61st DISTRICT COURT PROBLEM-SOLVING COURT REFERRAL FORM

Primary Contact: Andrew Leighty, **Ph. 616.632.5640, email: PSCreferral@grcourt.org**

Date: _____ Referring person/organization: _____

Defendant Name: _____ Phone: _____

Address:_____

DOB: _____ Email: _____

Case #: _____

Current Charge(s): _____

Problem-Solving Court the referral is intended for:

☐ Drug Court ☐ Misdemeanor Sobriety Court ☐ Felony Sobriety Court

Defense attorney name/number/email: _____

On Bond: ☐ Yes ☐ No Incarcerated: ☐ Yes ☐ No

Bond Conditions: _____

PROGRAM USE ONLY

Date screened: _____ Eligible? ☐ Yes ☐ No Which PSC? _____

Eligibility criteria for Substance Use Disorder PSC:

- Repeat, non-violent, high risk and high need individual.
- Reasonable assumption that the individual's criminal activity is directly connected to habitual substance abuse. Please note, the eligibility criteria is expanded to offenses where it is reasonable to believe the **underlying cause of the offense** is related to a substance use disorder. Examples include property offenses, retail fraud, prostitution, etc.
- The individual must be found guilty by plea or after trial of a non-violent offense related to their substance dependence.
- The individual must express a willingness to comply with PSC requirements.
- Transfers may be accepted *subject to availability*. The individual *must* be a Kent County resident.
- Cannot be an individual who is currently charged with, or has been convicted of, an offense involving the death of, or a serious bodily injury* to, any individual, whether or not any of these circumstances are an element of the offense, or with criminal sexual conduct in any degree.

Referral process

1. The individual must enter a guilty plea before they may be screened for the program.
2. Complete a referral form and submit the completed form along with a police report and any additional supporting information to PSCreferral@grcourt.org fax to 616-632-5647.
3. The Coordinator will ask the prosecutor if there is any objection to the individual being considered for participation in the program.
4. If there is no objection from the prosecutor, a screening will be scheduled with the individual.
5. The team will consider the individual's screening and assessment.
6. If the individual is accepted, the attorney and the individual will be notified.

07.09.25