



BRANDON – TAMPA

Dear Client,

Enclosed you will find the DUI Counterattack, Hillsborough, Inc. Program Rules and Mail-In Registration form. In addition, enclosed you will find a copy of the DUI Counterattack Information Sheet and information on the Hillsborough County Clerk of the Circuit Court. Please carefully read the Program Rules and complete the Mail-In Registration form and sign where indicated. **Return the signed form, the items listed below and the appropriate program fee.** We accept Visa or MasterCard or money orders for mail-in registration. (Please do not send cash)

You will not be scheduled for class or evaluation until the following items have been received by the DUI Program:

1. **Current picture ID** (send a copy - DO NOT SEND ORIGINAL)
2. **Original official lifetime driver record** - Florida Driving Record is obtained at registration. The fee for the Florida MVR is \$12.00. Out of state Driving Record fees vary by state.
3. **Arrest Affidavit (Readable Copy)** - can be obtained at the Clerk of the Circuit/County Court for Hillsborough County arrests) If you had a traffic crash, you must provide a copy of the **Traffic Crash Report**, which can be obtained from the arresting agency.
4. **Arrest Citation (Copy)** - if available)
5. **Blood or Urine Test results** - if applicable
6. **Return a signed copy of the: REQUIRED DOCUMENTS FOR EVALUATION APPOINTMENT.**

FAILURE TO PROVIDE THE ABOVE INFORMATION WILL RESULT IN A DELAY OF ENROLLMENT UNTIL PROVIDED.

Upon receipt of the above items, signed Program Rules, the Mail-in Registration Form, signed copy of the Required Documents for Evaluation Appointment, program fee and Florida MVR Fee (if applicable), your class and evaluation appointment dates and times will be forwarded to you.

Please contact this office if you need additional information.

DUI Counterattack, Hillsborough, Inc. DUI Program Rules And Regulations

Name _____

Client ID# _____

Brandon

1063 E. Brandon Blvd.
Brandon, FL 33511
(813) 571-4040
(813) 571-4035 FAX

Tampa

4711 N. Hubert Avenue
Tampa, FL 33614
(813) 875-6201
(813) 876-0648 FAX

General Information

1. Appropriate dress is required.
2. Children are not permitted in the facility during the evaluation or classes.
3. Absolutely no weapons of any kind are allowed on DUIC premises
4. Failure to provide accurate information may result in additional program requirements and additional fees.
5. You must be alcohol and drug free for all appointments, including registration and be willing to submit to periodic breath tests performed by DUIC staff. You may also be referred for a urinalysis at your expense, if recommended at the evaluation appointment.
6. Per Administrative Rule, a DUI program may refuse to enroll any person who is unwilling to comply with the rules and regulations of the program or who is unwilling to make full disclosure for the purposes of an evaluation.

Evaluation Requirements

Florida Statutes require a substance abuse evaluation of anyone enrolled in a DUI Program. You will be required to provide the following prior to the evaluation appointment or be subject to the current evaluation rescheduling fee:

1. Arrest affidavit and / or traffic crash report
2. Current official DHSMV full driving record (original copy dated within 30 days of your enrollment).
3. Documented breath test, blood test and / or urinalysis results.

A completion certificate will not be issued until the results (or documentation that it is unavailable) is received.

If your DRI test results are invalid, you will be required to re-take the test within five (5) business days of your evaluation appointment. The purpose of the evaluation is to determine the existence of a possible alcohol or other drug use problem and subsequent referral to substance abuse counseling, if required. There will be additional fees for this counseling as outlined in Florida Statutes.

90 Day Completion Requirement

Per Administrative Rule, any client who returns to the program more than ninety (90) days after the original enrollment to complete all or part of the program will have to re-enroll and complete the entire program, including payment of all program fees. The following requirements must be completed within the 90 day period:

1. Enrollment paperwork.
2. An appropriate, mandated DUI education program.
3. An evaluation with a State certified evaluator.
4. If required to complete substance abuse treatment, proof of intake must be received within the ninety (90) day period.

If you have been adjudicated guilty of DUI and you fail to complete the program, DHSMV may cancel your driving privilege. If your license has been reinstated and you fail to complete substance abuse treatment as recommended by a certified Evaluator, your reinstated license may be canceled (F.S. 322.291).

Upon enrolling at DUIC, (voluntarily, court ordered or as a requirement of DHSMV), you are required to complete the educational requirements and obtain an evaluation within ninety (90) days of enrollment. If your DUI conviction is dropped or dismissed but your Administrative Suspension remains valid, you must still complete the DUI program within ninety (90) days. Failure to do so will result in a notice of cancellation to DHSMV, and repayment of the full fee upon re-enrollment.

Class Completion

1. Attendance at all class sessions, on time and in sequence.
2. No alcohol or other drug use.
3. Completion of all assignments and homework.
4. Payment of all fees.

A completion certificate will be issued upon completion of the evaluation and all required class sessions.

If you attend a Level I course by giving false or misleading information or failing to be forthcoming with information concerning previous DUI arrests or convictions or previous attendance at a DUI program, you will be required to re-enroll and complete the Level II program, including the evaluation appointment. You will be required to pay the full fee for Level II.

**DUI Counterattack, Hillsborough, Inc.
DUI Program Rules And Regulations**

Name _____

Client ID# _____

Transfer to Other DUI Programs

You must attend a DUI Program in the county where you work, live or attend school. You may transfer your DUI requirements from or to this office to comply with this requirement. Failure to complete official transfer paperwork may complicate your completion of the DUI Program. You will be required to pay the current transfer fee. In addition, reimbursement (less the administrative refund fee) for services not received will not be issued until proof of completion of all required components, including completion of treatment is received from the DUI program receiving your transfer.

Confidentiality Requirements

The confidentiality of alcohol and drug abuse client records maintained by DUIC is protected by Federal laws and regulations. Generally, the program may not say to a person outside the program that an individual attended the program, or disclose any information identifying a client as an alcohol or drug abuser unless:

1. The client consents in writing.
2. The disclosure is allowed by a court order.
3. The disclosure is made to medical personnel in a medical emergency or to qualified personnel for research, audit or program
4. The client commits or threatens to commit a crime either at the program or against any person who works for the program.

Violation of the Federal laws and regulations by a program is a crime. Suspected violations may be reported to the United States Attorney in the district where the violation occurs. Federal laws and regulations do not protect any information about suspected child abuse or neglect from being reported under state law to appropriate state or local authorities. (See 42 U.S.C. 290dd-22 for Federal Laws and 42 C.F.R. Part 2 for Federal regulations.)

Program Fees

All fees payable to DUI Counterattack are non-refundable, even if the client is found not guilty and the Administrative Suspension is invalidated

All fees must be paid prior to receiving a class schedule.

If you fail to appear for class or the evaluation or appear late for the evaluation or after roll call for class, you will be required to contact the office during registration hours to be reassigned to a new series of classes or evaluation and pay the appropriate fee.

No rescheduling fee shall be charged if you contact DUIC at least five (5) business days prior to the date that the class session or evaluation was scheduled and ask to be reassigned provided that no more than two (2) reassignments are made during any ninety (90) day period.

No rescheduling fee shall be charged if you contact the program at least forty eight (48) hours after the date of the scheduled class or evaluation and ask to be reassigned for exceptional circumstances. You must provide documentation of the exceptional circumstances. Exceptional circumstances involve situations that are beyond the client's control and are unknown to the client at the time of enrollment, such as natural disaster, serious illness or death in the client's immediate family, or serious illness requiring hospitalization of the client, as documented by the attending physician.

You will not be admitted to class or the evaluation if you have consumed alcohol or illegal drugs, or abused prescription medication or other substances as evidenced by possession, behavior, odor, observation of consumption, or by your own admission, or act in a disruptive manner and you will be required to pay the DHSMV approved standardized ancillary fee for the evaluation appointment or re-assignment for class (Level I = \$228.00, Level II = \$358.00). A report will be made to the proper authorities if you are dismissed from class or evaluation.

By signing below, I acknowledge that I understand and received a copy of these rules and regulations.

Client Signature _____ **Date** _____

DUI Counterattack, Hillsborough, Inc.
DUI Program Fees

Level I Enrollment

\$233.00 (includes DRI fee and state assessment fee)

\$12.00 Florida Motor Vehicle Record

Level II Enrollment

\$363.00 (includes DRI fee and state assessment fee)

\$12.00 Florida Motor Vehicle Record

Class Reassignment: Level

\$40.00 1st reassignment within 90 days of enrollment

\$75.00 2nd reassignment within 90 days of enrollment

\$153.00 3rd and subsequent reassignment within 90 days of enrollment

\$228.00 UTI (includes state assessment fee)

Class Reassignment: Level II

\$60.00 1st reassignment within 90 days of enrollment

\$120.00 2nd reassignment within 90 days of enrollment

\$238.00 3rd and subsequent reassignment within 90 days of enrollment

\$358.00 UTI (includes state assessment fee)

Evaluation Reassignment: Level I

\$75.00 1st reassignment within 90 days of enrollment

\$153.00 2nd and subsequent reassignment within 90 days of enrollment

Evaluation Reassignment: Level II

\$75.00 1st reassignment within 90 days of enrollment

\$153.00 2nd and subsequent reassignment within 90 days of enrollment

Out of State / Other

Classes not associated with DUI Program enrollment

\$138.00 Classes only Level I

\$268.00 Classes only Level II

\$80.00 Evaluation not associated with DUI Program enrollment
(Includes \$5.00 DRI Test)

\$75.00 Out of State Paperwork Processing fee

IID Fees

\$25.00 IID first violation appointment

\$25.00 IID first violation missed appointment

\$55.00 IID Case Management appointment 2nd/3rd violation

\$55.00 IID missed Case Management appointment 2nd/3rd violation

\$25.00 IID 2nd violation monthly appointment

\$25.00 IID 3rd violation monthly appointment

\$25.00 IID 2nd/3rd violation missed monthly appointment

Miscellaneous Fees

\$25.00 Transfer fee (DUI/IID/SSSP)

\$25.00 Administrative refund fee

\$15.00 Processing referral to different Treatment Agency

\$10.00 Duplicate Certificate

\$7.00 Online Registration

\$1.00 Per page copy

\$5.00 DRI Test (DUI/IID)

\$5.00 RRI Test (SSSP)

\$15.00 State Assessment (DUI/SSSP)

Actual Cost Charged by Lab – Urinalysis fee

Actual Cost Charged by Lab – Blood Alcohol Test fee

Actual Cost Charged by USPS – Certified Mail fee

SSSP Fees

\$312.00 Enrollment (includes records, state assessment and screening fee)

\$25.00 Screening

\$24.00 FDLE Record

\$12.00 Florida Motor Vehicle Record

\$55.00 Periodic Update / Reschedule Periodic Update

\$55.00 SSSP Case Monitoring appointment

\$10.00 IID for SSSP Clients

\$75.00 Reschedule initial Psychosocial

\$75.00 Appeal Appointment - No Psychosocial

\$150.00 Appeal Appointment - Psychosocial

\$75.00 Reapplication within 6 months

\$5.00 RRI III Test

Actual Cost Charged by Lab – Reconfirmation of Chemical Test

Actual Cost Charged by Agency – Medical Records

D.A.T.E.

\$35.00 Date Enrollment

\$5.00 Date Duplicate Certificate

By signing below, I acknowledge that I understand and received a copy of these program fees.

Client Signature _____

Date _____



Save Time, Gas & \$\$\$
Register Online 24/7 at
www.drivesafetampa.org

Registration Hours

TAMPA

4711 N. Hubert Ave., Ph. 875-6201

Mon. 9 am - 6 pm

Tue. 9 am - 6 pm

Wed. 9 am - 5 pm

Thur. 9 am - 5 pm

Fri. 9 am - 5 pm

Sat. 8:30 am - 12 pm (Select Saturdays)

BRANDON

1063 E. Brandon Blvd., Ph. 571-4040

Mon. 9 am - 5 pm

Tue. Closed

Wed. 9 am - 5 pm

Thur. 9 am - 5 pm

Fri. Closed



1. Enrollees must register for DUI school in the county where they live, work, or attend school, unless an exception has been granted. Enrollment may be done on the Internet, in person at DUI Counterattack, or via mail-in registration. For enrollment please present proof of positive identification (a picture ID is required such as a Driver License, Florida ID Card, work ID or Military ID). A readable copy of the DUI arrest affidavit or traffic crash report, results of breath test and/or urine or blood test, and an original lifetime driving record are necessary for the evaluation. Driving records from any states other than Florida must be obtained prior to the evaluation.

2. The registration fee is **\$233.00** for first offenders (Level I) or **\$363.00** for multiple offenders (Level II). The fee includes the \$15.00 state assessment fee and a \$5.00 testing fee. An additional \$12.00 fee will be charged for the lifetime Florida Driving Record. Out of state Driving Record fees vary by state.

The registration fee must be paid in cash, money order, certified check, Visa, MasterCard or debit card. Personal checks are not accepted. If you are coming in person, please allow at least 45 minutes for registration.

3. The DUI program consists of classes conducted by a certified Instructor and an evaluation appointment with a certified Evaluator. Class schedules are assigned when fees are paid in full. Weekend, evening and daytime classes are available. Classroom locations are available in Tampa, Plant City, and Brandon. The Level I program comprises the evaluation appointment and a twelve (12) hour course of instruction. The Level II program comprises the evaluation appointment and a twenty-one (21) hour course of instruction. The evaluation appointment is approximately one hour unless registering online or by mail. Appointments are assigned at the time of registration. Daytime and evening evaluation appointments are available.

4. **Students who are under the influence of alcohol or other drugs for registration, class, and evaluation sessions will be dismissed and charged the full program fee to reschedule for evaluation and/or class.** Appropriate behavior and attire are required at all times. Violation of this policy shall result in dismissal from registration, the evaluation, or class. Students who are dismissed for a policy violation shall be reported to the court, DHSMV and the probation department.

DUE TO FEDERAL CONFIDENTIALITY REGULATIONS, ONLY LIMITED INFORMATION OF A GENERAL NATURE MAY BE GIVEN ON THE TELEPHONE BY THE PROGRAM ADVERTISEMENT



ATTENTION

Florida Statute 322.292(4) states **“DUI education courses must be conducted by a certified DUI instructor in a classroom, using face-to-face instruction and must provide for interaction in the classroom among students and the instructor. Courses may not be conducted via the Internet, remote electronic technology, home study, distance learning, or any other method in which the instructor and students are not physically present in the same classroom.”**



REQUIRED DOCUMENTS FOR EVALUATION APPOINTMENT

- **OFFICIAL ORIGINAL FULL DRIVING RECORD**
 - The full driving record can be no older than 30 days prior to your enrollment date.
 - We do not accept driving records obtained from the Internet or obtained from third party sources.
 - The Florida Driver License Record is obtained at registration. The fee for the Florida MVR is \$12.00.
 - Out of State Drivers License Record - You will need to contact the state of licensure for the driving records and applicable fees from that state.
- **CRIMINAL REPORT AFFIDAVIT**
 - Arrest affidavits are provided at no charge at the Clerk of the Circuit Court in Hillsborough County.
 - Out of County/State Arrests - You will need to contact the court in the county/state you were arrested in or the arresting agency for arrest documents such as the citation and arrest report.
- **URINALYSIS, BLOOD TEST and/or BAC RESULT**
 - For the results of your urine screen or blood test, you can contact your attorney, the arresting agency, or the hospital.

Clerk of Circuit and County Courts Hillsborough County:

Tampa Office

George E. Edgecomb Courthouse
800 E. Twiggs, Room 101
Hours: Monday to Friday 8 AM to 5 PM
(For arrests which occurred west
of Interstate 75)
276-8100

Brandon Office

Brandon Regional Service Center
311 Pauls Dr. Suite 110
Hours: Monday to Friday 8 AM to 5 PM
(For arrests which occurred east
of Interstate 75) - (can be ordered for
pick up. May take several days.)
276-8200

Plant City Office

302 N. Michigan Street
Hours: Monday to Friday 8AM to 5 PM
(For Hillsborough County arrests which
occurred east of Interstate 75)
757-3918

Other: _____

You must request your documents well in advance (at least 5 days prior) to your evaluation appointment. Do not wait until the day of your evaluation to retrieve the required paperwork. It can take more than one day for the criminal report affidavit to come from storage. You will be charged a rescheduling fee for the evaluation if you do not have the required documents for your appointment.

I have read and received a copy of this information:

Client Signature

Date

P.O. Box 151351 – TAMPA, FLORIDA 33684 – (813)875-6201 FAX (813)876-0648
www.DriveSafeTampa.org