

## Adult Mental Health Court Minimum Data Standards

Pursuant to MCL 600.1099 each mental health court shall collect and provide data on each individual applicant and participant and the entire program as required by the State Court Administrative Office (SCAO). The information collected must include a minimum data standard set developed and specified by SCAO. In accordance with MCL 600.1099(3) SCAO has prepared the following minimum data standard sets. The minimum data standard sets include the minimum data that must be reported to SCAO. The reported data will be used to prepare the annual legislative report regarding mental health court performance.

Data must be collected and reported for all applicants that were screened for mental health court, even if the applicant was not accepted into the program. Therefore, minimum data standards that follow are broken into three sets; one set for screening, one set for case management data and one set for program discharge data relevant to accepted participants. This document provides descriptions and valid values for each of the variables in the minimum data standard sets. This information should be entered into the Drug Court Case Management Information System (DCCMIS) or in the SCAO excel spreadsheet template to be submitted to SCAO.

### Set 1: Screening

<b>Variable</b>	<b>Description</b>	<b>Valid Values</b>	<b>DCCMIS Initial Eligibility Screening Page</b>
Court Name	Name of the problem solving court	Alphanumeric	NA-populated by DCCMIS
Court Type	Type of problem solving court program	Type of problem solving treatment court	NA-populated by DCCMIS
Referral Source	Party that referred candidate to the problem solving court	Title of person making referral	1
Referral Date	Date that candidate was referred to the program	mm/dd/yyyy	1
Screening Date	Date candidate was screened for admission	mm/dd/yyyy	1
First Name	Candidate's legal first name	Alpha	1
Last Name	Candidate's legal last name	Alpha	1

Address	Candidate's street address at screening	Alpha	1
City	City associated with candidate's street address	Alpha	1
State	State associated with candidate's street address	Two-letter abbreviation	1
Zip Code	Zip code associated with candidate's street address	Five-number postal zip code	1
Race	Race of the candidate	Alpha	1
Gender	Gender of the candidate	Gender	1
DOB	Date the candidate was born	mm/dd/yyyy	1
Marital Status	Marital status of the candidate at screening	Marital status	1
SSN last 4 digits	Last four digits of candidate's Social Security number	Numeric (4 numbers and it must be accurate)	1
SID	State ID# from MSP (number assigned when candidate was fingerprinted)	Alphanumeric 1234567A (7 numbers and 1 letter and it must be accurate.)	1
Court Program Approach	Approach to sentencing that the program takes (i.e. deferred, delayed, formal, consent, etc.)	Alpha	2
Case/Docket Number	Candidate's case or docket number	Alphanumeric	2
Lead Charge	Charge that made candidate eligible for the problem solving court	Charge code and title	2
Offense Category	Offense category of the lead eligible charge	Offense category	2
Charge Type	Level of the lead charge (i.e. felony, misdemeanor, etc.)	Charge type	2

Offense Date	Date that the program eligible offense occurred	mm/dd/yyyy	2
Incident Offense	Program eligible offense type	- New criminal offense - Probation/parole violation	2
If charge type is felony, cell type is required	Cell type recommended from the sentencing guidelines	Cell type per MDOC guidelines	2
If charge type is felony, prior record variable (PRV) is required	Variable associated with previous offenses used to identify sentencing guidelines	Numeric	2
Prior Convictions	Any adjudications or convictions the candidate had previous to screening	- Yes (enter number of felonies and misdemeanors) - No	2
Substance Abuse and/or Mental Health Assessment Instrument(s)	The assessment instrument used to determine clinical eligibility for participation	Name of assessment tool, and findings/diagnosis	3
Risk Assessment Instrument	The assessment instrument used to determine criminogenic risk	Name of criminogenic risk and needs assessment tool and risk level of all need categories	3
Primary Diagnosis Code	Primary ICD code as provided by a clinician	Numeric code for substance use disorder or mental illness	3
Secondary Diagnosis Code	Secondary ICD code as provided by a clinician if dually diagnosed	Numeric code for substance use disorder or mental illness	3
Recommended Treatment Modality/Service	Primary substance abuse or mental health treatment modality recommended	Substance Use Disorder or Mental Illness Treatment modality	3

Current Substance Use	Does the candidate currently have an active/current substance abuse issue	- Yes (enter Primary Drug of Choice, Prior Substance Abuse Treatment (yes/no), ASAM placement criteria, and recommended treatment modality) - No	3
Prior Substance Use	Candidate's self-reported prior substance abuse	- Yes - No	3
Primary Drug of Choice (Enter Secondary and Tertiary Drugs of Choice if applicable)	Candidate's self-reported primary drug (if applicable)	Drug type	3
IV Drug User	Candidate's current use of IV drugs	- Currently IV drug user - Not currently IV drug user	3
History of IV Drug Use	Candidate's history of IV drug use	- No history of IV drug use - History of IV drug use	3
Age Began Using Drugs	Self-reported age of first drug use	Numeric	3
Age Began Using Alcohol	Self-reported age of first alcohol use	Numeric	3
History of mental health condition(s)	History of mental illness	- Yes - No	3
Medical Insurance Status	Type of health insurance held by the candidate	Alpha	4
Living situation at entry	Candidate's living situation at time of screening	- Dependent - Homeless - Incarcerated - Independent	5
History of foster care placement as a minor	Was the candidate ever placed in a foster home when under the age of 18?	- Yes - No	5
Highest Education Level Completed	Highest level of education completed at screening	Highest grade, certification, or degree completed	5
Current Employment Status	Employment at screening	Employment status	5

Has the defendant ever served in a branch of the U.S. Military	Confirmation of prior service	- Yes - No	5
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### If Accepted into the Program

Variable	Description	Valid Values	DCCMIS Location
Date accepted	Date the candidate was accepted to the problem solving court	mm/dd/yyyy	Accepted into program pop-up screen
Judge	Name of judge candidate will see	Alpha	Accepted into program pop-up screen
Docket	Name of assigned docket (enter if using staffing report)	Alpha	Accepted into program pop-up screen
Case Manager	Name of case manager candidate will see	Alpha	Accepted into program pop-up screen
Jail Status of Defendant	Was the defendant in jail when accepted into the problem solving court?	- Yes (enter admission date and end date) - No	Accepted into program pop-up screen

### If Rejected from the Program

Variable	Description	Valid Values	DCCMIS Location
Date Rejected	Date the candidate was rejected from the problem solving court	mm/dd/yyyy	Rejected from program pop-up screen
Mental Illness	Did the candidate have a mental health diagnosis at screening	-Yes -No - Unknown	Rejected from program pop-up screen

Rejection Reason	Reason for candidate's rejection from the problem solving court	Reason for rejection	Rejected from program pop-up screen
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## Set 2: Case Management

Minimum Standard Data Set for participants accepted into program.

Variable	Description	Valid Values	DCCMIS Location
Arrest/Detained Date	Date participant was arrested/detained on the lead charge if applicable	mm/dd/yyyy	criminal history
Sentencing Date (mark "yes" for Sentence)	Date participant was sentenced on the lead charge	mm/dd/yyyy	criminal history
Dates of substance abuse testing	Date participant was to complete substance abuse testing	mm/dd/yyyy	Substance Abuse Testing
Type of substance abuse testing	Type of substance abuse test administered (i.e. UA, PBT, SCRAM, etc.)	Alpha	Substance Abuse Testing
Substance Abuse Test Results	Indicate which substances were tested for and whether each panel given was positive or negative	Substance abuse test results	Substance Abuse Testing
Dates of monitoring appointments, type of contact, and outcomes of the appointments	Dates of scheduled and unscheduled monitoring appointments with case manager/probation officer, type of contact, and outcome of the appointments	- mm/dd/yyyy - Type of contact - Outcome of contact	Journal-monitoring
Dates of scheduled problem solving court reviews and attendance outcome	Dates of scheduled problem solving court reviews, with attendance specified	- mm/dd/yyyy - Attendance status	Journal-"schedule status hearing"

Phase Progression or Demotion	Date participant progressed or was demoted through phases.	mm/dd/yyyy	Journal or Incentives/ Sanctions
Medication Compliance	Compliance status regarding medication	Alpha	Client Menu-Medical History
Medical Insurance Status (transfers from entry at screening, but should be updated as applicable)	Type of health insurance held by the candidate	Alpha	Client Menu-Medical History
Sanction Date	Date participant received a sanction	mm/dd/yyyy	Incentives/ Sanctions
Sanction Type	Type of sanction the participant received	Type of sanction (if detention/jail, include date in and date out)	Incentives/ Sanctions
Sanction Reason	Reason the participant received a sanction	Alpha	Incentives/ Sanctions
Incentive Date	Date participant received an incentive	mm/dd/yyyy	Incentives/ Sanctions
Incentive Type	Type of incentive the participant received	Type of incentive	Incentives/ Sanctions
Incentive Reason	Reason the participant received an incentive	Alpha	Incentives/ Sanctions
Date of assessment (clinical and/or criminogenic risk and needs) administered to participant	Date that participant was assessed	mm/dd/yyyy	Screening and Assessment
Type of assessment (clinical and/or criminogenic risk and needs) administered to participant	The validated assessment tool used to assess participant.	Name of assessment tool	Screening and Assessment
Timing of assessment	When the assessment was administered relative to program entry.	When it was administered in relation to program entry	Screening and Assessment
Score, diagnosis, or result of assessment	Diagnosis, criminogenic risk level, or other results of assessment	Alpha	Screening and Assessment

Treatment provider	Name of treatment provider	Alpha	Treatment-treatment plan
Treatment admit date for each treatment plan	Date the participant was admitted to a treatment modality	mm/dd/yyyy	Treatment-treatment plan
Treatment modality/service category	Type of treatment modality the participant received	Substance Use Disorder, MAT, or Mental Health treatment modality	Treatment-treatment plan
Mental Health Treatment Modality	If "mental health" is the first treatment modality, specify the type of mental health treatment the participant received	Alpha	Treatment-treatment plan
Dates of sessions and units of treatment	Provide dates of treatment sessions, and contact hours.	- mm/dd/yyyy - Contact hours	Treatment-treatment plan
Treatment session status	Compliance of participant for that session	Alpha	Treatment-treatment plan
Session Type	Type of treatment session	Type of treatment session	Treatment-treatment plan
Treatment discharge date for each treatment plan	Date the participant was discharged from a treatment modality	mm/dd/yyyy	Treatment-treatment plan
Treatment discharge reason	Reason the participant was discharged from a treatment modality	Discharge Reason	Treatment-treatment plan
	If participating in the Interlock Program, sections a-f are required.		
a. Is this client a member of the Interlock Program	Indicates participation in the Interlock Program	- Yes - No	Interlock
b. Was client ordered to install interlock device on vehicles	Indicates order given to participant	- Yes - No	Interlock
c. Did client install interlock device on vehicle as required	Indicates if interlock was installed	- Yes (enter date) - No	Interlock



d. Client removed interlock device without court approval	Indicates if the participant removed interlock device without permission	- Yes (enter date and whether it resulted in a program sanction) - No	Interlock
e. Did client tamper with interlock device	Indicates if the participant tampered with the interlock device without permission	- Yes (enter date and whether it resulted in a program sanction) - No	Interlock
f. Did client operate vehicle not equipped with interlock	Indicates if the participant operated a vehicle without an interlock device	- Yes (enter date and whether it resulted in a program sanction) - No	Interlock
Number of Bench Warrants	Number of bench warrants participant received during program. If using DCCMIS, the program calculates the total number based on	- Date issued (mm/dd/yyyy) - Days of active bench warrant (Numeric)	Criminal history
Number of days participant was active in the program	Subtract the number of days participant was inactive due to a bench warrant from the total of days participant was in the program.	Numeric	Criminal history (calculated by DCCMIS)
In-program New Offense-Date of Offense	Date of new offense that occurred during program participation	mm/dd/yyyy	Criminal history
In-program New Offense-Date of Arrest	Date of new arrest that occurred during program participation	mm/dd/yyyy	Criminal history
In-program new offense-arrest offense Category	Offense category, at arrest/detainment, of new offense that occurred during program participation	Offense category	Criminal history
In-program New offense – Arrest Charge Type	Charge type of new offense that occurred during	Charge type	Criminal history

In program-new offense-convicted/adjudicated charge	Charge participant was convicted/adjudicated of for new offense that occurred during program participation	Charge	Criminal history
In-program New offense-convicted/adjudicated offense category	Offense category of new conviction/adjudication that occurred during program participation	Offense category	Criminal history
In-program New offense – convicted/adjudicated offense type	Charge type of new conviction/adjudication that occurred during program participation	Charge type	Criminal history
In-program New offense-Sentence/disposition Type	Sentence/disposition type of new conviction/adjudication that occurred during program participation	Sentence type	Criminal history
In-program New offense-Length of Sentence	Length of sentence associated with new conviction that occurred during program participation	Length of incarceration sentence	Criminal history
Total number of jail days spent while in court program	Count any jail time associated with the lead charge, including time served from arrest until	Numeric	Criminal history

### Set 3: Discharge Data

Variable	Description	Valid Values	DCCMIS Location
Program discharge action	Indicate the reason the case is being closed	Alpha	Discharge
Program discharge date	Date the participant was discharged from the problem solving court	mm/dd/yyyy	Discharge

Program discharge reason	Reason the participant was discharged from the problem solving court	Reason for program discharge	Discharge
Offer related to court participation	Offer made contingent on program participation	Offer made contingent on program participation	Discharge
Outcome of charge	Outcome contingent on program participation	Outcome of offer made contingent on program participation	Discharge
Was there a sentence/disposition at discharge	Was disposition held at discharge from the court program, instead of prior to or at program admission?	- Yes - No	Discharge
Supervision status at discharge	Participant's level of supervision upon discharge from program	Supervision status at discharge	Discharge
Employment improved at discharge?	Subjective decision by case manager	- Yes - No	Discharge
Improved mental health at discharge	Subjective decision by case manager	- Yes - No	Discharge
Employment type	Employment status of participant at discharge	Employment status at discharge	Discharge
Improved quality of life at discharge	Subjective decision by case manager	- Yes - No	Discharge
Education improved at discharge?	Subjective decision by case manager	- Yes - No	Discharge
Education level	Educational level achieved by participant at discharge	Highest grade completed, certification, or degree at time of discharge from program	Discharge
Did client regain their driver's license, or is the client ready to gain or regain their driver's license?	License status at discharge	- NA - Yes - No	Discharge
Housing status at discharge	Housing status at time of discharge	- Dependent - Homeless - Incarcerated - Independent	Discharge

Questions about this data set can be directed to: Daisy Beckett, Problem-Solving Court Analyst  
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