

# New Mexico Certification Training

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# Overview

The certification process is one element of an infrastructure designed to assess the alignment of problem solving court programs with best practice standards.



# Why is there a certification process?

The certification process is one element of an infrastructure designed to assess the alignment of problem solving court programs with best practice standards.

# How do we prepare for certification?

Certification is based on alignment with the NM Drug Court Standards adopted by the NM Supreme Court October 26, 2016, so the best preparation for certification is to become very familiar with the standards.

**\*\*Add links to website for viewing forms\*\***



# How do we know we are ready for certification?

**A program is ready for certification when the team is committed to the process and agrees to make best practices a priority.**

# When can we start?

Certification “windows” will be opened at different times throughout the year.

Currently, there is one window scheduled for July 16-20, 2018.

This window will be limited to five (5) programs.



# How long does the process take?

The length of the process, to a large extent, depends upon the readiness of the program.

The pre-application work described earlier can take several months if a program has to create procedures or is just beginning team training.

Once the formal process has begun, it will generally take 3 to 5 months.

# What is the commitment from the team?

**Team involvement is an important aspect of the certification process, although the biggest time commitment will likely be that of the coordinator. The treatment provider and drug testing vendor must respond to certain questions about their processes as well.**



# What are the benefits of being certified?

**Demonstration of alignment with the NM Drug Court Standards and national best practices puts your program in the best possible place to see better outcomes and secure the confidence of policymakers, funding sources, the community, and your participants.**



# How will certification be used?

**The primary function of certification is to demonstrate alignment with the NM Drug Court Standards, so the certification process is used primarily as an education and development tool.**

# What if we cannot become certified?

The certification process exists to certify worthy programs and to get all programs worthy of certification.

For any problem solving court seeking to follow the NM Drug Court Standards, the question about certification is not “if” but “when.”



# What should we do when we are ready?

When you are ready to begin, go online to <https://pscourts.nmcourts.gov/> and open the “Getting Started” folder. All the instructions are there.

**\*\*ADD LINK TO FOLDER\*\***



What, exactly, does the process look like?

The process is generally completed in four or more phases over the course of up to 5 months as noted in the following details.

# Process of Certification

- Team decides when it is ready to apply – windows will be open regularly and announced in advance.
- Team submits a letter of intent acknowledging its desire to seek certification and completion of basic pre-cert activities
- Team completes the certification application form, including a set of open-ended questions.

# Process of Certification

- Team completes the assessment and enters it online. NPC fills in part of certification table and sends to program.
- Team reviews the certification table / checklist, compiles program documentation (noting location of various “proofs”), and submits online to AOC.

# Process of Certification

- AOC staff completes an initial review of application materials to ensure required information and documentation has been supplied
- AOC may request additional information or clarification as they review materials
- AOC will tabulate program alignment with certification criteria and create a “discussion draft” of the certification table / checklist for further clarification with the team representative



# Process of Certification

- Team representative will clarify, confirm, and supply additional documentation as necessary
- Secondary AOC certifier reviews “Mandatory” and “State Mandates” sections as well as select other items
- AOC will notify program of whether it achieved certification or provisional certification, if there are areas to work on before certification is granted

# Prevailing Issues Noted in the Pilot

- Sanction grids
- Drug testing frequency through entire program
- Program phases, length, and expectations for advancement
- Target population & objective eligibility criteria
- Screening / Assessment → Case Planning → Team Involvement
- Appropriate treatment dosage & duration for target population
- Strategic interplay of sanctions, incentives & therapeutic adjustments
- Surveillance P/P

# How does peer review relate to certification?

## Certification

- Assesses and ensures fidelity to the NM standards (based on national standards)
- Helps programs identify areas they need to work on
- Identifies a select group of model courts to mentor new programs and provide technical assistance to existing courts

## Peer Review

- Creates a learning community of drug court practitioners to support each other in engaging in best practices
- Provides peer education, technical assistance, and networking to ensure courts are ready to be certified
- Assists courts to become certified

# Highlights

- The certification process is conducted by AOC staff, who will review materials submitted by program staff.
- Programs will complete an online assessment that will answer many of the certification items.
- The certification process is primarily a document review system; however, site visits to clarify information and collaborate on training and technical assistance often occur.

# Review of materials

- Instructions
- Application
  - ✓ Online Assessment
  - ✓ Open-Ended Questions
  - ✓ NM Certification Checklist
  - ✓ Eligibility Requirement Agreement Form
- Supporting Document Checklists
- Sample Documents

# Sample Process Documents

- Reviewer Checklist
- Tabulation Spreadsheet, Discussion Draft & Interim Reports

# Pilot/development process

- Thank you to the pilot teams for being willing to test the process!
- We are continuing to refine the materials and procedures based on your feedback – let us know any areas that are confusing or not working as planned.

# Questions?

- Any next steps to plan?