District Drug Treatment Court Referral Form

Attorney must put completed form in basket at STEP Office in Room 4351

Referral Date:			t Court Date:			
Referral By: Consented to By		Name Name re of ADA Prosec	cuting Case	Attorney Other	Name Name	osecuting, A.D.A.
		FOR DISTI	RICT ATTORNE	Y USE ONLY		
Number o Prior Reco	of Felony Cor	nvictions:	_	r of Misdemea		ions Intermediate
Client in Jail:	Yes	No Lo	cation:			
Client's Name:						
	First	Mi	iddle	Last		Date of Birth
Address:						
Telephone #:						
	Home		Work		Cell	
Attorney's Name						
	Firs	it .	Middle		Last	
Address:						
Telephone #:	elephone #: Fax:					
		<u>CHA</u>	RGE INFORM	<u>ATION</u>		
Charge		CR Number	Clas	s L	evel	Complaint Number

ATTORNEY MUST PUT COMPLETED FORM IN BASKET AT STEP OFFICE IN ROOM 4351 ADA PROSECUTING CASE MUST SIGN REFERRAL FORM FOR CLIENT TO BE SCREENED SEE THE BACK OF THIS SHEET FOR SENTENCING / REFERRAL INSTRUCTIONS

District Drug Treatment Court Program Referral Form

Attorney must put completed for in basket at STEP Office in Suite 4351

Defendants are screened in Courtroom 1150 on Wednesday, and Friday beginning at 9:00am. Office visits are available through scheduled appointments only. Defendants can be screened while in custody. Referrals must be approved and signed by the District Attorney or referring Judge. Potential defendants must have an active drug related criminal court case and meet eligibility requirements.

Referral and Intake Process

- 1. The defense attorney should complete the referral form and deliver the referral form to Suite 4351 in the Mecklenburg County Courthouse.
- 2. The defendant should be instructed to begin the intake process by reporting to Courtroom 1150 Wednesday, or Friday of that week at 9:00am.
- 3. After receiving the referral the screener will conduct a brief orientation, and an assessment tool will be administrered to verify chemical dependency.
- 4. If the defendant is chemically dependent, the defendant will be immediately referred to the appropriate treatment provider to begin treatment.
- The defendant will remain assigned to the screener who will assist them in the enrollment process.
 The next court appearance will be rescheduled in 1150 for two to four weeks from the day of screening.
- 6. The screener will inform the referring court of the eligibility results.

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