



SANTA BARBARA COUNTY
DOMESTIC VIOLENCE
REVIEW COURT
OPERATIONS MANUAL

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SANTA BARBARA COUNTY DOMESTIC VIOLENCE REVIEW COURT OPERATIONS MANUAL

I. OVERVIEW

The purpose of this manual is to facilitate compliance with statutory requirements relating to the management of domestic violence (DV) cases by providing standards, guidelines, policies and procedures to assist the Court, Deputy Probation Officers (DPO), program providers, attorneys and defendants.

It is the goal of the Santa Barbara County Superior Court's Collaborative Courts (CC) that persons convicted of DV crimes be rehabilitated, and that whenever reasonably possible, existing viable family ties be maintained and strengthened. Persons convicted of crimes of DV are required to participate in and complete the Batterers' Intervention Program (BIP). Participating departments and treatment providers will collaborate to provide the best therapeutic practices available so that the twin goals of rehabilitation and strengthening the family unit can be accomplished.

- A. Definition: Pursuant to Section (§) 6211 of the Family Code (FC), "Domestic Violence" is abuse perpetrated against any of the following persons:
 - 1. A spouse or former spouse.
 - 2. A co-habitant or former co-habitant, as defined in FC §6209.
 - 3. A person with whom the respondent is having or has had a dating or engagement relationship.
 - 4. A person with whom the respondent has had a child, where the presumption applies that the male parent is the father of the child of the female parent under the Uniform Parentage Act (Part 3 of Division 12, commencing with Section 7600).
 - 5. A child of a party or a child who is the subject of an action under the Uniform Parentage Act, where the presumption applies that the male parent is the father of the child to be protected.
 - 6. Any other person related by consanguinity (i.e., by blood, such as a sibling) or affinity within the second degree (i.e., by marriage, such as an in-law).

- B. While elder and child abuse may fall within the meaning of this section, it may be more appropriate and in some cases statutorily mandated to refer to another type of treatment.

II. DOMESTIC VIOLENCE FILING

- A. The District Attorney's Office will determine if a case is DV-related at the time of filing and identify these cases on the face of the complaint.

- B. Generally, charges that would receive such a designation are as follows:
1. Penal Code (PC) §273.5(a) - corporal injury to spouse, co-habitant, etc.
 2. PC §273.6 - violation of protective order
 3. PC §243(e) (1) - battery to spouse, co-habitant, etc.
 4. Any case where PC §1203.097 mandates BIP as a condition of probation. Such offenses include, but are not limited to, the following:
 - a. PC §594
 - b. PC §591
 - c. PC §422
 - d. PC §166
 - e. PC §136.1
 - f. PC §245
 - g. PC §646.9
 - h. PC §262

III. ARRAIGNMENT

- A. The defendant's presence at arraignment is mandatory pursuant to PC §977(a)(2).
- B. All probation violations should be calendared with the Arraignment Court to ensure that the Court revokes probation, as appropriate.
- C. The District Attorney, the Court's Pre-Trial Services, or the Santa Barbara County Probation Department (Probation), as appropriate, should contact the victim(s) prior to arraignment.
- D. Bail.
1. Before any person who is arrested for an offense enumerated in PC §1270.1 may be released on bail in an amount that is either more or less than the scheduled bail amount, or released on his/her own recognizance (OR), a hearing shall be held in open court before the magistrate or judge with two (2) court days written notice. (PC §1270.1 et seq.) The Court shall consider:
 - a. Pre-Trial Services report.
 - b. Police report, per PC §1204.5.
 - c. Evidence of past court appearances.
 - d. The danger that may be posed to other persons if the detained person is released, including threats that have been made by the detained person, and past violent acts.
 - e. The detained person's ties to the community and his/her ability to post bail.
 - f. The maximum potential sentence.
 2. California PC §273.75 requires that the District Attorney perform a database search of the defendant's criminal history, including, but not limited to, prior convictions for DV, other forms of violence or weapons

offenses, and any current protective or restraining order. The information shall be provided to the prosecuting and defense attorney and Probation and shall be presented for consideration by the Court.

a. The databases that will be searched when reasonably accessible include the following:

- (1) California Sex and Arson Registry (CSAR).
- (2) Supervised Release File.
- (3) State summary criminal history information maintained by the Department of Justice (DOJ).
- (4) Federal Bureau of Investigations database.
- (5) Locally maintained criminal history records or databases.

3. Bail shall be sufficient to ensure appearance and protect the victim. If the defendant is arrested for violating a DV restraining order, the Court may set bail as appropriate at any amount that it deems sufficient to ensure the defendant's appearance or the protection of the victim or the victim's family members. (PC §1269c) In any case wherein the Court sets bail in an amount either more or less than the amount contained in the schedule, the Court shall state the reasons for that decision and address the issue of threats against the victim or witness, if any were made, on the record. (PC §1270.1(d).)

E. At the arraignment, PC §136.2 Criminal Protective Orders (CPO) shall be issued upon good cause being shown by the People or by the Court's own motion pursuant to PC §136.2(a)(1), and the case may be set pursuant to local rules and procedures.

1. If the judge signs the CPO the Court clerk will make the following minute entry:

- a. CPO signed, served, and filed, and will be valid until probation termination date or when the Court loses jurisdiction;
- b. The defendant will be ordered not to molest, attack, strike, stalk, threaten, sexually assault, batter, harass, telephone, destroy personal property, contact, either directly or indirectly, or come within 150 yards of the victim(s).

2. Firearms relinquishment is to be ordered. [PC §136.2(a)(1)(G)(ii)(I)(ib)]

a. The Court shall make an inquiry to the District Attorney, arresting officer, or Pre-Trial Services as to firearm possession/ownership and it shall be placed on the record. Firearm relinquishment process is initiated pursuant to Code of Civil Procedures (CCP) §527.9, FC §6389, and/or PC §136.2, PC § 29825.

- (1) The defendant will be ordered to relinquish any firearm in his/her possession within 24 hours of the order, either by surrendering it to local law enforcement officials, or by selling the firearm to a licensed gun dealer, as specified in CCP §527.9(b).

- (2) The bailiff or Court's designee will serve the defendant with a copy of the order.
 - b. At arraignment, the prosecutor should conduct a firearms registration search through the Automated Firearms System (AFS) and any other appropriate databases and provide the results to the Court at arraignment.
 - c. In the event the Court has good cause belief that the defendant has possession or ownership of a firearm, the Court shall set a firearm relinquishment review hearing pursuant to Domestic Violence Operations Manual Section VII B and C 1-4.
- F. If the Court decides not to issue a CPO at arraignment, the Court will order the appropriate terms and conditions of bail, or terms and conditions of release on own recognizance (OR), such as: no molest, annoy, threaten, or harm (MATH), 'no contact' of the victim, or firearms relinquishment.

IV. CONFIDENTIAL INFORMATION

- A. Confidential communications: Communications between the victim and the DV counselor are confidential. The Court will consider the following factors to determine whether someone qualifies as a DV counselor:
 - 1. The counselor is employed by an organization under Welfare and Institutions Code §18294, and
 - 2. Any of the following:
 - a. Has a Master's degree in counseling or a related field.
 - b. Has one (1) year experience in counseling (minimum of six [6] months must be in domestic violence counseling).
 - c. Is a psychotherapist under Evidence Code §1010.
 - d. Is an intern or trainee or other person with a minimum of 40 hours of DV training under someone with a master's degree in counseling or a related field, or someone who has one (1) year of counseling experience of which minimum of six (6) months is in DV counseling. (Evidence Code §1037–1037.7)
- B. Confidentiality: Courts should inform parties that most filed documents are public and should provide information on how to safeguard certain pieces of information such as addresses or confidential locations (for example, the Secretary of State's Safe at Home Program, www.ss.ca.gov/safeathome).
- C. Disclosure prohibited: Disclosure of the address or telephone number of victims and witnesses is prohibited. (PC §1054.2.)

V. PROBATION TERMS AND CONDITIONS

A. Upon conviction for a crime of domestic violence, a grant of probation requires the following:

1. A minimum term of 36 months.
2. For misdemeanor offenses, conversion to unsupervised probation *may* be considered on a case-by-case basis for defendants once they have completed a minimum of 26 sessions and compliance in the following areas has been verified:
 - a. All BIP and shelter fees are paid,
 - b. Community service work is completed, **and**
 - c. Active engagement in treatment is demonstrated.

Defendants will be assessed using both a general recidivism risk assessment tool and a DV-specific risk assessment tool. Conversion to unsupervised probation may be considered for defendants who are not considered to be high risk based on their scores on both assessment tools, as long as they are in compliance with the above factors. Input and concurrence from Probation will be considered prior to any reduction in supervision.

3. Reporting to Probation within three (3) days of sentencing or release from custody.
4. Booking within one (1) week of sentencing if the defendant has not already been booked.
5. Minimum payment of \$500, subject to the defendant's ability to pay (the ability to pay fines and fees may be reviewed and the Court may reduce or waive the \$500 DV fee if the reason is stated on the record).
6. Minimum payment of \$100 (misdemeanors) or \$200 (felonies) and no more than \$5,000 maximum to a battered women's shelter designated by Probation.
7. Payment of restitution to the victim(s) for reasonable expenses the Court finds to be the direct result of the defendant's conduct.
8. Enrollment and completion of a 52-week BIP approved by Probation. Treatment shall consist of 52 consecutive weekly sessions of a minimum of two (2) hours each. Of those 52 sessions, a maximum of three may be individual sessions, at a minimum of one hour each. It is suggested that such individual sessions be conducted at intake, exit, and/or prior to quarterly reviews at three (3), six (6), and nine (9) months, in order to evaluate the clients' progress.
9. The 52 sessions shall be completed in 18 months, unless the Court finds good cause to modify the requirements.
10. Completion of not less than 20 hours community service work.
11. Prohibition on ownership or possession of firearms for ten (10) years.
12. Consent to search and seizure when reasonably related to the facts of the case.

13. Submission to drug and alcohol testing when reasonably related to the facts of the case.
 14. A requirement that the defendant obey all laws and comply with all conditions of probation, including but not limited to compliance with BIP terms.
 15. An order protecting the victim from further acts of violence, threats, stalking, sexual abuse, harassment, and, if appropriate, residence exclusion or stay-away conditions.
- B. A CPO pursuant to PC §1203.097(a)(2), protecting the victim from further acts of violence, threats, stalking, sexual abuse and harassment and, if appropriate, containing the residence exclusion or stay-away conditions shall be ordered. A CPO as a term of probation is an order requiring no contact and/or “do not molest, annoy, threaten or harass” a victim. The Court may consider entering the CPO term and condition of probation into the California Law Enforcement Telecommunications System (CLETS) for all law enforcement to access. At the time of sentencing those convicted of violation of PC §273.5(a), the Court shall consider issuing a restraining order prohibiting the defendant from having any contact with the victim for up to ten (10) years, based upon the seriousness of the facts before the Court, the probability of future violations, and the safety of the victim and the victim’s family. [PC §273.5(j)]
- C. The District Attorney’s Office/Victim Witness or Probation shall provide notice to the victim of the disposition of the case pursuant to PC §1203.097(a)(3).

VI. OUT OF AREA PROGRAM

- A. Out-of-county: Probation will make the referrals to out-of-county programs. Client will be instructed to go to the Probation Department in the receiving county to acquire a list of Probation-approved programs and enroll within 30 days.
- B. Out-of-state: Probation will make efforts to expedite Interstate Commission of Adult Offender Supervision (ICAOS) transfer. The interstate transfer through the ICAOS process may not be circumvented by Probation or the Court.
 1. Successful completion of BIP is to be consistent with the requirements set forth for DV programs in the receiving state.
- C. Out-of-country: The Court may defer enrollment in BIP pending the defendant’s return to the United States.
- D. When transferring from one program to another, defendants shall receive credit for sessions completed.

- E. Attendance at the DV Review hearing by defendants attending programs out-of-county may be waived with advance authorization from Probation.

VII. WEAPONS

- A. *“California and federal law bars persons subject to restraining orders, as well as defendants convicted of certain crimes, from possessing or purchasing firearms or ammunition, and compliance with these laws can reduce DV homicides. Court orders to relinquish firearms, however, are not self-implementing.” (Recommended Guidelines and Practices in Domestic Violence Cases, Administrative Office of the Court – January, 2008.)*
- B. Court inquiry: Prior to issuing an Emergency Protective Order (EPO), the on-call judge should ask the law enforcement officer if the restrained person has access to firearms.
- C. Criminal Protective Orders
 1. Oral advisement of firearm restrictions: The Court should orally advise the defendant about firearms prohibitions and the requirement for timely relinquishment. The Court shall inform the defendant that the receipt of sale or relinquishment of firearms must be filed within 48 hours.
 2. Distribute information sheet: The Court should distribute an information sheet (developed with input from law enforcement) to inform the restrained person how to safely and legally relinquish his/her firearms.
 3. Set review hearing: If there is evidence that the defendant has possession of or access to a firearm, the Court should set a review hearing within two (2) court days of the defendant being served with the protective order or, if the restrained person is in custody, two (2) court days after release, to determine whether the relinquishment or sale receipt was filed. (CCP §527.9.) Courts may wish to set the hearing within one (1) court day when logistically feasible. The Court should order the restrained person to personally appear at the review hearing unless a sale/relinquishment receipt is filed within the statutory timeframe.
 4. At the review hearing, make appropriate orders. If no receipt was filed and the defendant appears in court at the scheduled review hearing, the Court should hold a hearing on the firearm issue and make appropriate orders. If no receipt was filed and the defendant does not appear in court for the scheduled review hearing, the Court should issue a bench warrant and notify law enforcement, prosecutor, and defense for appropriate follow-up.

VIII. PROBATION PROGRESS REVIEW/DVR CALENDAR

- A. All DV cases shall be subject to periodic reviews by the Court. The intent of the review process is to maximize the utilization of available resources and assure compliance with the orders of the Court. Where possible, the review process will include members of the DV Review Court Team, consisting of the

Judicial Officer, DPO, staff from the District Attorney's Office, the Public Defender's Office, conflict counsel and private counsel, and a program representative.

- B. The Court will monitor the defendant's post judgment progress in mandatory programs, payment of fines and fees, community service, etc. The defendant will be required to report to court in approximately 30 days to submit proof of program enrollment. Based on the defendant's progress, the Court will set subsequent review hearing dates, which may be extended due to good performance. In no case shall the review date be set for more than 120 days.
 - 1. One (1) day in advance of the hearing, Probation shall provide to the Court a listing of cases set on calendar, categorizing each as a 'graduate', 'in compliance' (with assigned next review dates), or as a 'problem' case, which will necessitate review by the DV Review Court Team.
 - 2. On the day of the hearing, the graduates will be the first cases called, followed by those in compliance, which will immediately be given dockets. The problem cases will then be individually reviewed by the DV Review Court Team and a determination will be made regarding appropriate action.
 - 3. Court reviews do not require written reports by Probation.
- C. Quarterly treatment provider reports should be written and an effort should be made for them to coincide with the court reviews.
- D. A Victim Witness representative or the Deputy District Attorney (DDA) may assist the Court in notifying the victim of the next court date.
- E. After sentencing, the defendant and/or prosecution may move the Court to modify a "no contact" probation condition to allow contact. Such motion will not be granted without consideration by the DV Review Court Team and shall include input from the victim. If the Court grants the motion, a new order will be issued that supersedes all previous orders. In considering the issue, the Court may consider all relevant factors, including:
 - 1. Whether or not there have been any recent violations.
 - 2. Whether or not the no contact order has been complied with.
 - 3. Progress and compliance with the BIP.Probation modifications should be reflected on a modification order, signed, served, and filed.

IX. BIP FEE STRUCTURE

- A. The standard fee for participation in the BIP is \$1560 and the standard payment per two (2) hour group or individual session is \$30. A payment plan will be established at the defendant's intake interview with the provider. (See *Section XII 'BIP Provider Responsibility' for guidelines regarding the collection of fees and the determination of ability to pay.*)

X. VIOLATION OF PROBATION (VOP)

- A. If the defendant fails to comply with any Court orders, the case may be set for a violation hearing. Pursuant to PC §1203.097(a)(12), if the defendant is unable to perform satisfactorily in the treatment program, is not benefitting from counseling, and/or is engaged in criminal conduct, the Court, DDA, or DPO can request a hearing to determine whether further sentencing should proceed. The Court may consider factors including, but not limited to, any violence by the defendant against the former or a new victim while on probation and noncompliance with any other specific conditions of probation. If the Court finds that the defendant is not performing satisfactorily in the assigned program, is not benefitting from the counseling, has not complied with a condition of probation, or has engaged in criminal conduct, the Court shall terminate the defendant's participation in the program and shall proceed with further sentencing.
- B. Excused/Unexcused Program Absences
1. PC §1203.097(a)(6) provides for a limit of three (3) excused absences, after which the defendant must be returned to court for possible sanction. The Court may, after hearing the matter, terminate the defendant from the program, or find good cause to modify the requirements of consecutive attendance.
 2. BIP is to report ALL absences (excused or unexcused) to Probation within 24 hours of missed session.
 3. Makeup sessions may be offered by the BIP for missed sessions. If a makeup session is offered, BIP is to provide makeup session during the same week as the missed session and will cover the same topic as the session missed, in order not to disrupt programming.
 4. After three (3) unexcused absences, BIP may not charge the defendant for further no-shows. Defendant is to be returned to court for review and possible sanction.
 5. The intent of the DV Review Court is for defendants to be re-referred to BIP when appropriate and to complete BIP whenever possible.
- C. All violations of the "no contact" probation term and/or the CPO shall be reported in writing to the Court by Probation or the District Attorney, and the victim should be contacted as soon as possible by Probation. The prosecution, defense and Probation will receive copies of the VOP report.
- D. Only Probation or the District Attorney will file VOPs. Providers will not calendar VOPs with the Court.
- E. Arraignment of DV VOPs may be heard in the DV Review Court. If the matter cannot be settled without a contested hearing, the case will be assigned to an appropriate Court for resolution of the probation violation. Once the case is resolved and probation reinstated, the Sentencing Court must calendar

another DV Review date in the DV Court. In the absence of prosecution or defense counsel at DV Review, probation violations may initially be heard on the Court's Readiness and Sentencing (R&S) calendar when that is a viable option.

- F. As appropriate and with stipulation of counsel, no written VOPs are required when the basis of the violation is for program absence or first positive tests and the recommendation from Probation is less than 90 days custody time or a modification of probation.

XI. PROBATION RESPONSIBILITY

A. Lethality Assessment

The Spousal Assault Risk Assessment (SARA) will be used by Probation to determine risk level. The results of the SARA will be provided in the Investigation Report or via Court Memorandum to the District Attorney, defense counsel, BIP provider and the Court and will indicate if the defendant is assessed a "High", "Medium", or "Low" risk for future violence against their spouse. For misdemeanor cases, the DPO will include the facts of the crime in single paragraph form.

- B. Police reports and Lethality Assessment results shall be made available to BIPs via a provider 'will call' box at the Probation office. The reports will be marked confidential, kept secure, and not disclosed in group settings. Identifying victim information, including name, address and telephone numbers contained in the report will be redacted from the reports by the DPO prior to release to BIPs.

- C. Notification of the victim is a statutory requirement per PC §1203.097 (b)(4). As per Domestic Violence Court Core Committee (DVC CC) agreement, and as stated in Santa Barbara County's *Guidelines for Batterers' Intervention Program (BIP) Providers*, Probation will notify the victim via a joint letter from the provider, Probation and the District Attorney. This letter shall include notification of the defendant's required participation in the BIP, as well as available victim resources. The victim shall also be informed that attendance in the BIP does not guarantee that the defendant will not be violent.

- D. Probation has a duty to warn victims of known possible danger/threats.

- E. Pursuant to PC §1203.097(c)(5), Probation shall have the sole authority to approve/certify a BIP. The program shall be required to obtain only one (1) approval but shall renew that approval annually.

- F. Probation will make regular contact with those victims who reside with defendants determined to have high risk/high SARA scores, to the extent possible.

- G. DPOs will have the defendant sign Probation's weapons prohibition form and retain the signed form in the Probation file. The defendant will be provided a copy of the signed weapons prohibition form.
- H. Probation is responsible for the testing of defendants ordered by the Court to submit to testing for the presence of alcohol and/or drugs. Probation is to respond to information regarding defendants as received from treatment providers, the Court, the community, and other law enforcement agencies. BIP providers are not to drug test defendants.
- I. A probation search should be conducted within 60 days prior to recommendation for conversion to Court probation/graduation for those high risk defendants subject to search and seizure, in order to better ensure compliance with conditions of probation.

XII. BIP PROVIDER RESPONSIBILITY

- A. Pursuant to PC §1203.097 (a)(6), the program will submit progress reports to the Court every three (3) months. All written progress reports will be submitted to Probation to coincide with review dates, if possible.
- B. If the program finds the defendant is unsuitable, uncooperative, or unamenable, the program shall immediately contact Probation and the case will either be re-calendared for hearing or Probation may make a referral to an appropriate alternative BIP. The program may make recommendations to the DV Review Court Team as to an appropriate alternative for mentally impaired defendants. [PC §1203.097(a)(9)]
- C. Upon recommendation of the program, the Court shall require a defendant to participate in additional sessions throughout the probationary period, unless it finds that it is not in the interests of justice to do so. These reasons must be stated on the record and entered into the minutes. [PC §1203.097(a)(10) (A)]
- D. The program shall immediately report any violation of the terms of the CPO to Probation, including any new acts of violence, or failure to comply with program requirements.
- E. Proof of enrollment will be provided to Probation within 30 days of referral or within two (2) business days after enrollment, whichever is first.
- F. The fee for BIP is \$1560. Defendants are not to be turned away from program for inability to pay.
 - 1. Defendants shall sign a BIP Fee Payment Agreement and either waive or request a fee assessment.

2. BIP providers shall utilize Probation's Ability To Pay (ATP) sliding scale tool to determine payments for defendants who indicate an inability to pay the standard program fees.
3. If a defendant requests an alternate payment plan, he/she shall complete an Income and Expense Declaration form (Court #FL-150) and provide supporting documentation to justify a payment plan less than the standard fee. In the event that a defendant fails to provide the required documents within 30 days of the request, Probation or the BIP provider shall notify the Court.
4. The BIP provider will deliver appropriate financial documents to Probation should a defendant become in arrears after failing to abide by the program payment schedule. Failure to cooperate with the ATP process may be the basis for termination from the program and may be charged as a VOP. BIP is to notify Probation of noncompliance as soon as possible, in order to improve the probability of bringing the defendant into compliance, and in order to avoid accumulating an outstanding balance.
5. Defendants receiving Social Security Insurance (SSI), General Relief, or who are homeless AND represent an inability to pay will pay a minimum of \$1.00 per week unless Probation/provider demonstrates otherwise.
6. The program will advise the Court, via Probation, prior to a defendant's DV Review date if he/she becomes \$200 or more in arrears or fails to abide by the payment agreement.

XIII. PROPOSITION 36 and OTHER CONCURRENT CASES

- A. Concurrent Proposition 36 (Prop. 36)/BIP program attendance is strongly encouraged. Prop. 36 will release a defendant one (1) time per week from substance abuse treatment to allow attendance of BIP.
- B. In the event that a defendant has another court case (such as a Prop. 36 case) that runs concurrently with his/her DV case, the Court shall determine the appropriate forum for review hearings.

XIV. STAFFING PROCEDURES

Prior to calling the calendar, the DV Review Court Team may meet in closed session and review all cases. Appropriate offers to resolve all VOPs will be discussed and next calendar dates for compliant cases will be set.

XV. EXTENDED ABSENCE FROM PROGRAM

If a defendant requests an extended absence from program of more than three (3) weeks, their request will be considered on an individual basis taking into consideration the circumstances of the request and whether defendant is current with his/her fines and fees.

XVI. TERMINATION/GRADUATION

- A. A defendant's successful termination occurs only when the following conditions have been met:
1. Completion of 52 sessions of BIP.
 2. Payment of fees, based on ability to pay.
 3. Payment of fines, based on ability to pay.
 4. Payment in full of restitution.
 5. Completion of all Court ordered Community Service Work (CSW).
 6. Case expiration or early termination.

XVII. DATA COLLECTION

In order to ensure the effectiveness of treatment and interventions, as well as to collect needed data for future funding opportunities, a system of data collection will be developed. Data collection should be targeted in order to help maximize utilization of BIPs, identify gaps in service, and measure success of interventions.

XVIII. ADDITIONAL PROGRAM PARTICIPATION

When appropriate, a defendant may be ordered to complete an additional parenting component to the BIP counseling. Mental health counseling, drug and alcohol counseling, or other programs may also be ordered as appropriate.

XIX. TRAINING

The dynamics involved in situations which result in DV are unique and specialized within the justice system. The cycle of abuse and issues of power and control are but two (2) of the central concepts needed to effectively monitor and bring about change to these defendants. Therefore, training is encouraged and each agency will send staff to training when possible. Ongoing training is a requirement of all treatment providers.