

Chapter 8: Data Tracking and Evaluation

Overview

The sections of the Policies and Procedures Manual (P&PM) governing data tracking and evaluation are implicated by Key Component 8 - Monitoring and Evaluation. Strong Healing to Wellness Courts do not all look alike. However, they are more likely to have a stated mission that is reflected upon through analyzing the data they have collected throughout the year. This reflection, an action distinct from the day-to-day routine of serving participants, can be a difficult yet crucial process.

Relevant Key Components

Key Component #8: Monitoring and Evaluation

Process measurement, performance measurement, and evaluation are tools used to monitor and evaluate the achievement of program goals, identify needed improvements to the Tribal Healing to Wellness Court and to the tribal court process, determine participant progress, and provide information to governing bodies, interested community groups, and funding sources.

Findings from the NIJ Tribal Wellness Court Study:⁶⁸ Key Component #8

Problems Identified:

- (1) The purpose and goals of the Tribal Wellness Courts were not well known to their communities at large.
- (2) Lack of automated (computerized) Wellness records.
- (3) Tribal Wellness Court ended once the federal funding ended.

Lessons Learned:

- Begin systematic and automated data collection on day one of the Tribal Wellness Court in order to allow for rigorous internal and external evaluations.
- Do not wait until the Tribal Wellness Court is underway and retrospectively collect the information.

⁶⁸ Gottlieb, "Lessons Learned in Implementing the First Four Tribal Wellness Courts," 46.

Strengths and Weaknesses Reports in the First Four Tribal Wellness Courts ⁶⁹	
Strengths	Weaknesses
<ul style="list-style-type: none"> • Culture of self-evaluation • Form revision • Case files well-organized and well kept 	<ul style="list-style-type: none"> • Incomplete and missing case files • Incomplete information in case files • Wellness Court file information not automated • Lack of regular reviews

Purpose

Tribal Healing to Wellness Court teams are expected to develop evaluation plans (a.k.a., "logic models") that describe the interim and long-term goals. The National Drug Court Institute and its National Research Advisory Committee have created a sample list of goals for drug courts, to which additional tribal goals should be added. (See table below.) These teams are further expected to develop data collection and tracking systems (a.k.a., forms and computer databases with the ability to generate reports), and then to collect and report on the data collected at certain intervals. This information is used to monitor and troubleshoot program operations annually (this is known as a "process evaluation"), and to demonstrate the long-run effectiveness and impact of the Healing to Wellness Court on the community—usually at the end of a three year grant (this is known as "performance measurement" or an "outcome evaluation").

Process evaluations look at whether you are meeting your program goals, whether you are serving the appropriate target population, whether your alcohol/drug treatment is appropriate, whether your court process is working, whether your Wellness Court requirements and services are working, whether your team is cooperating, and whether the community supports your Wellness Court program.

Performance evaluations look at whether you are retaining your Wellness Court participants, whether they are maintaining longer stretches of sobriety, whether they are re-offending less, and whether your Wellness Court program and treatment are using the appropriate types and amounts of treatment services. Outcome evaluations are no longer recommended for evaluating the long-term outcomes of drug courts.

⁶⁹ Taken from "Process and Outcome Evaluations of the Fort Peck Tribes Community Wellness Court" (December 30, 2005), "Process and Outcome Evaluations of the Blackfeet Alternative Court" (December 30, 2005), "Process and Outcome Evaluations of the Hualapai Wellness Court" (June 2010), "Process and Outcome Evaluations of the Poarch Band of Creek Indians Drug Court" (December 30, 2005).

Template Evaluation Plan/Logic Model Goals (“Outputs” and “Outcomes”)	
Interim Goals (a.k.a. “outputs”) (what we plan to be doing right now)	Long Term Goals (a.k.a. “outcomes”) (what we hope to achieve in 3 years)
Type of Evaluation: Process Evaluation	Type of Evaluation: Performance Evaluation
<ol style="list-style-type: none"> 1. We are doing what we said we were going to do (“Program Goals”). 2. We are doing what the Tribal Council says we are mandated to do (“Legislative Goals”). 3. We are serving the right people (“Target Population”). 4. We are providing appropriate treatment services of assessed needs in the right combinations and amounts (“Units of Services” or “appropriate dosages of treatment”). 5. We admit participants into our Wellness Court in a timely fashion. 6. We are providing treatment services on a timely basis. 7. Our participants are complying with Wellness Court requirements. 8. Our participants are getting the services they need. 9. We are conducting alcohol/drug tests on a timely basis. 10. We apply incentives and sanctions in a way that makes sense and has the intended effect on participants. 11. Our Wellness Court team works well together. 12. Our community supports the Wellness Court program. 	<ol style="list-style-type: none"> 1. Our participants have completed the Wellness Court Program (“Retention”). 2. Our participants get and stay sober for longer periods during the program (“Sobriety”). 3. Our graduates stay sober longer (“Sobriety”). 4. Our participants do not re-offend or re-offend less during the Wellness Court Program (“Recidivism”). 5. Our graduates do not re-offend or re-offend less after graduation (“Recidivism”). 6. Our Wellness Court Program treatment services have positively affected our participants (“Units of Services” or “appropriate dosages of treatment”). 7. The way our Wellness Court Program collaborated and brokered treatment services affected our participants in a positive way (“Units of Services” or “appropriate dosages of treatment”).

Comparative Types of Evaluation Questions for Process, Performance & Outcome Evaluations



Process Evaluation	Performance Evaluation
1. Is the Wellness Court achieving its program goals?	1. What is the retention rate?
2. Is the Wellness Court achieving its legislative goals?	2. What is the average longest stretch of sobriety for a graduating participant?
3. Is the Wellness Court reaching the defined target population?	3. What are the trends in participant sobriety over the course of the program?
4. Is the target population appropriately defined?	4. What is the in-program recidivism rate?
5. Is the Wellness Court providing the appropriate dosage of treatment for participants?	5. What is the post-program recidivism rate?
6. Are participant treatment needs (as determined by assessment) being addressed?	6. How do Wellness Court participants compare to other similarly situated offenders in recidivism?
7. Is the Wellness Court admitting participants in a timely fashion?	7. Which services are affecting participants in a positive way?
8. Are alcohol/drug tests and services occurring on a timely basis?	8. Is the way the Wellness Court program is collaborating and brokering services affecting participants in a positive way?
9. Do incentives and sanctions make sense?	
10. Are incentives and sanctions having the intended effects?	
11. What is the ratio of incentives and sanctions to the precipitating behaviors of participants?	
12. Are participants compliant with Wellness Court requirements?	
13. Are participants getting the services they need?	
14. Does the Wellness Court team work well together?	
15. Does the community support the program?	

Personal Data to Be Collected at or near Intake (Adult) ⁷⁰			
1.	Name		
2.	Unique System Identifier		
3.	Age		
4.	Date of Birth		
5.	Gender		
6.	Race		
7.	Source of Referral		
8.	Coercive Factors	<ul style="list-style-type: none"> a. Current Offense b. Likely Sentence c. Open Cases d. Bench Warrants e. Suspended Sentences 	
9.	Risk Factors	<ul style="list-style-type: none"> a. Previous Offenses (misdemeanors or felonies) b. Arrests c. Convictions d. Total Time Services 	<ul style="list-style-type: none"> d. Total Time Served <ul style="list-style-type: none"> i. Jail ii. Prison
10.	Substance Abuse Factors	<ul style="list-style-type: none"> a. Primary, Secondary and Tertiary Drug of Choice b. Length of Use c. Use in Last 30 Days d. Age at First Use e. Prior Treatment Episodes f. 12-Step Participation g. Last Treatment Episode h. Adult or Juvenile Treatment 	<ul style="list-style-type: none"> g. Last Treatment Episode <ul style="list-style-type: none"> i. Inpatient ii. Outpatient

⁷⁰ Cary Heck, "Local Drug Court Research: Navigating Performance Measures and Process Evaluations" National Drug Court Institute, Monograph Series 6 (June 2006), Appendix B.

11. Health Factors	<ul style="list-style-type: none"> a. Historical Services/Disabilities b. Pregnancy c. Detox Questions d. Co-Occurring Disorders e. Psychotropic Medications f. Other Prescription Medications 		
12. Educational Factors	<ul style="list-style-type: none"> a. Years of Formal Education b. GED c. High School Diploma d. College 		
13. Family Factors	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> a. Marital Status b. Children c. Welfare Status d. Family Drug and Alcohol Use History e. Homelessness f. English as a Second Language </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> b. Children <ul style="list-style-type: none"> i. Custody d. Family Drug and Alcohol Use History i. Current Use in Immediate Family </td> </tr> </table>	<ul style="list-style-type: none"> a. Marital Status b. Children c. Welfare Status d. Family Drug and Alcohol Use History e. Homelessness f. English as a Second Language 	<ul style="list-style-type: none"> b. Children <ul style="list-style-type: none"> i. Custody d. Family Drug and Alcohol Use History i. Current Use in Immediate Family
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Personal Data to be Collected In-Program⁷¹			
1. Treatment	<ul style="list-style-type: none"> a. b. c. Providing Treatment d. e. (recorded in hours) f. g. 	<ul style="list-style-type: none"> Attendance Type Organization Inpatient Outpatient Participation Progress 	<ul style="list-style-type: none"> d. Inpatient <ul style="list-style-type: none"> i. Time Spent in Treatment (recorded in days) ii. Halfway Houses (recorded in days)
2. Court Process	<ul style="list-style-type: none"> a. b. c. Drug Testing d. Start Date 	<ul style="list-style-type: none"> Screening Assessment Alcohol & Program 	<ul style="list-style-type: none"> c. Alcohol and Drug Testing <ul style="list-style-type: none"> i. Scheduled <ul style="list-style-type: none"> A. Absent B. Administered

⁷¹ Id.

	e. Hearings	Status	ii. Type of Test
	f. with Judge	Encounters	A. Panels
	g. Contact (used primarily for absconders)	Last Date of	B. Negative
	h. and Incentives	Sanctions	C. Absent
	i. and Fees	Court Fines	D. Stalled
			E. Tampered
			F. Inconclusive
			h. Sanctions and Incentives
			i. Precipitating Event
			ii. Type of Sanction or Incentive
			iii. Completion of Sanction
			iv. Who Imposed the Sanction or Initiated the Sanction
			v. Severity
			i. Court Fines and Fees
			i. Paid
			ii. Assessed
3. Services (referral and performance)	a. health	Mental	
	b.	Medical	
	c.	Vocational	
	d.	Educational	
	e. Assistance	Public	
	f.	Housing	
	g.	Family	
4. New Charges or Arrests	a.	Charge	e. Type of Charge
	b. Incident	Date of	i. Alcohol Charge
	c. Arrest	Date of	ii. Drug Charge
	d.	Conviction	iii. DUI
	e. Charge	Type of	iv. Theft
			v. Violent Crime
			vi. Crime Against Person

Personal Data to be Collected Post-Program and Follow-Up (Adult)		
1. Aftercare		
2. Continued Treatment		
3. 12-Step Participation		
4. Support Groups		
5. Arrests	a. Charge	d. Type of Charge
	b. Date of Incident	i. Alcohol Charge
	c. Date of Arrest	ii. Drug Charge
	d. Type of Charge	iii. DUI
		iv. Theft
		v. Violent Crime
		vi. Crime Against Person
		vii. Conviction

Sample Tribal Wellness Court Wording

Cass County Leech Lake Band of Ojibwe

"Wellness Court Procedure Manual Ninth Judicial District" (July 2014)

Evaluation

An evaluation must be tailored to the political and organizational context of the program to be evaluated. It typically involves assessment of one or more of five program domains: (1) program need; (2) program design; (3) program implementation and service delivery; (4) program impact or outcomes; and (5) program efficiency. An evaluation requires an accurate description of the program performance or characteristics at issue and assessment of them against relevant standards and criteria.

NPC Research is conducting an online assessment of all Minnesota DWI Court programs. The reviews include:

- *Programs and best practices*
- *Program data*
- *Other available data*

The three main areas of evaluation are:

- *Process (program improvement)*
- *Outcome (impact)*
- *Cost (cost-benefit)*

Our current funding did not allow for an individual evaluation of our program, but rather a statewide evaluation of DWI Courts in the state of Minnesota. The Wellness Court will comply with all requests from the state evaluation team.

Monetary Procedures

The Wellness Court Coordinator and Agent will utilize standard operating procedures for collection of cost of supervision and Wellness Court fee payments. Wellness Court fee payments will be processed through the Ninth Judicial District Administrator's Office.

Case Reviews

Case reviews will be conducted by the Wellness Court Team on a bi-weekly basis. Cases will again be reviewed by the Wellness Court Team thirty (30) days prior to termination. The Wellness Court Agent will prepare a status report on each Wellness Court client each week for review by the Wellness Court Team. If the Wellness Court Agent is not able to attend a staffing, that Agent will relay information to the probation designee who will provide status reports to the Wellness Court Team.

Eastern Band of Cherokee

"Cherokee Tribal Drug Court - Policies and Procedures Manual" (June 2009)

STATISTICAL REPORTING

In order to continuously assess Drug Court progress, monthly gathering of information of participant activity is required. Defendant's Drug Assessment and information on Intake log relating to criminal behavior, progress in program and passing and failed drugs tests provides this information that will improve the program design and alert the key players to potential problems.

To determine the positive impact of Cherokee Tribal Drug Court, goals are set in order to assess progress. As statistical information is collected and evaluated, goals and program designs may need revision.

Reports are compiled through ongoing monitoring, tracking, and assessments conducted on a monthly basis. It is important to maintain open lines of communication with all service providers in order to collect data from all components of the Cherokee Tribal Drug Court.

Monthly statistical reports are used as a primary resource when compiling quarterly and annual reports. The Drug Court staff will contribute to compiling statistics. The report must be submitted the 10th day of the following month.

Relevant Sample Forms

CASS COUNTY/LEECH LAKE WELLNESS COURT PARTICIPANT SURVEY

Questionnaire for Drug Court Client June, 2008

Age _____ Male ___ Female ___

What phase of the program are you currently in? (Circle) 1 2 3

When you started drug court, did you understand what it was about? ___Yes ___No

Is there anything that could have been explained better? (Please Explain)

Please circle the number that best describes your opinions:

	Agree	Disagree			
Drug Court Supervision					
1. Drug court is helping me.	1	2	3	4	5
2. I have a good understanding of the drug court requirements	1	2	3	4	5
3. Before entering drug court, I was given adequate information about the requirements.	1	2	3	4	5
4. The drug court judges treat me fairly.	1	2	3	4	5
5. The drug court judges seem genuinely concerned about me.	1	2	3	4	5
6. At hearings, I have enough time to talk to the judges.	1	2	3	4	5
7. I have frequent contact with my drug court probation officer.	1	2	3	4	5
8. I can easily get ahold of my probation officer.	1	2	3	4	5
9. Law enforcement visiting my home assists with my recovery.	1	2	3	4	5
10. Writing in a journal to the judge has been helpful to me.	1	2	3	4	5
11. I frequently talk to other drug court team members.	1	2	3	4	5
12. Drug court has helped me get other services I need (such as housing, employment, medical or mental health services).	1	2	3	4	5
13. Drug court has been understanding of my cultural background.	1	2	3	4	5
Drug Court Treatment					
14. I have a good relationship with my treatment counselor.	1	2	3	4	5
15. My drug court treatment goals are reasonable and achievable.	1	2	3	4	5
16. The drug court treatment program is meeting my needs.	1	2	3	4	5
17. The amount of hours I attend treatment each week is appropriate.	1	2	3	4	5
18. I should spend more hours in treatment each week.	1	2	3	4	5
19. I should spend less hours in treatment each week.	1	2	3	4	5
20. I participate in pro-social activities.	1	2	3	4	5
21. Participating in pro-social activities is helping me.	1	2	3	4	5
22. Attending support group meetings (like AA, NA) is important to my recovery.	1	2	3	4	5
23. Treatment program staff are supportive.	1	2	3	4	5
24. Treatment staff are understanding of my cultural background.	1	2	3	4	5
Drug Testing					
25. It would help me to be drug tested more often.	1	2	3	4	5
26. I should be drug tested less often.	1	2	3	4	5
27. I am able to continue using chemicals without getting caught.	1	2	3	4	5
Suggestions about drug testing?					

Incentives/Sanctions & Outcome/Benefits	Strongly Agree			Strongly Disagree	
28. I frequently receive incentives for making progress (handshake, applause, gift certificates, etc.).	1	2	3	4	5
29. Receiving rewards helps motivate me.	1	2	3	4	5
30. Sanctions I have received have been fair and reasonable (if never sanctioned, leave blank).	1	2	3	4	5
31. Some participants seem to get special treatment.	1	2	3	4	5
32. Because of drug court, I am getting along better with my family.	1	2	3	4	5
33. Because of drug court, I am doing better at work.	1	2	3	4	5
Suggestions about improving the use of incentives:					
Suggestions about the kinds of incentives:					
Suggestions about improving the use of sanctions:					
Other					
Why did you join drug court? <u>Check all that apply</u>					
<input type="checkbox"/> Avoid prison/jail					
<input type="checkbox"/> Avoid fines					
<input type="checkbox"/> Getting charges reduced or dropped					
<input type="checkbox"/> I want to change my life					
<input type="checkbox"/> I want to stop using chemicals					
<input type="checkbox"/> I was talked into it by <input type="checkbox"/> family <input type="checkbox"/> friends <input type="checkbox"/> my lawyer					
<input type="checkbox"/> Other (explain) _____					
How is drug court helping you?					
What could make drug court better for you?					
What is the best part of drug court?					
What do you like least about drug court?					