

# NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION

## DART Center

### PROGRAM SCHEDULING AND TRANSPORT

The DART Center website is designed to assist Probation/Parole Officers with information and guidelines that will enable officers to make decisions about whether a referral may or may not be appropriate for the DART Center program. The information provided will also assist the officer in giving an overview of the program and responding to their questions. When there is a question regarding a referral's appropriateness for assignment to the DART Center facility, DART Center encourages Probation/Parole Officers to contact the facility prior to transport so staff may assist in making this decision. Referrals that are determined to be inappropriate for treatment after arrival at the facility will be discharged.

#### **Program Scheduling:**

- Ensures the referral meets the DART Center [Eligibility and Criteria Guidelines](#) (see Web Page).
- Checks for use of unacceptable medications.
- Follows "Intake Procedure" in [Chapter I Section .0306](#) of the [Community Corrections Policy and Procedure Manual](#) prior to scheduling.
- If the referral meets the eligibility guidelines, call the DART Center facility to schedule the referral for admission. Facility phone number: (919) 731-7930

#### **Program Transport and Staff Safety:**

To ensure the safety of DART Center staff during transport and at the facility, the supervising Probation/Parole Officer (PPO), on the day of the DART Center pick-up, should follow the "Intake Procedure" in Chapter I Section .0306 of the Community Corrections Policy and Procedure Manual. The supervising PPO will:

- Complete the DART Center Medical History Form prior to individual's pick-up. The form should be placed into the individual's packet to be given to the van driver and the DART Center PPO upon arriving at the facility. If there are any serious medical conditions, call the DART Center PPO prior to transport to discuss and get approval.
- Have the individual read and sign the Rules and Regulations of the DART Center program and place in the individual's packet that is to be given to the van driver at pickup and the DART Center PPO upon arriving at the facility.
- Search the referral's baggage and person, before the individual is transported to the facility or dropped off for van pickup if DART Center staff is transporting.
- Conduct urinalysis on day of pick up, preferably using instant drug screen so results are known immediately. The supervising PPO will report the results of the drug screen immediately upon arrival to either the van driver, if being transported via DART Center staff or DART Center PPO if supervising PPO is transporting referral to the facility.

NOTE: Program completion ceremonies are conducted prior to transport home and are always inspirational not only to the residents but to family members and staff from Community Corrections. DART Center encourages Probation/Parole Officers to attend. However, you don't have to wait for a completion ceremony to visit, call and schedule a time for you and your unit to come and tour the facility. We look forward to seeing you!