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# Commonwealth of Pennsylvania Veterans Treatment Court Performance Measures

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## Introduction

Veterans Treatment Courts (VTCs) are a relatively new type of problem-solving court. The first VTC was implemented in Buffalo, NY in 2008, serving military veterans utilizing a combination of several problem-solving court models. Since then, the number of VTCs implemented across the country has grown significantly, including seventeen VTCs in Pennsylvania. The Administrative Office of Pennsylvania Courts (AOPC) has been proactive in applying lessons learned in other problem-solving courts to VTCs. To that end, the AOPC has collaborated with the National Center for State Courts (NCSC) to develop the first set of performance measures specifically designed for VTCs.

Performance measurement is considered an essential activity in many government and non-profit agencies because it “has a common sense logic that is irrefutable, namely that agencies have a greater probability of achieving their goals and objectives if they use performance measures to monitor their progress along these lines and then take follow-up actions as necessary to insure success” (Poister, 2003). Effectively designed and implemented performance measurement systems provide tools for managers to exercise and maintain control over their organizations, as well as mechanisms for governing bodies and funding agencies to hold programs accountable for producing intended results.

The argument for measuring VTC performance is compelling because VTCs must compete with other priorities of the criminal justice system for a finite amount of resources. This makes it incumbent upon VTCs to demonstrate both that the limited resources provided to them are used efficiently and that this expenditure of resources produces the desired participant outcomes. To this end, VTC performance measures (PMs) should demonstrate that participants are receiving evidence-based treatment in sufficient doses, thereby improving their capability to function effectively in society. Performance measures should also illustrate that participants are held accountable and public safety is protected.

Performance measurement is distinct from program evaluation and consequently does not attempt to ascertain a VTC’s “value-added” over an appropriate “business-as-usual” alternative (typically probation or incarceration). Rather, PMs provide timely information about key aspects of the performance of the VTC to program managers and staff, enabling them to identify effective practices and, if warranted, to take corrective actions.

The NCSC philosophy for the development of PMs is guided by several important principles. First, we aim for a small number of measures targeting the most critical of VTC processes. Second, PMs are developed with significant input from stakeholders. NCSC acts as an informed facilitator, offering suggestions and making recommendations for PMs, but the ultimate decision is made by the advisory committee convened by the commonwealth agency responsible for VTCs. Third, the target audiences for the PMs are individual VTCs. That is, these measures are intended to provide information to individual courts to improve their performance. The information generated by the PMs will also be useful to commonwealth policy makers, but they are not the primary target audience. Fourth, PMs are well-documented. Detailed specification

sheets documenting data sources, calculations, and interpretation are written for each PM, leaving little equivocation about the details of the PM.

During a two-day meeting convened on June 24-25, 2014, a select group of veterans court stakeholders, AOPC staff, and NCSC staff worked together to produce a set of commonwealth-wide performance measures for veterans treatment courts. The stakeholder group (henceforth the Performance Measures Work Group) was diverse but representative of a variety of critical viewpoints including veterans court judges, coordinators, attorneys, probation officers, veterans justice outreach specialists, treatment team members, and staff from the AOPC.

The project and the work of the work group was informed by a number of resources. Since research on VTCs is still in its infancy, the limited amount of VTC-specific research was supplemented by other relevant research related to adult drug courts, mental health courts, and court performance measurement. First, the NCSC team provided a document that included core performance measures for adult drug treatment courts and suggestions for areas specific to veterans for which to develop measures. Second, the work group referenced the only set of nationally articulated measures for drug courts (developed by the National Research Advisory Committee (NRAC)).<sup>1</sup> The NRAC measures were incorporated in this report, though in some cases amended to fit the particular circumstances of Pennsylvania VTCs. Third, the discussion was informed by previous work conducted by NCSC to develop performance measures for drug and mental health courts in other states (see Rubio, Cheesman, and Federspiel, 2008) and the latest research on evidence-based practices (e.g. Carey, Mackin, and Finigan, 2012). Finally, the High Performance Court Framework (Ostrom and Hanson, 2010) was used to ensure that the selected measures provided a “balanced” perspective that represents competing values (e.g. productivity, effectiveness, access).

Since this is the first articulated set of PMs developed for VTCs, the AOPC and NCSC utilized a national peer review process to evaluate the proposed performance measures before finalizing the measures to be adopted in Pennsylvania. A group of state problem-solving court coordinators (from Alaska, Arizona, California, Florida, Illinois, New York, and Ohio) who expressed interest in reviewing the proposed PMs, were asked to evaluate the measures. Feedback was requested via survey with both close-ended and open-ended response options. The close-ended questions asked reviewers to rank each measure on feasibility, usefulness, and indicate whether or not it should be included in the final set of measures. Open-ended questions provided reviewers the opportunity to suggest any additional measures and to discuss the

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<sup>1</sup> The National Research Advisory Committee (NRAC) is a group of leading scholars and researchers convened by the National Drug Court Institute through funding from the Bureau of Justice Assistance. NRAC developed a uniform research plan for drug court data collection and analysis, including the identification of a core set of performance measures for adult drug courts. The Core NRAC measures are recommended for all drug courts without exception, while the recommended measures are certainly desirable but aspirational for many courts that lack the information and/or the expertise to obtain the information. NRAC’s work is documented in the publication *Local Drug Court Research: Navigating Performance Measures and Process Evaluations*, National Drug Court Institute, Alexandria, VA, 2006. Project Director Dr. Fred Cheesman was a member of NRAC.

challenges associated with implementing some of the measures they found to be useful but not feasible. The results of the peer review process were useful in determining which candidate measures would be incorporated into the final set of PMs and how they would be configured. The detailed responses are located in *Appendix C* of this report.

The selected measures are listed below in **Table 1** by performance category. *Accountability Measures* target efforts of the court to hold participants accountable for substance abuse (percent of positive drug and continuous monitoring alcohol tests and the period of time between last positive drug test and exit), re-offending (in- and post program recidivism), and financial obligations (restitution). *Processing Measures* focus on key steps and components of processing participants through VTC. They include measures of timeliness (processing times and length-of-stay), dosage (units of service), compliance with evidence-based practices (screening and assessment, sanctions and incentives, and procedural fairness), and outcomes (retention). *Procedural Justice Measures* capture participants' perceptions of fairness and access in their VTC experience. *Social Functioning Measures* focus on behaviors that influence participants' capacity to function successfully in society and which may, if not properly addressed, be criminogenic for some participants (employment, education, and residency status). *Descriptive Measures* are factors that provide context to and influence VTC performance but do not rise to the level of being performance measures. These include measures of mentor services, military benefit related activities, financial obligations collected, community service performed, births of drug free babies, military discharge status, diagnosis of post-traumatic stress disorder, diagnosis of traumatic brain injury and suicide risk.

**Table 1: Pennsylvania Veterans Treatment Court Performance Measures**

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### **Accountability Measures**

1. Sobriety
  - a. Detected Drug and Alcohol Use
  - b. Continuous Monitoring Detected Alcohol Use
  - c. Pre-discharge Length of Sobriety
2. In-Program Recidivism
  - a. In-program Arrests
  - b. In-program Convictions
3. Post-Program Recidivism
4. Program Retention
5. Attendance at Scheduled Judicial Status Hearings
6. Attendance at Scheduled Treatment Sessions

### **Process Measures**

7. Length of Stay
8. Case Processing Times
9. Treatment Services
10. Incentives and Sanctions

- 11. Frequency of Drug and Alcohol Testing
- 12. Supervision Services
- 13. Status Hearings

### **Procedural Justice Measures**

- 14. Access and Fairness

### **Social Functioning Measures**

- 15. Residency Improvement
- 16. Employment Improvement
- 17. Educational Improvement
- 18. Participant Preparation for Transition
- 19. Family Connectedness
  - a. Visitation Rights
  - b. Custody Rights
  - c. Contact with Family
- 20. Driver's License Status
  - a. Driver's License Improvement
  - b. Driver's License Readiness

### **Descriptive Measures**

- 21. Mentor Services
  - a. Mentor Assignment
  - b. Mentor Contacts
- 22. Military Benefit Related Activity
  - a. Military Discharge Upgrade Request
  - b. Military Service Connection or Disability Upgrade Requests
  - c. GI Bill Utilization
- 23. Financial Obligations Collected
- 24. Community Service Performed
- 25. Births of Drug-free Babies
- 26. Military Discharge Status
- 27. Post-traumatic Stress Disorder Diagnosis
- 28. Traumatic Brain Injury Diagnosis
- 29. Suicide Risk

### **Measurement Considerations**

This section overviews several important considerations that will determine how the PMs are operationalized and discussed. These include:

- *Informational infrastructure to support measurement*



- *Use of admission and exit cohorts to organize the reporting of PMs*
- *Measurement of PMs over time*

The performance measurement system described in this report requires an extensive supporting informational infrastructure. This informational infrastructure must include a database containing the required data elements recorded at the individual level. For example, the dates and results of each drug test must be recorded for each participant.

Important decisions must be made regarding the time frames for reporting the PMs. In line with the NRAC recommendations and good research practice, NCSC recommends organizing admission and exit streams of participants into *cohorts* for reporting purposes. Longitudinal and retrospective cohorts, corresponding to “admissions” and “exit” cohorts, respectively, have long been a staple of bio-medical research and, more recently, of sociological and criminological research.

Admissions cohorts consist of all VTC participants admitted during the same time period. Because all members of the cohort are admitted during the same timeframe, they will be equally subject to the same set of historical influences during the time they participate in VTC. Some of these influences may impact participants’ progression through VTC (e.g. VTC policy may change such that the frequency of urinalysis may increase or decrease as a result of the court’s budget or treatment providers may change). By using admissions cohorts, we are able to link changes in the performance of different admissions cohorts to particular events. For example, decreasing the frequency of urinalysis for particular admissions cohort may result in an increased positive drug screen rate for that cohort in comparison to previous admissions cohorts that had a higher frequency of urinalysis. Because we know everyone in the admissions cohort is subject to the same set of historical influences, and that the only difference between the two cohorts is the frequency of urinalysis, *ceteris paribus*, it is easy to explain the performance differential. Thus, admissions cohorts are used to control for historical artifacts that may lead to incorrect conclusions about VTC performance.

Exit cohorts consist of all VTC participants that exit (leave) the VTC during the same period of time, whether successfully or in some other fashion. They do not provide the same level of protection against historical artifacts as do admissions cohorts. However, they do avoid the delays in reporting information that are associated with admissions cohorts (which must be tracked until every member of the admissions cohort exits to provide complete information). Because VTCs can rarely wait for admissions cohorts to completely exit before they can produce performance data, the use of exit cohorts is recommended for most performance measures, except where noted. The Performance Measures (PM) Work Group agreed, by consensus, to the use of a cohort approach and defined the cohort timeframe for Pennsylvania’s Commonwealth-wide Performance Measures System.

Throughout this report, reference is made to *six-month* admissions or exit cohorts. The PM Work Group settled on a six-month timeframe for two reasons. First, six-month cohorts will allow local programs to utilize performance data to identify emerging issues and respond with policy decisions to address those issues in a timely manner. Second, some VTCs in Pennsylvania are relatively small with few participants admitted or exiting during a given period

of time. Courts in this category will require six-months to accumulate sufficient admission and exit numbers to be able to draw any valid inferences about their performance. Because most PMs are reported in percentages, smaller courts will not be penalized for a small reporting sample. However, to put the performance measure into perspective, the PM Work Group recommends (as mentioned throughout the report narrative and specifications in the appendix) that the frequencies (e.g. number of participants for a specific measure) should be reported in conjunction with the percentages.

Finally, and distinct from the use of cohorts to report PM information, is that some PMs must be measured over time to increase their utility. For example, percent of failed drug tests is measured by quarter of participation to provide information not only about how often participants are failing drug tests but also about when these failures occur. If failures are clustered at certain points of processing, programmatic changes may be required at that processing point. The choice of time frame (monthly, by phase, or quarterly) was informed by relevant research.

# Accountability Measures

## 1. SOBRIETY

There are three sobriety performance measures: Detected Drug and Alcohol Use, Detected Continuous Monitoring Drug and Alcohol Use and Pre-discharge Length of Sobriety. While the definitions of each measure are unique; the purpose, sources, and user's notes apply to both measures.

### A. DETECTED DRUG AND ALCOHOL USE

*Definition:* The average percentage of drug and alcohol tests that return positive for an illegal or banned substance (e.g., alcohol, prescriptions drugs used for non-medical purposes or without a valid prescription, etc.) or have results that are considered positive (e.g., admission of use, late test, missed test, diluted test, tampered sample) by type of program exit.<sup>2</sup> Tests that are returned positive for prescription drugs used for valid medical purposes should be excluded.

This indicator should be based on six-month exit cohorts during quarters of program participation.

Using quarter in program provides the court with important information as to the rates of use during different stages of program participation (e.g., percentage of tests administered to the exit cohort during the participant's first quarter of participation that returned as a positive). This keeps the denominator (total number of tests) to a more manageable number than if it is based on the total number of tests between admission and exit. The results from all testing—such as on-site urine tests, lab tests, preliminary breath tests, and saliva tests—should be included in this measure. Continuous monitoring (e.g., SCRAM®) results and hair tests should not be included in this measure.

#### *Cohort:*

- Six-month Exit

#### *Data Required:*

- Date of Program Entry
- Date of Drug Test
- Result of Drug Test
- Date of Alcohol Test
- Result of Alcohol Test
- Date of Program Exit
- Type of Program Exit

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<sup>2</sup> Types of exit include: Graduation, Termination by New Offense, Termination without New Offense, Voluntary Withdrawal, Deceased, Bench Warrant, Administrative Closure, Transfer to Another Jurisdiction, Transfer to Another Problem-Solving Court within Jurisdiction, Charge Dismissed, Other.

## **B. DETECTED CONTINUOUS MONITORING ALCOHOL USE**

*Definition:* The average percentage of days on which a participant has a positive result on continuous monitoring alcohol tests of total days monitored. This measure should be reported by program exit type.

Positive results include:

- *Indication of use*
- *Admission of use*
- *Tampered sample*

### *Cohort:*

- Six-Month Exit

### *Data Required:*

- Date of Program Exit
- Type of Program Exit
- Date Initiating Continuous Monitoring
- Date Concluding Continuous Monitoring
- Date of Positive Results

Both the Secure Continuous Remote Alcohol Monitoring (SCRAM®) system and the sweat patch provide continuous monitoring of alcohol use which means that a participant may test positive more than once a day. To account for this possibility the measure is calculated by dividing the number of days of detected alcohol use divided by the total number of days of continuous monitoring.

## **C. PRE-DISCHARGE LENGTH OF SOBRIETY**

*Definition:* This performance measure is the average number of days between the last positive drug or alcohol test and exit, by type of program exit. If there are no positive tests, this time period is equal to the participant's length-of-stay (LOS) in the program. If there is only one positive, this period is equal to the number of days between the date of that test and exit. If there are multiple positives, it is equal to the date of the last positive test and the exit date.

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Positive Test

*Purpose:* Sobriety is a goal of all veterans treatment courts because it fosters offender rehabilitation, public safety, and offender accountability. Research suggests that drug courts that require participants to have greater than 90 days clean (negative drug tests) before graduation have reduced recidivism and produce significant cost savings over drug courts that do not have this requirement.

*Sources:* Carey, Mackin, and Finigan, 2012  
Heck, 2006  
Kelly and White, 2011  
Russell, 2009

#### USER'S NOTE:

The ultimate determination of whether a drug test was positive or negative will be made only after all challenges to the test results have been resolved. The following formulas can be used to calculate the indicators of the sobriety performance measure.

Measure A: Detected Alcohol or Drug Use can be calculated in two steps. First, the percent of positive drug and alcohol tests is calculated for each participant using the following formula:

$$\frac{\% \text{ Positive Tests per Participant}}{\% \text{ Positive Tests per Participant}} = \frac{\text{Total \# of Positive Tests per Participant}}{\text{Total \# of Tests per Participant}} * 100$$

The Percent Positive Drug and Alcohol Tests Per Participant is then averaged across the cohort:

$$\frac{\text{Detected Alcohol or Drug Use}}{\text{Detected Alcohol or Drug Use}} = \frac{\text{Sum of Percent Positive Tests per Participant}}{\text{\# of Participants}}$$

Measure B: Detected Continuous Monitoring can be calculated by using two formulas. First, calculate the Percent of Days with Positive Continuous Monitoring Tests for each Participant who had Continuous Monitoring.

$$\frac{\% \text{ of Days with Positive CM Tests per Participant}}{\% \text{ of Days with Positive CM Tests per Participant}} = \frac{\text{\# of Days with a Positive Test}}{\text{\# of Days on CM}} * 100$$

Then, average Percent of Days with Positive Test Per Participant across the members of the cohort who were on continuous monitoring:

$$\frac{\text{Average \% Positive CM Tests}}{\text{Average \% Positive CM Tests}} = \frac{\text{Sum of \% of Days with Positive CM Tests for each Participant}}{\text{\# of Participants on CM}}$$

Measure C: Pre-discharge Length of Sobriety can be calculated by first determining the average length of time between last positive and program exit for each participant.

$$\frac{\text{\# of Days between Last Positive and Discharge per Participant}}{\text{\# of Days between Last Positive and Discharge per Participant}} = \text{Discharge Date} - \text{Date of Last Positive Test}$$

Number of Days between Last Positive and Program Discharge can then be averaged across cohort.

$$\frac{\text{Pre-discharge Length of Sobriety}}{\text{Pre-discharge Length of Sobriety}} = \frac{\text{Sum \# of Days Between Positive \& Discharge per Participant}}{\text{\# of Participants}}$$

Detailed calculations for both indicators can be found in [A-2](#).

## 2. IN-PROGRAM RECIDIVISM

**Definition:** This performance measure includes two indicators, 1) the number and percentage of participants who are arrested and charged and 2) the number and percentage of participants convicted for a new criminal offense occurring between admission and discharge. In addition to the total in-program recidivism rate, in-program recidivism should be reported by type of program exit and by offense level and type.<sup>3</sup> Case filings for offenses that cannot result in incarceration, such as non-DUI traffic offenses, should be excluded from this measure.

**Purpose:** Treatment courts are expected to produce low rates of in-program recidivism among participants in comparison to other more traditional interventions such as probation or community-based treatment. The combination of judicial supervision, treatment, and rewards and sanctions that uniquely characterize treatment courts are expected to lower recidivism, a finding that is supported by research. This measure allows programs to examine recidivism in a particular six-month period and explore changes over time which can illuminate effects of programmatic changes.

**Sources:** GAO, 2005  
Heck, 2006

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of New Offense
- Date of New Case Arrest
- Level of Offense
- Type of Offense
- New Case Disposition

### USER'S NOTE:

In-program Recidivism can be calculated with the following formula:

$$\text{In Program Recidivism} = \frac{\text{\# of Participants with New Arrest during Program Participation}}{\text{\# of Participants}} * 100$$

Detailed calculations for type of offense and program exit can be found in [A-4](#). Additional information about offense categories and levels can be found in Appendix D.

<sup>3</sup> See Appendix X for details on the classification scheme and its application to performance measures.

### 3. POST-PROGRAM RECIDIVISM

**Definition:** The number and percentage of participants that have any new misdemeanor or felony arrests and convictions within two years from time of veterans court exit, reported by type of program exit. This measure should exclude non-DUI traffic offenses. Results should be reported for the following time frames:

- 0-12 months after program exit
- 13-24 months after program exit

Post-program recidivism will be reported by category and level of offense. To put the percentages in the proper context, frequencies should also be reported.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Exit
- Type of Program Exit
- Date of New Offense
- Date of New Offense Arrest
- Level of New Offense
- Type of New Offense
- Date of New Conviction
- Level of New Conviction
- Type of New Conviction

**Purpose:** Post-program recidivism is an important measure of effectiveness for treatment courts. By breaking recidivism down by length of time post-program exit until new offense, measured by date of new case filing resulting in a conviction, programs can track the overall effectiveness and the duration of the effect of program participation. Programs can examine the effects of programmatic changes when examining these measures in conjunction with calculations from previous years.

**Sources:** Heck, 2006

**USER'S NOTE:**

Post-program Recidivism can be calculated with the following formula:

$$\text{Post-program Recidivism} = \frac{\text{\# of Participants Convicted of New Arrest after Exit}}{\text{\# of Participants}} * 100$$

This formula can be adjusted for type of exit and type of post-program offense. Detailed calculations can be found in [A-6](#).

## 4. PROGRAM RETENTION

**Definition:** The number and percentage of participants that exit the program through *graduation, termination, voluntary withdrawal, death, bench warrant, administrative closure, transfer, dismissal of charges, or other means*. Additionally, programs should calculate the number and percentage of participants that remain active at the time of reporting (*currently enrolled*).

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit

**Purpose:** Program retention is one of the key predictors of positive post-treatment outcome. The longer participants are engaged in the program and treatment, the better their outcomes after leaving the program. Research has indicated that those who graduate from drug treatment court programs are significantly less likely to recidivate than those exiting by other means.

**Sources:** Belenko, 1998  
Cheesman et al., 2012  
Heck, 2006  
Rempel et al., 2003

**USER'S NOTE:**

Percentage of participants currently enrolled in the program can be calculated as follows:

$$\frac{\% \text{ Participants Currently Enrolled}}{100} = \frac{\# \text{ of Participants Currently in Program}}{\# \text{ of Participants}} * 100$$

Percentage of participants who successfully completed the program can be calculated by using the following formula:

$$\% \text{ Graduated} = \frac{\# \text{ of Participants who Graduated from Program}}{\# \text{ of Participants}} * 100$$

For detailed calculations for all types of program exit, please see [A-10](#).



## 5. ATTENDANCE AT SCHEDULED JUDICIAL STATUS HEARINGS

**Definition:** The average percentage of scheduled judicial status hearings attended by participants, by program exit type.

**Purpose:** Interaction with the judge is an important feature of treatment courts. Drug court research shows that regular interaction with the judge through status hearings reduces recidivism. This measure allows programs to examine dosage of judicial status hearings and the program's ability to ensure participant compliance with appearance requirements.

**Sources:** Carey, Mackin, and Finigan, 2012  
Russell, 2009

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Scheduled Judicial Status Hearing
- Attendance at Status Hearing

### USER'S NOTE:

Attendance at Scheduled Judicial Status Hearings can be calculated using the following formulas.

First, calculate the attendance rate at status hearings for each participant in the cohort:

$$\% \text{ Attendance at Status Hearings per Participant} = \frac{\# \text{ Status Hearings Attended for each Participant}}{\# \text{ Status Hearings Required for each Participant}} * 100$$

Then, average the % Attendance at Status Hearings per Participant across all participants:

$$\% \text{ Attendance at Status Hearing} = \frac{\text{Sum of \% Attendance at Status Hearing per Participant}}{\# \text{ of Participants}}$$

For detailed calculations for all types of program exit, please see [A-11](#).

## 6. ATTENDANCE AT SCHEDULED TREATMENT SESSIONS

**Definition:** The average percentage of scheduled treatment sessions attended by participants, by program exit type.

**Purpose:** In addition to overall dosage, as captured in the treatment services measure, monitoring attendance allows a program to examine its ability to keep participants in compliance with program treatment requirements.

**Sources:** Sperber, Latessa, and Makarios, 2013

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Scheduled Treatment Session
- Attendance at Treatment Session

### USER'S NOTE:

Attendance at Scheduled Treatment Sessions can be calculated using the following formulas.

First, calculate the attendance rate at status hearings for each participant in the cohort:

$$\frac{\% \text{ Attendance at Treatment Sessions per Participant}}{\% \text{ Attendance at Treatment Sessions per Participant}} = \frac{\# \text{ of Treatment Sessions Attended for each Participant}}{\# \text{ of Treatment Sessions Required for each Participant}} * 100$$

Then, average the % Attendance at Treatment Sessions per Participant across all participants:

$$\frac{\% \text{ Attendance at Treatment Sessions}}{\% \text{ Attendance at Treatment Sessions}} = \frac{\text{Sum of \% Attendance at Treatment Sessions per Participant}}{\# \text{ of Participants}}$$

For detailed calculations for all types of program exit, please see [A-12](#).

# Process Measures

## 7. LENGTH OF STAY

**Definition:** The average length of time (days) actively participating in veterans court, measured from admission to discharge and reported, by type of exit (e.g., graduate, termination, or other). Ideally, this time interval will exclude any time that a participant was not an active participant due to non-veterans court related incarceration. When a participant absconds<sup>4</sup> the participant is considered to be in “inactive” status since they are not participating actively in veterans court. Ideally, the time in inactive status should be deducted from the participant’s overall length of stay in the program.

### *Cohort:*

- Six-month Exit

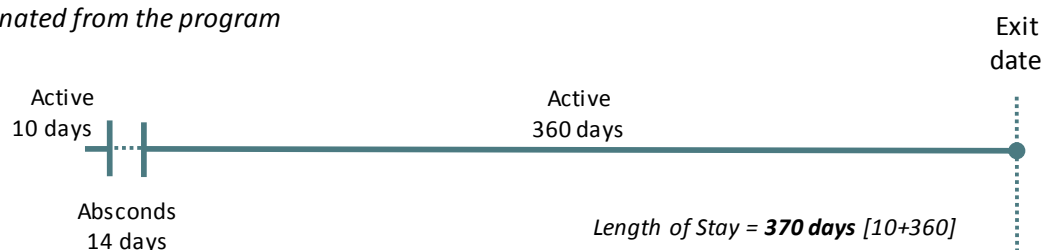
### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Number of Days Inactive during Program

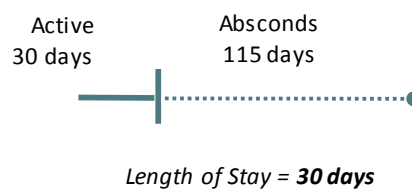
*Figure 1: Calculating length of stay, examples*

### **Participant absconds and is**

#### *a) not terminated from the program*



#### *b) terminated from the program*



**Purpose:** Research indicates that three months of substance abuse treatment may be the minimal threshold for detecting dose-response effects, 6 to 12 months may be the threshold for clinically meaningful reductions in drug use, and that 12 months of drug treatment appears to be the "median point" on the dose-response curve (e.g. approximately 50 percent of clients who complete 12 months or more of drug abuse treatment remain abstinent for an additional year

<sup>4</sup> Defined by the Pennsylvania Board of Probation and Parole as avoiding supervision by not making oneself available for supervision. ([http://www.portal.state.pa.us/portal/server.pt/community/understanding\\_pennsylvania\\_parole/5356/the\\_parole\\_dictionary/504597](http://www.portal.state.pa.us/portal/server.pt/community/understanding_pennsylvania_parole/5356/the_parole_dictionary/504597))

following completion of treatment). Drug court research indicates that longer retention not only indicates success in treatment but also predicts future success in the form of lower post-treatment drug use and re-offending.

*Sources:* Marlowe, DeMatteo, and Festinger, 2003  
Cissner and Rempel, 2005

**USER'S NOTE:**

Length of Stay is a calculation of the number of days active in the program. It can be calculated using the following formula:

$$\text{Length of Stay per Participant} = [(Exit Date - Admission Date) + 1] - \# of Days Inactive$$

The Average Length of Stay can be calculated by using the following formula:

$$\text{Length of Stay} = \frac{\text{Sum of Length of Stay}}{\# of Participants}$$

This calculation represents the average length of stay for the entire cohort. It will be adjusted for participants who graduated and those who have been discharged from the program. Detailed calculations for programming purposes can be found in [A-13](#).

## 8. CASE PROCESSING TIME

**Definition:** The average processing time between important referral and admission events in number of days. The number of days between each event will be tracked for each participant and averaged. Results should be reported by type of program exit.

The indicators are the average processing time between:

- Arrest/Charges filed and Referral
- Referral and Eligibility Determination
- Eligibility Determination and Entry
- Entry and Treatment Initiation<sup>5</sup>
- Treatment Initiation and Date of First Clinical Service<sup>6</sup>
- Arrest/Charges Filed and Date of First Clinical Service<sup>7</sup>

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Placement Offense Date(s)
- Date of Referral for Screening
- Date of Eligibility Determination
- Date of Program Entry
- Date of Treatment Initiation
- Date of First Clinical Service
- Date of Program Exit
- Type of Program Exit

**Purpose:** Research indicates that effectiveness of treatment and long-term adjustment is linked to swiftness of entry to treatment. Programs with shorter processing times experience greater reductions in recidivism. Drug court research suggests that optimal outcomes are achieved when the processing time between arrest and program entry is under 50 days. This measure provides programs with insight into the efficiency of their referral and admission processes.

**Sources:** Carey, Mackin and Finigan, 2012  
Rempel et al., 2003

### USER'S NOTE:

Processing time can be calculated by subtracting the date of the initial event from the date of the subsequent event. This calculation can be applied to all six indicators of processing time.

$$\text{Processing Time Between Offense Date and Referral} = \text{Date of Referral} - \text{Date of Offense}$$

The performance measure is the average processing time for all participants, which can be calculated with the following formula.

$$\text{Average Processing Time Between Offense and Referral} = \frac{\text{Total Processing Time for All Participants}}{\text{Number of Participants}}$$

Detailed calculations for time between all processing events are available in [A-14](#).

<sup>5</sup> Treatment initiation date is the date of intake with VJO or Private providers; exclude participants engaged in treatment prior to program entry.

<sup>6</sup> Clinical services include: treatment session attendance, psychiatric appointment, etc; exclude participants engaged in treatment prior to program entry.

<sup>7</sup> Exclude participants already engaged in treatment at arrest. Also report the number and percentage of those engaged in treatment prior to entry.

## 9. TREATMENT SERVICES

**Definition:** The average units of treatment attended by participants, by treatment type<sup>8</sup> and type of exit (e.g., graduation, termination, or other). The units of service measure examines veterans court activities that address criminogenic needs of veterans court participants.

Types of services include:

- *Substance Abuse Treatment*
- *Mental Health Treatment*
- *Residential Treatment (Substance Abuse and Mental Health)*
- *Ancillary Services*

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Service Attended
- Type of Service
- Residential Treatment Admission Date
- Residential Treatment Discharge Date
- Date of Program Exit
- Type of Program Exit

Service units should be based on actual attendance, not just referrals to service. Each session of outpatient service is considered a unit of service. For inpatient treatment, each day should be considered a unit of service. At the conclusion of the reporting period, the total number of units of service received by each participant who exited during that period will be averaged by category as follows:

<i>Type of Service</i>	<i>Unit of Count</i>
Mental Health Services	Sessions
Substance Abuse Services	Sessions
Residential Mental Health Services	Days
Residential Substance Abuse Services	Days
Ancillary Services	Sessions

**Purpose:** Treatment services must be delivered in sufficient dosage to drug court participants to be effective. Examining the totals by discharge type allows the court to explore differences between those who complete the program and those who do not complete the program, which controls for some differences in length of stay between the groups. In addition to being helpful in determining dosage as a performance measure, tracking units of service is critical because it: allows researchers to determine which services affect clients in a positive way; helps programs to

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<sup>8</sup> Types will be categorized by inpatient and outpatient services and by whether they are substance abuse or mental health services.

identify service gaps; and maintaining this data is a means to conduct cost-benefit analysis in the future.

*Sources:* Heck, 2006  
Sperber, Latessa, and Makarios, 2013

**USER'S NOTE:**

Units of outpatient services can be calculated for mental health treatment, substance abuse treatment, and ancillary services using the following formula.

$$\text{Average \# of Sessions} = \frac{\text{Total \# of Sessions Attended by Participants}}{\text{\# of Participants Receiving that Type of Treatment}}$$

Units of inpatient services can be calculated for residential treatment using the following formula.

$$\text{Average \# of Days in Residential Treatment} = \frac{\text{Sum of \# of Days for all Participants}}{\text{\# of Participants Receiving Residential}}$$

Detailed calculation for all unit of service measures can be found in [A-17](#).

## 10. SANCTIONS AND INCENTIVES

**Definition:** This performance measure has two indicators which can be defined as follows: 1) the average number of sanctions administered to participants and 2) the average number of incentives administered to participants. Both measures should be calculated by program exit type.

**Purpose:** The use of sanctions and incentives is important to increasing effectiveness of treatment and reducing recidivism and cost. Using sanctions and incentives in combination improves outcomes over using either independently. While controlled scientific studies are lacking, there is some evidence indicating that incentives should be used more often than sanctions or that they should at least be used equivalently. This measure can be used to examine both the extent to which the program uses sanctions and incentives and the application of one relative to the other.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Sanction
- Date of Incentive

**Sources:** Gendreau, 1996  
Marlowe, 2012  
Marlowe and Kirby, 1999  
Woodahl et al., 2011

**USER'S NOTE:**

Average number of sanctions during program participation can be calculated using the following formula. The same formula can be used to calculate the average number of incentives during program participation.

$$\text{Average \# of Sanctions} = \frac{\text{Total \# of Sanctions Received by All Participants}}{\text{\# of Participants}}$$

For detailed calculations, please see [A-20](#).

The list of sanctions and incentives used to calculate performance measure is not inclusive of all sanctions and incentives that programs utilize. The performance measure should be calculated on a common set of each for comparison purposes. Programs should, however, collect data on all sanctions and incentives that they utilize for evaluation purposes.



## 11. FREQUENCY OF DRUG AND ALCOHOL TESTING

**Definition:** The average number of drug and alcohol tests administered weekly by probation throughout program participation, by program exit type. Various types of testing should be included, such as on-site urine tests, lab tests, preliminary breath tests, and saliva tests should be included in this measure. Continuous monitoring (e.g., SCRAM®) results and hair tests should not be included in this measure.

**Purpose:** Drug and alcohol testing is a critical element of treatment courts. Research indicates that the most effective and cost efficient drug court programs test participants randomly two times per week. The frequency of drug and alcohol testing measure allows programs to make adjustments to the drug and alcohol testing policy to increase effectiveness in outcome and cost savings.

**Sources:** Carey, Mackin, and Finigan, 2012  
Russell, 2009

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Drug Test
- Date of Alcohol Test
- Date of Program Exit
- Type of Program Exit

### USER'S NOTE:

Frequency of Drug and Alcohol Testing can be calculated by utilizing the following formulas.

$$\text{Frequency of Drug and Alcohol Tests per Participant} = \frac{\text{Sum of Tests for Participants}}{\text{\# of Weeks}}$$

Average Frequency of Drug and Alcohol Tests per Participant across the exit cohort.

$$\text{Frequency of Drug and Alcohol Tests} = \frac{\text{Sum of Frequency of Drug and Alcohol Tests per Participant}}{\text{\# of Participants}}$$

These calculations can be adjusted for each exit type. Detailed calculations can be found in [A-21](#).

## 12. SUPERVISION SERVICES

**Definition:** The average number of monthly supervision contacts (e.g. home contacts, office contacts, phone contacts) made by participant. Contacts for supervision purposes only should be included in this measure. These indicators should be reported by program exit type.

**Purpose:** Supervision is an important design feature of treatment court programs. The intention of supervision is to ensure public safety and hold participants accountable to the program requirements. Research indicates that supervision should be based upon risk and needs assessments to better target participants' criminogenic needs. This measure provides programs with a measure of dosage of supervision provided to participants.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Supervision Contact
- Type of Supervision Contact
- Date of Program Exit
- Type of Program Exit

**Sources:** Bonta et al., 2008

**USER'S NOTE:**

Supervision Services can be calculated using the following steps. First, calculate the number of supervision contacts per month per participant.

$$\frac{\text{\# of Supervision Contacts per Month per Participant}}{\text{\# of Months in Program}} = \frac{\text{Total \# of Contacts made by Participant}}{\text{\# of Months in Program}}$$

Then, average the number of supervision contacts per month per participant over the exit cohort.

$$\text{Supervision Services} = \frac{\text{Sum of \# of Contacts per Month per Participant}}{\text{\# of Participants}}$$

The detailed calculations for supervision contacts by month and exit type can be found in [A-22](#).

### 13. STATUS HEARINGS

**Definition:** The average number of court status hearings attended by participant per month during program participation, by program exit type.

**Purpose:** Interaction with the judge is an essential component of veterans treatment courts. Drug court research indicates that programs which have status hearings at least two times per month during the initial program phases have greater reductions in recidivism. This measure allows programs to monitor the monthly frequency of status hearings during program participation.

*Cohort:*

- Six-month Exit

*Data Required:*

- Date of Program Entry
- Date of Status Hearing
- Date of Program Exit
- Type of Program Exit

**Sources:** Carey, Mackin, and Finigan, 2012

**USER'S NOTE:**

Court Services is calculated for each participant. The following formulas can be used to calculate the average frequency of status hearings for the entire exit cohort and can be adjusted to calculate the frequency of status hearings by exit type. First, calculate the number of status hearings per month per participant.

$$\frac{\text{\# of Status Hearings per Month per Participant}}{\text{\# of Status Hearings per Month per Participant}} = \frac{\text{Total \# of Status Hearings Attended by Participant}}{\text{\# of Months in Program}}$$

Then, average the number of status hearings per month per participant over the exit cohort.

$$\text{Court Services} = \frac{\text{Sum of \# of Status Hearings per Month per Participant}}{\text{\# of Participants}}$$

The detailed calculations for Court Services by exit type can be found in [A-23](#).

# Procedural Justice Measure

## 14. ACCESS & FAIRNESS

**Definition:** Procedural fairness refers to the participant's perceptions of decision-making during program participation. There are four indicators that examine perceptions of the judge, treatment, probation, and the court, generally. The measure is the composite score for all items within each domain (judge, treatment, probation, court and veterans justice outreach specialist) based upon survey responses of active program participants. Scores are calculated for all active participants by number of months enrolled in veterans court. The survey will be administered annually at a single point in time during the year.

**Cohort:**

- Active Participants

**Data Required:**

- Survey Question Scores

**Purpose:** Procedural Fairness has been broadly linked with legal compliance, willingness to accept unfavorable decisions, and legitimacy. The measurement of procedural fairness includes a survey of participants regarding their perceptions of the veterans court judge, probation officer, case manager, and treatment staff. Participants are administered a survey of Likert scale questions one time per year (survey can be administered for a period of two to three weeks during court appearances or probation officer contacts to get maximum participation). The questions included on this survey focus on participants' perceptions of opportunity to be heard, fairness of treatment, respect, and neutrality of decisions. The results indicate the average participants' perception of how program staff treated them during program participation.

**Sources:** Rottman, 2007  
Ostrom and Hanson, 2010  
Tyler, 2006, 2003

### USER'S NOTE:

Participants are asked to answer six (6) questions each about the judge, probation, treatment staff, and the court, generally. The performance measure is the average score in each domain. This can be calculated as follows for each domain:

$$\text{Participant's Perception of Judge} = \text{Score for Question 1} + \text{Score for Question 2} \dots + \text{Score for Question 6}$$

$$\text{Average Perception of Judge} = \frac{\text{Sum of Participants' Perceptions of Judge}}{\text{Total \# of Participants}}$$

This calculation can also be used to examine differences by phase in program. Detailed calculations for participants by phase can be found in [A-24](#).

For more detailed instructions about how to implement and score the survey, please see [Appendix B](#).

# Social Functioning Measures

## 15. RESIDENCY IMPROVEMENT

**Definition:** The number and percentage of participants who were homeless at program entry who were no longer homeless at program exit. This measure should be reported by program exit type.

**Purpose:** The veteran population has an increased risk for homelessness making housing service connections particularly important for veterans treatment courts. Measuring change in housing status provides programs with an important indicator of how well the program meets offenders' needs and can help identify potential gaps in services.

**Sources:** Blodgett et al., 2013  
McGuire, 2007  
Wenzel et al., 2001

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Residential Address Change Date
- Residential Address Change Type
- Residential Address Change in Quality Type
- Date of Program Exit
- Type of Program Exit

**USER'S NOTE:**

Residency Improvement can be calculated using the following formula:

$$\text{Residency Improvement} = \frac{\text{Total \# who were no longer Homeless at Program Exit}}{\text{\# of Participants Homeless at Program Entry}} * 100$$

For detailed calculations, please see [A-26](#).

## 16. EMPLOYMENT IMPROVEMENT

**Definition:** The number and percentage of employable participants who were not employed at entry who were employed at program exit. Categories of employment include: *part-time*, *full-time*, and *volunteer*. Participants who are unable to work due to a disability, full-time students, full-time caregivers, and retirees should be excluded from the count. This measure should be reported by program exit type.

**Purpose:** Employment reduces rates of relapse in substance abuse, as well as recidivism rates of participants. Participants who are employed are engaging in pro-social activities and have a higher income, which makes them less likely to engage in drug use and criminal behavior. Additionally, employment requirements significantly increase the cost-effectiveness of the drug court program. This measure allows programs to examine the extent to which participants employment needs are being met during program participation and can indicate to the program if there is a gap in employment services.

**Sources:** Carey, Mackin, Finigan 2012  
Peters et al., 1999  
McLellan et al., 1994

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Employment Start Date
- Employment End Date
- Employment Type
- Employment Change in Quality Type
- Date of Program Exit
- Type of Program Exit

### USER'S NOTE:

Employment Improvement can be calculated using the following formula:

$$\text{Employment Improvement} = \frac{\text{Total \# who were no longer Unemployed at Exit}}{\text{Total \# of Participants}} * 100$$

Detailed calculations for employment measures can be found in [A-27](#).

## 17. EDUCATIONAL IMPROVEMENT

**Definition:** The number and percentage of participants who earned some credits towards a post-secondary education<sup>9</sup> during program participation, by program exit type.

**Purpose:** Completion of an educational or vocational program increases participant's stability in employment and reduces recidivism rates. Engagement in education increases participant's involvement in pro-social behaviors and reduces likelihood of relapse or participation in criminal behavior.

**Sources:** Belenko, 2006  
Hull et al., 2000

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Education Level at Entry
- Education Level at Exit

**USER'S NOTE:**

Educational Improvement can be calculated using the following formula.

$$\text{Educational Improvement} = \frac{\# \text{ that have Earned Post-Secondary Credits during Participation}}{\# \text{ of Participants}} * 100$$

For detailed calculations, please see [A-28](#).

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<sup>9</sup> Post-secondary education includes trade school or college.

## 18. PARTICIPANT PREPARATION FOR TRANSITION

**Definition:** This measure includes two indicators: 1) the number and percentage of participants who completed an exit survey<sup>10</sup> and 2) number and percentage of participants who did not complete an exit interview,<sup>11</sup> by reason for failure to complete exit survey and exit type.

**Purpose:** Preparation for transition out of the veterans court program is important. Substance abuse treatment research indicates that risk of relapse remains high in the three to six-month period following treatment completion. This measure allows programs to examine the completion of an exit survey which aims at preparing participants for transition by asking questions about support and where to turn for assistance after program exit.

**Sources:** McKay, 2005  
NADCP, 2013

*Cohort:*

- Six-month Exit

*Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Exit Survey Completion Status
- Reason for Failure to Complete Survey

**USER'S NOTE:**

First, the percentage completing an exit survey can be calculated using the following formula:

$$\frac{\% \text{ Completing Exit Survey}}{\text{Exit Survey}} = \frac{\# \text{ that have Completed an Exit Survey}}{\# \text{ of Participants}} * 100$$

Then, the percentage of participants by reason for failure to complete an exit survey can be calculated. The formula below uses the example of the percentage of participants who did not complete an exit survey because they refused to complete the survey.

$$\frac{\% \text{ Refused to Complete Exit Survey}}{\text{Exit Survey}} = \frac{\# \text{ that Refused to Complete Exit Survey}}{\# \text{ of Participants who did not Complete Exit Survey}} * 100$$

For additional and more detailed calculations, please see [A-29](#).

<sup>10</sup> Bulletin in PACJIS with recommended areas to address: housing, medication, mental health, substance abuse, and medical needs.

<sup>11</sup> Reasons include: incarceration, absconded, refused, and death..



## 19. FAMILY CONNECTEDNESS

### A. VISITATION OF CHILDREN

**Definition:** The number and percentage of participants who gained or regained visitation rights for at least one child during the course of their participation, by program exit type. This measure includes only participants with children who they do not have custody of or visitation with, at program entry. It excludes those whose parental rights have been terminated.

### B. CHANGE IN CUSTODY STATUS

**Definition:** The number and percentage of participants who regained custody of at least one child during the course of their participation in veterans court, by exit type. This measure should include only participants with children who do not have custody of their children at program entry. It excludes those whose parental rights have been terminated.

#### *Cohort:*

- Six-month Exit

#### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Visitation Status at Entry
- Visitation Status at Exit
- Custody Status at Entry
- Custody Status at Exit
- Contact with Family at Entry
- Contact with Family at Exit

### C. CONTACT WITH FAMILY

**Definition:** The number and percentage of participants who re-established contact with their primary family during the course of their participation in veterans court, by exit type. This measure includes only participants who do not have contact with primary family at program entry.

**Purpose:** Family dysfunction is an important criminogenic need. Veterans treatment courts work with participants to re-establish and strengthen family ties which reduces likelihood for re-offense. This measure allows programs to monitor change in family relationships from program entry to program exit.

**Sources:** Andrews and Bonta, 2010

#### USER'S NOTE:

##### Visitation with Children

$$\begin{array}{l} \% \text{ with} \\ \text{Visitation} \end{array} = \frac{\# \text{ of Participants who Gained Visitation Rights at Exit}}{\# \text{ of Participants without Visitation Rights at Entry}} * 100$$

##### Change in Custody Status

$$\begin{array}{l} \% \text{ Regaining} \\ \text{Custody} \end{array} = \frac{\# \text{ of Participants who Regained Custody at Exit}}{\# \text{ of Participants without Custody at Entry}} * 100$$

### Contact with Family

$$\% \text{ Re-establishing Contact with Family} = \frac{\# \text{ of Participants Re-connected with Family by Exit}}{\# \text{ of Participants with no Contact with Family at Entry}} * 100$$

For detailed calculations, please see [A-30](#).

## 20. DRIVER'S LICENSE STATUS

### A. DRIVER'S LICENSE IMPROVEMENT

**Definition:** The number and percentage of participants who do not have a driver's license at program entry who did not obtain a driver's license by program exit, by exit type and reason for failure to obtain license. This measure excludes those who are not statutorily eligible to obtain a driver's license.

### B. READINESS TO GAIN DRIVER'S LICENSE

**Definition:** The number and percentage of participants who did not have a license at program entry who were made ready to gain or regain a license by program exit, by exit type.<sup>12</sup> This measure excludes those who are not statutorily eligible to obtain a driver's license and those who maintain a driver's license during participation.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Driver's License Status at Entry
- Driver's License Status at Exit
- Driver's License Readiness at Entry
- Driver's License Readiness at Exit
- Reason for Failure to Obtain

**Purpose:** Obtaining a driver's license is important to maintaining employment or enrollment in school and involvement in other pro-social activities. Having a suspended driver's license has been linked to post-program drug-related incarceration.

**Sources:** Listwan et al., 2003

#### USER'S NOTE:

Driver's License Improvement can be calculated using the following formula.

$$\text{Driver's License Improvement} = \frac{\# \text{ that have Earned Driver's License during Participation}}{\# \text{ without Driver's License at Entry}} * 100$$

Readiness to Gain Driver's License can be calculated using the following formula:

$$\text{Readiness to Gain Driver's License} = \frac{\# \text{ Ready to Gain Driver's License during Program}}{\# \text{ Without Driver's License at Entry}} * 100$$

For detailed calculations, please see [A-32](#).

<sup>12</sup> Readiness is defined as

## Descriptive Measures

### 21. SERVICE MEMBER MENTOR RELATIONS

#### A. MENTOR ASSIGNMENT

**Definition:** The number and percentage of participants assigned a mentor during program participation, by exit type.

#### B. MENTOR CONTACTS

**Definition:** Average number of interactions (e.g. court, face to face, verbal communication, electronic communication) between participant and mentor, by type of contact and exit type.

**Purpose:** A unique feature of many veterans treatment courts is the use of veteran mentors. Since veterans treatment courts are a new innovation, there is not yet research examining the link between program effectiveness and the use of mentors. This measure will describe the use of mentors in veterans treatment courts and will aid in the development of research that examines mentorship in veterans treatment courts.

**Sources:** Russell, 2009

#### *Cohort:*

- Six-month Exit

#### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Assignment to Mentor during Participation
- Date of Mentor Contact
- Type of Mentor Contact

#### USER'S NOTE:

Mentor Assignment can be calculated using the following formula:

$$\text{Mentor Assignment} = \frac{\# \text{ of Participants Assigned a Mentor during Participation}}{\# \text{ of Participants}} * 100$$

Mentor Contacts can be calculated using the following formula:

$$\text{Mentor Contacts} = \frac{\text{Total \# of Contacts between Mentors and Participants}}{\# \text{ of Participants}}$$

For detailed calculations, please see [A-33](#).

## 22. MILITARY BENEFIT RELATED ACTIVITY

### A. MILITARY DISCHARGE UPGRADE REQUESTS

**Definition:** Number and percentage of participants with a military discharge upgrade request filed during program participation. This measure should exclude participants with honorable discharges, by exit type.

### B. MILITARY SERVICE CONNECTION OR DISABILITY UPGRADE REQUESTS

**Definition:** Number and percentage of participants with an application for military service connection or upgrade in disability rating filed during program participation, by exit type.

### C. GI BILL UTILIZATION

**Definition:** Number and percentage of participants that utilized GI Bill benefit during program participation, by exit type.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Military Discharge Upgrade Request during Program Participation
- Application for Service Connection or Disability Upgrade during Participation
- Utilization of GI Bill benefit during Participation

**Purpose:** Military benefit related activity measures describe the programs activities that assist connecting veterans to VA benefits. VA benefits can help connect participants to necessary services.

**Sources:** Blodgett, 2013  
Russell, 2009

**USER'S NOTE:**

Military Discharge Upgrade Requests can be calculated using the following formula:

$$\text{\% with Discharge Upgrade Request} = \frac{\text{\# with Less than Honorable Discharge that Request Upgrade}}{\text{\# of Participants with Less than Honorable Discharge}} * 100$$

Military Service Connection or Disability Upgrade Request can be calculated using the following formula:

$$\text{\% with Service Connection or Disability Upgrade Request} = \frac{\text{\# with Service Connection/Disability Upgrade Request}}{\text{\# of Participants}} * 100$$

GI Bill Utilization can be calculated using the following formula:

$$\% \text{ Utilizing GI Bill Benefits} = \frac{\# \text{ that utilized GI Bill benefits}}{\# \text{ of Participants}} * 100$$

For detailed calculations, please see [A-34](#).

## 23. FINANCIAL OBLIGATIONS COLLECTED

**Definition:** Total amount of financial obligations collected (e.g., fines/costs, restitution, veteran treatment court program fee, other), by exit type.

**Purpose:** Program can use this measure to demonstrate accountability in collecting financial obligations owed by participants.

*Cohort:*

- Six-month Exit

*Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Payment Toward Financial Obligations
- Amount Collected

**USER'S NOTE:**

Financial Obligations Collected can be calculated using the following formula:

$$\text{Financial Obligations Collected} = \text{Sum of Financial Obligations Collected from All Participant}$$

For detailed calculations, please see [A-35](#).

## 24. COMMUNITY SERVICE PERFORMED

**Definition:** Total number of hours of community service performed during program participation, by exit type.

**Purpose:** Programs can use this measure to monetize the value of work performed by participants in VTCs during program participation.

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Date of Community Service
- Community Service Hours Performed

**USER'S NOTE:**

Community Service Performed can be calculated using the following formula.

$$\text{Community Service Performed} = \text{Sum of Community Service Hours Performed by All Participants}$$

For detailed calculations, please see [A-36](#).



## 25. BIRTHS OF DRUG-FREE BABIES

**Definition:** Number of drug-free babies born during program participation, by exit type.

**Purpose:** This measure allows programs to assess impacts on the health and well-being of pregnant participants. The measure can also serve as an estimate of savings for medical costs associated with the birth of drug and/or alcohol addicted/exposed infants.

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Number of Drug-free Babies Born at Program Exit

### USER'S NOTE:

Births of Drug-free Babies can be calculated using the following formula:

$$\text{Births of Drug-free Babies} = \text{Total Number of Drug-free Babies Born during Participation}$$

For detailed calculations, please see [A-37](#).

## 26. MILITARY DISCHARGE STATUS

**Definition:** The number and percentage of participants in each military discharge status at program entry. Discharge statuses include: Honorable, Entry-Level Separation, General (including medical), Other than Honorable, Clemency, Bad Conduct, Dishonorable, and Dismissal. Participants who are on active duty are excluded from this measure, by exit type.

**Purpose:** This measure describes the population served by each veteran treatment court. This measure can offer contextual information to programs when examining the Military Benefit Related Activity Measure. It additionally can provide programs with information useful to managing relationships with treatment providers and the Department of Veterans Affairs.

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Military Discharge Status at Program Entry

### USER'S NOTE:

Military Discharge Status can be calculated using the following formula. The formula below uses Honorable Discharge as an example.

$$\text{Military Discharge Status} = \frac{\text{\# of Participants with Honorable Discharge}}{\text{\# of Participants}} * 100$$

For detailed calculations, please see [A-38](#).

## 27. POST-TRAUMATIC STRESS DISORDER DIAGNOSIS

**Definition:** The number and percentage of participants with a diagnosis of Post-traumatic Stress Disorder (PTSD), by exit type. Diagnosis may occur prior or subsequent to program entry but must occur prior to program exit.

**Purpose:** Veterans are particularly susceptible to PTSD, which has been linked to substance abuse and increased likelihood of legal problems. This measure allows programs to examine the rate of PTSD among program participants and better understand the needs of the population served by the program.

**Sources:** Blodgett et al., 2013  
Russell, 2009

### *Cohort:*

- Six-month Exit

### *Data Required:*

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- PTSD Diagnosis Prior to Entry
- Diagnosis of PTSD during Program Participation

### USER'S NOTE:

PTSD diagnosis can be calculated using the following formula.

$$\frac{PTSD}{Diagnosis} = \frac{\# \text{ that have Diagnosis of PTSD}}{\# \text{ of Participants}} * 100$$

For detailed calculations, please see [A-39](#).

## 28. TRAUMATIC BRAIN INJURY DIAGNOSIS

**Definition:** Number and percentage of participants with a diagnosis of Traumatic Brain Injury (TBI), by exit type. Diagnosis may occur prior or subsequent to program entry but must occur before program exit.

**Purpose:** Rates of traumatic brain injury among military personnel have escalated in recent years due to conflicts in Iraq and Afghanistan. Veterans from these conflicts may experience TBI related symptoms. This measure will help programs to understand TBI related treatment needs for the population served by the program.

**Sources:** Blodgett et al., 2013  
Russell, 2009

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Entry
- Date of Program Exit
- Type of Program Exit
- Diagnosis of TBI prior to Entry
- Diagnosis of TBI during Program Participation

**USER'S NOTE:**

Traumatic Brain Injury can be calculated using the following formula.

$$\text{Traumatic Brain Injury} = \frac{\# \text{ diagnosed with Traumatic Brain Injury}}{\# \text{ of Participants}} * 100$$

For detailed calculations, please see [A-40](#).

## 29. SUICIDE RISK

**Definition:** The number and percentage of participants screened for risk for suicide who screened as high risk at program entry, by exit type.

**Purpose:** Suicide rates among veterans double that of the non-veteran population. This measure will allow programs to describe the needs of the population served and can help programs problem-solve to provide interventions to reduce the risk of suicide for participants.

**Sources:** Blodgett et al., 2013

**Cohort:**

- Six-month Exit

**Data Required:**

- Date of Program Exit
- Date of Suicide Risk Screener
- Results of Suicide Risk Screener

**USER'S NOTE:**

Suicide Risk can be calculated using the following formula.

$$\text{Suicide Risk} = \frac{\# \text{ of Participants that Screen as a High Risk for Suicide}}{\# \text{ of Participants}} * 100$$

For detailed calculations, please see [A-41](#).

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# **Appendix A**

## **Performance Measures Specifications**

## Notes for all Measures:

An admission cohort consists of all individuals admitted to a veterans treatment court between two dates defining a six-month measurement period (e.g., January 1-June 30).

An exit cohort consists of all individual exiting the veterans treatment court between two dates defining a six-month measurement period (e.g., January 1-June 30).

All measures (except for Access and Fairness) will be disaggregated by exit type and number of participants in each exit type should be reported for each measure. Exit types for veterans treatment courts in Pennsylvania include the following:

- Graduation
- Termination
  - New offense
  - Not New Offense
- Voluntary Withdrawal
- Deceased
- Bench Warrant
- Administrative Closure
- Transfer
  - Another Jurisdiction
  - Another Problem Solving Court within Jurisdiction
- Charge Dismissed
- Other

Frequencies should be reported with all percentages.

## Measure 1: Sobriety

Step 1: Identify six-month exit cohort. Calculate the number of participants in six-month exit cohort [EXIT].

Step 1 applies to both sobriety measures.

### A. DETECTED DRUG AND ALCOHOL USE

Tests are recorded by date, it is possible that a participant will have more than one test in a day. To sum the total number of tests, count each unique test.

Step 2: For each participant, sum the number of total drug and alcohol tests in following time periods:

- First three months of participation [TESTSQ1]
- Second three months of participation [TESTSQ2]
- Third three months of participation [TESTSQ3]
- Fourth three months of participation [TESTSQ4]
- Every three month period through the final three months of participation [TESTSQN]

Step 4: For each participant, sum the number of positive drug and alcohol tests in the following time periods:

- First three months of participation [POSTESTQ1]
- Second three months of participation [POSTESTQ2]
- Third three months of participant [POSTESTQ3]
- Fourth three months of participation [POSTESTQ4]
- Every three month period through the final three months of participation [POSTESTQN]

Step 5: For each participant, calculate the percentage of tests which are positive for the timeframes denoted above [PERC\_postestqn]

- **$PERC\_postestqn = (POSTESTQN / TESTSQN) * 100.$**

Step 6: Calculate the average percentage of positive tests for:

- **$AVE\_perc\_postestqn = PERC\_postestqn (\text{participant 1}) + PERC\_postestqn(\text{participant 2}) + \dots PERC\_postestqn(\text{participant n}) / EXIT$**

Step 7: Disaggregate by exit type.

## **B. DETECTED CONTINUOUS MONITORING ALCOHOL USE**

Step 2: Identify the number of participants who were on continuous monitoring during program participation [CMEXIT].

Step 3: For each participant calculate the total number of days on continuous monitoring [CMDAYS].

Step 4: For each participant, sum the number of unique days on which there was a positive result [CMPOSDAYS].

Step 5: For each participant, calculate the percent of days on continuous monitoring with a positive continuous monitoring test result [PERC\_cmposdays].

- **$PERC\_cmposdays = (CMDAYS / CMPOSDAYS) * 100$**

Step 6: Average the percent positive across the participants in the cohort that had continuous monitoring [AVE\_perc\_cmposdays].

- **$AVE\_perc\_cmposdays = [PERC\_cmposdays (participant\ 1) + PERC\_cmposdays (participant\ 2) + PERC\_cmposdays (participant\ 3) \dots + PERC\_cmposdays (participant\ n)] / EXIT$**

Step 7: Disaggregate by exit type.

## **C. PRE-DISCHARGE LENGTH OF SOBRIETY**

Step 2: For each participant identify the date of the participants most recent positive drug test [DPOS DT].

Step 3: For each participant identify program exit date [DISDATE].

Step 4: Calculate the number of clean days prior to exit for each participant [SOBEXIT].

- **$SOBEXIT = (DISDATE - DPOS DT)$**

Step 5: Sum clean days prior to exit for all participants.

Step 6: Average clean days.

- **$AVE\_sobexit = SOBEXIT / EXIT$**

Step 7: Disaggregate by exit type.

## Measure 2: In-Program Recidivism

Note: Count only the first incidence of recidivism for each participant. If a participant is arrested/charged multiple times, count only the arrest/charge closest to program admission. If a participant receives multiple charges from one incident, count the most serious charge. Exclude traffic violations and other infractions. All charges subsequent to the initial recidivism occurrence and lesser charges within that initial recidivism occurrence should be captured in the data but not used in calculations here.

Step 1: Identify six-month exit cohort. Count the number of participants in cohort [EXIT].

Step 2: Identify the number of participants who had charges filed during program participation [INPCHARGE].

Step 3: Calculate the percentage of those with non-traffic criminal charges of any type filed during program participation:

In-program recidivism [INPREC]

- **$INPREC = (INPCHARGE / EXIT) * 100$**

Step 4: Identify the number of participants who had charges filed during program participation by type and level of charge, then divide by the total number of participants receiving charges to calculate the percentage of recidivism events by each category and level of offense:

- Number [INPMPER] and percentage [PERC\_inpmper] of recidivism events that were misdemeanor person charges

$$PERC\_inpmper = (INPMPER / INPCHARGE) * 100$$

- Number [INFPERS] and percentage [PERC\_infpers] of recidivism events that were felony person charges

$$PERC\_infpers = (INFPERS / INPCHARGE) * 100$$

- Number [INMPROP] and percentage [PERC\_inmprop] of recidivism events that were misdemeanor property charges

$$PERC\_inmprop = (INMPROP / INPCHARGE) * 100$$

- Number [INFPROP] and percentage [PERC\_infpprop] of recidivism events that were felony property charges

$$PERC\_infpprop = (INFPROP / INPCHARGE) * 100$$

- Number [INPMDRUG] and percentage [PERC\_inpmdrug] of recidivism events that were misdemeanor drug charges

$$\text{PERC\_inpmdrug} = (\text{INPMDRUG} / \text{INPCHARGE}) * 100$$

- Number [INPFDRUG] and percentage [PERC\_inpfdrug] of recidivism events that were felony drug charges

$$\text{PERC\_inpfdrug} = (\text{INPFDRUG} / \text{INPCHARGE}) * 100$$

- Number [INPMPUBORD] and percentage [PERC\_inmpubord] of recidivism events that were misdemeanor public order charges

$$\text{PERC\_inmpubord} = (\text{INPMPUBORD} / \text{INPCHARGE}) * 100$$

- Number [INFPUBORD] and percentage [PERC\_infpubord] of recidivism events that were felony public order charges

$$\text{PERC\_infpubord} = (\text{INFPUBORD} / \text{INPCHARGE}) * 100$$

- Number [INPMTECH] and percentage [PERC\_inpmtech] of recidivism events that were misdemeanor technical violation charges

$$\text{PERC\_inpmtech} = (\text{INPMTECH} / \text{EXIT}) \text{INPCHARGE} * 100$$

- Number [INPFTECH] and percentage [PERC\_inpftech] of recidivism events that were felony technical violation charges

$$\text{PERC\_inpftech} = (\text{INPFTECH} / \text{INPCHARGE}) * 100$$

- Number [INPMOTHER] and percentage [PERC\_inpmother] of recidivism events that were misdemeanor “other” charges

$$\text{PERC\_inpmother} = (\text{INPMOTHER} / \text{INPCHARGE}) * 100$$

- Number [INPFOTHER] and percentage [PERC\_ginpfother] of recidivism events that were felony “other” charges

$$\text{PERC\_inpfother} = (\text{INPFOTHER} / \text{INPCHARGE}) * 100$$

Step 5: Disaggregate by exit type.

## Measure 3: Post-Program Recidivism

Note: Count only the first incidence of recidivism for each participant. If a participant is arrested/charged multiple times, count only the arrest/charge resulting in conviction closest to program exit. If a participant receives multiple charges from one incident, count the most serious charge. Exclude traffic violations and other infractions. All charges or convictions subsequent to the initial recidivism occurrence and lesser charges within that initial recidivism occurrence should be captured in the data but not used in calculations here.

Step 1: Identify six-month exit cohort. Count the number of participants in cohort [EXIT].

Step 2: Identify the number of those in the cohort who have:

- exited more than 364 days prior to date of report [EXITY1]
- exited more than 729 days prior to the date of report [EXITY2]

Step 3: Identify the number of participants who exited more than 364 days prior to the date of the report who were convicted of any criminal charge in which the offense date took place in the first year (0-365 days) after program participation [Y1REC].

Step 4: Identify the number of participants who exited more than 364 days prior to the date of the report who were convicted of any criminal charge in which the offense date took place in the second year (366-730 days) after program participation [Y2REC].

Step 5: Identify the number of participants who were convicted of new misdemeanor criminal charges in which the offense date took place in the first year (0-365 days) after program participation [Y1MPPC]. Then calculate percentage of those convicted of new misdemeanor criminal charges by dividing the number of participants in cohort who exited more than 364 days prior to date of report:

- **PERC\_y1mppc= (# convicted for new misdemeanors occurring in year one / EXITY1)\*100**

Step 6: Identify the number of participants who were convicted of new misdemeanor criminal charges in which the offense date took place through the second year (366-730 days) after program participation [Y2MPPC]. Then calculate percentage of those convicted of new misdemeanor criminal charges by dividing the number of participants in cohort who exited more than 729 days prior to date of report:

- **PERC\_y2mppc= (# convicted of new misdemeanors occurring in year two / EXITY2)\*100**

Step 7: Identify the number of participants who were convicted of new felony criminal charges in which the offense date took place in the first year (0-365 days) after program participation [Y1FPPC]. Then calculate percentage of those convicted of new felony criminal charges by dividing the number of participants in cohort who exited more than 364 days prior to date of report:

- **PERC\_y1fppc= (# convicted of new felonies in year one / EXITY1)\*100**

Step 8: Identify the number of participants who were convicted of new felony criminal charges in which the offense date (date of new case filing) took place through the second year (366-730) days after program participation [Y2FPPC]. Then calculate percentage of those convicted of new felony criminal charges by dividing the number of participants in cohort who exited more than 729 days prior to date of report:

- **PERC\_y2fppc= (# convicted of new felonies in years one and two / EXITY2)\*100**

Step 9: Disaggregate by exit type.

Step 10: Identify the number of all recidivism events in which a participant was arrested and convicted of offenses that occurred during the first year and second year post-program exit who were convicted of those charges by type of charge and level of charge, then divide by number of recidivism events for each year of recidivism to calculate percentage of participants in each category and level of offense:

Year 1 Post Program Participation:

- Misdemeanor person convictions [PMPERSY1]

$$\text{PERC\_pmpersy1} = (\text{PMPERSY1} / \text{Y1REC}) * 100$$

- Felony person convictions [PFPERSONY1]

$$\text{PERC\_pfpersy1} = (\text{PFPERSONY1} / \text{Y1REC}) * 100$$

- Misdemeanor property convictions [PMPROPY1]

$$\text{PERC\_pmpropy1} = (\text{PMPROPY1} / \text{Y1REC}) * 100$$

- Felony property convictions [PFPPROPY1]

$$\text{PERC\_pfppropy1} = (\text{PFPPROPY1} / \text{Y1REC}) * 100$$

- Misdemeanor drug convictions [PMDRUGY1]

$$\text{PERC\_pmdrugy1} = (\text{PMDRUGY1} / \text{Y1REC}) * 100$$

- Felony drug convictions [PFDRUGY1]

$$\text{PERC\_pfdrugy1} = (\text{PFDRUGY1} / \text{Y1REC}) * 100$$

- Misdemeanor public order convictions [PMPUBORDY1]

$$\text{PERC\_pmpubordy1} = (\text{PMPUBORDY1} / \text{Y1REC}) * 100$$



- Felony public order convictions [PF PUBORDY1]  
**PERC\_pfpubordy1 = (PF PUBORDY1 / Y1REC)\*100**
- Misdemeanor technical violation convictions [PMTECHY1]  
**PERC\_pmtechy1 = (PMTECHY1 / Y1REC)\*100**
- Felony technical violation convictions [PFTECHY1]  
**PERC\_pftechy1 = (PFTECHY1 / Y1REC)\*100**
- Misdemeanor “other” convictions [PMOTHERY1]  
**PERC\_pmothery1 = (PMOTHERY1 / Y1REC)\*100**
- Felony “other” convictions [PFOTHERY1]  
**PERC\_pfothery1 = (PFOTHERY1 / Y1REC)\*100**

Year Two Post Program Participation:

- Misdemeanor person convictions [PMPERSY2]  
**PERC\_pmpersy2 = (PMPERSY2 / Y2REC)\*100**
- Felony person convictions [PF PERSY2]  
**PERC\_pfpersy2 = (PF PERSY2 / Y2REC)\*100**
- Misdemeanor property convictions [PMPROPY2]  
**PERC\_pmpropy2 = (PMPROPY2 / Y2REC)\*100**
- Felony property convictions [PF PROPY2]  
**PERC\_pfpropy2 = (PF PROPY2 / Y2REC)\*100**
- Misdemeanor drug convictions [PMDRUGY2]  
**PERC\_pmdrugy2 = (PMDRUGY2 / Y2REC)\*100**
- Felony drug convictions [PF DRUGY2]  
**PERC\_pfdrugy2 = (PF DRUGY2 / Y2REC)\*100**
- Misdemeanor public order convictions [PMPUBORDY2]

$$\text{PERC\_pmpubordy2} = (\text{PMPUBORDY2} / \text{Y2REC}) * 100$$

- Felony public order convictions [PFPUBORDY2]

$$\text{PERC\_pfpubordy2} = (\text{PFPUBORDY2} / \text{Y2REC}) * 100$$

- Misdemeanor technical violation convictions [PMTECHY2]

$$\text{PERC\_pmtechy2} = (\text{PMTECHY2} / \text{Y2REC}) * 100$$

- Felony technical violation convictions [PFTECHY2]

$$\text{PERC\_pftechy2} = (\text{PFTECHY2} / \text{Y2REC}) * 100$$

- Misdemeanor “other” convictions [PMOTHERY2]

$$\text{PERC\_pmothery2} = (\text{PMOTHERY2} / \text{Y2REC}) * 100$$

- Felony “other” convictions [PFOTHERY2]

$$\text{PERC\_pfothery2} = (\text{PFOTHERY2} / \text{Y2REC}) * 100$$

## Measure 4: Program Retention

Step 1: Identify six-month exit cohort. For cohort, determine the number of participants [EXIT].

Step 2: Identify participants and determine the number of participants in the exit cohort who were discharged by:

- Graduation [GRADEXIT]
- Termination [TERMEXIT]
- Voluntary Withdrawal [VOLWEXIT]
- Deceased [DECEXIT]
- Bench Warrant [BENWAREXIT]
- Are still active [ACTIVE]

Step 3: Calculate the percentage of each cohort in the following categories:

Graduated [PERC\_gradexit]

- **$\text{PERC\_gradexit} = (\text{GRADEXIT} / \text{ADMISSION}) * 100$**

Terminated [PERCENT\_termexit]

- **$\text{PERC\_termexit} = (\text{TERMEXIT} / \text{ADMISSION}) * 100$**

Voluntary Withdrawal [VOLWEXIT]

- **$\text{PERC\_volwexit} = (\text{VOLWEXIT} / \text{ADMISSION}) * 100$**

Deceased [DECEXIT]

- **$\text{PERC\_decexit} = (\text{DECEXIT} / \text{ADMISSION}) * 100$**

Bench Warrant [BENWAREXIT]

- **$\text{PERC\_benwarexit} = (\text{BENWAREXIT} / \text{ADMISSION}) * 100$**

Active [PERC\_active]

- **$\text{PERC\_active} = (\text{ACTIVE} / \text{ADMISSION}) * 100$**

## Measure 5: Attendance at Scheduled Judicial Status Hearings

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: Sum the total number of scheduled judicial status hearings for each participant [SCHSH].

Step 3: Sum the total number of attended judicial status hearings for each participant [ATTSH].

Step 4: Calculate the percentage of scheduled judicial status hearings attended for each participant [PERC\_attsh].

- **$\text{PERC\_attsh} = (\text{ATTSH} / \text{SCHSH}) * 100$**

Step 5: Average the percentage of scheduled judicial status hearings attend across all participants (AVE\_perc\_attsh).

- **$\text{AVE\_perc\_attsh} = [\text{PERC\_attsh}(\text{participant } 1) + \text{PERC\_attsh}(\text{participant } 2) + \text{PERC\_attsh}(\text{participant } 3) \dots + \text{PERC\_attsh}(\text{participant } n)] / \text{EXIT}$**

Step 6: Disaggregate by exit type.

## Measure 6: Attendance at Scheduled Treatment Sessions

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: Sum the total number of scheduled treatment sessions for each participant [SCHTX].

Step 3: Sum the total number of attended treatment sessions for each participant [ATTTX].

Step 4: Calculate the percentage of scheduled treatment sessions attended for each participant [PERC\_atttx].

- **$PERC\_atttx = (ATTTX / SCHTX) * 100$**

Step 5: Average the percentage of scheduled treatment sessions attend across all participants (AVE\_perc\_atttx).

- **$AVE\_perc\_atttx = [PERC\_atttx \text{ (participant 1)} + PERC\_atttx \text{ (participant 2)} + PERC\_atttx \text{ (participant 3)} \dots + PERC\_atttx \text{ (participant } n)] / EXIT$**

Step 6: Disaggregate by exit type.

## Measure 7: Length of Stay

Step 1: Identify six-month admissions cohort: For each admission cohort, determine the number of participants included in the cohort [ADMISSION].

Step 2: For each participant calculate number of days in the program by subtracting the admission date from the exit date then, if applicable, subtract number of days a participant was inactive during program participation [LENGTH].

- **LENGTH= [(exit date - admission date)+1] - number of days inactive**

Step 4: Sum LENGTH across exit cohort.

Step 5: Calculate the average length of stay:

Average Length of Stay [AVE\_length]

- **AVE\_length = TOTAL\_length/EXIT**

Step 6: Disaggregate by exit type.

## Measure 8: Case Processing Time

Step 1: Identify six-month admission cohort. For all processing time calculations, identify the number of participants in admissions cohort [ADMISSION].

Step 1 applies to all of the following indicators.

### AVERAGE NUMBER OF DAYS BETWEEN ARREST AND REFERRAL

Step 2: Calculate the number of days between arrest and referral for each participant.

- **REFERRAL = Referral Date - Arrest Date**

Step 3: Sum REFERRAL for all participants in admissions cohort [TOTAL\_referral].

- **TOTAL\_referral = REFERRAL (participant 1) + REFERRAL (participant 2) + REFERRAL(participant 3)...+ REFERRAL(participant n)**

Step 4: Calculate average days from arrest to referral [AVE\_ofre]

- **AVE\_arre = TOTAL\_referral/ADMISSION**

Step 5: Disaggregate by exit type.

### AVERAGE NUMBER OF DAYS BETWEEN REFERRAL AND ELIGIBILITY DETERMINATION

Step 2: Calculate the number of days between referral and eligibility determination for each participant [ELIGIBLE].

- **ELIGIBLE = Eligibility Date - Referral Date**

Step 3: Sum ELIGIBLE for all participants in admissions cohort [TOTAL\_eligible].

- **TOTAL\_eligible = ELIGIBLE (participant 1) + ELIGIBLE (participant 2) + ELIGIBLE(participant 3)...+ ELIGIBLE(participant n)**

Step 4: Average the number of days between referral and eligibility across the admission cohort [AVE\_eligible]

- **AVE\_eligible = TOTAL\_eligible/ADMISSION**

Step 5: Disaggregate by exit type.

### AVERAGE NUMBER OF DAYS BETWEEN ELIGIBILITY DETERMINATION AND ENTRY

Step 2: Calculate the number of days between eligibility determination and entry date for each participant [ENTRY].

- **ENTRY = Entry Date - Eligibility Date**

Step 3: Sum ENTRY for all participants in admissions cohort [TOTAL\_entry].

- **TOTAL\_entry = ENTRY (participant 1) + ENTRY (participant 2) + ENTRY(participant 3)...+ ENTRY(participant *n*)**

Step 4: Average the number of days between eligibility determination and entry across the admission cohort [AVE\_entry].

- **AVE\_entry = TOTAL\_entry/ADMISSION**

Step 5: Disaggregate by exit type.

### AVERAGE NUMBER OF DAYS BETWEEN ENTRY AND DATE OF TREATMENT INITIATION

Step 2: Calculate the number of days between entry date and treatment initiation date for each participant [TREATMENT].

- **TREATMENT = Date of Treatment Initiation – Entry Date**

Step 3: Sum TREATMENT for all participants in admissions cohort [TOTAL\_treatment].

- **TOTAL\_treatment = TREATMENT (participant 1)+ TREATMENT (participant 2) + TREATMENT (participant 3) ...+ TREATMENT (participant *n*)**

Step 4: Average the number of days between admission and treatment across the admission cohort [AVE\_treatment].

- **AVE\_treatment = TOTAL\_treatment/ADMISSION**

Step 5: Disaggregate by exit type.



### **AVERAGE NUMBER OF DAYS BETWEEN TREATMENT INITIATION AND DATE OF FIRST CLINICAL SERVICE**

Step 2: Calculate the number of days between treatment initiation date and first clinical service for each participant [CLINSERV].

- **CLINSERV= Date of First Clinical Service – Date of Treatment Initiation**

Step 3: Sum CLINSERV for all participants in admissions cohort [TOTAL\_treatment].

- **TOTAL\_clinserv = CLINSERV (participant 1)+ CLINSERV (participant 2) + CLINSERV (participant 3) ...+ CLINSERV (participant *n*)**

Step 4: Average the number of days between entry and treatment across the admission cohort [AVE\_clinserv].

- **AVE\_treatment= TOTAL\_treatment/ADMISSION**

Step 5: Disaggregate by exit type.

### **AVERAGE NUMBER OF DAYS BETWEEN ARREST AND DATE OF FIRST CLINICAL SERVICE**

Step 2: Calculate the number of days between arrest date and date of first clinical service for each participant [ARCLINSERV].

- **ARCLINSERV= Date of First Clinical Service – Date of Arrest**

Step 3: Sum ARCLINSERV for all participants in admissions cohort [TOTAL\_arclinserv].

- **TOTAL\_arclinserv = ARCLINSERV (participant 1)+ ARCLINSERV (participant 2) + ARCLINSERV (participant 3) ...+ ARCLINSERV (participant *n*)**

Step 4: Average the number of days between arrest and first clinical service across the admission cohort [AVE\_arclinserv].

- **AVE\_arclinserv= TOTAL\_arclinserv/ADMISSION**

Step 5: Disaggregate by exit type.

## Measure 9: Treatment Services

Step 1: Identify the number of participants in six-month exit cohort [EXIT].

Steps 1 applies to all indicators

### AVERAGE NUMBER OF MENTAL HEALTH TREATMENT SESSIONS

Step 2: Identify the number of participants in exit cohort who received at least one unit of mental health treatment during program participation [MHEXIT].

Step 3: Sum total number of mental health treatment sessions for each participant who received at least one unit of mental health treatment [MHTREAT]

Step 4: Sum units of mental health treatment across participants [TOTAL\_mhtreat]:

- **TOTAL\_mhtreat = MHTREAT(participant 1)+ MHTREAT (participant 2) + MHTREAT (participant 3) ... + MHTREAT (participant  $n$ )**

Step 5: Calculate the average number of mental health treatment sessions [AVE\_mhtreat] during program participation.

- **AVE\_mhtreat = TOTAL\_mhtreat/MHEXIT**

Step 6: Disaggregate by exit type.

### AVERAGE NUMBER OF SUBSTANCE ABUSE TREATMENT SESSIONS

Step 2: Identify the number of participants in exit cohort who received at least one unit of substance abuse treatment during program participation [SAEXIT].

Step 3: Sum total number of substance abuse treatment sessions for each participant who received at least one unit of substance abuse treatment [SATREAT]

Step 4: Sum units of substance abuse treatment across participants [TOTAL\_satreat]

Step 5: Calculate the average number of substance abuse treatment sessions during program participation [AVE\_satreat]

- **AVE\_satreat = TOTAL\_satreat/SAEXIT**

Step 6: Disaggregate by exit type.

### AVERAGE NUMBER OF DAYS OF RESIDENTIAL MENTAL HEALTH TREATMENT

Step 2: Identify the number of participants in exit cohort who received at least one day of residential mental health treatment during program participation [MHRESIDEXIT]

Step 3: For each participant, calculate the number of days in residential mental health treatment [RESMHTREAT].

If participant has one episode of residential mental health treatment:

- **RESMHTREAT = Date of Residential Mental Health Treatment Discharge - Date of Residential Mental Health Treatment Admission**

If participant has more than one episode of residential mental health treatment:

- **RESMHTREAT = (Date of Residential Mental Health Treatment Discharge 1 - Date of Residential Mental Health Treatment Admission 1) + (Date of Residential Mental Health Treatment Discharge 2 - Date of Residential Mental Health Treatment Admission 2) + (Date of Residential Mental Health Treatment Discharge 3 - Date of Residential Mental Health Treatment Admission 3)...+ (Date of Residential Mental Health Treatment Discharge n - Date of Residential Mental Health Treatment Admission n)**

Step 4: Sum RESMHTREAT across participants [TOTAL\_resmhtreat]

Step 5: Average days in residential mental health treatment across participants [AVE\_resmhtreat]

- **AVE\_resmhtreat = TOTAL\_resmhtreat/MHRESIDEXIT**

Step 6: Disaggregate by exit type.

### **AVERAGE NUMBER OF DAYS OF SUBSTANCE ABUSE RESIDENTIAL TREATMENT**

Step 2: Identify the number of participants in exit cohort who received at least one day of residential substance abuse treatment during program participation [SARESIDEXIT].

Step 3: For each participant calculate the number of days in residential substance abuse treatment [RESSATREAT].

If participant has one episode of residential substance abuse treatment

- **RESSATREAT = Date of Residential Substance Abuse Treatment Discharge - Date of Residential Substance Abuse Treatment**

If participant has more than one episode of residential substance abuse treatment

- **RESSATREAT = (Date of Residential Substance Abuse Treatment Discharge 1 - Date of Residential Substance Abuse Treatment Admission 1) + (Date of Residential Substance Abuse Treatment Discharge 2 - Date of Residential Substance Abuse Treatment Admission 2) + (Date of Residential Substance Abuse Treatment**

**Discharge 3- Date of Residential Substance Abuse Treatment Admission 3)...+ (Date of Residential Substance Abuse Treatment Discharge n - Date of Residential Substance Abuse Treatment Admission n)**

Step 4: Sum RESSATREAT across participants [TOTAL\_ressatreat].

Step 5: Average days in residential substance abuse treatment across participants [AVE\_ressatreat]

- **AVE\_ressatreat = TOTAL\_ressatreat/SARESIDEXIT**

Step 6: Disaggregate by exit type.

### **AVERAGE NUMBER OF ANCILLARY SERVICE SESSIONS**

Step 2: Identify the number of participants in exit cohort who received at least one unit of ancillary services during program participation [ANSEREXIT].

Step 3: Sum total number of ancillary service sessions for each participant who received at least one unit of ancillary services [ANSER].

Step 4: Sum units of ancillary services across participants:

- **TOTAL\_ansertreat = ANSER (participant 1)+ ANSER (participant 2) + ANSER (participant 3) ... + ANSER (participant n)**

Step 5: Calculate the average number of ancillary service sessions [AVE\_anser] during program participation.

- **AVE\_anser = TOTAL\_anser/ANSEREXIT**

Step 6: Disaggregate by exit type.

## Measure 10: Sanctions and Incentives

Step 1: Identify six-month exit cohort. For sanctions and incentives calculations, identify the number of participants in cohort [EXIT].

Step 1 applies to all calculations

### AVERAGE SANCTIONS

Step 2: Sum the total number of sanctions received by each participant during program participation [SANCTION].

Step 3: Sum the number of sanctions received by all participants in during program participation [TOTAL\_sanction].

Step 4: Calculate the average number of sanctions per participant during program participation [AVE\_sanction].

- **$AVE\_sanction = TOTAL\_sanction / EXIT$**

Step 5: Disaggregate by exit type.

### AVERAGE INCENTIVES

Step 2: Sum the total number of incentives received by each participant during program participation [INCENTIVE].

Step 3: Sum the number of incentives received by all participants during program participation [TOTAL\_incentive].

Step 4: Calculate the average number of incentives per participant during program participation [AVE\_incentive].

- **$AVE\_incentive = TOTAL\_incentive / EXIT$**

Step 5: Disaggregate by exit type.

## Measure 11: Frequency of Drug and Alcohol Testing

Step 1: Identify six-month exit cohort. Determine number of participants in exit cohort [EXIT].

Step 2: For each participant, determine number of drug and alcohol tests conducted during program participation [DATESTS].

Step 3: Identify the number of weeks of participation for each participant [WEEKS].

Step 4: For each participant, determine the average number of weekly drug and alcohol tests conducted [WKDATEST].

- **$WKDATEST = DATESTS / WEEKS$**

Step 5: Sum WKDATEST across participants in exit cohort [TOTAL\_wkdatest].

Step 6: Calculate the average drug and alcohol tests conducted by participants in cohort [AVE\_wkdatest].

- **$AVE\_wkdatest = TOTAL\_wkdatest / EXIT$**

Step 7: Disaggregate by exit type.

## Measure 12: Supervision Services

Step 1: Identify six-month exit cohort. Determine number of participants in exit cohort [EXIT].

Step 2: For each participant, determine number of supervision contacts made during program participation [SCON]

Step 3: For each participant, determine the number of months of participation [MONTH].

Step 4: For each participant determine the average number of monthly status hearings [MOSCON].

- **$MOSCON = SCON/MONTH$**

Step 5: Sum MOSCON across participants in exit cohort [TOTAL\_moscon].

Step 6: Calculate the average monthly supervision contacts made by participants in cohort [AVE\_moscon].

- **$AVE\_moscon = TOTAL\_moscon/EXIT$**

Step 7: Disaggregate by exit type.

## Measure 13: Status Hearings

Step 1: Identify six-month exit cohort. Determine number of participants in exit cohort [EXIT].

Step 2: For each participant, determine number of status hearings attended during program participation [STHEAR].

Step 3: For each participant, determine the number of months of participation in the program [MONTH]

Step 4: For each participant determine the average number of monthly status hearings [MOSTHEAR].

- **$MOSTHEAR = STHEAR / MONTH$**

Step 5: Sum MOSTHEAR across participants in exit cohort [TOTAL\_mosthear].

Step 6: Calculate the average monthly status hearings attended by participants in cohort [AVE\_mosthear].

- **$AVE\_mosthear = TOTAL\_mosthear / EXIT$**

Step 7: Disaggregate by exit type.



## Measure 14: Access and Fairness

Step 1: Identify number of participants who completed the procedural fairness survey during last survey deployment [ACTIVE].

Step 2: Sum the responses for each participants for:

The judge [PERCEPJUDGE]

- **PERCEPJUDGE = judge response question 1 + judge response question 2 + .....judge response question 6**

Probation [PERCEPPROB]

- **PERCEPPROB = probation response question 1 + probation response question 2 + ... probation response question 6**

Treatment staff [PERCEPTREAT]

- **PERCEPTREAT = treatment response question 1 + treatment response question 2 + ... treatment response question 6**

Court in general [PERCEPCOURT]

- **PERCEPCOURT = court response question 1 + court response question 2 + ... court response question 6**

Step 3: Average the responses for each participants for:

The judge [AVE\_percepjudge]

- **AVE\_percepjudge = PERCEPJUDGE/6**

Probation [AVE\_percepprob]

- **AVE\_percepprob = PERCEPPROB/6**

Treatment staff [AVE\_perceptreat]

- **AVE\_perceptreat = PERCEPTREAT/6**

Court in general [AVE\_perceptcourt]

- **AVE\_perceptcourt = PERCEPCOURT/6**

Step 4: Sum the average responses for all participants for:

- The judge [TOTAL\_percepjudge]

- Probation [TOTAL\_percepprob]
- Treatment staff [TOTAL\_perceptreat]
- Court in general [TOTAL\_perceptcourt]

Step 5: Average the responses for all participants for:

The judge [PFJUDGE]

- **PFJUDGE = TOTAL\_percepjudge/ACTIVE**

Probation [PFPROB]

- **PFPROB = TOTAL\_percepprob/ ACTIVE**

Treatment staff [PFTREAT]

- **PFTREAT = TOTAL\_perceptreat/ACTIVE**

Court in general [PFCOURT]

- **PFCOURT = TOTAL\_perceptcourt/ACTIVE**

## Measure 15: Residency Improvement

Step 1: Identify number of participants in six-month exit cohort [EXIT].

Step 2: Identify the number of participants who were homeless at program entry [HLENTY].

Step 3: Of those who were homeless at program entry, identify the number who were no longer homeless at program exit [NOTHLEXIT].

Step 4: Calculate the percentage of those who were homeless at program entry who were no longer homeless at program exit [PERC\_nothlexit].

- **$\text{PERC\_nothlexit} = (\text{NOTHLEXIT} / \text{HLENTY}) * 100$**

Step 5: Disaggregate by exit type.

## Measure 16: Employment Improvement

Step 1: Identify the number of participants in six-month exit cohort [EXIT].

*Exclude participants who are unable to work due to a disability, full-time students, full-time caregivers, and retirees from this measure.*

Step 2: Identify the number of participants in cohort who are unemployed at program entry [UNEMPENTRY].

Step 3: Identify the number of participants in cohort who were unemployed at program entry who were employed part-time, full-time, or as a volunteer at program exit [EMPEXIT].

Step 4: Calculate the percentage of participants who were unemployed at program entry who were employed by program exit [PERC\_empexit].

- **$\text{PERC\_empexit} = (\text{EMPEXIT} / \text{UNEMPENTRY}) * 100$**

Step 5: Disaggregate by exit type.

## Measure 17: Educational Improvement

Step 1: Identify six-month exit cohort. [EXIT]

Step 2: Within the exit cohort, identify the number of participants who earned post-secondary credits during program participation [POSTSECCREDIT].

Step 3: Calculate the percentage of participants who earned some post-secondary credit during program participation [PERC\_postseccredit]

- **$\text{PERC\_postseccredit} = (\text{POSTSECCREDIT} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

## Measure 18: Participant Preparation for Transition

Step 1: Identify number of participants in six month exit cohort [EXIT].

Step 1 applies to all calculations.

### PERCENTAGE OF PARTICIPANTS WHO COMPLETED EXIT SURVEY

Step 2: Identify the number of participants who completed an exit survey [EXSURV]

Step 3: Calculate the percentage of participants who completed an exit survey [PERC\_exsurv].

- **$\text{PERC\_exsurv} = (\text{EXSURV} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

### PERCENTAGE OF PARTICIPANTS WHO DID NOT COMPLETE EXIT SURVEY

Step 2: Identify the number of participants who did not complete an exit survey [NOEXSURV].

Step 3: Calculate the percentage of participants who did not complete an exit survey [PERC\_noexsurv].

- **$\text{PERC\_noexsurv} = (\text{NOEXSURV} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

Step 5: Disaggregate by reason for non-completion of exit survey. Reasons include incarceration, absconded, refused, and death.

## Measure 19: Family Connectedness

Step 1: Identify number of participants in six-month exit cohort [EXIT].

Step 1 applies to all calculations

### VISITATION OF CHILDREN

Step 2: Identify the number of participants who had at least one child, did not have custody of at least one child, and did not have visitation rights with at least one child at program entry [NOVISIT].

Step 3: Identify the number of participants of those who gain or regain visitation with their child by program exit [GAINVISIT].

Step 4: Calculate the percentage of those who did not have custody or visitation who regained or gained visitation with at least one child during program participation [PERC\_gainvisit].

- **$\text{PERC\_gainvisit} = (\text{GAINVISIT} / \text{NOVISIT}) * 100$**

Step 5: Disaggregate by exit type.

### CHANGE IN CUSTODY STATUS

Step 2: Identify the number of participants who had at least one child and do not have custody of that child at program entry [NOCUST].

Step 3: Identify the number of participants who had at least one child and did not have custody at program entry who regained custody of that child by program exit [GAINCUST].

Step 4: Calculate the percentage of those who did not have custody who gained or regained custody during program participation [PERC\_gaincust].

- **$\text{PERC\_gaincust} = (\text{GAINCUST} / \text{NOCUST}) * 100$**

Step 5: Disaggregate by exit type.

### CONTACT WITH FAMILY

Step 2: Identify the number of participants who did not have contact with primary family at program entry [NOFAM].

Step 3: Identify the number of participants who did not have contact with primary family at program entry who did have contact with primary family at program exit [GAINFAM].

Step 4: Calculate the percentage of those who did not have contact with primary family at program entry who reconnected with primary family during program participation [PERC\_gainfam].

- **PERC\_gainfam = (GAINFAM / NOFAM)\*100**

Step 5: Disaggregate by exit type.



## Measure 20: Driver's License Status

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 1 applies to all calculations.

### DRIVER'S LICENSE IMPROVEMENT

Step 2: Identify the number of participants who did not have a driver's license at program entry who become eligible for a driver's license before program exit [NODRIVE].

Step 3: Identify the number of participants who did not have a driver's license at program admission, became eligible for a driver's license during program participation, AND obtained a driver's license by program exit [DRIVE].

Step 4: Calculate the percentage of participants who did not have a driver's license at program entry, who are eligible to obtain a driver's license prior to program exit, and obtained driver's license prior to program exit [PERC\_drive].

- **PERC\_drive = (DRIVE / NODRIVE)\*100**

Step 5: Disaggregate by exit type.

### READINESS TO GAIN DRIVER'S LICENSE

Step 2: Identify the number of participants who did not have a driver's license and were not ready to gain a license at program entry [NOLICENSE].

Step 3: Identify the number of participants who were not licensed and not ready to gain a license at program entry who were ready to gain or regain a license at program exit [READY].

Step 4: Calculate the percentage of participants who did not have a license and were not ready to gain a license at program entry who became ready to gain or regain a license at program exit [PERC\_ready].

- **PERC\_ready = (READY / NOLICENSE)\*100**

Step 5: Disaggregate by exit type.

## Descriptive Measures

### Measure 21: Service Member Mentor Relations

Step 1: Identify the number of participants in six-month exit cohort [EXIT].

Step 1 applies to all calculations.

#### MENTOR ASSIGNMENT

Step 2: Identify the number of participants who were assigned a mentor during program participation [MENTOR].

Step 3: Calculate the percentage of participants who were assigned a mentor during program participation [PERC\_mentor].

- **$\text{PERC\_mentor} = (\text{MENTOR} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

#### MENTOR CONTACTS

Step 2: Identify the number of participants who were assigned a mentor during program participation [MENTOR].

Step 3: Sum the number of contacts between participant and mentor for each participant assigned a mentor [MENTCON].

Step 4: Sum the total number of mentor contacts for all participants who were assigned a mentor [TOTAL\_mentcon].

Step 5: Average the number of mentor contacts across all participants who were assigned a mentor [AVE\_total\_mentcon].

- **$\text{AVE\_total\_mentcon} = \text{TOTAL\_mentcon} / \text{MENTOR}$**

Step 6: Disaggregate by exit type.

## Measure 22: Military Benefit Related Activity

Step 1: Identify the number of participants in the six-month exit cohort [EXIT].

Step 1 applies to all calculations

### MILITARY DISCHARGE UPGRADE REQUESTS

Step 2: Identify the number of participants whose military discharge status was anything other than “honorable” [NOTHONDISCH].

Step 3: Identify the number of participants who had discharge that was in any category other than “honorable” military discharge who filed a military discharge upgrade request during program participation [DISUPGRREQ].

Step 4: Calculate the percentage of participants who had a discharge type that was anything other than a “honorable” military discharge who filed a military discharge upgrade request during program participation [PERC\_disupgrreq].

- **$\text{PERC\_disupgrreq} = (\text{DISUPGRREQ} / \text{NOTHONDIS}) * 100$**

Step 5: Disaggregate by exit type.

### MILITARY SERVICE CONNECTION OR DISABILITY UPGRADE REQUESTS

Step 2: Identify the number of participants who had an application for military service connection or request for upgrade in disability rating filed during program participation [SERVUPREQ].

Step 3: Calculate the percentage of total participants who had an application for military service connection or request for upgrade in disability rating filed during program participation [PERC\_servupreq].

- **$\text{PERC\_servupreq} = (\text{SERVUPREQ} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

### GI BILL UTILIZATION

Step 2: Identify the number of participants that utilized GI Bill benefits during program participation [GIBILL].

Step 3: Calculate the percentage of participants that utilized GI Bill benefits during program participation [PERC\_gibill].

- **$\text{PERC\_gibill} = (\text{GIBILL} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

## Measure 23: Financial Obligations Collected

Step 1: Identify the number of participants in the six-month exit cohort [EXIT].

Step 2: For each participant sum the total amount of fines/costs, restitution, program fees and other financial obligations collected during program participation [FINANCE].

Step 3: Sum all financial obligations collected for all participants [TOTAL\_finance]

Step 4: Disaggregate by exit type.

## Measure 24: Community Service Performed

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: For each participant, sum the number of community service hours performed [COMSERV].

Step 3: Total community service hours for all participants [TOTAL\_comserv].

## Measure 25: Births of Drug Free Babies

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: Identify the number of babies born to female participants in program [BABY].

Step 3: Identify the number of female participants who gave birth to a baby that was drug free during program participation. [DFBABY].

Step 4: Disaggregate by exit type.

## Measure 26: Military Discharge Status

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: Identify the number of participants who have been discharged from the military [DISCHARGED].

Step 3: Identify the number of participants who have been discharged from the military in each category of Military Discharge (Honorable, Entry-Level Separation, General *including medical, Other than Honorable, Clemency, Bad Conduct, Dishonorable, and Dismissal*. For example, identify number of honorable discharges [HONDIS].

Step 4: Calculate the percentage of all discharged participants in each category of discharge. For example, calculate the percentage of discharged participants with honorable discharge [PERC\_hondis].

- **$\text{PERC\_hondis} = (\text{HONDIS} / \text{DISCHARGED}) * 100$**

Step 5: Disaggregate by exit type.

## Measure 27: Post-Traumatic Stress Disorder Diagnosis

Step 1: Identify the number of participants in six-month exit cohort [EXIT].

Step 2: Identify the number of participants who have diagnosis of Post-Traumatic Stress Syndrome (PTSD) at entry, during program, or at program exit [PTSD].

Step 3: Calculate the percentage of participants who have diagnosis of PTSD [PERC\_ptsd].

- **$\text{PERC\_ptsd} = (\text{PTSD} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.



## Measure 28: Traumatic Brain Injury Diagnosis

Step 1: Identify the number of participants in six-month exit cohort [EXIT].

Step 2: Identify the number of participants who have diagnosis of Traumatic Brain Injury (TBI) at entry, during program, or at program exit [TBI].

Step 3: Calculate the percentage of participants who have diagnosis of TBI [PERC\_tbi].

- **$\text{PERC\_tbi} = (\text{TBI} / \text{EXIT}) * 100$**

Step 4: Disaggregate by exit type.

## Measure 29: Suicide Risk

Step 1: Identify the number of participants in a six-month exit cohort [EXIT].

Step 2: Identify the number of participants screened for suicide risk at program entry [RISKSUICIDE].

Step 3: Identify the number of participants of those screened who are at a high risk for suicide [HRSUICIDE].

Step 4: Calculate the percentage of participants who are at a high risk for suicide [PERC\_hrsuicide].

- **$\text{PERC\_hrs suicide} = (\text{HRSUICIDE} / \text{RISKSUICIDE}) * 100$**

Step 5: Disaggregate by exit type.

## **Appendix B**

### **Procedural Fairness Survey**

## Scoring

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Scores on the Participant Experiences Survey should be added within sections to create four separate scores per participant. Response scoring is as follows:

- “Strongly Agree” = +3
- “Agree” = +2
- “Somewhat Agree” = +1
- “Neither Disagree nor Agree” = 0
- “Somewhat Disagree” = -1
- “Disagree” = -2
- “Strongly Disagree” = -3
- “Not Applicable” = 0

Score ranges are as follows:

- **Section 1** – Experiences with the Judge (*max* = 21; *min* = -21)
  - *High* = 14
  - *Low* = -14
- **Section 2** – Experiences with Probation (*max* = 27; *min* = -27)
  - *High* = 18
  - *Low* = -18
- **Section 3** – Experiences with Treatment Staff (*max* = 12; *min* = -12)
  - *High* = 8
  - *Low* = -8
- **Section 4** – Experiences with the Court (*max* = 15; *min* = -15)
  - *High* = 10
  - *Low* = -10

Data entry should be as follows:

- “Strongly Agree” = 3
- “Agree” = 2
- “Somewhat Agree” = 1
- “Neither Agree nor Disagree” = 0
- “Somewhat Disagree” = -1
- “Disagree” = -2
- “Strongly Disagree” = -3
- “Not Applicable” = **-99**

## Participant Experiences Survey<sup>1</sup>

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Thank you for your willingness to complete this survey. We are interested in learning more about your personal experiences with the court staff and treatment to date. In each section, please consider all of your interactions with the indicated person or persons and indicate how much you agree or disagree with each statement listed in the left hand column.

- For each statement, please select the response option that **best represents your opinion** by placing an **X** in the corresponding box.
- If you have **no direct, personal experience** from which to form an opinion, please mark **“Not Applicable.”**
- If you **have direct, personal experience but are still unsure about how to respond**, please mark **“Neither Disagree nor Agree.”**

We recognize that there will be things that courts will do better and some that will need improvement.

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<sup>1</sup>Measure items were developed by the National Center for State Courts or taken and amended from the following sources:

- Henderson, H., Wells, W., Maguire, E. R., & Gray, J. (2010). Evaluating the measurement properties of procedural justice in a correctional setting. *Criminal Justice and Behavior*, 37, 384-399.
- Skeem, J. L., Eno Louden, J., & Polaschek, D. (2007). Assessing relationship quality in mandated community treatment: Blending care with control. *Psychological Assessment*, 19, 397-410.
- Tomkins, A. J., Bornstein, B. H., Herian, M. N., & PytlikZillig, L. M. (2011-2014). Testing a three-stage model of institutional confidence across branches of government. Ongoing research project funded by National Science Foundation (SES-1061635).

## YOUR RESPONSES WILL BE KEPT COMPLETELY CONFIDENTIAL

We are not collecting any identifying information in this survey so it will not be possible for anyone to connect you to your responses.

<b><u>Section 1: Your Experiences with the Judge</u></b>  In this section, please consider all of your interactions with the primary judge with whom you have had contact throughout your dealings with the court.	Strongly Agree (7)	Agree (6)	Somewhat Agree (5)	Neither Agree nor Disagree (4)	Somewhat Disagree (3)	Disagree (2)	Strongly Disagree (1)	Not Applicable (-98)
1. The judge applies rules consistently to everyone.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The judge makes me feel that I can say how I really feel about things.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The judge gives me a chance to tell my side of the story.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The judge treats me politely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The judge is knowledgeable about my case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The judge makes decisions about how to handle my case in a fair way.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>Section 2: Your Experiences with Probation</u></b>  In this section, please consider all of your interactions with your primary probation officer.	Strongly Agree (7)	Agree (6)	Somewhat Agree (5)	Neither Agree nor Disagree (4)	Somewhat Disagree (3)	Disagree (2)	Strongly Disagree (1)	Not Applicable (-98)
7. My probation officer interacts with me in a professional manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. My probation officer truly wants to help me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. My probation officer gives me enough of a chance to say what I want to say.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. My probation officer handles my case in a fair way.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. My probation officer treats all of his or her clients equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. My probation officer makes me feel able to be open and honest with him or her.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>Section 3: Your Experiences with Treatment Staff</u></b>  In this section, please consider all of your interactions with treatment staff. Note that this may be a public or private community provider or VA provider.	Strongly Agree (7)	Agree (6)	Somewhat Agree (5)	Neither Agree nor Disagree (4)	Somewhat Disagree (3)	Disagree (2)	Strongly Disagree (1)	Not Applicable (-98)
13. The treatment staff gives me a chance to tell my side of the story.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Treatment staff is genuinely interested in helping me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. The treatment staff interacts with me in a professional manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. The treatment staff treats all clients equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

17. Treatment staff makes me feel safe enough to be open and honest with them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Treatment handles my case in a fair way.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>Section 4: Your Experiences with the Court in General</u></b>  In this section, please consider all of your interactions with the staff of the court that have not been specifically mentioned above.	Strongly Agree (7)	Agree (6)	Somewhat Agree (5)	Neither Agree nor Disagree (4)	Somewhat Disagree (3)	Disagree (2)	Strongly Disagree (1)	Not Applicable (-98)
19. They treat all people and groups equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. They are fair in their dealings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. They care about me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. They treat me with courtesy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. They listen to me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. They are trustworthy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



<p><b><u>Section 5: Your Experiences with the Veterans Justice Outreach Specialist (VJO)</u></b></p> <p>In this section, please consider all of your interactions with your VJO.</p>	Strongly Agree (7)	Agree (6)	Somewhat Agree (5)	Neither Agree nor Disagree (4)	Somewhat Disagree (3)	Disagree (2)	Strongly Disagree (1)	Not Applicable (-98)
25. My VJO interacts with me in a professional manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. My VJO truly wants to help me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. My VJO gives me enough of a chance to say what I want to say.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. My VJO handles my case in a fair way.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. My VJO treats all of his or her clients equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. My VJO makes me feel able to be open and honest with him or her.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **Appendix C**

### **Peer Reviewer Feedback**

The National Center for State Courts (NCSC) recently partnered with the Administrative Office of Pennsylvania Courts (AOPC) to develop a set of performance measures, specifically designed for Veterans Treatment Courts (VTCs). In August of 2014, a survey was disseminated to a small group of state problem-solving coordinators (from Alaska, Arizona, California, Florida, Illinois, and Ohio) who expressed interest in reviewing the performance measures. Their charge was to examine the performance measures according to three criteria: whether the measure merits *inclusion* in a comprehensive, yet manageable state-wide performance measurement system for Veterans Treatment Courts, *usefulness*, and *feasibility* (see below for more complete definitions). The intention of the review was to provide a preliminary assessment of the potential of the measures identified in Pennsylvania to be used by VTCs nationally on the basis of their relevance and generalizability to other states. Seven stakeholders responded to the survey.

Respondents to the survey were asked to evaluate the performance and descriptive measures according to three criteria:

**Include:** (Yes or No?)

*Performance Measures:* Should this measure be included in a limited set of vital performance measures for Veterans Court?

*Descriptive measures:* Should this measure be included in a limited set of descriptive measures that measure the work of Veterans Courts in your state?

**Useful:** (1 to 4; not very to very)

*Performance Measures:* Will this measure inform management and policy decisions aimed at improving outcomes?

*Descriptive Measures:* Does this measure provide information that is important in informing program policy and procedures?

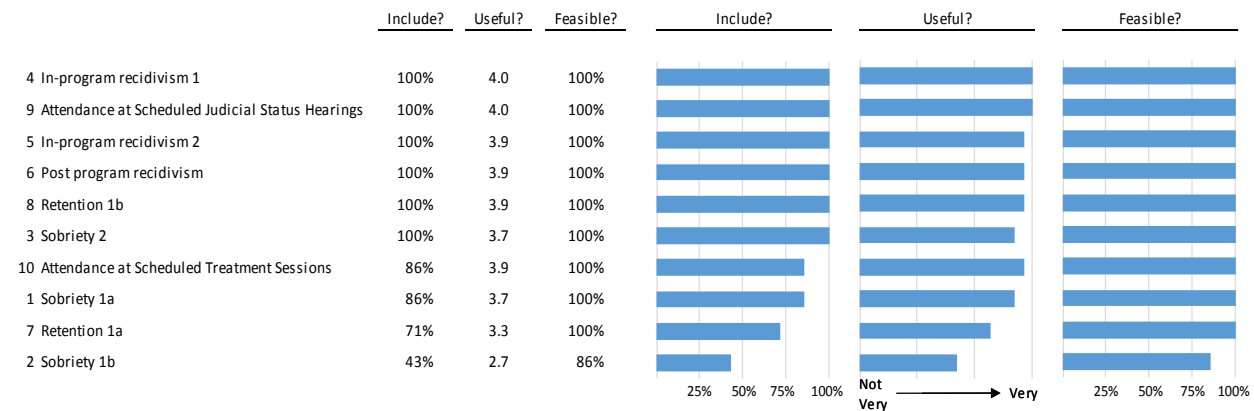
**Feasible:** (Yes or No?)

*Performance and Descriptive Measures:* Are a majority of courts/programs in your state able to assemble valid and reliable data for this measure?

The survey results are organized into four sections in this document. The first section presents results for the accountability, process, procedural justice, and social functioning *performance measures*. The second section presents results for the programmatic and participant *descriptive measures*. The third section provides a compilation of responses to two open ended questions: (1) Please list any additional measures that should be added and describe how the proposed measure(s) can be used to inform project management, and (2) please discuss the challenges associated with implementing 2 or 3 of the measures that you indicated are useful, but not feasible. The final section includes a glossary with complete definitions of the performance and descriptive measures. An example of the accountability performance measure results is shown below for explanatory purposes.

## An example: Accountability performance measures

Accountability Measures



In this example, the ten accountability performance measures have been sorted based on the percent of respondents who indicated that the measure should be included. For example, 100% of respondents (7 out of 7 respondents) indicated that In-program recidivism 1 (Percentage of participants arrested and charged during program participation, by offense level (misdemeanor or felony), by exit type) should be included in a limited set of vital performance measures for Veterans Court, whereas only 43% (3 out of 7) respondents indicated that sobriety 1b (Percentage of days with a positive result for alcohol out of total days of continuous monitoring for alcohol consumption, by exit type) should be included. Additionally, the average response score to the *usefulness* question for In-program recidivism 1 was 4.0, indicating that all 7 respondents rated this measure as very useful. Finally, all 7 respondents indicated that In-program recidivism 1 was a *feasible* measure, indicating that valid and reliable data for could be assembled for this measure. Both raw scores and bar charts have been provided for each item to ease interpretability.

The results to the survey are presented with a cautionary note. The small number of respondents (n=7) makes the impact of any negative response seem amplified. For example, if two respondents indicated that they did *not* think a measure should be included, the percentage of those finding it useful is 71%. For reference, the number of positive respondents and associated percentages is provided below.

## Percent Scores:

Number of respondents	Percent
7	100%
6	86%
5	71%
4	57%
3	43%
2	29%
1	14%

## Summary of Results:

The survey revealed a small number of performance and descriptive measures where 3 or more respondents indicated that the measure should not be included. The results for *inclusion* correlate strongly with the results for *usefulness*. The relevancy, saliency, and feasibility of these measures should be the subject of further conversation. A brief summary of the results is provided below.

### Items where three or more respondents indicated not useful.

#### *Accountability performance measures:*

- Sobriety 1b

#### *Process performance measures:*

- Incentives

#### *Procedural justice performance measures:*

- Access and Fairness

#### *Social functioning performance measures:*

- Change in Custody Status
- Driver's License Status #1
- Participant Preparation for Transition

#### *Programmatic descriptive measures:*

- GI Bill Utilization
- Financial Obligations Collected

#### *Process descriptive measures:*

- None

### Items where three or more respondents indicated not feasible.

#### *Accountability performance measures:*

- None

#### *Process performance measures:*

- None

*Procedural justice performance measures:*

- None

*Social functioning performance measures:*

- None

*Programmatic descriptive measures:*

- GI Bill Utilization
- Financial Obligations Collected

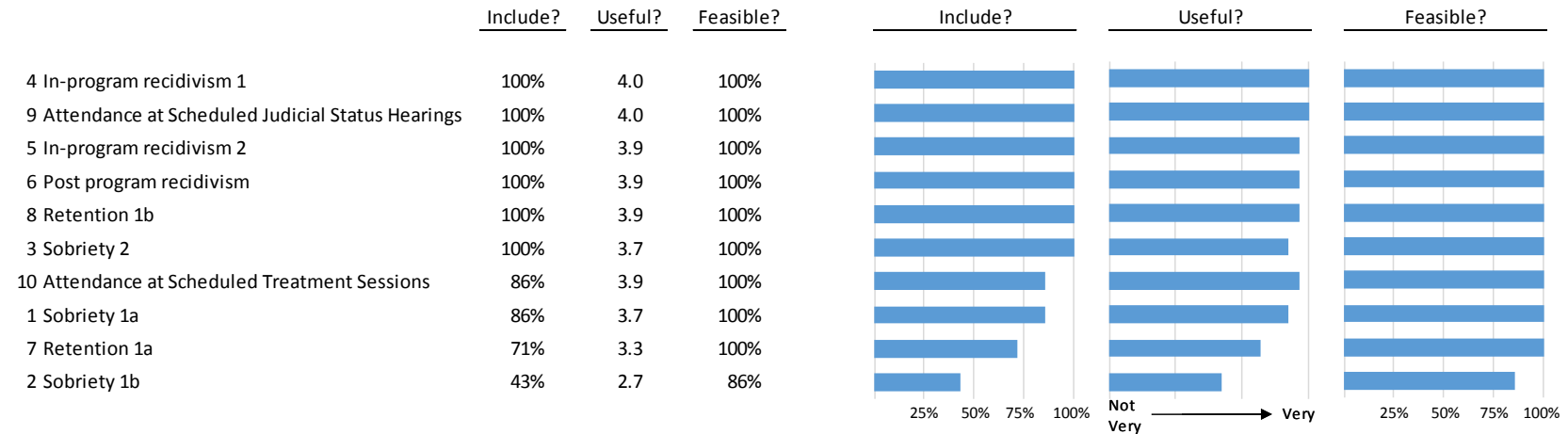
*Process descriptive measures:*

- None

The items in the following tables were sorted and displayed on “include”.

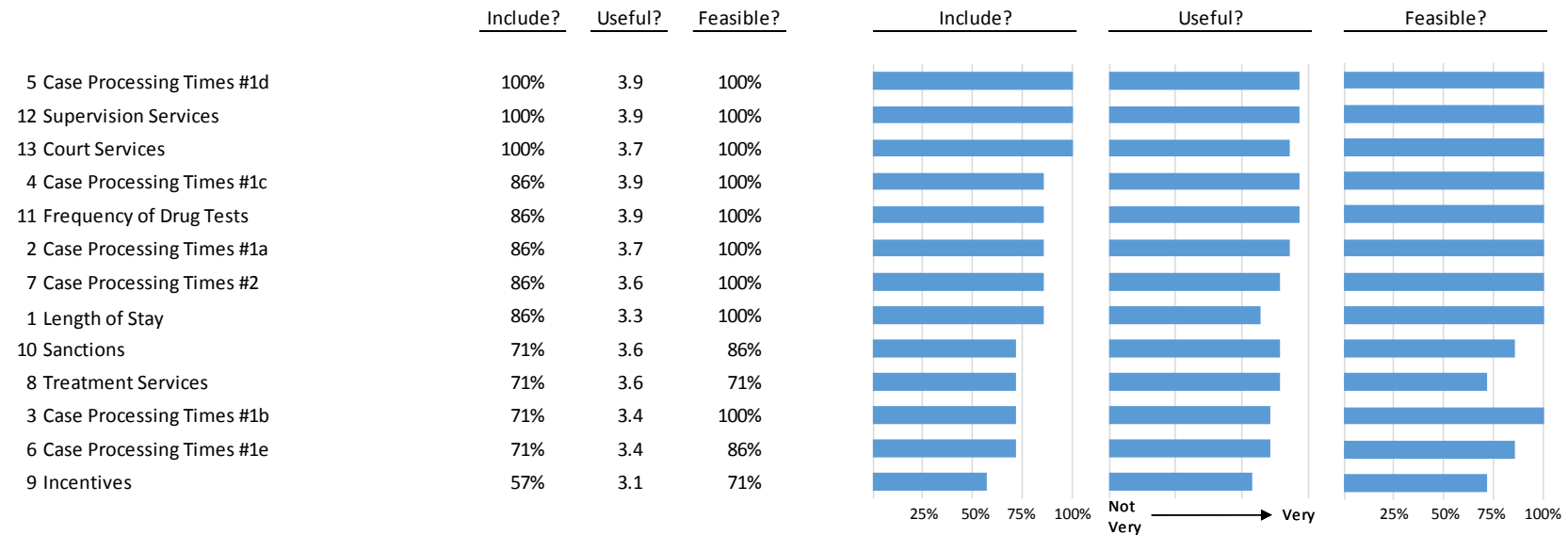
## Section A: Performance Measures

### Accountability Measures



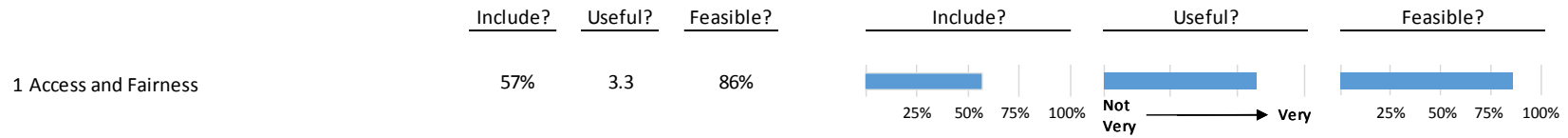
## Section A: Performance Measures

### Process Measures



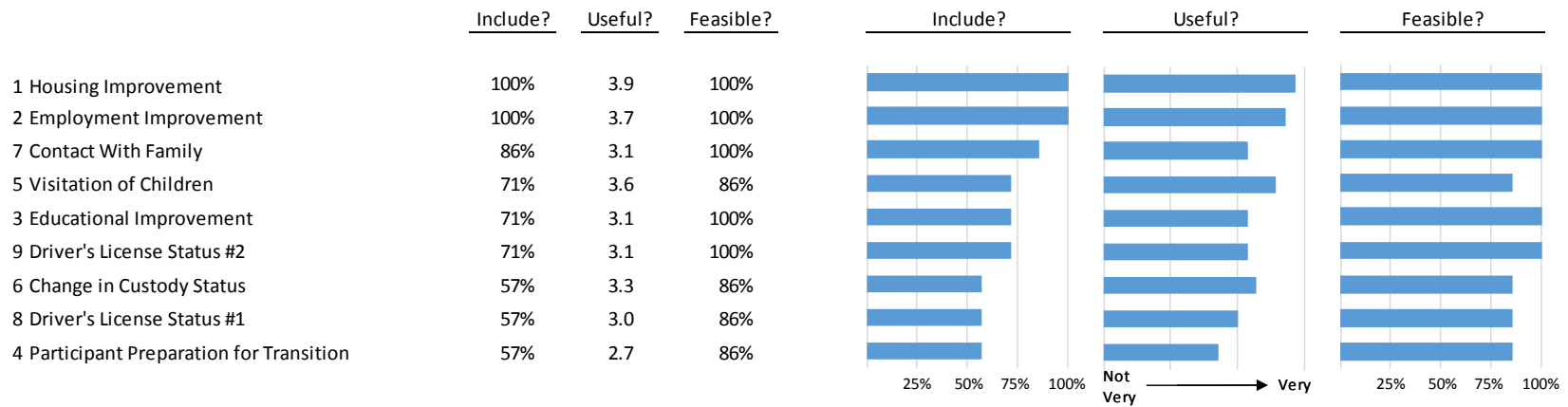
## Section A: Performance Measures

### Procedural Justice Measure



## Section A: Performance Measures

### Social Functioning Measures

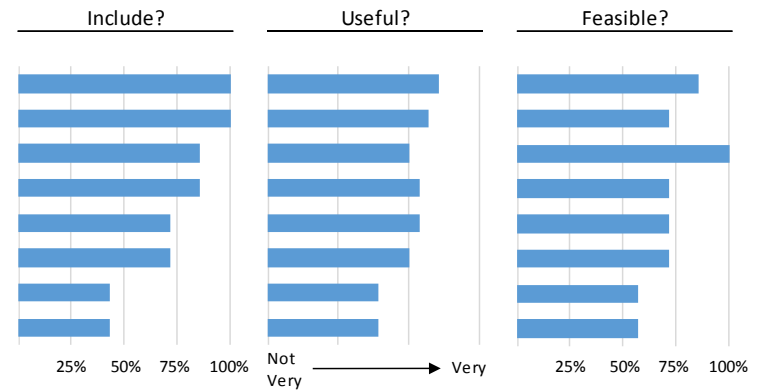




## Section B: Descriptive Measures

### Programmatic Measures

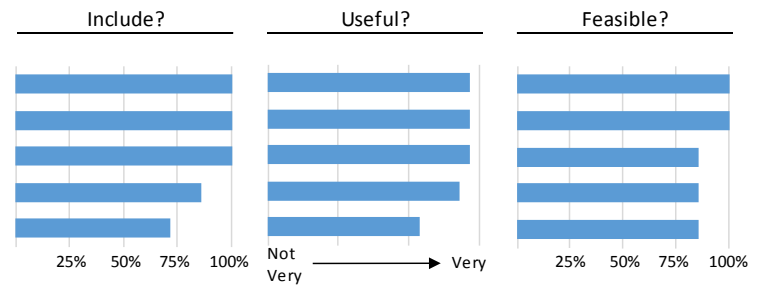
	<u>Include?</u>	<u>Useful?</u>	<u>Feasible?</u>
1 Mentor Assignment	100%	3.4	86%
2 Mentor Contacts	100%	3.3	71%
7 Community Service Performed	86%	3.0	100%
4 Military Service Connection or Disability Upgrade Request	86%	3.1	71%
8 Births of Drug-free Babies	71%	3.1	71%
3 Military Discharge Upgrade Requests	71%	3.0	71%
5 GI Bill Utilization	43%	2.6	57%
6 Financial Obligations Collected	43%	2.6	57%



## Section B: Descriptive Measures

### Participant Measures

	<u>Include?</u>	<u>Useful?</u>	<u>Feasible?</u>
2 Post-Traumatic Stress Disorder Diagnosis	100%	3.9	100%
4 Traumatic Brain Injury Diagnosis	100%	3.9	100%
5 Suicide Risk	100%	3.9	86%
3 Military Sexual Trauma	86%	3.7	86%
1 Military Discharge Status	71%	3.1	86%



## Open Ended Responses

**Please list any additional measures that should be added and describe how the proposed measure(s) can be used to inform project management.**

"Consider adding sobriety measures post-program; however this measure is difficult to capture and likely won't be feasible for most courts unless the VA could routinely measure."

"Mental health diagnoses should be moved from descriptive to performance measures. Almost every veteran entering a court has a dual diagnosis and substance use and mental illness should be given equal weight and importance. Also should track the type of services along with how many. This should not be modeled just after drug court performance measures but also mental health court performance measures. "

"Race, gender, sexual orientation and gender identity"

"Break down positive drug test data into three or four month intervals so show improvement over time"

"The mentor contacts question is important, although for feasibility (and significance), might want to limit to in person contacts or electronic or telephonic contacts of at least a certain length (or number per week of that length) in order to address quality of contact. In addition to mentors, contacts with other support system members would be appropriate to at least identify i.e. getting a sponsor, establishing contact with a close relative or friend or program graduate that would be equivalent to a mentor might be identified. Also, child support (a financial obligation) seems an appropriate separate measure to identify."

**Please discuss the challenges associated with implementing 2 or 3 of the measures that you indicated are useful, but not feasible.**

"All of the measures are feasible, we are currently working with the VA to develop a working agreement that will allow regular communication of process/outcome information that their system holds."

"MIS system currently utilized is not statewide although all superior courts are on the same system. Collecting and tracking data is therefore difficult."

"Please note that I was unsure about the feasibility of capturing a few of the measures so some of them are best guesses. Veterans Courts in Florida now have the means to collect most of the proposed measures throughout statewide case management system; however having the staff resources to collect and enter the data continues to be an issue in our state."

"Some counties can only track new arrests in their county and have trouble tracking in entire state. Instead of percentage of participants currently enrolled it should be number enrolled. Treatment services/units are very much defined by state so may want to reword the treatment services measure. For the number of drug/alcohol test it should be conducted by probation AND treatment. Treatment also conducts tests. Homeless will need to be defined and is that all we

want to track? Do you also want to track unstable housing? You will want to define "employable". Do you want to track more than post-secondary education? For participant preparation for transition I think you will want to add a couple of elements like "was participant ready to leave" their opinion of ready to transition from the court" not just that they have completed the exit survey."

"Would need standard definitions of key terms to ensure data is consistent; information requested may not be readily available; can be an issue to obtain accurate assessment and diagnosis of syndromes listed."

"The measurement of number of days of alcohol consumption is difficult to track and would require a lot of continuous measurement. In addition, participants are likely to be poly-drug abusers so focus on a single drug is not as useful a measure for the time invested. Re child custody--that is important but not critical if regular contact and relationship with a child was established. If in child welfare, then child custody would be more critical to track--somehow distinguishing the two seems a good idea."

## **Appendix D**

### **Charge Categories for Criminal Histories/RAP Sheets**

The following categorization for criminal records is based upon the FBI's Uniform Crime Reporting (UCR) Program and Black's Law Dictionary. The categorization was amended by the National Center for State Courts for project work specific to problem-solving courts.

### **Charge Categories for Criminal Histories/RAP Sheets**

**Person Offenses:** refer to offenses against a person defined by the FBI's Uniform Crime Reporting (UCR) Program as those offenses involving force or the threat of force.

Murder	Homicide, non-negligent manslaughter, voluntary homicide
Sex offenses	Forcible intercourse, sodomy, penetration with a foreign object, carnal knowledge of minor, internet sex crimes, pornography, nonviolent or non-forcible sexual assault
Robbery	Unlawful taking of anything of value by force or threat of force; armed, unarmed, and aggravated robbery, car-jacking, armed burglary, armed mugging
Assault	Aggravated assault, aggravated battery, assault with a deadly weapon, felony assault or battery on a law enforcement officer, simple assault, and other felony or misdemeanor assaults
Other person offense	Vehicular manslaughter, involuntary manslaughter, negligent or reckless homicide, kidnapping unlawful imprisonment, hit-and-run with bodily injury, intimidation, and extortion
Family violence	Spousal or intimate partner assault or battery, spousal or intimate partner abuse, child abuse or neglect, cruelty to a child, reckless endangerment

**Property Offenses:** refer to property offenses defined by the FBI's Uniform Crime Reporting (UCR) Program as the taking of money or property, or the damage of property, without the use or threat of force against the victims.

Burglary	Any type of entry into a residence, industry, or business with or without the use of force with the intent to commit a felony or theft; Breaking and entering
Larceny/theft	Unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Grand or petty theft or larceny, shoplifting, or the stealing of any property or article that is not taken by force

	and violence or by fraud such as thefts of bicycles, motor vehicle parts and accessories
Motor vehicle theft	Auto theft, conversion of an automobile, receiving and transferring an automobile, unauthorized use of a vehicle, possession of a stolen vehicle, larceny or taking of an automobile
Fraud/Forgery	Forging of a driver's license, official seals, notes, money orders, credit or access cards or names of such cards or any other documents with fraudulent intent, uttering a forged instrument, counterfeiting, possession and passing of worthless checks or money orders, possession of false documents or identification, embezzlement, obtaining money by false pretenses, credit card fraud, welfare fraud, Medicare fraud, insurance claim fraud, fraud, swindling, stealing a thing of value by deceit, and larceny by check
Other property offenses	Receiving or buying stolen property, arson, reckless burning, damage to property, criminal mischief, vandalism, criminal trespassing, possession of burglary tools, and unlawful entry for which the interest is unknown

**Drug Offenses:** refer to drug offenses defined by the FBI's Uniform Crime Reporting (UCR) Program as the violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

Drug trafficking	Trafficking, sales, distribution, possession with intent to distribute or sell, manufacturing, and smuggling of controlled substance
Other drug offenses	Possession of controlled substances, prescription violations, possession of drug paraphernalia, and other drug law violations
DUI	Driving Under the Influence

**Public Order Offenses:** refer to public order offenses akin to the public nuisance defined by *Black's Law Dictionary* as any unreasonable interference with rights common to all members of community in general and encompasses public health, safety, peace, morals, or convenience.

Weapons	Unlawful sale, distribution, manufacture, alteration, transportation, possession or use of a deadly weapon or accessory
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Driving-related	Driving with a suspended or revoked license, and any other felony in the motor vehicle code (DOES NOT INCLUDE DUI)
Other public order	Flight/escape, prison contraband, habitual offender, obstruction of justice, rioting, libel, slander, treason, perjury, prostitution, pandering, bribery, disturbing the peace, indecent exposure and tax law violations

**Technical Offense:** refers to any other type of offense not otherwise addressed by the categories described above.

Violation of court order	Violation of court order resulting in a new charge (violation of a law, e.g., failure to register as sex offender); violation of probation/parole/commitment order
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**Other Offense:** refers to any other type of offense not otherwise addressed by the categories described above.

Other criminal offense