



# NEW MEXICO CORRECTIONS DEPARTMENT

Secretary  
Alisha Tafoya Lucero

CD-185200 Residential Drug Abuse Programs	Issued: 4/14/90 Effective: 4/14/90	Reviewed: 7/01/22 Revised: 7/12/17
Alisha Tafoya Lucero, Cabinet Secretary		<i>Original Signed and Kept on File</i>

## AUTHORITY:

NMSA 1978, Section 33-1-6, as amended.

## REFERENCES:

- A. Strategic Action Plan for the Provision of Treatment Services for Substance Related Disorders in the New Mexico Corrections Department [17 March 2000].
- B. American Psychiatric Association. Diagnostic and Statistical Manual of Mental Disorders: DSM-5, 5<sup>th</sup> Edition.
- C. American Correctional Association Expected Practices 5-ACI-6A-23, 5-ACI-6A-42, 5-ACI-5E-11 through 5-ACI-5E-15, *Performance Based Standards and Expected Practices for Adult Correctional Institutions*, 5<sup>th</sup> Edition.
- D. ACA Standards 2-CO-4F-01, *Standards for the Administration of Correctional Agencies*, 2<sup>nd</sup> Edition.
- E. *Residential Drug Abuse Program Curriculum*, The Change Companies.

## PURPOSE:

To establish a Residential Drug Abuse Treatment Program (RDAP) for male and female inmates with drug and alcohol abuse and addiction problems. In addition, this policy is designed to assist Behavioral Health Services staff members and inmates to understand the goals and operation of an RDAP.

## APPLICABILITY:

All employees and inmates assigned to a New Mexico Corrections Department (NMCD) correctional facility or contract facility, especially those participating, operating or working in conjunction with the Residential Drug Abuse Programs.

## FORMS:

- A. **RDAP Application** form (CD-185201.1)
- B. **RDAP Contract** form (CD-185201.2)
- C. **RDAP Assessment** form (CD-185201.3)
- D. **RDAP Progress Note** form (CD-185201.4)
- E. **RDAP Discharge Summary** form (CD-185201.5)
- F. **Substance-Related Program Recommendations Inmate Acknowledgement** form (CD-185201.6)
- G. **Substance Use Disorders (SUDs) Chrono** form (CD-185201.7)

## ATTACHMENTS:

None

## DEFINITIONS

- A. Individual Treatment Plan (ITP): The purpose of the ITP is to establish therapeutic treatment goals and methods to achieve those goals.
- B. Program Mentors: Inmates may volunteer to serve as program mentors after graduating from the RDAP treatment process. Treatment staff will make the actual selection from the volunteers. Mentors assist new RDAP residents in adjusting to the RDAP and assist RDAP Participants that need help with writing and homework assignments because of reading and/or language difficulties.
- C. RDAP Completer: An inmate who has completed the RDAP. RDAP Completers can remain in the residential unit, and may serve as program mentors with the authorization of the Behavioral Health Manager or designee.
- D. RDAP Participant: An inmate who is participating in RDAP.
- E. RDAP Wait: An inmate who is on the waiting list for RDAP.
- F. Residential Drug Abuse Program (RDAP): A residential treatment/therapeutic community program occupying a housing unit within the confines of a NMCD correctional facility that has a daily regimen of substance abuse and criminal behavior therapy within a structured living environment.

## POLICY:

- A. NMCD will provide substance abuse programs for inmates with drug and alcohol addiction problems. This includes the use of a Residential Drug Abuse Program (RDAP), which is not limited to the following components:
  - 1. Staff licensed and trained in drug and alcohol treatment that design and supervise the program;
  - 2. The selection and use of volunteers in the program;
  - 3. Coordination with community substance abuse programs;
  - 4. Efforts to motivate addicts to seek help;
  - 5. Realistic goals for the rehabilitation of inmates with substance abuse problems; and,
  - 6. Use of a variety of approaches to provide flexibility to meet the varying and special needs of different addicts. [5-ACI-5E-11]
- B. At facilities where a drug treatment program exists, the alcohol and drug abuse treatment program shall have a written treatment philosophy within the context of the total NMCD system, as well as, goals and measurable objectives. [5-ACI-5E-12]

- C. At facilities where a drug treatment program exists, there shall be an appropriate range of primary treatment services for alcohol and other drug abusing inmates that includes, at a minimum, the following: **[5-ACI-5E-13]**
- Inmate diagnosis;
  - Identified problem areas;
  - Individual treatment objectives ;
  - Treatment goals;
  - Counseling needs;
  - Drug education plan;
  - Relapse prevention and management;
  - Culturally sensitive treatment objectives, as appropriate;
  - The provision of self-help groups as an adjunct to treatment;
  - Pre-release and transitional service needs; and,
  - Coordination efforts with community supervision and treatment staff during the pre-release phase to ensure a continuum of supervision and treatment.
- D. At facilities where a drug and alcohol treatment program exists, the facility shall use a coordinated staff approach to deliver treatment services. This approach to service delivery shall be documented in treatment planning conferences and individual treatment files. **[5-ACI-5E-14]**
- E. At facilities where a drug and alcohol treatment program exists, there shall be documented incentives for targeted treatment programs to increase and maintain the inmate's motivation for treatment. **[5-ACI-5E-15]**
- F. Inmates shall have access to a chemical dependency treatment program. When a chemical dependency program exists, the clinical management of chemically dependent inmates includes, at a minimum, the following: **[5-ACI-6A-42]**
- A standardized diagnostic needs assessment administered to determine the extent of use, abuse, dependency, and/or codependency;
  - An individualized treatment plan developed and implemented by a multidisciplinary clinical team that includes medical, mental health, and substance abuse professionals;
  - Pre-release relapse-prevention education, including risk management; and,
  - The inmate will be involved in aftercare discharge plans.



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## AUTHORITY:

Policy *CD-185200*

## PROCEDURES: [5-ACI-5E-12]

### A. Programs:

The Residential Drug Abuse Program (RDAP) is designed to provide an appropriate range of primary treatment services for alcohol and other drug dependent inmates in a Therapeutic Community such as:

- Inmate diagnosis;
- Identified problem areas;
- Individual treatment objectives;
- Treatment goals;
- Counseling needs;
- Drug education plan;
- relapse prevention and management;
- Culturally sensitive and gender-specific treatment objectives, as appropriate;
- The provision of self-help groups as an adjunct to treatment;
- Pre-release and transitional service needs; and,
- Coordination efforts with community supervision and treatment staff during the pre- release phase to ensure continuum of supervision and treatment.

### B. Reception and Diagnostic Center

Inmates entering the NMCD Reception and Diagnostic Unit (RDC) receive a substance abuse screening and assessment according to **Behavioral Health Reception and Diagnostic Center** guidelines (*CD-180200*).

### C. Other Institutions (NMCD/Private Facilities)

1. Upon arrival at the institution the Behavioral Health staff will complete the **Substance Use Disorders Chrono** (*CD-185201.7*) along with other intake/facility transfer documents as per policy **Facility Intakes and Clearances** (*CD-180104*). The inmate will be informed of program recommendations including Substance-related Disorder programming during the ITAP and continuing TAP committees.
2. Programming recommendations range from voluntary participation in programming to a mandated substance abuse program recommendation per policy or per Inmate's Judgment and Sentence (Court recommendation) and classification recommendation. Receiving BH staff will review the Chrono and make necessary changes consistent with a clinical interview, if necessary.

3. Inmates will agree or refuse treatment recommendations via the **Substance- Related Program Recommendations Inmate Acknowledgment** form (CD- 185201.6) during the ITAP or TAP committee meeting. Inmates that refuse to consent to mandated addictions programming may be referred to Classification and may receive sanctions.
4. Arriving Inmates will be provided with information regarding NMCD Substance Use Disorders programs and available volunteer programs including Alcoholics Anonymous and Narcotics Anonymous.
5. In keeping with professional ethics and appropriate clinical practice, Behavioral Health staff will provide clinically appropriate services, consistent with available programming and staffing, for offenders that meet program criteria. Decisions not to treat an inmate due to client refusal or based on security/safety issues will be communicated to the Behavioral Health Therapist Supervisor/Designee.

#### **D. Selection Criteria:**

The RDAP is a 500 hour six (6) month intensive residential program designed to assist inmates with alcohol addiction, drug addiction, and antisocial behavioral patterns. The RDAP can be extended to a longer length of time due to security/facility issues if approved by the Behavioral Health Bureau Chief or designee. The following guidelines comprise the application and admission process:

1. All applicants to the RDAP will be required to take part in a uniform interview process conducted by a member of the Behavioral Health Services Staff. Inmates access the interview process by completing and submitting a **RDAP Application (CD-185201.1)**, available at the Behavioral Health Services or RDAP Office.
2. Applicants for the RDAP shall meet the following **time** requirements:
  - a. The applicant must have nine (9) months or more to serve on the current or consecutive sentence, including projected good time credits, at the time of admittance to a recognized Correctional RDAP.
  - b. The applicant should have less than two (2) years to serve on the current or consecutive sentence, including projected good time credits, at the time of admittance to a recognized Correctional RDAP. Inmates that do not meet this two (2) year requirement are still encouraged to apply and will be selected on a case-by-case basis.
3. Clinical admission guidelines for RDAP are as follows:
  - a. Applicants with prior RDAP experience i.e. transfers from other RDAPs.
  - b. Applicants that maintain a protracted history of substance abuse (may have associated criminal charges, and pose a danger to public safety.)
  - c. Applicants with severe substance abuse problems that are considered high risk and high need, as determined by the COMPAS assessment.
  - d. Drug use in prison.
4. The applicant must have completed the interview phase of the selection process, sign a

**Consent/Refusal for Treatment, (CD-180101.1 )** and complete an **RDAP Contract (CD-185201.2)**.

5. The applicant must meet the diagnostic criteria of any of the Substance-Related and Addictive Disorders as defined by the DSM-5 (Diagnostic and Statistical Manual of the Mental Disorders, Fifth Edition of the American Psychiatric Association). Behavioral Health Services Staff will complete an **RDAP Assessment, (CD- 185201.3)**, a **TCU Drug Screen V, (CD-180201.13)**, and a **Treatment Plan (CD- 180108.1.)** for every RDAP member within 30 days of entering the RDAP.
6. Applicants must agree to random drug screening prior to, during and upon completion of the RDAP.
7. All applicants must be 18 years or older at the time of admittance to the program.

#### **E. Transferring to the Program:**

1. Upon a finding that an applicant has met the criteria for the RDAP, based on COMPAS assessment and clinical assessment, the Behavioral Health Therapist Supervisor or RDAP Coordinator shall add the applicant's name to the Offender Management Plan (OMP) list of qualified applicants for the RDAP. This list shall contain the following items:
  - a. Applicant's name and number;
  - b. RDAP Treatment Provider's signature; and,
  - c. Rank of entrance priority.
2. The RDAP's Qualified Applicant Waiting List (RDAP Wait List) shall be up-dated on OMP. The master list will be maintained on OMP.
3. The Transitional Accountability (TAP) Committee will use the RDAP Wait List; to move qualified applicants into the RDAP as vacancies becomes available. Only applicants listed on the RDAP Wait List should be assigned to the RDAP.
4. RDAP Wait members will follow the same guidelines as RDAP Participants, RDAP Mentors and RDAP Completers:
  - a. Support the philosophy, purpose, and goals of RDAP during the entire time the inmate is a resident of RDAP Wait;
  - b. Follow all institutional rules and maintain clear conduct during the entire time the inmate is a resident of RDAP Wait;
  - c. Remain drug and alcohol free and submit to drug testing as requested by RDAP staff under the same criteria as the RDAP residents.

#### **F. RDAP Program Participation:**

1. The RDAP program is an intensive residential therapeutic community that requires the inmate to commit to the program, focusing on the pro-social self- change needed to understand and to

move through the stages of change. Participation in other institutional programs, jobs (other than those assigned as a vital part of the program), education, etc may impede the inmate's growth and should be prohibited, unless it is included as part of the RDAP curriculum.

2. If the inmate is within 60 days of completing the RDAP program, that inmate may not be transferred out of the facility until they have finished. Unless the Warden determines safety and/or security needs exist.
3. Program participants are expected to actively engage in the program and all RDAP related activities, homework, meetings, groups, and work assignments. Failure to do so may result in termination.

#### **G. Program Operation:**

1. The RDAP shall be under the administration and supervision of the Behavioral Health Services Bureau or the RDAP administrator.
2. The Facility Behavioral Health Therapist Supervisor or RDAP administrator shall designate two (2) Behavioral Health Service staff members as the RDAP Coordinators or Facilitators if available. Other qualified Behavioral Health Services staff may be assigned as needed and will be designated as RDAP Staff. The Facility Behavioral Health Therapist Supervisor may serve as the site RDAP Coordinator where qualified staff is limited.
3. The Facility Behavioral Health Therapist Supervisor or RDAP administrator shall be responsible for:
  - a. Coordinating, screening, providing and supervising all program activities planned by the assigned staff for the unit members;
  - b. Serving as liaison with Education, Security, Programs and Classification staff;
  - c. Serving as liaison between the community and outside agencies such as Adult Probation Division and referral resources;
  - d. Overseeing the clinical services provided for the program participants; and,
  - e. Training will be offered for all correctional and counseling staff involved in the RDAP. The training will focus on both the elements of the treatment program and institutional security policies and procedures. Through cross-training, all members of the treatment team can learn to efficiently operate the unit without confusion or misunderstanding. Individual roles and responsibilities can be clarified, coordinated and integrated among various service providers.
4. To ensure that mental health services are provided to RDAP members as provided to other inmates assigned to the general population at the facility in which the RDAP is operating.
5. The Facility Behavioral Health Therapist Supervisor or RDAP administrator shall be responsible for:
  - a. Implementation of the standardized evidenced-based treatment program as approved by

NMCD based on the social learning theory that targets the development of pro-social behavior. This includes intervention techniques that are not limited to interpersonal and cognitive problem-solving, peer oriented group therapy programs, role modeling, social skills training, psycho-dramatization, and cognitive-behavioral techniques. Treatment enhancements and additions along with changes to curriculum and treatment group type will only be changed with approval from the NMCD Behavioral Health Services Bureau;

- b. The use of an appropriate range of primary and secondary treatment services may include substance abuse assessment and diagnosis, problem identification and the development of individual treatment objectives and goals;
  - c. The construction and use of treatment plans that are not limited to drug education, individual counseling and relapse prevention/management;
  - d. The use of community resources such as Alcoholics Anonymous and Narcotics Anonymous to augment RDAP services;
  - e. The use of institutional self-help groups, pre-release/transitional services, and community aftercare services to ensure the continuity of supervision and treatment;
  - f. To implement the aims and goals of the RDAP in a manner that is aware of cultural and gender differences and diversities;
  - g. To advocate the RDAP as a psychologically supportive environment which reinforces pro-social behavior;
  - h. To ensure that group therapy is the primary mode of intervention for RDAP participants; and,
  - i. The RDAP staff will refer any clients that may require mental health services to the Behavioral Health Department.
  - j. Individual documentation will be completed on a bi-weekly basis for all RDAP participants, utilizing a **RDAP Progress Note**, (CD-185201.5).
  - k. *Treatment Plan Reviews will be completed every 180 days consistent with CD-180108 and the treatment plan will note program completion at time of discharge.*
  - l. A **RDAP Discharge Summary**, (CD-185201.5) will be completed for all RDAP members that leave the RDAP (graduation, removal, transfer, drop-out, etc.).
6. Phases within the RDAP:
- a. Phase 1: Orientation and Rational Thinking (Orientation Phase)

Upon initial entry, the inmate will be in the Orientation and Rational Thinking components of the RDAP Process for a period of not less than two (2) months. During this initial phase, the inmate is ideally to be assigned to the service crew or the expeditor crew only while developing an understanding of the RDAP/TC and their own treatment



needs. Based upon progress evaluations and completion of assignments, the inmate may be:

- 1) Dismissed from the program;
- 2) Continued in Phase 1 with appropriate modifications to the resident's ITP; or,
- 3) Placed into the Phase 2.

b. Phase 2: Criminal Lifestyles, Living With Others, and Lifestyle Balance (Main Treatment Phase)

Inmates who successfully complete Phase 1: may be moved into the Phase 2. Residents advanced to Phase 2 will remain in this program for a period of not less than two (2) months. During this phase the inmate will be required to complete the Criminal Lifestyles, Living with Others, and Lifestyle Balance RDAP journals. The main RDAP/TC objectives of socialization, personal growth and psychological awareness are pursued through all of the therapeutic and community activities. Based on progress evaluations as measured by the ITP and program participation during Phase 2, the resident may be:

- 1) Dismissed from the program;
- 2) Retained in Phase 2 with appropriate modification to the resident's ITP; or,
- 3) Placed in Phase 3.

c. Phase 3: Recovery Maintenance, and Transition (Re-entry Phase)

Residents advanced to the Re-entry Phase of the RDAP/TC process will be in Program III for a period not less than two (2) months. Re-entry is the phase in which the resident must strengthen skills for autonomous decision making and the capacity for self-management with less reliance on rational authorities or a well-formed peer network. Inmates in this phase of the program are required to complete the RDAP Recovery, Maintenance, and Transition RDAP journals. Based on progress evaluations as measured by the Individual Treatment Plan and program participation during Program III, the resident may be:

- 1) Dismissed from the program;
- 2) Retained in Phase 3 with appropriate modification to the resident's ITP;
- 3) Graduated from the RDAP Process with appropriate close out of the resident's ITP; or,
- 4) The complete RDAP is designed to be six (6) months in duration.

## H. RDAP Housing Unit:

1. The RDAP will be located in a designated housing unit/dormitory identified for RDAP members. The unit/dormitory shall have designated beds available for the RDAP. These numbers maybe adjusted if the situation warrants a reduction or increase in the amount of available beds.

2. The unit/dormitory will be supplied similar to other housing units at the NMCD correctional facility in which the RDAP is operating.
3. Except during emergency situations, the unit/dormitory will house only approved RDAP Program inmates.
4. The unit/dormitory day room or designated programming area will be comfortably furnished in order to accommodate classes, groups, and meetings. This includes the following items:
  - a. Sufficient numbers of tables and chairs;
  - b. Dry Erase and/or Chalk Boards;
  - c. Bulletin or Announcement Boards; and,
  - d. VCR/DVD Player.
5. The RDAP Staff will maintain an RDAP program office in proximity to the RDAP Unit.
6. A Recovery Oriented/Drug Free housing unit may be established at facilities where RDAP/TCs operate as continuum of care and a supportive environment are of the utmost importance. The ability to live in a drug free and recovery supportive environment shall be afforded those inmates that have completed TC/RDAP treatment and remain at the facility. These units will have the same incentives and privileges as offered in other honor type units at the facility.

#### **I. Security:**

1. Security staff that is assigned to work a post in the RDAP are encouraged to participate in an orientation to RDAP treatment provided by facility behavioral health staff.
2. Security staff should be aware of the activities and schedules of the RDAP, and without compromising their security mandates, attempt to conduct routine and non- routine security and other inspections without disrupting programming.
3. Security staff should work in conjunction with the RDAP Coordinators and inform him/her of any member that has been cited for an institutional rule violation.
4. Security staff should ensure that the institutional schedule is operated in conjunction with the RDAP schedule. This includes the schedule for lock-downs, counts, program calls, activities, and meals.
5. Security staff is to keep treatment information that they are exposed to during the course of their duties confidential.
6. During programming hours, the doors to the unit will be closed to ensure confidentiality of the group process and security staff assigned to the complex will ensure that the area in front of the doors remains clear of other inmate traffic.

#### **J. Records and Confidentiality:**

1. All existing Behavioral Health Services policies and procedures for maintenance of client records and confidentiality will be followed throughout this program in accordance with Federal Law. (42 U.S.C. § 290dd-2)

2. Additional records may be maintained documenting school, work, conduct, and therapeutic participation.
3. All issues discussed in treatment that are non-security issues and/or covered by statute, will not be disclosed and will remain confidential.
4. The facility in which the RDAP is operating will ensure that physical space is provided to allow the therapeutic treatment processes of the program to be conducted in a confidentially protected environment.

**K. Program Incentives: [5-ACI-5E-15]**

1. Members of the RDAP shall receive the benefit of a distinct housing unit, and substance abuse program designed to assist them in recovery from a drug or alcohol addiction.
2. RDAP members will be compensated, during scheduled RDAP programming, for their RDAP participation at the current rate of \$0.30 an hour. Each individual incentive pay sheet must be submitted by the Behavioral Health Therapist Supervisor/RDAP Coordinator on the first reasonably available working day of proceeding month of the pay month.
  - a. Once a new RDAP resident has been admitted to the RDAP program, they will be added to the RDAP employment accountability roster by the Transitional Accountability Plan (TAP) Committee and removed from any other institutional job assignment. This will be done within twenty-four hours of the residents' acceptance notification to the Deputy Warden or his designee.
3. Identified RDAP Completers may continue as program mentors: Program mentors will be paid at the equivalent rate as education tutors or similar positions.
4. The Correctional Facility in which the RDAP is operating will make every reasonable attempt to remove any identified disincentive to an inmate's participation in the RDAP in as much as it is within the institutions power to do so. Inmates may be eligible for a Lump Sum Award (LSA) up to 30 days per RDAP phase for successful completion of each phase..
  - a. All LSA recommendations must follow the guidelines and procedures of Policy *CD-082801*.
  - b. Staff will submit **Recommendation for Lump Sum Good Time Award**, Form (*CD- 082801.B*) with attached appropriate documentation of program completion to designated Classification Supervisor or Unit Manager.
  - c. All recommendations must be reviewed by the Behavioral Health Therapist Supervisor or RDAP Coordinator or their designee.
  - d. Copies of all recommendations for LSA's and their supporting documentation must be included in the Addictions Treatment section of the clinical file.

5. RDAP programming will take precedence over all other inmate programming with appropriate consideration being afforded to the RDAP Resident and RDAP program requirements in scheduling all other activities.

#### **L. Drug Testing:**

1. Each member of the RDAP is subject to random drug screens. Dismissal from the RDAP may be a consequence of a positive result of a drug test conducted by Behavioral Health Services Staff or Custodial Staff. The RDAP drug testing program as conducted by Behavioral Health Services staff, remains a function of the therapeutic intervention process, is administered independently from, and confidential to, other areas not directly connected to Behavioral Health Services, and the results are protected under federal law. (42 U.S.C. § 290dd-2)
2. Drug testing conducted by security staff **may** additionally result in disciplinary action under established institutional policies.
3. RDAP Program drug testing will be evaluated using a random sample technique in order to ensure the integrity of the testing process. The following procedures apply to drug testing:
  - a. Each inmate of the RDAP will submit to drug testing whenever requested;
  - b. The days of collection will be randomly chosen;
  - c. On the specified day, the RDAP Coordinators will identify the residents selected to be tested; The drug test sample will be collected by an appropriate staff member;
  - d. Inmates receiving positive results may be transferred out of the RDAP. Transfers will occur immediately upon clinical determination of the need to remove the resident from the program; and,
  - e. Drug testing procedures for Substance-Abuse Programming purposes are independent of any other drug testing requests initiated by Security staff and are not subject to the procedures outlined in CD-090500.

#### **M. Removal from the RDAP:**

Inmates may be removed from the program for:

1. Involvement in behavior that interferes with the therapeutic milieu; individual or group;
2. Involvement in an institutional disciplinary action. The institutional disciplinary process and the decision for removal from the RDAP are independent of one another. Members can still be removed from the RDAP regardless of the findings of the disciplinary process;
3. Failure to make satisfactory progress toward established treatment goals. Examples include, but are not limited to, insufficient participation in mandatory programming, and/or negative motivation and/or attitude (as determined by program staff);

4. Failure to perform satisfactorily in any part of the ITP that includes education or job assignment;
5. Involvement in any activity or behavior that interferes with the security, management or control of the unit or institution;
6. Failure to treat other RDAP members, associated staff members, and assigned correctional staff with the appropriate respect and/or courtesy;
7. Refusing to comply with the directions and orders provided by program and other staff members; and,
8. Mental disorders which may require an inmates' transfer to appropriate housing to meet his individual treatment needs if deemed clinically appropriate by Behavioral Health Services staff.

**N. Removal Process:**

1. Upon a finding that a RDAP member has met the criteria for removal from the RDAP, the RDAP Coordinator will notify the TAP Committee, of the need for the physical removal of the inmate from the RDAP.
2. The TAP Committee shall then remove the member from the RDAP within twenty- four (24) hours of the notification.
3. Former members shall not be eligible to reapply for admittance to the RDAP for a period of sixty (60) days. The 60-day period may be waived by the RDAP Coordinator on a case-by-case basis.
4. Inmates that have completed RDAP or have discharged while still in RDAP and return to NMCD on a Parole or Probation violation with a positive U/A may be placed back into RDAP through vacancy availability.

**O. Privately Contracted Facilities:**

Private facilities that operate a RDAP as part of their Operational Contract will conform to this policy. Private facility Program Managers/Coordinators will work closely with the NMCD Behavioral Health Services Bureau Chief or designee in an effort to maintain compliance and consistency with state administered RDAP program.

**P. Data Management:**

The Behavioral Health Services Bureau shall maintain data, evaluations, and information regarding measures of treatment outcome success.

**NEW MEXICO CORRECTIONS DEPARTMENT BEHAVIORAL  
HEALTH SERVICES  
Residential Substance Abuse Program (RDAP) Application**

The RDAP program is designed to treat inmates who would like to change their criminal thinking and substance use behaviors.

The program lasts for approximately six to nine months (500 hours). Upon successful program completion an inmate may be given the opportunity to be a mentor. Applicants with nine months or greater to serve are eligible to apply. Program participants will live together and attend intensive group therapy. The program will attempt to have inmates go from the program to release from custody (parole or discharge) without re-entering general population. For those with longer sentences, the goal will be to improve their quality of life while incarcerated.

The program has been developed to help inmates halt their substance use and criminal behavior with the goal of successfully living a positive life after release from custody. The program is dedicated to helping people change, become drug-free and remain free.

Please fill out the question below if you feel you are interested in the RDAP Program. Applicants must have a history of substance abuse and have more than six (6) months left to serve on their sentence (with good time calculated) in order to begin the application process.

Please give this application to the Behavioral Health Services Department. You will be scheduled for an interview for possible placement in the RDAP program. PLEASE PRINT CLEARLY:

Name: \_\_\_\_\_ NMCD# \_\_\_\_\_ Date: \_\_\_\_\_ Facility: \_\_\_\_\_

Current work assignment: \_\_\_\_\_ Release Date (with good time): \_\_\_\_\_

1. Will you commit to one year (if applicable) in the RDAP? Circle: YES NO
2. Do you have a history of substance use/abuse? Circle: YES NO
3. Has substance use/abuse harmed you and/or your family? Circle: YES NO
4. Would being substance free help you stay out of prison? Circle: YES NO

Answer #5 and #6 on a scale 1 to 5: 1 = Not at all 2 = Very Little 3 = doesn't matter 4 = Moderately 5 = Extremely

5. How motivated are you to change your life? 1 2 3 4 5

6. How confident are you that you can change your life? 1 2 3 4 5

7. Substance(s)/Drug(s) of choice: \_\_\_\_\_

8. Current Offense(s): \_\_\_\_\_

9. Prior TC or RDAP experience? Circle: YES NO If so, where? \_\_\_\_\_

Dates attended? \_\_\_\_\_ Last program in TC or RDAP you completed? \_\_\_\_\_

10. Prior Substance Abuse Treatment? Circle: YES NO If so, where? \_\_\_\_\_

Dates attended? \_\_\_\_\_ did you complete? Circle: YES NO

11. Briefly explain what you hope to accomplish while participating in the RDAP:

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inmate Name: \_\_\_\_\_

NMCD#: \_\_\_\_\_  
**RDAP Application**

Facility: \_\_\_\_\_  
Form CD-185201.1 (Rev. 07/12/17)







**NEW MEXICO CORRECTIONS DEPARTMENT  
Residential Drug Abuse Program (RDAP) Assessment**

**Admission Information**

- 1.  RDAP
- 2. Inmate Last Name: \_\_\_\_\_  
, First Name: \_\_\_\_\_
- NMCD# \_\_\_\_\_
- 3. DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ 4. Present Age: \_\_\_\_\_
- 5. Race/Ethnicity (one): Hispanic White non-Hispanic  Black Asian Native American Other (specify): \_\_\_\_\_
- 6. Marital Status (One): Single Married Common Law Divorced Separated Widowed Other: \_\_\_\_\_
- 7. Highest grade level completed in school: \_\_\_\_\_ 8. High School Diploma? Yes  No
- 9. GED? (Check one): Yes, outside prison yes, inside prison No

**Description of Clinical Concern**

- 10. In the last 6 months before prison did drug use often cause inmate (check all that apply):
  - a. Emotional or psychological problems
  - b. Problems with family, friends, work, or police
  - c. Physical health or medical problems
- 11. Which drugs caused inmate the **MOST** serious problems in the last 6 months before prison? [SEE LIST BELOW]:  
 Worst...|\_\_\_\_\_| Next...|\_\_\_\_\_| Next...|\_\_\_\_\_|  
 DRUG # DRUG # DRUG #

CHOOSE "DRUG #s" FROM THIS LIST:

0. None	3. Marijuana	6. Tranquilizers or sedatives
1. Alcohol	4. Cocaine or crack	7. Hallucinogens
2. Inhalants	5. Other stimulants	8. Opiates (Heroin, Codeine, etc.)

- 12. Use Tobacco?  Yes  No 13. Age 1<sup>st</sup> used tobacco: \_\_\_\_\_ 14. Age 1<sup>st</sup> used alcohol: \_\_\_\_\_
- 15. Age 1<sup>st</sup> used drugs: \_\_\_\_\_ 16. 1<sup>st</sup> drug used (use list above for #): \_\_\_\_\_ 17. Ever Inject drugs?  Yes  No
- 18. How did you use your drugs (i.e.: inject, smoke, drink, etc.) \_\_\_\_\_
- If inject: a. Age inmate first tried injecting drugs: \_\_\_\_\_ b. Estimated number of injections in mo. prior to arrest \_\_\_\_\_
- c. Ever inject in prison? Yes  No  d. Ever share injection needles?  Yes  No e. Share in prison?  Yes  No
- 19. Two Drugs most preferred (use list for #'s above): \_\_\_\_\_ / \_\_\_\_\_
- 20. Current mental health Dx / problems \_\_\_\_\_
- 21. Hx of psychotropic medications: \_\_\_\_\_
- 22. Current psychotropic medications: \_\_\_\_\_
- 23. Current medical problems: \_\_\_\_\_
- 24. All current medications: \_\_\_\_\_
- 25. Ever arrested for specific alcohol or drug crime (DWI, possession, trafficking, etc.):  Yes  No
- 26. How were drugs or alcohol associated with your current crime (check all that applies):
  - a. Used within 12 hours prior to committing the crime  b. Under the influence during crime
  - c. Crime committed to obtain drugs or alcohol  d. DWI
  - e. Possession, trafficking or distribution  f. Other (Specify): \_\_\_\_\_

Inmate Name: \_\_\_\_\_

NMCD#: \_\_\_\_\_  
RDAP Assessment

Facility: \_\_\_\_\_  
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**NEW MEXICO CORRECTIONS DEPARTMENT**  
**Residential Drug Abuse Program (RDAP) Assessment (Continued)**

27. Suicide attempts:  none # \_\_\_\_\_ Date of most recent attempt \_\_\_\_\_

Present Suicide/Homicide Ideation  Yes  No If yes, how manifesting? \_\_\_\_\_

**Relevant History**

28. Are inmate's parents still together?  Yes  No, (Specify condition): \_\_\_\_\_

29. Who raised inmate?

Grandparent  Parent  Step-parent  Sibling  Aunt / uncle  Cousin  Other  Does not know

30. Who in inmate's family has ever been in jail or prison? (Check all that apply):

Form (CD-185201.3)

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one  Grandparent  Parent  Child  Sibling  Aunt / uncle  Cousin  Other  Does not know

31. Who in family has had problems with substance use / Addiction? (Circle all that apply):

None  Grandparent  Parent  Child  Sibling  Aunt / uncle  Cousin  Other  Does not know

32. Number of prior criminal convictions: a. In NM? \_\_\_\_\_ b. outside NM? \_\_\_\_\_

33. Total years / months in prison (inmate estimate in lifetime): \_\_\_\_\_ yrs. / \_\_\_\_\_ mo.

34. Did inmate observe domestic or other violence during childhood / adolescence?  Yes  No

If yes, was substance abuse related to the violence?  Yes  No

35. Has inmate experienced any abuse? (Check all that apply):  Emotional  Physical  Sexual

36. Types of jobs held: \_\_\_\_\_

37. Most recent job, before prison: \_\_\_\_\_

a. Length of time at most recent job: \_\_\_\_\_ b. Longest time at any job: \_\_\_\_\_

38. Is inmate's criminal history correlated to his substance usage?  No  Yes

If yes, how correlated? \_\_\_\_\_

39. Ever had substance treatment outside prison?  Yes  No

If yes:

a. Type of treatment (Check all that apply):  Outpatient  Residential  AA/NA  Other

b. Length of treatment on the outside: Number of weeks \_\_\_\_\_

c. Complete treatment on the outside?  Yes  No

d. Longest period of abstinence after treatment on the outside? Yrs. \_\_\_\_\_ Mo's \_\_\_\_\_ Wks. \_\_\_\_\_

40. Ever had substance treatment inside prison?  Yes  No

If yes:

a. Type of treatment (Circle all that apply):  Outpatient  TC  AA/NA  Other

b. Length of treatment on the inside: Number of weeks \_\_\_\_\_

c. Complete treatment on the inside?  Yes  No

d. Longest period of abstinence after treatment on the inside? Yrs. \_\_\_\_\_ Mo's \_\_\_\_\_ Wks. \_\_\_\_\_

Inmate Name: \_\_\_\_\_

NMCD#: \_\_\_\_\_  
**RDAP Assessment**

Facility: \_\_\_\_\_  
 Form CD-185201.3 (Rev. 07/12/17)

**NEW MEXICO CORRECTIONS DEPARTMENT**  
**Residential Drug Abuse Program (RDAP) Assessment** (Continued)

***Diagnosis and Codes*** (A Substance-Related or Addictive Disorder must apply):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RDAP Intake Information**

41. Current Drug Abstinence \_\_\_\_\_ longest period of abstinence: \_\_\_\_\_

42. Current Offense(s): \_\_\_\_\_

43. Were drugs involved?  In all?  Some?  None?

44. Prior Sex Offense: \_\_\_\_\_

45. Current Programming: \_\_\_\_\_

46. Gang Affiliation: \_\_\_\_\_

# of Prior Convictions: \_\_\_\_\_

47. Willing to commit to 6-12 mo. in the TC (or end of incarceration, whichever comes first):  yes  no

Provider Signature: \_\_\_\_\_ Provider Printed: \_\_\_\_\_

Date: \_\_\_\_\_ Facility: \_\_\_\_\_

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Inmate Name: \_\_\_\_\_

NMCD#: \_\_\_\_\_

Facility: \_\_\_\_\_

**NEW MEXICO CORRECTIONS DEPARTMENT**  
**Residential Drug Abuse Program (RDAP) Progress Note**

**Dates:** \_\_\_\_\_

Rate each area on a 1-5 scale: 5=excellent, 4=good, 3=fair, 2=poor, 1=unacceptable.  
Indicate N/A if the activity does not apply to your program.

<b>Attendance</b>	<b>Participation</b>	<b>ACTIVITY</b>	<b>Comments</b>
_____	_____	Community Meetings	_____
_____	_____	Group's	_____
_____	_____	12-step Meetings	_____

<b>Rating</b>	<b>Completion of Assignments</b>	<b>Comments</b>
_____	Homework and/or Journaling	_____
_____	Learning Experiences	_____
_____	ITP Progress	_____

<b>Rating</b>	<b>Conduct</b>	<b>Comments</b>
_____	Progress in Internalizing Community Values	_____
_____	Interaction with Staff	_____
_____	Interaction with Peers	_____

**Recommendations (treatment planning, clinical concerns, ITP adjustments)**

**90 Day Review** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Clinician Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_  
Inmate Name: \_\_\_\_\_ NMCD#: \_\_\_\_\_

**RDAP Progress Note**

\_\_\_\_\_  
Facility: \_\_\_\_\_  
Form CD-185204.1 (Rev. 07/12/17)

**NEW MEXICO CORRECTIONS DEPARTMENT**  
**(Residential Drug Abuse Program) RDAP Discharge Summary**

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NAME: \_\_\_\_\_ NMCD #: \_\_\_\_\_ RDAP DISCHARGE DATE: \_\_\_\_\_

GRADUATED:  Y  N

NUMBER OF MONTHS IN THIS RDAP: \_\_\_\_\_ PHASE:  1  2  3  MENTOR

PRIOR RDAP PARTICIPATION:  YES  NO

IF YES, WHERE? \_\_\_\_\_ NO. OF MONTHS \_\_\_\_\_

PRIOR S/TREATMENT PROGRAMS (Not 12-Step) #:  
\_\_\_\_\_  
\_\_\_\_\_

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**PROGRAM PARTICIPATION SUMMARY:**

Was resident ever removed from RDAP for programming problems?  Yes  No

If yes, reason for removal? \_\_\_\_\_

Describe relationship with RDAP Counseling Staff:  Open  Honest  Guarded  Evasive  Closed off  
 Deceptive  Defensive  Hostile

Describe relationship with other RDAP residents:  Open  Honest  Guarded  Evasive  Closed off  
 Deceptive  Defensive  Hostile

Able to accept constructive criticism / feedback in a healthy manner: Yes No

Able to give constructive criticism / feedback in a healthy manner: Yes No

Able to identify and express feelings in an appropriate manner: Yes No

Summary:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Clinician Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Inmate Name: \_\_\_\_\_ NMCD#: \_\_\_\_\_

**RDAP Discharge Summary**

Facility: \_\_\_\_\_  
Form CD-185201.5 (Rev. 07/12/17)

## New Mexico Corrections Department Substance-Related Program Recommendations Inmate Acknowledgement

The following Substance-Related and Addiction Services have been recommended to me:

**Voluntary Substance-Related and Addiction Services Programming:**

- Residential Drug Abuse Program (where available)
- Outpatient Substance-Related and Addiction Services, IOP or DWI

**Mandated Substance-Related and Addiction Programming:**

- Residential Drug Abuse Program (where available) per Classification and in consideration of IM Judgment and Sentence
- DWI Program

I, \_\_\_\_\_ understand that I have been recommended to participate in Addiction Services Programming (see above recommendation). I have read this recommendation and I:

- Agree to participate**
- Refuse to Participate**

I understand that this is a voluntary program and that I may withdraw from treatment at any time in the future.

Note: If **mandated**, I acknowledge that I have been informed of the consequences should I decide to withdraw from or if I am removed by Staff from the Residential Drug Abuse Program due to program violation, IOP or the DWI Class. The consequences are as follows:

1. I understand I may be issued a Misconduct Report for failure to program;
2. I understand my file will be flagged and I may be unable to earn good time. I may be terminated from good time earning status pursuant to applicable NMCD policy (CD-08201; CD-080400; or CD-08600).
3. I understand once terminated from good time earning status I will be unable to be reinstated to good time earning status until I meet the following criteria:
  - a. I agree to participate in the DWI Class as mandated, IOP or Residential Drug Abuse Program by signing a DWI, IOP or RDAP Agreement to Participate; and
  - b. I am approved through the classification process and am accepted by the BH Supervisor into the programs or placed by the BH Supervisor on the official waiting list for the appropriate program;
4. I understand I may be moved out of the institution and will be given other institutional assignments; however I will not be eligible to earn good time for such work until I am reinstated on good time earning status.

Inmate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness/Clinician: \_\_\_\_\_

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Inmate Name: \_\_\_\_\_ NMCD#: \_\_\_\_\_ Facility: \_\_\_\_\_  
Substance-Related Inmate Acknowledgement Form CD-185201.6 (Rev. 07/12/17)

**NEW MEXICO CORRECTIONS DEPARTMENT  
Substance Use Disorders (SUDs) Chrono**

Inmate Name: \_\_\_\_\_ NMCD#: \_\_\_\_\_ Facility: \_\_\_\_\_

**Substance Use Disorders Treatment/Programming Recommendations**

<input type="checkbox"/> Code 0	No recommendation or requirement
<input type="checkbox"/> Code 1	Recommend voluntary participation in Outpatient Substance Abuse Programming
<input type="checkbox"/> Code 2	Recommend Outpatient Substance Abuse Programming or DWI Programming
<input type="checkbox"/> Code 3	Recommend Outpatient and/or DWI Programming
<input type="checkbox"/> Code 4	Recommend RDAP. If not available recommend Outpatient Substance Abuse Programming and/or DWI Programming
<input type="checkbox"/> Code 5	Assign to RDAP. If not available assign to Outpatient Substance Abuse Programming and/or DWI Programming

Code 0 = No significant substance abuse history or usage.

Code 1 = Moderate substance abuse problem but is more than 2 years from release.  
The inmate may voluntarily participate in outpatient substance abuse programming.

Code 2 = Inmate has a significant or severe addictions problem but is less than 6 months from release.  
Participation in Outpatient Substance Abuse Programming is recommended.

Code 3 = Significant or severe substance abuse or dependency problem or DWI history but has more than 2 years from release.  
Participation in Outpatient Substance Abuse Programming is recommended until the inmate has less than two years to serve.

Code 4 = Significant substance abuse problem and/or multiple DWI history and is less than 2 years from release. TC programming is recommended. Recommend Outpatient Substance Abuse Programming if custody level V/VI.

Code 5 = Severe history of chemical dependency or more than four DWI convictions and is less than 2 years from release. Assign to RDAP per availability and/or Outpatient Substance Abuse Programming if custody level V/VI.

TCU Score \_\_\_\_\_ Number of DWI Convictions \_\_\_\_\_ PRD \_\_\_\_\_ Comments: \_\_\_\_\_

Clinician Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CC Classification**

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Inmate Name: \_\_\_\_\_ NMCD#: \_\_\_\_\_ Facility: \_\_\_\_\_  
**Substance Use Disorders (SUDs) Chrono** Form CD-185201.7(Rev. 07/12/17)