

Soberlink Implementation Outline for Law Professionals

Introduction

Family Law Professionals have been using Soberlink alcohol monitoring since 2011. However, as with any new technology, some confusion may occur during implementation. This outline is meant to guide law professionals through the various steps needed to implement the Soberlink system correctly.

NOTE: This document and any order created from it **are not considered final documents** and will not be accepted by Soberlink to begin testing set up.

Definition of Terms

These terms have been defined for the purposes of this document.

- **Monitored Client:** The parent required to submit tests using the Soberlink Device
- **Concerned Party:** The person who will receive Soberlink test results and has the best interests of the child(ren) in mind
- **Order:** The court order, parenting agreement or any other document created by the attorney, mediator, judge, etc. that includes details on how the Soberlink Agreement should be filled out
- **Soberlink Agreement:** The contract that will be requested at www.soberlink.com, completed and electronically signed by the Monitored Client and Concerned Party. This document dictates how Soberlink monitoring will be set up, and must be completed before Soberlink monitoring can begin
- **Alerts/Reports:** Text and/or email notifications regarding tests/test results
- **Soberlink Best Practices: Based on an Expert Panel Document:** Many times, orders for Soberlink monitoring are incorrectly written with the same language as older methods such as lab testing. Understanding that guidance was needed, Soberlink brought together a group of Addiction Treatment experts who formed a panel to determine the most effective way to use Soberlink. The panel's results were published in the Mar/Apr 2017 issue of the **Journal of Addiction Medicine** (www.soberlink.com/alcohol-addiction-treatment/#jam). Based on their findings, Soberlink created a paper called **Soberlink Best Practices: Based on an Expert Panel** (www.soberlink.com/family-law/#guide). **It is recommended that this paper be read before completing this outline.**

Contents

- Important Reminders (pg. 2)
- Soberlink Implementation Steps (pg. 2)
- Order Language Outline (pg. 3)
 - Questions to be Answered and Written into Order
 - Required Soberlink Language for All Orders
 - Suggested Order Language for Testing Instructions

Important Reminders

- This document and any order created from it **are not considered final documents** and will not be accepted by Soberlink to begin testing set up. A Soberlink Agreement must be requested at www.soberlink.com, completed and electronically signed by the Monitored Client and Concerned party before monitoring can begin.
- Soberlink set up will be based on the details of the Soberlink Agreement, and not the order. If an order's details do not align with the Soberlink Agreement, the Soberlink Agreement will still dictate testing set up.
- If testing is mandated by a judge, a **Family Law Order Form** (www.soberlink.com/support/helpful-documents/) should be filled out and submitted to Soberlink. Soberlink will use this document to prefill the Soberlink Agreement before it is sent to the Monitored Client and Concerned Party for electronic signature.

Soberlink Implementation Steps

1. Law Professional completes Order Language Outline (See page 3)
2. Law Professional creates the order
3. Either the Monitored Client or Concerned Party Requests the Soberlink Agreement (Agreement Request can be found at: www.soberlink.com/support/start-family-law-agreement)
4. Monitored Client or Concerned Party Fills out Soberlink Agreement in Accordance with Order
5. Monitored Client and Concerned Party electronically sign Soberlink Agreement

Order Language Outline

Questions to be Answered and Written into Court Order

How often will monitoring occur? (Which Soberlink Program will be used?)

- Only During Parenting Time (Level 1 – Parenting Time Only)
- 7 Days a Week (Level 2 – Daily Testing)

How will testing be reported (Which Soberlink Plan will be used?)

- Basic Plan** – No real-time Alerts. Daily email Reports of previous day's testing. Limited to 2 Report recipients. (Monitored Client and Concerned party)
- Plus Plan** – Real-time email Alerts. Daily, Weekly and Monthly email Reports. Unlimited Report recipients.
- Premium Plan** – Real-time email and text Alerts. Daily, Weekly, and Monthly email Reports. Unlimited Report recipients.

Who will pay for the Device and monitoring fees?

- Monitored Client
- Concerned Party

Monitored Client (The parent who is required to submit tests using the Soberlink Device)

Name: _____ Email: _____ Phone #: _____

Concerned Party (The person who receives test results and has the best interests of the child(ren) in mind)

Name: _____ Email: _____ Phone #: _____

Note: The Monitored Client, Concerned Party and additional Contacts will be set up with Default Alerts and Reports. Parties can change their personal Alerts or Reports after setup by emailing support@soberlink.com.

Additional Contact to Receive Alerts or Reports:

Name: _____ Email: _____ Phone #: _____

Name: _____ Email: _____ Phone #: _____

How many tests per day are required during a full day of testing?

**Note: Soberlink Best Practices states to start with 3 tests/day and reducing to 2 tests/day with consistent compliant behavior. Guidance is provided in Soberlink Best Practices: Based on an Expert Panel.*

- 2 Tests/day (When waking up and before bed)
- 3 Tests/day (When waking up, mid-day, and before bed)
- 4 Tests/day (When waking up, early mid-day, late mid-day, and before bed)

What are the consequences of a positive test?

**Note: Guidance is provided in Soberlink Best Practices: Based on an Expert Panel.*

What are the consequences of a missed test?

**Note: Guidance is provided in Soberlink Best Practices: Based on an Expert Panel.*

Soberlink Required Language for All Orders

- Alcohol monitoring will be obtained from Soberlink. A Device shall be purchased at www.soberlink.com
- A Soberlink Monitoring Agreement shall be requested at www.soberlink.com and electronically signed by the Monitored Client and Concerned Party before monitoring can begin.
- The party that requests the agreement at www.soberlink.com will fill out the agreement details.
- Upon activation, Monitored Client will opt in to Soberlink text messages
- Soberlink records will be admissible in court

Suggested Order Language for Testing Instructions

Level 1 – Parenting Time Only

- A test shall be sent 1 hour prior to Parenting Time and immediately following the conclusion of Parenting Time.
- During Parenting Time, the Monitored Client shall submit a test upon waking up, in the middle of the day, and before bed.
- A test will be considered “Missed” if it is not performed within 2 hours and 15 minutes of the agreed test time.

Level 2 – Daily Testing

- Testing is required 7 days a week
- No alcohol is allowed to be consumed at any time
- 3 Tests will be scheduled per day
- Test windows will be set at 2 hours and 15 minutes
- Tests will be scheduled upon waking up and before bed. The first test of the day shall be scheduled at the Monitored Client's typical waking hour. The last test of the day will be scheduled at the Monitored Client's typical bed time hour. The third test will be scheduled by Soberlink based on Soberlink Best Practices.