

SONOMA COUNTY DRIVING UNDER THE INFLUENCE PROGRAM REQUIREMENTS

JUVENILE OFFENDER MINIMUM 8 WEEKS IN PROGRAM

16 hours Education (8- 2 hour classes)

Allowed 2 absences, 3rd = termination

WET RECKLESS MINIMUM 6 WEEKS IN PROGRAM

12 hours Education (6- 2 hour classes)

vc 23103.5 no certificates, vc 23140.1 needs DL101 &DL107

Allowed 2 absences, 3rd = termination

FIRST OFFENDER MINIMUM 3 MONTHS IN PROGRAM

10 hours Group (10- 1 hour groups)

20 hours Education (10- 2 hour classes)

.75 hours Counseling (Intake, mid face to face & exit)

Allowed 5 absences, 6th = termination

EXTENDED OFFENDER MINIMUM 9 MONTHS IN PROGRAM

45 hours Group (30- 1.5 hour groups)

14 hours Education (7- 2 hour classes)

1.25 hours Counseling (intake, 4 mid face to face & exit)

Allowed 7 absences, 8th = termination

MULTIPLE OFFENDER MINIMUM 18 MONTHS IN PROGRAM

52 hours Group (26- 2 hour groups)

12 hours Education (6- 2 hour classes)

6.5 hours Interview (26 interviews)

6.0 hours Transition Group (6- 1 hour groups)

Allowed 10 absences, 11th = termination

Note: Per DMV:

If a client had a first offense and then gets a wet reckless, they have to do the first offender program.

If they had a wet reckless and then are cited for a first offense, they have to do the multiple offender program.

**COUNTY OF SONOMA DRIVING UNDER THE INFLUENCE
PROGRAM FEE SCHEDULE**

JUVENILE OFFENDER- 8 WEEK

One payment **\$65.00**
Total Fees **\$65.00**

EXTENDED OFFENDER- 9 MONTH

Down Payment **\$264.00**
Monthly Payment **\$88.00 x 8**
Total Fees **\$968.00**

WET RECKLESS- 6 WEEK

Down Payment **\$167.00**
Monthly Payment **\$167.00 x 1**
Total Fees **\$334.00**

MULTIPLE OFFENDER- 18 MONTH

Down Payment **\$340.00**
Monthly Payment **\$87.00 x 15**
Total Fees **\$1,645.00**

FIRST OFFENDER- 3 MONTH

Down Payment **\$200.00**
Monthly Payment **\$181.00 x 2**
Total Fees **\$562.00**

We accept payment by personal check, money order, cashiers check, Visa or Master Card
WE DO NOT ACCEPT CASH PAYMENTS

Final payment for all programs must be in the form of a money order or cashiers check

ADDITIONAL CHARGES

Face to Face or Counseling Absence---\$25.00
 Group Absence-----\$25.00
 Education Absence-----\$25.00
 Transition Absence-----\$25.00
 Reschedule Fee-----\$10.00
 Leave of Absence-----\$20.00
 Re-Enroll Fee-----\$60.00
 Transfer Out Fee-----\$35.00
 Transfer In Fee-----\$125.00
 Duplicate Certificate-----\$15.00
 Non-Sufficient Funds Per Check-----\$20.00

COUNTY OF SONOMA DRIVING UNDER THE INFLUENCE PROGRAM

MOST COMMONLY USED TERMS AND THEIR MEANINGS

ABSENCE: *is missing any Scheduled Program Activity without seven (7) calendar days advance notice.* Arrangements must be made with your counselor of record with rare exception. Each program has a specific number of absences that a participant may accrue: Wet Reckless-2; First Offender-5; Extended First Offender-7; Multiple Offender-10. An additional absence above these allowances will be cause to terminate a person from their program. Group and counseling absences are made up at the end of your program with the exceptions of Extended First Offender and Multiple Offender. Extended First Offender and Multiple Offender absence make-ups are to be arranged through your counselor or intake worker. Education absences need to be made up consecutively after your last scheduled education class for all programs. A \$25.00 fee is charged for each scheduled activity that is missed (e.g., two missed activities on the same day are charged \$25.00 for each activity for a total of \$50.00).

COUNSELOR OF RECORD: *is the counselor conducting your group.* In the case of Wet Reckless, it will be the counselor conducting your education class.

ENROLLMENT DATE: *is the date you complete your intake appointment.* It is not the date you attend orientation or make your first payment. The enrollment date is used to determine the start date of your program. If you are transferring in from an out-of-county DUI program, your enrollment date in our program will be the date you initially enrolled in your out-of-county program.

INTAKE WORKER: *is the person who enrolls you into your program here.* In the case of First Offender and Extended First Offender, it will also be the person you see for your middle face to face interviews.

LATENESS: *State Regulations require that a participant receive specific hours of services.* In order for the program to fulfill that obligation, please note the following: To receive credit for any scheduled activity, you must arrive on time and be present for the entire activity. If you are late for a group or education class, you will not be admitted and an absence will be charged. If you are late for a face-to-face interview, you might be seen on that day if there is an open time slot.

LEAVE OF ABSENCE (LOA): *is used in circumstances when you know you are going to be away from your program for more than twenty-one (21) consecutive calendar days.* LOAs are submitted by your counselor and are not guaranteed until approved by the program manager. LOAs must be submitted seven (7) calendar days in advance of the time you want off. To receive a LOA for a vacation, all absences must be made up and all fees must be paid up to date. When returning from a LOA you must call (707) 565-7641 to schedule an appointment to see an intake worker before re-starting newly assigned activities with a new schedule. A \$20.00 fee is charged for each LOA.

LENGTH OF PROGRAM: *each program has a required minimum length of time set by State Regulations in which a participant can complete the program.* The length of time for your program is indicated on the back of your contract. You can not complete your program any sooner than the time indicated.

PAYMENTS: *are due on the 15th of each month.* They are to be paid by personal check, business check, money order or cashiers check made payable to SCDUI. We accept VISA and MasterCard only for credit card payments. WE DO NOT ACCEPT CASH. Please write your Participant Number (also referred to as Client Number or P #) on each check or money order. Your Participant Number is found in the top right-hand corner of your contract, or in the top-middle portion directly under your name. If you are making a payment within three (3) weeks of your completion date, personal or business checks are not accepted; your payment must be in the form of a money order, cashiers check or credit card only. You may give your payments to your counselor or to the receptionist.

RESCHEDULES: *are planned absences.* To apply for a reschedule, you must give your counselor seven calendar (7) days advance notice that you will not be attending a scheduled program activity. A reschedule does not count as an absence. Group and counseling reschedules are made up at the end of your program with the exceptions of Extended First Offender and Multiple Offender. Extended First Offender and Multiple Offender reschedule make-ups are to be arranged through your counselor or intake worker. Education reschedules must be made up consecutively after your last scheduled education class. A \$10.00 fee is charged for each reschedule.

SCHEDULED PROGRAM ACTIVITY: *is defined as a scheduled group, face-to-face (counseling) interview or education class meeting.*

SOBRIETY: *means that while attending your program it is very important that you are drug and alcohol free.* If you come to a scheduled activity with any measurable amount of alcohol or illicit drug in your system, you will be terminated. We do breathalyzer and urinalysis testing on a random basis or when we have reason to believe a person is under the influence. This is a zero tolerance program.

Please inform your intake worker or counselor of any prescribed medications you are taking; you may be asked to submit proof of such prescriptions. If at any time during your program you are placed on a prescribed medicine, and the counselor determines you are not able to function in the group, you may be asked to leave. If you are asked to leave for a sobriety violation, you will be asked to surrender your keys; you may have a sober driver come and pick you up. If you choose to drive away, authorities may be notified. This may lead to additional driving under the influence (DUI) charges.

If a termination occurs for a sobriety violation, a \$60.00 re-enrollment fee as well as the following applies:

- Wet Reckless and First Offender from Sonoma County must wait ten (10) working days after which you may call (707) 565-7664 or (707) 565-7644 to make a re-enrollment appointment;
- First Offenders from out-of-county will need to contact the court in the county-of-record to obtain a re-referral from that court prior to making a re-enrollment appointment with our DUI program;
- Extended Offenders follow the same procedures as those for First Offenders;
- Multiple Offenders from Sonoma County will receive a letter from the courts with a date to appear. After you have appeared and received a referral, call the above numbers to make a re-enrollment appointment to re-enter your program. Please keep in mind that you must complete your court process first before you will be allowed to re-enroll in your DUI program;
- Referrals from the DMV must wait fifteen (15) calendar days, get a new H-6, and then call the above numbers to make a re-enrollment appointment.

TRANSFER OUT: *the County of Sonoma DUI Program can be transferred to any DUI program in the state of California.* In order to transfer to another program, the following shall apply:

- You must be in active status to receive time and money credit for all services received at our program;
- You must give your counselor seven (7) calendar days advanced notice of your intention to transfer, and agree with your counselor on the date of last activity you plan on attending;
- Once you agree on a final activity date, you may not attend any further activities;
- You should then call (707) 565-7641 to make a half-hour transfer-out appointment. A financial assessment will be made and you are responsible for payment of services received to the date of final activity. We only accept cashiers check, money order or credit card payments for final payments. You will have twenty-one (21) calendar days from the date of your appointment to enroll in your new program. Transfer fees apply.

21-DAY RULE: *State regulations require that every participant be seen in a Scheduled Program Activity a minimum of at least once every twenty-one (21) calendar days.* If you fail to meet this obligation without an approved absence, you will be terminated from your program.

IMPORTANT REMINDERS AND HELPFUL HINTS **FOR ALL CLIENTS**

- **LEARN YOUR "P" (PARTICIPANT) NUMBER**
YOUR CLIENT OR "P" NUMBER ALLOWS THE FASTEST ACCESS TO YOUR FILE AND ALSO ENSURE YOUR PAYMENTS ARE POSTED TO YOUR ACCOUNT
- **KEEP YOUR CONTACT INFORMATION CURRENT - MAILING ADDRESS & PHONE #s**
IT IS YOUR RESPONSIBILITY THAT WE HAVE THE CORRECT CONTACT INFORMATION IN CASE WE NEED TO GET IN TOUCH WITH YOU
- **SAVE YOUR SCHEDULE AND LEARN IT**
YOUR SCHEDULE IS A GREAT SELF-AID IN NAVIGATING YOU THROUGH YOUR PROGRAM. OFTEN DURING BUSY PERIODS, WE MAY NOT BE ABLE TO ASSIST YOU WITH ACTIVITY INFORMATION OR RE-PRINTING SCHEDULES. LEARNING YOUR SCHEDULE WILL HELP YOU TO ARRIVE ON-TIME TO SCHEDULED ACTIVITIES
- **IF YOU NEED TO RESCHEDULE A PLANNED ACTIVITY, CONTACT YOUR COUNSELOR OF RECORD**
CONTACT YOUR COUNSELOR OF RECORD AS SOON AS POSSIBLE TO MAKE ARRANGEMENTS
- **KNOW THE REQUIREMENTS FOR THE 21-DAY RULE, ABSENCES, RESCHEDULES AND LOA's**
PLEASE REFER TO YOUR ORIENTATION HANDOUT, YOUR PROGRAM AGREEMENT OR CONSULT YOUR COUNSELOR OF RECORD IF YOU HAVE ANY QUESTIONS
- **PAYMENTS ARE DUE ON THE 15TH OF EACH MONTH**
- **PROGRAM COMPLETION CERTIFICATES WILL NOT BE ISSUED UNTIL ALL PROGRAM FEES ARE PAID IN FULL**