

## **FELONY DRUG COURT ENTRY PROCEDURE**

- Step 1:** If the originating judge agrees, either the defense counsel, probation officer, Drug Court Assessor or Supervisor can complete the *Eligibility Screening* form.
- Step 2:** *Eligibility Screening* form needs to be delivered to the Drug Court office on the 5<sup>th</sup> floor/Court Administration. The form may also be faxed to 586.469.5430 attention Gloria Kmiec, Drug Court Supervisor.
- Step 3:** If basic eligibility is met, the assistant prosecutor and the defense counsel negotiate a plea and the originating judge will take the plea under advisement and order the pre-sentence report.
- Step 4:** A court date will be assigned on the record to the originating judge. The date should be 4 weeks in the future to allow completion of the PSI.
- Step 5:** The Drug Court staff will complete a full assessment. If the defendant is on bond s/he will need to set appointment with the Drug Court Supervisor by calling 586.469.5031.
- Step 6:** If the defendant is deemed an acceptable Drug Court candidate after the assessment, the case will be scheduled by the Drug Court Supervisor before one of the Drug Court Judges (Judge Diane Druzinski or Judge James Biernat) for sentencing to the Drug Court. The case will be transferred from the originating judge at the time of sentencing. The originating judge will get a copy of the assessment with notification of new date and time for sentencing.

**Or**

**If the defendant is deemed to not be an acceptable Drug Court candidate after the assessment and pre-sentence reports are completed, the case will proceed before the originating judge.**