

# DUI Counterattack, Hillsborough, Inc.

## DUI Program Rules and Regulations

Name \_\_\_\_\_

Client ID# \_\_\_\_\_

### Brandon

1063 E. Brandon Blvd.  
Brandon, FL 33511  
(813) 875-6201  
(813) 876-0648 FAX

### Tampa

4711 N. Hubert Avenue  
Tampa, FL 33614  
(813) 875-6201  
(813) 876-0648 FAX

### General Information

1. Appropriate dress is required.
2. Please be advised that due to the confidential nature of the DUI Program, children are not permitted to be present during a client's appointment. In addition, children are not permitted on DUI Counterattack property without adult supervision excluding DUI Counterattack personnel.
3. Absolutely no weapons of any kind are allowed on DUIC premises.
4. At no time is audio or video recording allowed on DUI Counterattack property without express written consent.
5. Failure to provide accurate information may result in additional program requirements and additional fees.
6. You must be alcohol and drug free for all appointments, including registration and be willing to submit to periodic breath tests performed by DUIC staff. You may also be referred for a urinalysis at your expense, if recommended.
7. Per Administrative Rule, a DUI program may refuse to enroll any person who is unwilling to comply with the rules and regulations of the program or who is unwilling to make full disclosure for the purposes of an evaluation.
8. Per the Administrative Rule, you must live, work or attend school in the County in which you are enrolling in and be able to provide proof of such. Failure to provide proof within the first fifteen (15) days of your enrollment will cause the enrollment to be void and may affect your license and/or probation status.

### Evaluation Requirements

Florida Statutes require a substance abuse evaluation of anyone enrolled in a DUI Program. You will be required to provide the following documents in paper form prior to the evaluation appointment or be subject to the current evaluation rescheduling fee:

1. Arrest affidavit and / or traffic crash report
2. Current official DHSMV full driving record (original copy dated within 30 days of your enrollment).
3. Documented breath test, blood test and / or urinalysis results.

A completion certificate will not be issued until the results (or documentation that it is unavailable) is received.

If your DRI test results are invalid, you will be required to re-take the test within five (5) business days of your evaluation appointment. The purpose of the evaluation is to determine the existence of a possible alcohol or other drug use problem and subsequent referral to substance abuse counseling, if required. There will be additional fees for this counseling as outlined in Florida Statutes.

### Treatment Requirements

Per Administrative Rule, any client who is required to attend substance abuse treatment must comply with the requirement to maintain a valid license.

The DUI Program shall forward a copy of the Client Data Information and Interview to the treatment provider prior to the client's intake appointment. The treatment provider must notify the DUI Program when there is a change in client's level of participation in treatment including but not limited to testing positive during drug screening, incompleteness of treatment requirement or completion of treatment requirement. If treatment documentation indicates that the person has been seen by a provider only for the purpose of prescribing or reviewing medication and not receiving alcohol or other drug treatment, then referral to a licensed provider may be made to determine the need for treatment.

If notification is obtained from the treatment provider which indicates a client failed to complete treatment, DHSMV will be notified and a license may be suspended. If suspended, the client must reopen their file for treatment by contacting DUIC, paying the applicable fee and signing Releases of Information to an approved treatment provider. After reopening a file for treatment the client will be able to obtain a onetime only Reprieve Letter after notification is received from the treatment provider stating the individual has scheduled and kept an appointment and is complying with their treatment requirements. If a client's file is closed incomplete a second time for failure to comply with treatment, DHSMV will be notified and the individual's license will remain suspended until verification of treatment completion has been obtained from the provider and the Department is notified.

# **DUI Counterattack, Hillsborough, Inc.**

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### **Class Completion**

1. Attendance at all class sessions, on time and in sequence.
2. No alcohol or other drug use.
3. Completion of all assignments and homework.
4. Payment of all fees.

A completion certificate will be issued upon completion of the evaluation and all required class sessions. If you attend a Level I course by giving false or misleading information or failing to be forthcoming with information concerning previous DUI arrests or convictions or previous attendance at a DUI program, you will be required to re-enroll and complete the Level II program, including the evaluation appointment. You will be required to pay the full fee for Level II.

### **90 Day Completion Requirement**

Per Administrative Rule, any client who returns to the program more than ninety (90) days after the original enrollment to complete all or part of the program will have to re-enroll and complete the entire program, including payment of all program fees. The following requirements must be completed within the 90 day period:

1. Enrollment paperwork.
2. An appropriate, mandated DUI education program.
3. An evaluation with a State certified evaluator.
4. If required to complete substance abuse treatment, proof of intake must be received within the ninety (90) day period.

If you have been adjudicated guilty of DUI and you fail to complete the program, DHSMV may cancel your driving privilege. If your license has been reinstated and you fail to complete substance abuse treatment as recommended by a certified Evaluator, your reinstated license may be canceled (F.S. 322.291).

Upon enrolling at DUIC, (voluntarily, court ordered or as a requirement of DHSMV), you are required to complete the educational requirements and obtain an evaluation within ninety (90) days of enrollment. If your DUI conviction is dropped or dismissed but your Administrative Suspension remains valid, you must still complete the DUI program within ninety (90) days. Failure to do so will result in a notice of cancellation to DHSMV, and repayment of the full fee upon re-enrollment.

### **Transfer to Other DUI Programs**

You must attend a DUI Program in the county where you work, live or attend school. You may transfer your DUI requirements from or to this office to comply with this requirement. Failure to complete official transfer paperwork may complicate your completion of the DUI Program. You will be required to pay the current transfer fee. In addition, reimbursement (less the administrative refund fee) for services not received will not be issued until proof of completion of all required components, including completion of treatment is received from the DUI program receiving your transfer.

Client Initials \_\_\_\_\_

# **DUI Counterattack, Hillsborough, Inc.**

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### **Confidentiality Requirements**

The confidentiality of alcohol and drug abuse client records maintained by DUIC is protected by Federal laws and regulations. Generally, the program may not say to a person outside the program that an individual attended the program, or disclose any information identifying a client as an alcohol or drug abuser unless:

1. The client consents in writing;
2. The disclosure is allowed by a court order;
3. The disclosure is made to medical personnel in a medical emergency or to qualified personnel for research, audit or program evaluation; or
4. The client commits or threatens to commit a crime either at the program or against any person who works for the program.

Violation of the Federal laws and regulations by a program is a crime. Suspected violations may be reported to Maria Chapa Lopez, the United States Attorney in this district, at 400 North Tampa St., Suite 3200, Tampa, FL 33602, Phone: (813) 274-6000. Federal laws and regulations do not protect any information about suspected child abuse or neglect from being reported under state laws to appropriate state or local authorities (See 42 U.S.C. 290dd-22 for Federal laws and 42 C.F.R. Part 2 for Federal Regulations).

### **Program Fees**

All fees payable to DUI Counterattack are non-refundable, even if the client is found not guilty and the Administrative Suspension is invalidated.

All fees must be paid prior to receiving an evaluation or class schedule.

If you fail to appear for class or the evaluation or appear late for the evaluation or after roll call for class, you will be required to contact the office during registration hours to be reassigned to a new series of classes or evaluation and pay the appropriate fee.

No rescheduling fee shall be charged if you contact DUIC at least five (5) business days prior to the date that the class session or evaluation was scheduled and ask to be reassigned provided that no more than two (2) reassignments are made during any ninety (90) day period.

No rescheduling fee shall be charged if you contact the program at least forty eight (48) hours after the date of the scheduled class or evaluation and ask to be reassigned for exceptional circumstances. You must provide documentation of the exceptional circumstances. Exceptional circumstances involve situations that are beyond the client's control and are unknown to the client at the time of enrollment, such as natural disaster, serious illness or death in the client's immediate family, or serious illness requiring hospitalization of the client, as documented by the attending physician.

You will not be admitted to class or the evaluation if you have consumed alcohol or illegal drugs, or abused prescription medication or other substances as evidenced by possession, behavior, odor, observation of consumption, or by your own admission, or act in a disruptive manner and you will be required to pay the DHSMV approved standardized ancillary fee for the evaluation appointment or re-assignment for class (Level I = \$280.00, Level II = \$425.00). A report will be made to the proper authorities if you are dismissed from class or evaluation.

**By signing below, I acknowledge that I understand and received a copy of these rules and regulations.**

**Client Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**DUI Counterattack, Hillsborough, Inc.**  
**DUI Program Fees**

**Level I Enrollment**

\$288.00 (includes DRI fee, state assessment fee and breath tube fee)  
\$16.00 Florida Motor Vehicle Record  
Out of State Driving Record – Actual Cost Charged by State Plus \$1.00

**Class Reassignment Level I:**

\$40.00 1st reassignment within 90 days of enrollment  
\$75.00 2nd reassignment within 90 days of enrollment  
\$153.00 3rd and subsequent reassignment within 90 days of Enrollment  
\$280.00 UTI (includes state assessment fee)

**Evaluation Reassignment Level I:**

\$75.00 1st reassignment within 90 days of enrollment  
\$153.00 2nd and subsequent reassignment within 90 days of Enrollment

**Out of State / Other**

Classes not associated with DUI Program enrollment  
\$208.00 Classes only Level I  
\$353.00 Classes only Level II  
\$98.00 Evaluation not associated with DUI Program enrollment (Includes \$5.00 DRI Test, State Assessment and Breath Tube)  
\$75.00 Out of State Paperwork Processing fee

**Miscellaneous Fees**

\$3.00 Breath Tube Fee  
\$25.00 Transfer fee (DUI/IID/SSSP)  
  
\$25.00 Administrative refund fee  
\$15.00 Processing Referral to Different Treatment Agency  
\$30.00 Reopening a Closed Treatment Referral  
\$10.00 Duplicate Certificate  
\$10.50 Online Registration  
\$1.00 Per page copy  
\$5.00 DRI Test (DUI/IID)  
\$2.00 Mail-In Registration Fee  
\$15.00 State Assessment (DUI/SSSP)  
\$10.00 Reprieve Letter (HSMV 77096)

Actual Cost Charged by Lab – Urinalysis fee  
Actual Cost Charged by Lab – Blood Alcohol Test fee  
Actual Cost Charged by USPS – Certified Mail fee

**D.A.T.E.**

\$24.00 Date Enrollment  
\$5.00 Date Duplicate Certificate

**Level II Enrollment**

\$433.00 (includes DRI fee, state assessment fee and breath tube fee)  
\$16.00 Florida Motor Vehicle Record  
Out of State Driving Record – Actual Cost Charged by State Plus \$1.00

**Class Reassignment Level II:**

\$60.00 1st reassignment within 90 days of enrollment  
\$120.00 2nd reassignment within 90 days of enrollment  
\$238.00 3rd and subsequent reassignment within 90 days of Enrollment  
\$425.00 UTI (includes state assessment fee)

**Evaluation Reassignment Level II:**

\$75.00 1st reassignment within 90 days of enrollment  
\$153.00 2nd and subsequent reassignment within 90 days of Enrollment

**IID Fees**

\$25.00 IID first violation appointment  
\$25.00 IID first violation missed appointment  
\$55.00 IID Case Management appointment 2nd/3rd violation  
\$55.00 IID missed Case Management appointment 2nd/3rd violation  
\$25.00 IID 2nd violation monthly appointment  
\$25.00 IID 3rd violation monthly appointment  
\$25.00 IID 2<sup>nd</sup>/3<sup>rd</sup> violation missed monthly appointment

**SSSP Fees**

\$317.00 Enrollment (includes records, state assessment and screening fee)  
\$50.00 Reschedule / Missed Enrollment Appointment  
\$25.00 Screening  
\$25.00 FDLE Record  
  
\$16.00 Florida Motor Vehicle Record  
\$55.00 Periodic Update / Reschedule Periodic Update  
\$55.00 SSSP Case Monitoring appointment  
\$10.00 IID for SSSP Clients  
\$75.00 Reschedule initial Psychosocial  
\$75.00 Appeal Appointment - No Psychosocial  
\$150.00 Appeal Appointment – Psychosocial  
\$75.00 Reapplication within 6 months  
\$5.00 RRI III Test

Actual Cost Charged by Lab – Reconfirmation of Chemical Test  
Actual Cost Charged by Agency – Medical Records

**By signing below, I acknowledge that I understand and received a copy of these program fees.**

**Client Signature** \_\_\_\_\_

**Date** \_\_\_\_\_