



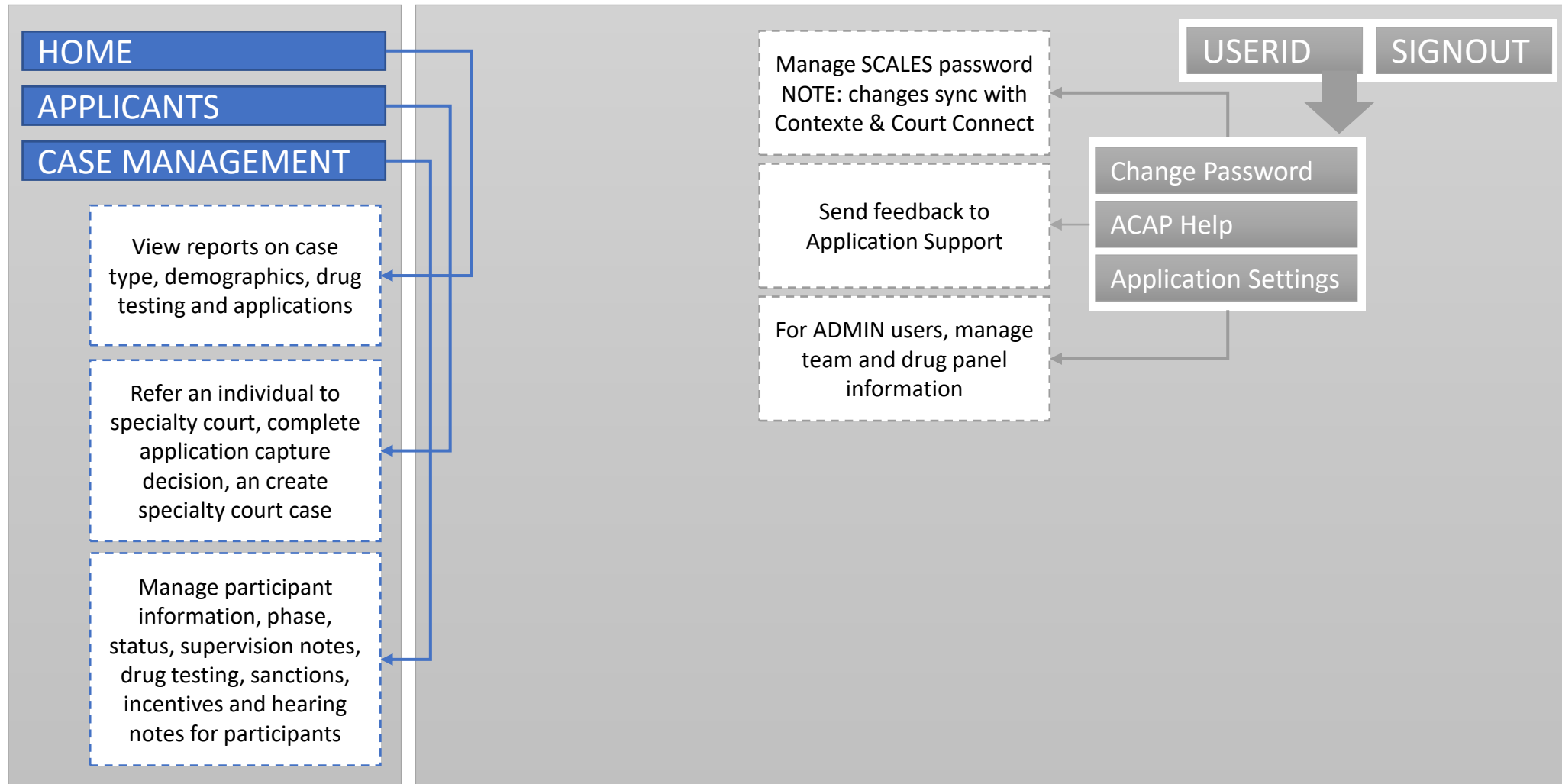
SCALES

Quick User Guide

Specialty Court Application & Legal Exchange System

Application Navigation

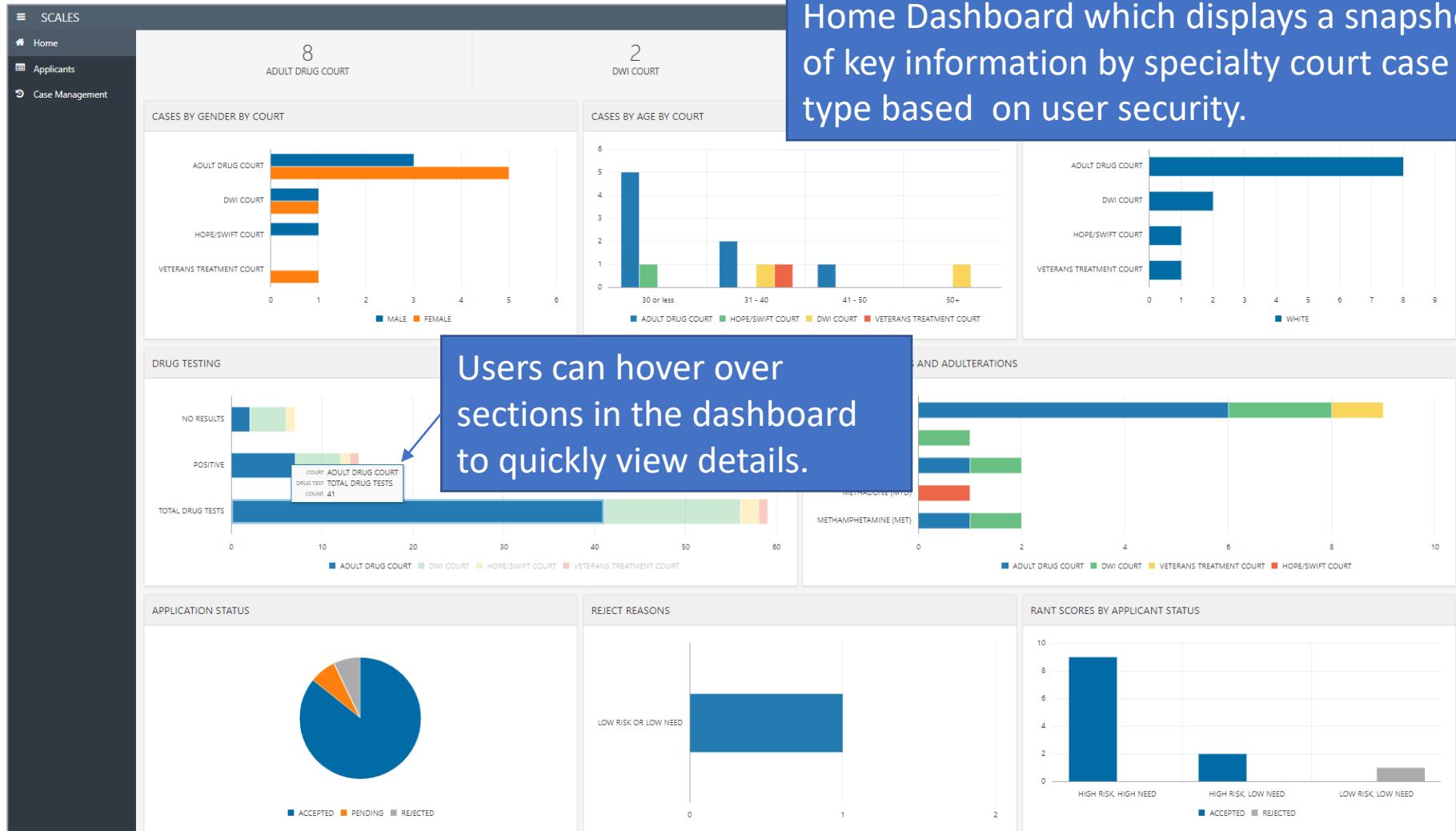
Application Navigation



Home Dashboard

Home Dashboard

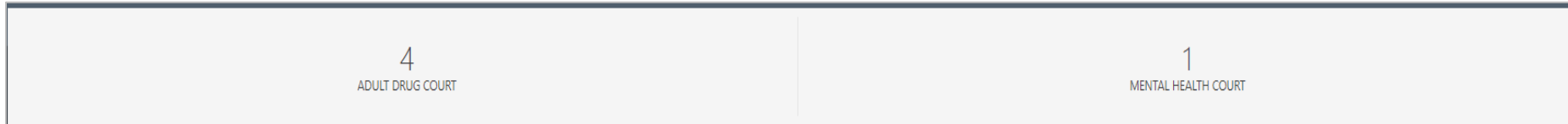
Upon login, users will be navigated to the Home Dashboard which displays a snapshot of key information by specialty court case type based on user security.



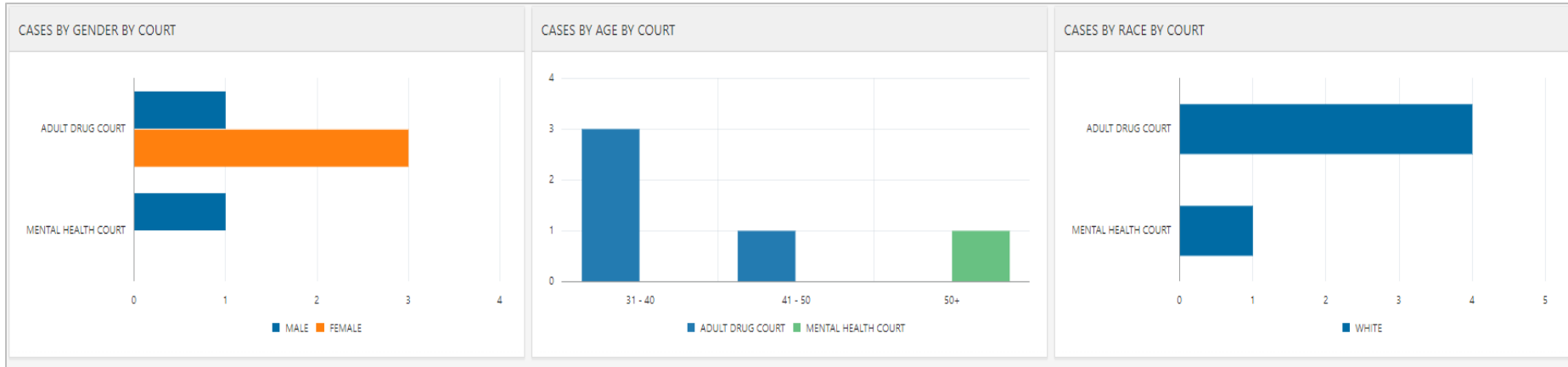
Users can hover over sections in the dashboard to quickly view details.

Home Dashboard

The top section displays the sum of cases based on user security in the Case Management dashboard by case type

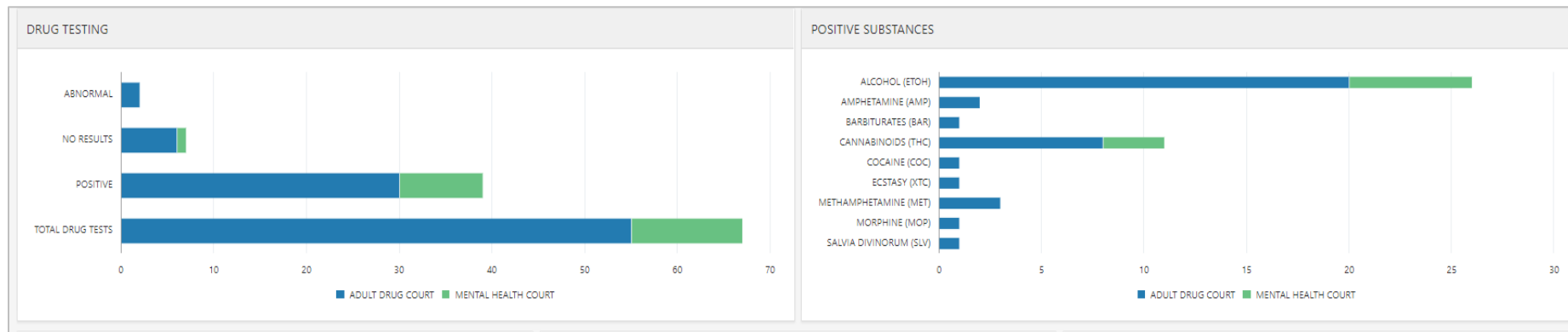


The next section displays demographic information (gender, age, and race) about cases by case type



Home Dashboard

The third section displays information about **drug test results** by case type, specifically, drug testing results and positive substances

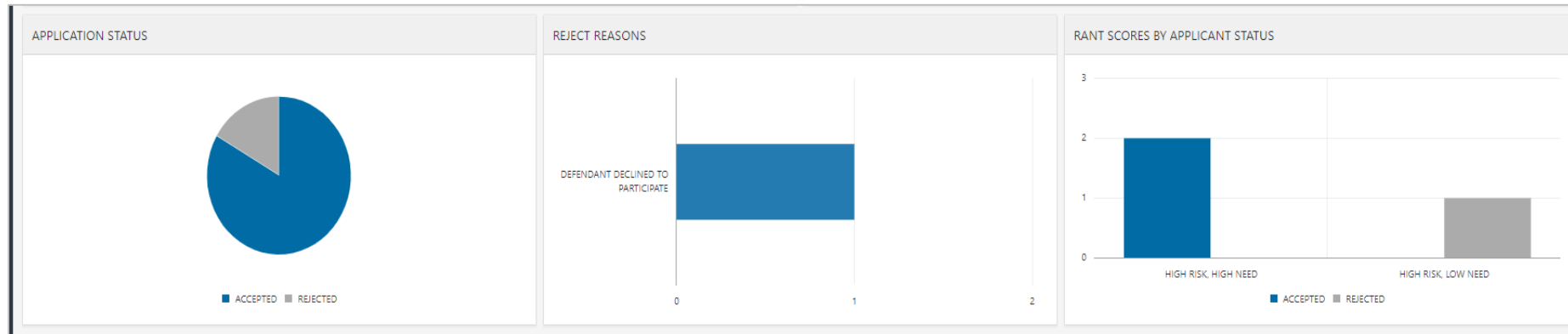


General rules for counting result types in the DRUG TESTING report:

DRUG TESTING DASHBOARD	
NO RESULTS	# of entries where RESULT equals N/A, REFUSED TEST, or NO SHOW
ABNORMAL	# of entries where at least one RESULT = 'ABNORMAL'
POSITIVE	# of entries where at least one RESULT = 'POSITIVE' (NOTE: POSITIVE BUT WITH PRESCRIPTION is not counted here)
TOTAL TESTS	# entries regardless of RESULT


Home Dashboard

The last section displays information about **applications** such as status, reject reasons and RANT score by status



Applicants

Applicants Dashboard



Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Applicants

Refer Individual to a Specialty Court

Case ID

Search All


Users with Referral Access set to YES will have the Refer Individual to a Specialty Court section of the dashboard will be visible.

All users will have a report of all applications based on user security.

Go
1. Primary Report
Actions
Download Excel

APPLICANT ID	NAME	REFERRING CASES	DATE CREATED	STATUS	SPC CASE ID	PRINT	CREATED BY	CASE TYPE
11106	BACON, CHRIS P	04CR-16-1075	04-09-2021	ACCEPTED	04TX-21-10		ADMIN34	ADULT DRUG COURT
11097	BARKER, BOB	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	03-09-2021	ACCEPTED	04TX-21-4		STUDENT34	ADULT DRUG COURT
11095	BOURNE, STAR	04CR-16-1498	03-09-2021	ACCEPTED	04TX-21-2		STUDENT34	ADULT DRUG COURT
11102	BRYAN, BOBBY	04CR-18-465	03-29-2021	ACCEPTED	04TX-21-8		STUDENT34	ADULT DRUG COURT
11094	CANDY, BUCK	04CR-18-1646	03-09-2021	ACCEPTED	04TX-21-1		STUDENT34	HOPE/SWIFT COURT
11100	FISHBACK, HUGH	04CR-09-858, 04CR-18-9	03-12-2021	ACCEPTED	04TX-21-6		STUDENT34	DWI COURT
11101	HAMMER, MAE	04CR-17-274	03-26-2021	ACCEPTED	04TX-21-7		STUDENT34	ADULT DRUG COURT
11107	LYONS, LACY	04CR-17-14	04-15-2021	ACCEPTED	04TX-21-11		ADMIN34	DWI COURT
11103	ROACH, ISA	04CR-14-1373, 04CR-16-667	03-31-2021	ACCEPTED	04TX-21-9		STUDENT34	VETERANS TREATMENT COURT
11096	ROWE, CHANCE	04CR-17-1111	03-09-2021	ACCEPTED	04TX-21-3		STUDENT34	ADULT DRUG COURT
11098	SWEET, CANDY	04CR-18-2037, 14CR-14-216	03-09-2021	ACCEPTED	04TX-21-5		STUDENT34	ADULT DRUG COURT
11099	GERE, RICHARD	04CR-18-607	03-12-2021	PENDING			STUDENT34	
11093	TRULUCK, JOHN	04CR-17-2112	03-09-2021	REJECTED			STUDENT34	

Refer to Specialty Court



Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Applicants

Refer Individual to a Specialty Court

Case ID

04CR-17-52

Search All

Search

Q v

Go

1. Primary Report

Actions

APPLICANT ID	NAME	REFERRING CASES						CASE TYPE
11106	BACON, CHRIS P	04CR-16-1075						ADULT DRUG COURT
11097	BARKER, BOB	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	03-09-2021	ACCEPTED	04TX-21-4		STUDENT34	ADULT DRUG COURT
11095	BOURNE, STAR	04CR-16-1498	03-09-2021	ACCEPTED	04TX-21-2		STUDENT34	ADULT DRUG COURT
11102	BRYAN, BOBBY	04CR-18-465	03-29-2021	ACCEPTED	04TX-21-8		STUDENT34	ADULT DRUG COURT
11094	CANDY, BUCK	04CR-18-1646	03-09-2021	ACCEPTED	04TX-21-1		STUDENT34	HOPE/SWIFT COURT
11100	FISHBACK, HUGH	04CR-09-858, 04CR-18-9	03-12-2021	ACCEPTED	04TX-21-6		STUDENT34	DWI COURT
11101	HAMMER, MAE	04CR-17-274	03-26-2021	ACCEPTED	04TX-21-7		STUDENT34	ADULT DRUG COURT
11107	LYONS, LACY	04CR-17-14	04-15-2021	ACCEPTED	04TX-21-11		ADMIN34	DWI COURT
11103	ROACH, ISA	04CR-14-1373, 04CR-16-667	03-31-2021	ACCEPTED	04TX-21-9		STUDENT34	VETERANS TREATMENT COURT
11096	ROWE, CHANCE	04CR-17-1111	03-09-2021	ACCEPTED	04TX-21-3		STUDENT34	ADULT DRUG COURT
11098	SWEET, CANDY	04CR-18-2037, 14CR-14-216	03-09-2021	ACCEPTED	04TX-21-5		STUDENT34	ADULT DRUG COURT
11099	GERE, RICHARD	04CR-18-607	03-12-2021	PENDING			STUDENT34	
11093	TRULUCK, JOHN	04CR-17-2112	03-09-2021	REJECTED			STUDENT34	

Download Excel

To refer an individual to a specialty court, users can search by a referring case or search all criminal/traffic cases within the last 8 years based user security.

In this example we will search based on a referring case id. Select Case ID, type the referring case ID in the box, then click search.


Create Application

The screenshot displays the Arkansas SCALES (Specialty Court Application & Legal Exchange System) interface. At the top left is the system logo and name. Below it is a search bar with a 'Go' button and an 'Actions' dropdown. A search filter is applied, showing 'CASE ID = '04CR-17-52''. Below the search bar is a table with three columns: 'CASE ID', 'ID', and 'NAME'. The table contains one row with the following data: '04CR-17-52', '@1168706', and 'SUMMER DAYS'. A blue callout box with white text points to the 'CASE ID' cell, containing the instruction: 'From search results, click on CASE ID link to create new application.'

CASE ID	ID	NAME
04CR-17-52	@1168706	SUMMER DAYS

Create Application

Refer Existing Case ✕

 This Page Will Create a Specialty Court Application for Case: 04CR-17-52

CASE ID 04CR-17-52

ID @1168706

NAME SUMMER DAYS

DOB 04-09-1981

AGE 40

DL NUMBER

CHARGES POSSESS DRUG PARAPHERNALIA MANUFACTURE METH
COCAINE,REVOCATION,FAIL TO APPEAR ON FELONY (FTA),FAIL TO APPEAR ON

A Refer Existing Case box opens to confirm user intends to create a new application from referring case.

Select **Submit** to create the application.

New Application

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Matching Party Info @1168706 - SUMMER DAYS

Name

HEIGHT WEIGHT
EYE COLOR HAIR COLOR LAST NAME GENDER

Users will complete sections of the application. User can scroll through the full application when Show All is selected or select the section headers to navigate within the application.

The newly created application will open with a *unique Applicant ID*, a **PENDING Application Status, the **Referral Date** defaulted to current date, and **Preliminary Prosecutor Approval** set to **NO**.**

New Application

SPC Referral

Specialty Courts Referral Form

Applicant ID 11109
Application Status PENDING
Court BENTON
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes

Matching Party Info @1168706 - SUMMER DAYS

Name Information

PARTY ID @1168706

FIRST NAME SUMMER MI LAST NAME DAYS

DOB 04-09-1981 40 RACE WHITE
HEIGHT WEIGHT GENDER FEMALE
EYE COLOR HAIR COLOR

The **Party Information** section is pre-populated with information from the court database, such as name, demographic information and address. The pre-populated data is not editable as it is a snapshot of the case and party information related to the referring case.

Profile Photo

SPC Referral

Specialty Courts Referral Form

Applicant ID 11109 Applicant Name SUMMER DAYS
Application Status PENDING Referral Date 04-26-2021
Court BENTON Location CIRCUIT
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments

Profile Photo

Choose File No file chosen

ETHNICITY

REFERRAL SOURCE
MARITAL STATUS
EMPLOYMENT
VETERAN YES NO
SEX OFFENSE YES NO
PROBATION/PAROLE YES NO
SUBSTANCE USE TREATMENT YES NO

SAVE

* Required for reporting and analytical purposes.

Within Party Information, a Profile Photo is required. Select and upload a Profile Photo. Users can update photo while application is in pending status.

Mugshot Guidance: Photograph defendant in a front-view position from mid-torso to top of head. Background should be white or light blue and clear of disturbances.

Photos should be saved as either .JPG or .GIF format.

Additional Party Information

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All **Party Information** Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Additional Party Information

eOMIS PID	<input type="text"/>	REFERRAL SOURCE *	<input type="text"/>
ETHNICITY *	<input type="text"/>	MARITAL STATUS *	<input type="text"/>
EDUCATION *	<input type="text"/>	EMPLOYMENT *	<input type="text"/>
CURRENT RESIDENT *	<input type="radio"/> YES <input type="radio"/> NO	VETERAN *	<input type="radio"/> YES <input type="radio"/> NO
VIOLENT OFFENSES *	<input type="radio"/> YES <input type="radio"/> NO <input type="text"/>	SEX OFFENSE *	<input type="radio"/> YES <input type="radio"/> NO <input type="text"/>
ACTIVE WARRANT *	<input type="radio"/> YES <input type="radio"/> NO	PROBATION/PAROLE *	<input type="radio"/> YES <input type="radio"/> NO
MENTAL HEALTH TREATMENT *	<input type="radio"/> YES <input type="radio"/> NO	SUBSTANCE USE TREATMENT *	<input type="radio"/> YES <input type="radio"/> NO

* Required for reporting and analytical purposes.

Within **Party Information**, complete **Additional Party Information** and click **SAVE**.

To view the question being asked in the bottom section, hover over the **YES/NO**.

All fields are required except **eOMIS PID**.

Additional Party Information

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All **Party Information** Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Profile Photo **Additional Party Information**

Profile Photo
Choose File No file chosen

Additional Party Information

eOMIS PID	<input type="text"/>	REFERRAL SOURCE	<input type="text"/>
ETHNICITY *	<input type="text"/>	MARITAL STATUS	<input type="text"/>
EDUCATION *	<input type="text"/>	EMPLOYMENT	<input type="text"/>
CURRENT RESIDENT *	<input type="radio"/> YES <input type="radio"/> NO	VETERAN	<input type="radio"/> YES <input type="radio"/> NO
VIOLENT OFFENSES *	<input type="radio"/> YES <input type="radio"/> NO ⓘ	SEX OFFENSE	<input type="radio"/> YES <input type="radio"/> NO ⓘ
ACTIVE WARRANT *	<input type="radio"/> YES <input type="radio"/> NO	PROBATION/PAROLE *	<input checked="" type="radio"/> YES <input type="radio"/> NO
MENTAL HEALTH TREATMENT *	<input type="radio"/> YES <input type="radio"/> NO		

NOTE: When PROBATION/PAROLE is YES, the eOMIS PID value is required.

* Required for reporting and analytical purposes.

Referring Cases

SPC Referral

Specialty Courts Referral Form

Applicant ID 11109 Applicant Name SUMMER DAYS
Application Status PENDING Referral Date 04-26-2021
Court BENTON CIRCUIT
Preliminary Prosecutor Approval YES NO

Show All Party Information **Referring Cases** Assessments

The Referring Cases section displays criminal cases where the applicant is a defendant so that other cases may be selected as referring cases.

Referring Cases

<input type="checkbox"/>	CASE ID	CASE DESCRIPTION	INITIAL FILING	CASE TYPE	STATUS
<input checked="" type="checkbox"/>	04CR-17-52	STATE VS SUMMER DAYS	01-09-2017	FELONY	REOPEN
<input type="checkbox"/>	04CR-17-1178	STATE VS SUMMER DAYS	06-20-2017	FELONY	REOPEN
<input type="checkbox"/>	04CR-18-1806	STATE VS SUMMER DAYS	08-22-2018	FELONY	OPEN

The case used to create the application is automatically selected. To add additional cases, click the box next to the case ID.

Assessments

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**

Application Status **PENDING**

Court **BENTON**

Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases **Assessments** Substance Use Additional Notes Court Type Team Decision

Assessments RANT +

RANT

OTHER

Assessments - RANT/DWI RANT

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases **Assessments** Substance Use Additional Notes Court Type Team Decision

Assessments RANT +

RANT

A RANT or DWI RANT assessment is required to be completed for each applicant. Click RANT (or DWI RANT for DWI court) to open the assessment.

OTHER

Assessments - RANT/DWI RANT


Once opened, the applicant name and DOB will display at the top. Interview Date will default to the current date but can be backdated if paper interview was given on an earlier date.

The screenshot displays the RANT assessment interface. At the top left, the logo for RANT® (Risk and Need Triage) is shown, along with the text "RANT® RISK AND NEED TRIAGE © 2008-2010, 2013, 2020 Public Health Management Corporation". Below this, the applicant's name "SUMMERDAYS" and date of birth "DOB 04-09-1981" are displayed. To the right, the "INTERVIEW DATE" is set to "04-26-2021" in a text box. Further right are "Save And Exit" and "Submit" buttons. The main content area is titled "Questions(19)" and shows a list of questions. The first question is "1. Current Age 40" with a "More Info" button below it. At the bottom of the question list, there are left and right navigation arrows.


RANT has 19 questions. DWI RANT has 23 questions. All questions require an answer before the assessment can be submitted for scoring.

Navigate through the questions by clicking the arrows.

Assessments - RANT/DWI RANT

 RANT®
RISK AND NEED TRIAGE
© 2008-2010, 2013, 2020 Public Health Management Corporation

NAME SUMMERDAYS DOB 04-09-1981 INTERVIEW DATE 04-26-2021 [Save And Exit](#) [Submit](#)

Questions(19) 

2. Homeless during the past 12 months Yes No

If incarcerated, the question pertains to the 12 months prior to incarceration.

- Count as homeless if the individual tended not to have a steady address or moved around between friends, family members and/or shelters.

[▶ More Info](#)

Each question has three parts:

1. Question with answer format
2. Coding Rules to guide interviewer to capture the most accurate answers
3. More Info section with details on how this question informs results

Assessments - RANT/DWI RANT

Assessments - RANT/DWI RANT

The screenshot displays the RANT (Risk and Need Triage) assessment interface. At the top left, the RANT logo and text are visible: "RANT® RISK AND NEED TRIAGE © 2008-2010, 2013, 2020 Public Health Management Corporation". A yellow banner at the top indicates "1 error has occurred" with a warning icon and a list item: "Age should be between 1 and 40". Below the banner, the user's information is shown: NAME SUMMERDAYS, DOB 04-09-1981, and INTERVIEW DATE 04-26-2021. There are "Save And Exit" and "Submit" buttons. The main content area is titled "Questions(19)". A question is displayed: "5. Age of onset of criminal activity" with a text input field containing "45". A red error message below the input field reads "Age should be between 1 and 40". A blue callout box on the left contains the text: "If there are invalid responses, a banner alerting those errors will display. User can click through the links to be taken to the response with invalid data." The interface also shows a "Questions(19)" header with a search icon and a right arrow button.

If there are invalid responses, a banner alerting those errors will display. User can click through the links to be taken to the response with invalid data.

Assessments - RANT/DWI RANT

SPC Referral

Specialty Courts Referral Form

Applicant ID: 11109
Application Status: PENDING
Court: BENTON
Preliminary Prosecutor Approval: YES NO

Applicant Name: SUMMER DAYS
Referral Date: 04-26-2021
Location: CIRCUIT

Show All Party Information Referring Cases **Assessments** Substance

Assessments

RANT

INTERVIEW DATE	END DATE	ASSESSMENT	STATUS	SCORE	USER ID	ACTIVITY DATE
04-26-2021	-	RANT	INCOMPLETE	-	ADMIN34	04-26-2021

OTHER

User is returned to the application. A row is added to the RANT/DWI RANT report with details of the incomplete assessment.


To go back and complete the interview, click on the RANT Incomplete button.

RANT Incomplete +

Assessments - RANT/DWI RANT

The screenshot displays the RANT (Risk and Need Triage) assessment interface. At the top left, the RANT logo is shown with the text "RANT® RISK AND NEED TRIAGE" and "© 2008-2010, 2013, 2020 Public Health Management Corporation". The header area contains the following information: "NAME SUMMERDAYS", "DOB 04-09-1981", and "INTERVIEW DATE 04-26-2021". On the right side of the header, there are two buttons: "Save And Exit" and "Submit". Below the header, the main content area is titled "Questions(19)". A question card is displayed with the text "1. Current Age 40". Below the question card, there is a "More Info" button with a play icon. A blue callout box with white text points to the "Submit" button, stating "When the interview is complete, click Submit." The interface also features navigation arrows on the left and right sides of the main content area.

Assessments - RANT/DWI RANT

 RANT®
RISK AND NEED TRIAGE
© 2008-2010, 2013, 2020 Public Health Management Corporation

NAME SUMMERDAYS DOB 04-09-1981 INTERVIEW DATE 04-26-2021

Questions(19)

1. Current Age 40

[More Info](#)

#	QUESTION	
01	CURRENT AGE	
02	HOMELESS DURING THE PAST 12 MONTHS	Y
03	NUMBER OF ADDRESS CHANGES DURING THE PAST 12 MONTHS	
04	AGE OF ONSET OF CRIMINAL ACTIVITY	25

An answer review page will pop up. The assessment cannot be submitted for scoring if any of the answers contain invalid data and/or are blank. Questions with problematic data will be highlighted. Close the review page, correct errors, then click Submit.

Assessments - RANT/DWI RANT

The screenshot displays the RANT (Risk and Need Triage) assessment interface. At the top left, the RANT logo is shown with the text "RANT® RISK AND NEED TRIAGE" and "© 2008-2010, 2013, 2020 Public Health Management Corporation". The patient information section includes the name "SUMMERDAYS", date of birth "DOB 04-09-1981", and interview date "INTERVIEW DATE 04-26-2021". Below this, a section titled "Questions(19)" is visible. A modal window titled "RANT" is open, showing a list of questions and an "ANSWER" column. The first question is "1. Current Age 40". A "More Info" button is located below the question. The modal window has a "Close" button and a "Submit" button. A blue callout box with white text points to the "Submit" button, stating: "Once all questions have valid answers, user can submit for scoring by clicking Submit."

RANT®
RISK AND NEED TRIAGE
© 2008-2010, 2013, 2020 Public Health Management Corporation

NAME SUMMERDAYS DOB 04-09-1981 INTERVIEW DATE 04-26-2021

Questions(19)

1. Current Age 40

More Info

RANT


#	QUESTION	ANSWER
01	CURRENT	
02	HOMELES	
03	NUMBER	

Close Submit

Once all questions have valid answers, user can submit for scoring by clicking Submit.

Assessments - RANT/DWI RANT Results

GENERAL INFORMATION : SUMMER DAYS



NAME **SUMMER DAYS**

DOB 04-09-1981

AGE 40

REFERRED BY **DEFENSE ATTORNEY**

REFERRAL DATE **04-26-2021**

EVALUATED BY **PROBATION34**

EVALUATION DATE **04-26-2021**

[Back](#) [Print](#)

After submitting the interview data, the risk and need scores are calculated and a report is returned with the quadrant results, any risk factors identified in the interview and any need factors identified in the interview.

To return to the application, click Back.

	CASE TYPE	FILING DATE
04CR-17-52	STATE V SUMMER HARRIS	FELONY
		01-09-2017

RESULTS

RANT	HIGH RISK	LOW RISK
HIGH NEED	X	
LOW NEED		

This individual was classified as **HIGH RISK** and **HIGH NEED**. Such individuals typically require a combination of services involving intensive treatment, close monitoring, and accountability for their actions.

The following RISK factors were identified:

RISK FACTORS

Assessments - RANT/DWI RANT Results

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Assessments +

RANT

APPLICANT ID	INTERVIEW DATE	END DATE	ASSESSMENT	STATUS	SCORE	USER ID	ACTIVITY DATE
11109	04-26-2021	04-26-2021	RANT	COMPLETE	HIGH RISK, HIGH NEED	PROBATION34	04-26-2021

OTHER

The summary row is updated with details including the score. The RANT/DWI RANT report is stored within the application and can be accessed at any time by clicking the blue APPLICANT ID link to the left of the assessment.

Assessments - OTHER

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Assessments +

RANT

APPLICANT ID	INTERVIEW DATE	END DATE	ACTIVITY DATE
11109	04-26-2021	04-26-2021	04-26-2021

OTHER

1 - 1

Additionally, at least one treatment assessment (TCU5, ASI SEVERITY) is required for each applicant.

The results from additional risk/needs assessments (ARORA, CARS, ORAS) may also be captured from this screen.

Click + , complete the modal page and click Create to capture required details for each assessment.

Assessments - OTHER

SPC Referral

Specialty Courts Referral Form

Applicant ID: 11109 Applicant Name: SUMMER DAYS
Application Status: PENDING Referral Date: 04-26-2021
Court: BENTON Location: CIRCUIT
Preliminary Prosecutor Approval: YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes Court Type Team Decision

Assessments +

RANT

APPLICANT ID	INTERVIEW DATE	END DATE	ASSESSMENT	STATUS	SCORE	USER ID	ACTIVITY DATE
11109	04-26-2021	04-26-2021	RANT	COMPLETE	HIGH RISK, HIGH NEED	PROBATION34	04-26-2021

1 - 1

OTHER

APPLICANT ID	ASSESSMENT	ASSESSMENT DATE	RESULTS	USER ID	ACTIVITY DATE
11109	TCU 5	04-29-2021	SEVERE (6 OR MORE SYMPTOMS)	PROBATION34	04-26-2021

1 - 1

Results from all other assessments will be captured and stored within the application to facilitate team decision.

Substance Use

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments **Substance Use** Additional Notes Court Type Team Decision

Substance Use +

At least one Primary substance is required for each applicant.

Click + , complete the modal page and click Create to capture required details for each substance used by applicant.

Substance Use

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**
Application Status **PENDING** Referral Date **04-26-2021**
Court **BENTON** Location **CIRCUIT**
Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments **Substance Use** Additional Notes Court Type Team Decision

Substance Use +

APPLICANT ID	SUBSTANCE	USAGE	FREQUENCY	USER ID	ACTIVITY DATE
11109	ALCOHOL	PRIMARY	5-6 TIMES PER WEEK	PROBATION34	04-26-2021
11109	THC	SECONDARY	1-2 TIMES PER WEEK	PROBATION34	04-26-2021

1 - 2

Summary rows for each substance entered is captured in the application.

Additional Notes

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**

Application Status **PENDING**


Court **BENTON**

Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes

Additional notes are optional. Click + , complete the modal page and click Create to capture notes to help with team collaboration and decision.

Additional Notes +

	ROLE	NOTES	USER ID	ACTIVITY DATE
	ADMINISTRATOR / ADMINISTRATRIX	MET WITH APPLICANT TO GO OVER PROGRAM. SCHEDULED RANT ASSESSMENT FOR XX/YY	PROBATION34	04-26-2021

1 - 1

Additional Notes - Examples

Treatment Provider: Applicant's assessment has been scheduled for June 4, 2020.

Probation Officer: Defendant is scheduled for risk/need assessment on June 2, 2020.

Probation Officer/Coordinator: Defendant completed risk/need assessment and was scheduled for a clinical assessment.

Coordinator: Defendant is scheduled to observe program on June 15, 2020. Status review hearing to follow.

Court Type

SPC Referral

Specialty Courts Referral Form

Applicant ID **11109** Applicant Name **SUMMER DAYS**

Application Status **PENDING** Referral Date **04-26-2021**

Court **BENTON** Location **CIRCUIT**

Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes **Court Type** Team Decision

Court Type

SPECIALTY COURT TYPE ADULT DRUG COURT (HIGH RISK/HIGH NEED)

VETERANS TREATMENT COURT (HIGH RISK/HIGH NEED)

MENTAL HEALTH COURT (HIGH RISK/HIGH NEED)

DWI COURT (HIGH RISK/HIGH NEED)

HOPE/SWIFT COURT (HIGH RISK/LOW NEED)

ALTERNATIVE SENTENCING PROGRAM (LOW RISK/LOW NEED)

Specialty Court Type is required prior to capturing team decision.

Team Decision


SPC Referral

Specialty Courts Referral Form

Applicant ID	11109	Applicant Name	SUMMER DAYS
Application Status	PENDING	Referral Date	04-26-2021
Court	BENTON	Location	CIRCUIT

Preliminary Prosecutor Approval YES NO

Show All Party Information Referring Cases Assessments Substance Use Additional Notes Court Type **Team Decision**

Team Decision 

Once all required data has been captured in the application, staffing meeting has been held and a decision has been made, click the decision button in the Team Decision section.

Staffing Decision - Reject

Docket Notes ×

NAME **SUMMER DAYS**

STAFFING YES NO

HEARING DATE

NEXT HEARING DATE

TEAM PRESENT TREATMENT34 (TRMT) PROBATION34 (PRO) JUDGE34 (J)
 DEFENSE34 (APD) ADMIN34 (ADMN) STUDENT34 (OTHR)
 PROSECUTION34 (APA)

1. Complete the Docket Notes modal page information
2. Select Reject
3. Select the reject reason from the box that appears below and click Save

REASON

- APPLICATION CREATED IN ERROR
- DEFENDANT DECLINED TO PARTICIPATE**
- DEFENDANT HAS PENDING CRIMINAL CHARGES ELSEWHERE
- HAS CURRENT SEXUAL CHARGE(S)/PRIOR SEXUAL CONVICTION(S)
- HAS CURRENT VIOLENT CHARGE(S)/PRIOR VIOLENT CONVICTION(S)
- JUDGE DISCRETION
- LOW RISK OR LOW NEED

Staffing Decision - Accept

Docket Notes

NAME **SUMMER DAYS**

STAFFING YES NO

HEARING DATE 04-26-2021

NEXT HEARING DATE 05-03-2021

TEAM PRESENT

<input type="checkbox"/> TREATMENT34 (TRMT)	<input checked="" type="checkbox"/> PROBATION34 (PRO)	<input checked="" type="checkbox"/> JUDGE34 (J)
<input checked="" type="checkbox"/> DEFENSE34 (APD)	<input checked="" type="checkbox"/> ADMIN34 (ADMN)	<input checked="" type="checkbox"/> STUDENT34 (OTHR)
<input checked="" type="checkbox"/> PROSECUTION34 (APA)		

Accept Reject

SENTENCING NOTES

Save

1. Complete the Docket Notes modal page information
2. Select Accept
3. Enter sentencing notes in the box that appears below and click Save

Sentencing Notes Example: On August 1, 2020, the defendant, Perry Aye, was sentenced to 16 months probation for Possession of Controlled Substance (Felony-C). Aye was ordered to pay \$500 fines, \$250 DNA testing fee, \$20 booking fee, \$150 court costs, \$125 drug crime fee, and \$150 public defender fee. Aye was ordered to complete Drug Court.

Updated Applicants Dashboard



Refer Individual to a Specialty Court

Once decision is captured, user is returned to the Applicants dashboard. Banner message will confirm applicant decision was captured.

Download Excel

APPLICANT ID	NAME	REFERRING CASES	DATE CREATED	STATUS	SPC CASE ID	PRINT	CREATED BY	CASE TYPE
11106	BACON, CHRIS P	04CR-16-1075	04-09-2021	ACCEPTED	04TX-21-10		ADMIN34	ADULT DRUG COURT
11097	BARKER, BOB	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	03-09-2021	ACCEPTED				ADULT DRUG COURT
11095	BOURNE, STAR	04CR-16-1498	03-09-2021	ACCEPTED				ADULT DRUG COURT
11102	BRYAN, BOBBY	04CR-18-465	03-29-2021	ACCEPTED				ADULT DRUG COURT
11094	CANDY, BUCK	04CR-18-1646	03-09-2021	ACCEPTED				DPE/SWIFT COURT
11109	DAY, SUMMER	04CR-17-52	04-26-2021	ACCEPTED	04TX-21-12		ADMIN34	ADULT DRUG COURT
11100	FISHBACK, HUGH	04CR-0		ACCEPTED	04TX-21-6		STUDENT34	DWI COURT
11101	HAMMER, MAE	04CR-1		ACCEPTED	04TX-21-7		STUDENT34	ADULT DRUG COURT
11107	LYONS, LACY	04CR-1		ACCEPTED	04TX-21-11		ADMIN34	DWI COURT
11103	ROACH, ISA	04CR-1		ACCEPTED	04TX-21-9		STUDENT34	VETERANS TREATMENT COURT
11096	ROWE, CHANCE	04CR-17-1111	03-09-2021	ACCEPTED	04TX-21-3		STUDENT34	ADULT DRUG COURT
11098	SWEET, CANDY	04CR-18-2037, 14CR-14-216	03-09-2021	ACCEPTED	04TX-21-5		STUDENT34	ADULT DRUG COURT
11099	GERE, RICHARD	04CR-18-607	03-12-2021	PENDING			STUDENT34	
11093							STUDENT34	

If accepted, a Specialty Court Case will be created.

Application STATUS will be updated with decision.

To access applicant data regardless of status, click APPLICANT ID link. Those still in PENDING status can be edited by all team members until the decision is captured.

Case Management Dashboard

Case Management Dashboard

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
					04-22-2021					
					04-21-2021					
				COURT	04-14-2021					
					04-05-2021					
					04-30-2021					
					04-14-2021					
					04-07-2021					
					03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

1 - 12 of 12

The Case Management Dashboard displays all accepted participants and allows users to capture review hearing (docket) notes, supervision notes, and drug tests; manage phase, status, and hearing dates; and view a comprehensive case history for each participant.

New Case – Phase and Status

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1				DWI COURT	04-22-2021					
PHASE 1				ADULT DRUG COURT	04-21-2021					
PHASE 1			67	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1				ADULT DRUG COURT	04-05-2021					
PHASE 1				ADULT DRUG COURT	04-30-2021					
PHASE 1			16	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	TRTMNT-PRIV FACILITY	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						


1 - 12 of 12

Upon entry to Specialty Court, Phase is set PHASE 1 and Status is set to ACTIVE.

New Case – Case History

Arkansas SCALES
Specialty Court Application & Legal Exchange System

GENERAL INFORMATION



Choose File No file ch

Image

NAME **SUMMER DAY**

PHASE **PHASE 1**

ADDRESS **123 MAIN ST
PRAIRIE ROSE, AR**

EDUCATION **HIGH SCHOOL GRADUATE**

DOB/AGE **04-09-1981 / 40**

STATUS **ACTIVE**

PHONE **(501) 999-9999**

EMPLOYMENT **PART TIME (< 32 HRS)**

Sentencing notes, phase note and status note are automatically written to Case History.

Q Go Actions

Download Excel

NOTES TYPE	HEARING DATE	NEXT HEARING DATE	INCENTIVES	SANCTIONS	NOTES	DATE	USER ID
STATUS NOTE	-	-	-	-	PHASE 1 STATUS ACTIVE	04-16-2021	ADMIN34
PHASE NOTE	-	-	-	-	ENTERED INTO PHASE 1	04-16-2021	ADMIN34
HEARING NOTES	04-16-2021	04-23-2021	-	-	DEFENDANT WAS SENTENCED TO 16 MONTHS PROBATION FOR POSSESSION OF CONTROLLED SUBSTANCE (FELONY-C). DEFENDANT WAS ORDERED TO PAY \$500 FINES, \$250 DNA TESTING FEE, \$20 BOOKING FEE, \$150 COURT COSTS, \$125 DRUG CRIME FEE, AND \$150 PUBLIC DEFENDER FEE. DEFENDANT WAS ORDERED TO COMPLETE DRUG COURT.	04-16-2021	ADMIN34

Phase and Status Management

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions Download Excel

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9							
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52							
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14							
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075							
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667							
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465							
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274							
PHASE 1	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216							

To change Phase, click the blue link next to the participant, complete the modal page, and click Save.

PHASES

NAME SWEET, CANDY

CURRENT PHASE PHASE 1

END DATE 04-26-2021

NEW PHASE PHASE 2

START DATE 04-27-2021

NOTES completed requirements for phase 1.

Cancel Save

1 - 12 of 12

Phase and Status Management

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 2	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 1				ADULT DRUG COURT	04-07-2021					
PHASE 1			04CR-17-1562, 04CR-17-1562	ADULT DRUG COURT	03-19-2021					
GRAND JURY				ADULT DRUG COURT	03-17-2021					
TELEPHONIC				HOPE/SWIFT COURT						

1 - 12 of 12

Phase is updated on the Case Management Dashboard. It is also updated on Case History.

Phase and Status Management

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions Download Excel

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9							
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52							
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14							
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075							
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667							
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465							
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274							
PHASE 1	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216							
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111							
PHASE 2	BARKER, BOB	TRTMNT-PRIV FACILITY	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A							

PHASE STATUS

NAME **BARKER, BOB**

CURRENT STATUS **TRTMNT-PRIV FACILITY**

END DATE 04-26-2021

NEW STATUS **ACTIVE**

START DATE

NOTES

- ABSCONDED
- INCARCERATED
- TREATMENT-CCC-30 DAYS
- TREATMENT-CCC-60 DAYS
- TREATMENT-CCC-90 DAYS
- TREATMENT-CCC-180 DAYS
- TREATMENT-CCC-1 YEAR
- TREATMENT-PRIVATE FACILITY
- PENDING REVOCATION
- ACTIVE**
- CLOSED
- DECEASED
- REVOKE TO ADC
- REVOKE TO ACC
- REVOKE TO JAIL

To change Status, click the blue link next to the participant, complete the modal page, and click Save.

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Phase and Status Management

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SUMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 2	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	ACTIVE	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURN			ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY			HOPE/SWIFT COURT						

1 - 12 of 12

Status is updated on the Case Management Dashboard. It is also updated on Case History.

Supervision Notes

To enter supervision notes, click the SUPERVISION NOTES icon for the participant.

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q v [Go] Actions v [Download Excel]

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SUMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 2	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	ACTIVE	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

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Supervision Notes

Supervision Notes ✕

CASE ID **04TX-21-10**

NAME **BACON, CHRIS P**

TYPE

DATE

NOTES

BACON PRESENTED UPDATED RESUME AND A CERTIFICATE FROM AN ONLINE TIPS FOR JOB SEEKING COURSE THAT WAS ASSIGNED TO HIM. HE HAS APPLIED AT DENNY'S AND A LOCAL CAFE. |

Note # **9**


Complete the modal page and click Add Note

Supervision Notes

Arkansas SCALES
Specialty Court Application & Legal Exchange System

BACON, CHRIS P

GENERAL INFORMATION



Choose File No file ch

Image

NAME BACON, CHRIS P

ADDRESS 13441 W MAIN
HIWASSE AR 72739

PHASE PHASE 1

EDUCATION GED

DOB/AGE 12-25-1982 / 38

PHONE (501) 999-9999

STATUS ACTIVE

EMPLOYMENT UNEMPLOYED

ACCEPTED TO DRUG COURT. CURRENTLY LIVES ALONE. ANY OTHER INFORMATION.

Notes are written to Case History

Download Excel

NOTES TYPE	HEARING DATE	HEARING DATE	INCENTIVES	SANCTIONS	NOTES	DATE	USER ID
PROBATION OFFICER MEETING	-	-	-	-	BACON PRESENTED UPDATED RESUME AND A CERTIFICATE FROM AN ONLINE TIPS FOR JOB SEEKING COURSE THAT WAS ASSIGNED TO HIM. HE HAS APPLIED AT DENNY'S AND A LOCAL CAFE.	04-12-2021	PROBATION34
MEMO	-	-	-	-	EDUCATION CHANGED TO GED NOTES : OBTAINED GED FROM XYZ ON 04/12/21.	04-12-2021	PROBATION34
MEMO	-	-	-	-	EMPLOYMENT CHANGED TO UNEMPLOYED NOTES : LOST PART TIME JOB ON 04/12/21 DUE TO CUTBACKS. INSTRUCTED TO PROVIDE EVIDENCE OF JOB SEEKING ACTIVITIES TO THE COURT.	04-12-2021	PROBATION34
MEMO	-	-	-	-	CONTACT INFO UPDATE - 13441 W MAIN , HIWASSE, AR - PHONE NUMBER : 5019999999 - NOTES : ACCEPTED TO DRUG COURT. CURRENTLY LIVES ALONE. ANY OTHER INFORMATION.	04-11-2021	ADMIN34
GROUP COUNSELING	-	-	-	-	PROVIDED PROOF OF ATTENDING ALL GROUP SESSIONS	04-14-2021	ADMIN34

Drug Test

Click the DRUG TEST icon for the participant to enter results.

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SUMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 2	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	ACTIVE	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

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Drug Test

Drug Test - Enter Results

PARTY HUGH FISHBACK

TEST DATE 12-15-2020

PANEL

RESULT TYPE

- CDF TESTS
- 14 PANEL INSTANT TEST
- SALINE 2
- SALINE

Cancel Save

Select the actual TEST DATE (can be backdated), select the PANEL (this will display the panels setup by the ADMIN in Application Settings)

The substances added to that panel will display in the Drug Test – Enter Results page. The RESULT TYPE will default to NORMAL.

Drug Test - Enter Results

PARTY HUGH FISHBACK

TEST DATE 12-15-2020

PANEL 14 PANFI INSTANT TFST

RESULT TYPE NORMAL

DRUG	RESULT	REQUEST FOR LAB
ALCOHOL	NEGATIVE	<input type="checkbox"/>
AMPHETAM	NEGATIVE	<input type="checkbox"/>
BARBITURAT	NEGATIVE	<input type="checkbox"/>
METH	NEGATIVE	<input type="checkbox"/>

Cancel Save

Enter Drug Test Results

Drug Test - Enter Results

PARTY HUGH FISHBACK

TEST DATE 12-15-2020

PANEL 14 PANFI INSTANT TEST

RESULT TYPE NORMAL

DRUG	RESULT	REQUEST FOR LAB
ALCOHOL	NEGATIVE	<input type="checkbox"/>
AMPHETAM	NEGATIVE	<input type="checkbox"/>
BARBITURAT	NEGATIVE	<input type="checkbox"/>
METH	NEGATIVE	<input type="checkbox"/>

Cancel Save

Types of test results and how to capture:

1. If the drug test was performed as normal with no positive results, click Save to capture results.
2. If the drug test was performed as normal with positive results, from the drop down next to the substance with positive results, select POSITIVE, select the REQUEST FOR LAB box if the defendant requests to have the results sent in for confirmation. Do this for ALL substances with positive results then click Save to capture results.
3. If the participant refused to test, from the PANEL menu, select REFUSED TEST then click Save to capture results.
4. If the participant failed to produce, from the PANEL menu, select FAILED TO PRODUCE then click Save to capture results.
5. If the participant is excused and/or has a medical reason for missing the test, from the PANEL menu, select EXCUSED/MEDICAL then click Save to capture results.

NOTE: Currently only one drug test can be captured per day. The plan for the next release is to build out capturing the confirmation results for those where LAB is selected.

View Drug Test Results

Click the DRUG TEST RESULTS icon to view past results for the participant.

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
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PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 2	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	ACTIVE	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

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View Drug Test Results



Arkansas SCALES

Specialty Court Application & Legal Exchange System

HUGH FISHBACK

Nested Test Results

	TEST DATE	POSITIVE DRUG LIST	POSITIVE SUBSTANCES	SUBSTANCES TESTED									
▼	11-19-2020	-	0	-									
▼	11-18-2020	-	0	2									
▼	11-17-2020	THC	1	2									
▼	11-16-2020	ALCOHOL	1	2									
▼	11-15-2020	THC	1	2									
<table border="1"><thead><tr><th>TEST DATE ↑</th><th>DRUG</th><th>INITIAL RESULT</th></tr></thead><tbody><tr><td>11-15-2020</td><td>ALCOHOL</td><td>NEGATIVE</td></tr><tr><td>11-15-2020</td><td>THC</td><td>POSITIVE</td></tr></tbody></table>					TEST DATE ↑	DRUG	INITIAL RESULT	11-15-2020	ALCOHOL	NEGATIVE	11-15-2020	THC	POSITIVE
TEST DATE ↑	DRUG	INITIAL RESULT											
11-15-2020	ALCOHOL	NEGATIVE											
11-15-2020	THC	POSITIVE											
1 - 2													
▼	11-14-2020		0	1									
▼	11-13-2020		0	1									
▼	11-12-2020		0	2									
▼	11-11-2020		0	1									
▼	11-10-2020	THC	0	2									

To view detailed results for a specific test, click the down arrow next to the date.

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View Drug Test Results



Nested Test Results

	TEST DATE	POSITIVE DRUG LIST	POSITIVE SUBSTANCES	SUBSTANCES TESTED
▼	11-19-2020	-	0	-
▼	11-18-2020	-	0	2
▼	11-17-2020	THC	1	2
▼	11-16-2020	ALCOHOL	1	2
▼	11-15-2020	THC	1	2
▼	11-14-2020	ALCOHOL	0	1
▼	11-13-2020	-	0	1
▼	11-12-2020	ALCOHOL	0	2
▼	11-11-2020	ALCOHOL	0	1
▼	11-10-2020	THC	0	2

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Summary results are listed in descending order by date. The name(s) and number of positive substances and number of substances tested are displayed.

Docket Notes

Select the **DOCKET NOTES** icon for the participant.

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q ▾ Go Actions ▾ Download Excel

PHASE	NAME	STATUS	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	DRUG TEST	DRUG TEST RESULTS	CASE HISTORY
PHASE 1	FISHBACK, HUGH	TRTMNT-CCC-30 DAYS	04CR-09-858, 04CR-18-9	DWI COURT	03-19-2021					
PHASE 1	DAY, SIMMFR	ACTIVE	04CR-17-52	ADULT DRUG COURT	04-26-2021					
PHASE 1	LYONS, LACY	ACTIVE	04CR-17-14	DWI COURT	04-22-2021					
PHASE 1	BACON, CHRIS P	ACTIVE	04CR-16-1075	ADULT DRUG COURT	04-21-2021					
PHASE 1	ROACH, ISA	ACTIVE	04CR-14-1373, 04CR-16-667	VETERANS TREATMENT COURT	04-14-2021					
PHASE 1	BRYAN, BOBBY	ACTIVE	04CR-18-465	ADULT DRUG COURT	04-05-2021					
PHASE 1	HAMMER, MAE	ACTIVE	04CR-17-274	ADULT DRUG COURT	04-30-2021					
PHASE 1	SWEET, CANDY	ACTIVE	04CR-18-2037, 14CR-14-216	ADULT DRUG COURT	04-14-2021					
PHASE 2	ROWE, CHANCE	ACTIVE	04CR-17-1111	ADULT DRUG COURT	04-07-2021					
PHASE 2	BARKER, BOB	TRTMNT-PRIV FACILITY	04CR-17-1359, 04CR-17-1562, 04CR-17-1970, 72CR-15-496A	ADULT DRUG COURT	03-19-2021					
GRADUATED	BOURNE, STAR		04CR-16-1498	ADULT DRUG COURT	03-17-2021					
TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

1 - 12 of 12

Docket Notes

NAME CANDY SWEET

PARTICIPANT PRESENT ABSENT

STAFFING YES NO

HEARING DATE

NOTES

NEXT HEARING DATE

TEAM PRESENT

- CDFRYAR (ADMINISTRATOR / ADMINISTRATRIX)
- ACDAVIS (ADMINISTRATOR / ADMINISTRATRIX)
- KMCAMPBELL (ADMINISTRATOR / ADMINISTRATRIX)

INCENTIVES

- APPLAUSE
- DOCKET FAST PASS
- FRAMED CERTIFICATES
- GIFT CARD (=\$25.00)
- GIFT CARD (=\$5.00)
- PLANNERS/CALENDARS
- VERBAL PRAISE

SANCTIONS

- ADMONISHMENT FROM JUDGE
- ANKLE MONITORING
- COMMUNITY SERVICE
- CURFEW/CHECK-IN TIME
- ESSAY ASSIGNMENT
- EXTRA DRUG SCREENS
- FINE

Save

Complete the modal page and click Save

Docket Note Example: Participant appeared in court on time, dressed appropriate, and reported no issues to the Judge. Stated that his mother and grandmother are supportive in his recovery. Stated that he has reconnected with his love of fishing since being accepted into the program. Tested positive for alcohol during random drug test. Admitted to drinking with friends over the weekend.

Case History

Arkansas SCALES
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Q Go Actions

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TERMINATED	CANDY, BUCK		04CR-18-1646	HOPE/SWIFT COURT						

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Click the **CASE HISTORY** icon for the participant to view a comprehensive case history of the participant.


Case History

Header with participant photo and at-a-glance participant details

Arkansas SCALES
Specialty Court Application & Legal Exchange System

SWEET, CANDY

GENERAL INFORMATION



NAME SWEET, CANDY DOB/AGE 10-17-1995 / 25

ADDRESS 123 MAIN ST APT B ALMA AR 72921 PHONE (501) 920-5555

PHASE PHASE 1 STATUS ACTIVE

EDUCATION 11TH GRADE EMPLOYMENT PART TIME (< 32 HRS)

Choose File No file chosen

image

NOTES SWEET BEGINS NEW JOB AT THE DEW DROP INN ON 04/15/21.

Q Go 1. staffing Actions Download Excel

staffing NOTES TYPE

NOTES TYPE	HEARING DATE	NEXT HEARING DATE	INCENTIVES	SANCTIONS	NOTES	DATE	USER ID
HEARING NOTES	04-07-2021	04-14-2021	APPLAUSE; FISHBOWL DRAWING; VERBAL PRAISE	-	SWEET TALKED ABOUT HER NEW JOB THAT SHE STARTS NEXT WEEK. JUDGE ENCOURAGED HER AND HAVE VERBAL PRAISE. ALLOWED HER TO DRAW FROM FISHBOWL.	04-07-2021	ADMIN34
INDIVIDUAL COUNSELING	-	-	-	-	IN OUR PREVIOUS SESSION SWEET WAS UPSET BECAUSE SHE LOST HER PART TIME JOB THIS WEEK DUE TO CUT BACKS. SHE CAME INTO TODAY'S SESSION EXCITED AS SHE HAD LANDED A NEW HOUSEKEEPING JOB AT THE DEW DROP INN. SHE WAS NERVOUS AT THE PREVIOUS HEARING BECAUSE SHE THOUGHT SHE WOULD BE IN TROUBLE FOR NOT HAVING A JOB. SHE WAS SURPRISED TO BE ENCOURAGED BY THE JUDGE INSTEAD. SHE STARTS HER NEW JOB ON 04/15/21.	04-06-2021	TREATMENT34
GROUP COUNSELING	-	-	-	-	SWEET PRESENTED PROOF OF ATTENDANCE TO ALL REQUIRED GROUP COUNSELING SESSIONS.	04-06-2021	TREATMENT34
HOME CONTACT	-	-	-	-	MET WITH SWEET FOR A HOME VISIT. HOME WAS ORDERLY AND WELL KEPT. NO CONCERNS NOTED. SWEET WAS EXCITED TO SHARE SHE HAS FOUND A JOB WORKING AT THE DEW DROP INN PART TIME STARTING 04/15/21.	04-02-2021	PROBATION34

Quickly Toggle to Drug Test Results

Add callout details to personalize interaction with participant

Chronological details of participants progress

Additional Resources

- **Arkansas Judiciary Website (arcourts.gov)**
- **Online Learning (specialtycourts-arcourts.talentlms.com)**
- **Janet Hawley**
janet.hawley@arcourts.gov
501-410-1944
- **Carmella Fryar**
carmella.fryar@arcourts.gov
501-410-1984