

ARD PROGRAM REQUIREMENTS

Fines, Costs & Restitution

Required

Complete by _____

- Payments can be made online at <http://ujportal.pacourts.us> click on the ePay tab. A convenience fee of \$2.75 will be added to your total payment amount.
- You may mail in a check or money order payable to Central Collection Bureau c/o Clerk of Courts Office, 633 Court Street Reading, PA 19601.
- In Person at the Clerk of Courts Office, Berks County Courthouse, 4th Floor, 633 Court Street, Reading, Pennsylvania, 19601. Payment window hours are from 8:00 am—4:30 pm Monday through Friday.
- Credit card payments are accepted in person and online only, not by phone. Credit cards accepted are Visa, MasterCard, and Discover.

Drug Screen

Required

Complete by _____

- Please report to TASC located at 19 N 6th Street Reading, PA 19601. The TASC Toxicology Center is open Monday through Friday 11:00 am - 6:00 pm.
- The cost is \$6, cash only & you must have a photo ID.

Drug & Alcohol Evaluation

Required

Complete by _____

- To complete a Drug and Alcohol Evaluation, for Berks County residents who do not have private health insurance, you can report to TASC at 19 N 6th Street Reading, PA 19601 or call (610) 375-4426 Monday-Friday. This is a first come first serve basis, so we recommend that you report by 8:00 am.
- If you have private health insurance, please contact your provider to find a covered Drug & Alcohol Treatment Agency. Check the back of your insurance card for a 1-800 number or website.
- Once you are evaluated, if any treatment is recommended, this must also be completed.

Shoplift Program

Required

Complete by _____

- Shoplifters Alternative Course (SA Course).
- Please visit www.SACourseOnline.org to get started.
- Your referral code is **3620**.
- There is a one-time enrollment fee of \$75 due at time of registration. Credit, debit & prepaid cards are accepted.
- This on-line course is approximately 4 hours long and is best completed on a desktop or laptop computer.
- Once you have successfully completed the course, a completion certificate will be emailed to you. Please provide this to your probation officer.
- If you experience any payment issues or any website questions, please contact [1-800-848-9595](tel:1-800-848-9595) or email at NASP@shopliftingprevention.org.

Anger Management

Required

Complete by _____

- Anger Management and/or Domestic Violence Courses.
- Please visit <https://account.3rdmil.com/enrollment> to get enrolled.
- Your course control number is **BCPPCW** & the course is called "Conflict-Wise".
- There is a one time \$60 fee due at time of registering. Credit, debit & prepaid cards are accepted.
- This is a 4 hour course and you may log in & out of this course as often as needed.
- Once successfully completed, you are emailed a completion certificate. Please provide this to your Probation officer.

Community Service

Required

Complete by _____

- You may choose any local non-profit agency to volunteer at. All hours completed must be provided on the agency's letterhead or stationery with contact information, and be sent to Liliانا Salazar at LSalazar@BerksPA.Gov.
- You also have the option to be added to our Reading Public Museum Crew or our Auhlenbach's Cemetery /Special Projects Crew.
- If any schedule conflicts arise, please contact Liliانا Salazar at LSalazar@BerksPA.Gov to be rescheduled. Available volunteer hours for the Reading Museum and the Auhlenbach's Cemetery can be found on our website www.countyofberks.com/departments/apo/community-service.

Parenting Classes

Required

Complete by _____

- Please visit <https://mentalhealth.openpathcollective.org/parenting> to get registered. Click Join Today. There is a one time registration fee of \$4.99.
- Select the Parenting Classes - 18 Hour Course -\$70.
- You may complete this course at your own pace.
- Once you have successfully completed the course, download your certificate and provide it to your Probation Officer.

Mental Health Evaluation

Required

Complete by _____

- To complete a mental Health Evaluation, Please contact Service Access & Management (SAM) located at 19 North 6th Street #300 Reading, PA 19601 or by phone 610-236-0530.
- A mental health evaluation may also be completed through a private provider with health insurance if applicable.
- Any further treatment that is recommended after the evaluation is also required to be completed.

ADDITIONAL INFORMATION & FAQ'S CAN BE FOUND ON OUR WEBSITE BY USING THE QR
CODE BELOW

