

SMART Tip Sheets

Problem Solving Court Admission

Problem Solving Court Admission

Status At Admission

Legal

This set of tip sheets shows how to create a problem solving court admission record.

Total Pages: 2

IGSR Technical Support: 301.405.4870

Email: igsrsupport@umd.edu

Created: June 2015

Revised: June 2018

Problem Solving (PS) Court Admission

Documenting a PS Court Admission

A PS Court Admission should be documented when a client/participant is admitted into a problem solving court (i.e., the date the participant signed the problem solving court contract.)

Entry Steps: Login, Select Facility (if applicable), Client List, select client, Intake, Activity List, PS Court, Admission (within the PS Court module).

1. Enter the Admission Date.
2. Complete all the fields (yellow and white) on the Status at Admission screen.
3. Click the right arrow navigation button to move to the next Criminal Cases Information and Legal History screen.
4. **Answer all questions relating to your participant's Criminal History.** *Note: If it is your participant's first arrest, select 'Yes'. If not, select 'No' and respond to all the questions within the Criminal History.*
5. Answer all questions relevant to your participant's PS Court Case Information.
6. Click **Save**.
7. Click **Finish**.

Note: Please reference your Problem Solving Court Training Manual to ensure all required data sets (Yellow and White fields) are captured.



18.7.0 SMART

User: Gibbs, Sharon | Location: MBC Treatment Center (Training Agen, Santa Ana)

Client: Pig, Porky | M0601640987PI | 1 Clear Client

Home Page

- Agency
- Group List
- Authorization Dashboard
- Client List
 - Client Profile
 - Linked Consents
 - Non-Episode Contact
 - Activity List
 - Court Monitoring
 - Judicial Cont Care Intake
 - Lab/Radiology
 - Fee Determination
 - Drug Testing
 - Wait List
 - Tx Team
 - Screening
 - Assessments
 - Admission
 - Program Enroll
 - PS Court
 - Admission
 - Profile
 - Legal

Admission Assessment

Admission Staff: Gibbs, Sharon

Admission Date: 11/1/2007

Status at Admission

Employment Status: Employed Full Time (35 hours or more per week)

Number of Weeks Employed in the past year: 52

Average Monthly Employment Income in the Past Year: \$5,000.00

School/Vocational Training Status: None, N/A

Living Arrangement: Private Residence (apartment, home, room)

of Months at Current Living Arrangement: 24

Number of Children Living with Client in the Last 6 Months: 2

Highest Grade Completed: Earned BA/BS

Ever Required to Attend Drug Treatment by a Criminal Justice Supervision Agent: No

Does the client live with anyone who

- has an alcohol problem: No
- uses non-prescribed drug: No

Actions

Delete_PSCourt_Admission

Cancel Save Finish

18.7.0 SMART

User: Gibbs, Sharon | Location: MBC Treatment Center (Training Agen, Santa Ana)

Client: Pig, Porky | M0601640987PI | 1 Clear Client

Home Page

- Agency
- Group List
- Authorization Dashboard
- Client List
 - Client Profile
 - Linked Consents
 - Non-Episode Contact
 - Activity List
 - Court Monitoring
 - Judicial Cont Care Intake
 - Lab/Radiology
 - Fee Determination
 - Drug Testing
 - Wait List
 - Tx Team
 - Screening
 - Assessments
 - Admission
 - Program Enroll
 - PS Court
 - Admission
 - Profile
 - Legal

Admission

Criminal Cases Information and Legal History

Criminal History

First Arrest: Yes

Number of Prior Felony Non-Drug Convictions: [input field]

Number of Prior Felony Drug Convictions: [input field]

Number of Prior Misdemeanor Non-Drug Convictions: [input field]

Number of Prior Misdemeanor Drug Convictions: [input field]

Number of Prior Warrants: [input field]

Number of Times Incarcerated in Life: [input field]

Age at First Conviction: [input field]

Total Number of Juvenile Arrests: [input field]

Drug Court Case Information

Most Severe Instant Arrest Charge: Alcoholic Beverage Violation

Conviction Charge: Alcoholic Beverage Violation

Date of Instant Arrest: 10/31/2007

Arrest No: 1

Most Severe VOP Charge: Failure to complete community service

Date of VOP: 10/31/2007

Judge Name: Hackner, Paul A., The Honorable

Date Placed on Probation/Pretrial/Parole: 11/1/2007

Cancel Save Finish