



# Council of Accountability Court Judges

**Chief Judge Kathlene F. Gosselin**  
*Executive Committee Chair*  
*Northeastern Judicial Circuit*

**Taylor Jones**  
*Executive Director*

## MEMORANDUM

**TO:** Accountability Courts  
**FROM:** Chief Judge, Kathlene F. Gosselin, CACJ Chair  
**RE:** COVID-19 Guidance and Impact to CACJ Operations  
**DATE:** March 13, 2020

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Please allow this memorandum to serve two purposes: the first being to provide general guidance and suggestions related to accountability court operations; and the second as notice of CACJ operations during this time.

Accountability court operations are likely to be impacted by COVID-19. Listed below is a set of options that courts may choose to utilize during this time.

- Case management and individual treatment contacts conducted via phone and/or by other electronic means. All participant contacts should be documented in the court's case management system.
- Community support meetings via online offerings.
- Practicing social distancing during surveillance visits and when interacting with participants and accountability court staff.
- Drug testing may occur during surveillance visits. Gloves and other protective items should be utilized by staff.
- The implementation of a longer drug testing window. This will support fewer participants at the testing location at the same time. Social distancing, gloves and protective items should be utilized during testing.
- The court may wish to consider utilizing telehealth options for participant treatment sessions. Please check with your treatment providers to learn about options for your court.

Should any court have other suggestions related to accountability court operations during this time please contact CACJ staff. We will work to make the information available to all courts.

Further, and in accordance with the guidance provided by the Governor's Office, CACJ will be suspending all non-essential travel beginning Monday, March 16<sup>th</sup> through Friday, March 27<sup>th</sup>. CACJ staff will be in contact with courts scheduled for peer review and/or an onsite treatment fidelity visit to begin the rescheduling process. CACJ thanks you for patience and understanding during this time.

CACJ staff is available for questions and support. As new information is made available CACJ will provide additional updates as needed. Please do not hesitate to contact staff should you have any questions or concerns.