, Mental Health Treatment Discharge Reason is required | | |
| If Receiving Mental Health Services for Drug Court Participants (MHSDCP) Grant Funding, Mental Health Treatment Admit and Discharge Dates are required | Admission and Discharge Date associated with the mental health treatment modality | <ul style="list-style-type: none"> mm/dd/yyyy |
| 24. 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 |
| 25. Education at Discharge | Educational level achieved by participant at discharge | <ul style="list-style-type: none"> ≤ 6th grade 7th grade 8th grade 9th grade 10th grade 11th grade 12th grade GED Trade school grad |
| 26. Positive Change in Education | Subjective decision by case manager | <ul style="list-style-type: none"> Yes No |
| 27. 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.) |
| 28. Positive Change in Employment | Subjective decision by case manager | <ul style="list-style-type: none"> Yes No |
| 29. 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 |
| 30. 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 |
| 31. Number of Bench Warrants | Number of bench warrants participant received during program | <ul style="list-style-type: none"> Numeric |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|---|--|
| 32. 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 |
| 33. 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 |
| 34. In-program New Arrest- Offense Category | Offense category of new offense that occurred during program participation | <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 • Status – curfew • Status – incorrigible • Status – runaway • Status - truancy • Other |
| 35. In-program New Arrest - Charge Type | Charge type of new offense that occurred during program participation | <ul style="list-style-type: none"> • Status • Felony • Misdemeanor • Civil/petition • Other |
| 36. In-program New Conviction- Date of Conviction | Date of new conviction | <ul style="list-style-type: none"> • mm/dd/yyyy |
| 37. In-program New Conviction- Offense Category | Offense category of new conviction that occurred during program participation | <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 • Status – curfew • Status – incorrigible • Status – runaway • Status - truancy • Other |
| 38. In-program New Conviction - Charge Type | Charge type of new conviction that occurred during program participation | <ul style="list-style-type: none"> • Status • Felony • Misdemeanor • Civil/petition |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|---|--|
| | | <ul style="list-style-type: none"> Other |
| 39. In-program New Conviction- Sentence Type | Sentence type of new conviction that occurred during program participation | <ul style="list-style-type: none"> Detention Jail Probation Split Jail/Probation Prison Other |
| 40. In-program New Conviction – Length of Sentence | Length of sentence associated with new conviction that occurred during program participation | <ul style="list-style-type: none"> Detention = days Jail = days Probation = months Prison = months |
| 41. Total Number of Jail Days Spent While in Drug Court Program | 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 | <ul style="list-style-type: none"> Numeric |
| 42. 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 |
| 43. 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 Status – curfew Status – incorrigible Status – runaway Status - truancy Other |
| 44. Recidivism New Arrest Post-program - Charge Type | Calculated at 6 months, 1 year, 2 years, and 3 years | <ul style="list-style-type: none"> Status Felony Misdemeanor Civil/petition Other |
| 45. 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 |

| VARIABLE | DESCRIPTION | VALID VALUES |
|---|---|--|
| 46. 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 • Status – curfew • Status – incorrigible • Status – runaway • Status – truancy • Other |
| 47. Recidivism New Conviction Post-program - Charge Type | Calculated at 6 months, 1 year, 2 years, and 3 years | <ul style="list-style-type: none"> • Status • Felony • Misdemeanor • Civil/petition • Other |
| 48. Recidivism Post-program Sentence Type | Calculated at 6 months, 1 year, 2 years, and 3 years | <ul style="list-style-type: none"> • Detention • Jail • Probation • Split jail/probation • Prison • Other |
| 49. Recidivism Post-program Length of Sentence | Calculated at 6 months, 1 year, 2 years, and 3 years | <ul style="list-style-type: none"> • Detention = days • Jail = days • Probation = months • Prison = months |
| 50. 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 |
| 51. 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.) |
| 52. Current Employment Status Post-program Improvement | Since leaving drug court, has employment status improved? | <ul style="list-style-type: none"> • Yes • No |
| 53. 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).