

# Orange County Adult Alcohol and Drug Sober Living Certification

## 2001.1 ORANGE COUNTY ADULT ALCOHOL AND DRUG SOBER LIVING CERTIFICATION

### (a) Purpose

1. In 2000, the Orange County Board of Supervisors directed the Orange County Sheriff's Department to form a committee that included the Probation Department, District Attorney, Public Defender, Health Care Agency, and the Courts. The purpose of this committee was to develop a process for certifying and monitoring adult residential drug and alcohol sober living facilities. In 2001, following receipt of the committee's recommendations, the Board of Supervisors adopted Orange County Codified Ordinances 5-6-1 through 5-6-4 to authorize a voluntary certification of sober living facilities. The Board of Supervisors approved the Orange County Adult Alcohol and Drug Sober Living Facilities Guidelines ("Certification Guidelines") to be used in the certification process.

The Certification Guidelines were most recently amended in 2011. The Sheriff's Department is authorized by the Board of Supervisors to certify the facilities in accord with the Certification Guidelines and the Ordinances. For further details, visit [ocsheriff.gov](http://ocsheriff.gov).

### (b) Certification Guidelines

1. Inmate Services Programs and Services Manager (Certification Coordinator) oversees the Adult Sober Living Certification Program.
2. The Certification Guidelines include:
  - i. An application process
  - ii. Facility guidelines
  - iii. Facility staff background checks
  - iv. Proof of homeowners insurance
  - v. Random facility inspection
3. Upon approval, facilities will be issued a certification which will expire one year from the received date.
  - i. All facilities requesting to remain certified after one year must complete the application process annually.

### (c) Voluntary Program

1. The Certification Program is purely voluntary.
  - i. No sober living facility shall be required to apply for or obtain certification under the Certification Guidelines

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- ii. No facility shall be required to cease operation due to lack of certification under the Certification Guidelines.

#### (d) Documentation

1. The Inmate Services Programs and Services Manager is responsible for maintaining records of all adult alcohol and drug sober living homes who have submitted documentation to apply for certification.
2. The Inmate Programs and Services Manager will also maintain a master list of all approved adult alcohol and drug sober living homes.
  - i. The list will be distributed to all partnering county agencies on a quarterly basis or upon request from a specific partnering agency.

#### (e) Denial of Certification

1. The Certification Coordinator may deny a facility's application for certification for any of the following reasons:
  - i. The facility is not in compliance with any provision of the Certification Guidelines.
  - ii. The facility has failed to remedy each deficiency identified by the Certification Coordinator within the time period specified.
  - iii. The facility provided false, misleading, or incomplete information to the Certification Coordinator.
2. If the Certification Coordinator denies certification, a written notice shall be sent to the applicant by first class mail, return receipt requested. The notice shall:
  - i. Explain the reasons for denial.
  - ii. Detail the correction(s) required to bring the facility into compliance with the Certification Guidelines.
  - iii. Advise the facility of the right to reconsideration and appeal in accordance with the Certification Guidelines.

#### (f) Suspension or Revocation of Certification

1. A Certification Suspension or Revocation is a disciplinary action taken by the Certification Coordinator to suspend or revoke certification of a facility.
  - i. A suspension is for a specific period and a revocation is indefinite. Except in emergency situations, a revocation will not become effective until the time for the facility to appeal has elapsed, or if the facility appeals, until the revocation is upheld by the Certification Appeals Hearing Officer.
  - ii. County personnel shall cease referring individuals to a facility from which certification has been suspended or revoked.
  - iii. At their option, or, if applicable, at the discretion of the Superior Court, the Probation Department or the Parole Board, residents who were residing at the facility prior to a suspension may remain and complete their programs. To the extent it is clinically appropriate, all County referrals will be asked to

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move from a facility from which certification has been revoked and move to a certified facility.

- iv. Suspension or revocation of certifications will be determined by the Inmate Programs and Services Manager overseeing the certification program in accord with the Guidelines.
  - A. Sober living providers will be notified in writing by first class mail, return receipt requested, of their certification being suspended or revoked and the right to appeal in accord with the Certification Guidelines. Reconsideration by the Certification Coordinator is not available for suspensions or revocations.