INSERT · FOR COURTS, PROBATION AND PAROLE

Referring a Justice-Involved Client

House Shalom welcomes court-ordered and supervised clients. Many people do their best recovery work after being sent, not after choosing. Our materials don't pretend otherwise, and our counselors are trained for a room where most people didn't plan to be there.

What you can expect from us

- **Send an assessment, or we'll schedule one.** Fax or email a current substance use evaluation with the referral and we'll review and update it at intake, or we'll reach out within 24 hours to schedule an assessment. We assess with the ASAM Criteria and place the client at Level 2.1 (intensive outpatient, 9 hours a week) or Level 1.0 (outpatient). If they need a higher level, we tell the client and help with the referral.
- **A release offered at intake.** Federal law (42 CFR Part 2) bars us from confirming that a person is a client unless they sign a release that names you. We invite every court-involved client to sign one at intake. Please tell your client to expect it.
- **Evaluations only.** We also provide standalone substance use evaluations, including court-ordered evaluations, without enrollment.
- **What a release can cover.** Attendance, participation, drug screen results, level-of-care changes, completion or discharge, and treatment recommendations. You get exactly what the release names.
- **Drug screening.** Random screens at least weekly during intensive outpatient and at least monthly in aftercare, plus for-cause screens. Unexpected results are confirmed by a lab before they're treated as positive. Screens are free to the client.
- **Open entry, planned around release.** A client starts the week they're ready; there's no waiting for a cohort. On the referral form, give the expected release date and the intended treatment start date so we can line up the assessment and first group.

How we handle use and missed sessions

- A lapse is treated as a clinical event: a same-week treatment plan review, reassessment, a revised relapse prevention plan, and a step-up in level of care when it's needed. It isn't by itself a reason for discharge.
- A refused screen is documented and addressed clinically. It is treated as positive only for safety planning, never as grounds for discharge.
- After a missed session by a client with an opioid history, we reach out within 24 hours, because the days after a missed session carry higher overdose risk.
- Missed sessions can be made up. A client who misses two weeks without making them up restarts the level of care. A client who stops coming is discharged.
- **Reports:** monthly, or sooner whenever you ask, under a signed release. We let you know when attendance or use puts the plan at risk, and we send a **completion letter** when the client finishes.

Faith, disclosed in advance

House Shalom is a Christian faith-based program. We disclose that in writing before admission, every faith element has a printed alternative, and a client may substitute their own understanding of a Higher Power or skip the spiritual element entirely, with no effect on their record. **For mandated clients, on request we provide a written attestation** to the referring officer or court that the faith basis was disclosed in advance, a non-faith-based alternative provider was offered, and participation is voluntary. Any client who asks for a non-faith-based provider gets a referral.

What the client builds that you can see

With a release, we can confirm the client completed a relapse prevention plan, weekly safety plans, and the "Who I Am Becoming Plan" read to the group in Week 12, and in aftercare a Continuing Plan read in Week 24.

To refer: call or text (605) 453-6764 · fax (605) 401-4086 · HouseShalom@thebecomingagency.com (encrypted email for client information) · House Shalom, The Becoming Agency, 3409 W. 47th Street, Suite 102, Sioux Falls, SD 57106