

You're Driving Me Crazy!

Data Coordinators Conference
September, 2011





Common Errors and How to Fix Them

- **What?**
 - Frequently occurring errors
- **Why?**
 - Why they are errors
 - Why it matters
- **How?**
 - How to fix them



An Honest Admission

- A lot of what we are going to talk about is difficult to identify in CW using Sneak-a-Peeks
 - Most require some type of analysis or comparison
- Best way to “fix” errors is to correctly enter required information

TYC Commitments





What: Dispositions to TYC

Scenario: A juvenile on probation violates his supervision and is committed to TYC

- **How are the violation and commitment recorded?**
 - A. **Attach the commitment to the original referral as a secondary disposition**
 - B. **Create a new referral for the violation and enter the disposition of TYC**
 - C. **Close out the original probation supervision with “T”**



Entering Dispositions to TYC

Answer:

- ! Create a new referral for the violation and enter the disposition of TYC commitment (B)**



Why: Disposition to TYC

- A violation of a court order (probation) is a new offense and should be entered as a referral
- TYC commitment is a serious disposition and must be recorded in a way that accurately reflects the juvenile's behavior, the disposition and disposition date



How: Dispositions to TYC

- If you think you have this error:
 - Check that all TYC dispositions are attached to a referral for a new offense or a violation
 - ✓ Select for all juveniles with a supervision outcome of “T” and check that all have a new referral with a disposition of TYC
 - ✓ Identify juveniles with a secondary disposition and ensure that no TYC disposition is coded as secondary (can’t with Sneak-a-Peek)



Dispositions to TYC

- What about closing out a supervision with an outcome of TYC? Aren't I supposed to do that?
- Yes!!
 - Just be sure that you have a new referral and disposition that reflects the TYC outcome



What: Dispositions to TYC

Scenario: A juvenile commits an offense while in TYC; is brought to court, receives a disposition of TYC and is returned to the facility

- **How is the TYC commitment recorded?**
 - A. Don't enter as a referral or disposition since it is a TYC matter
 - B. Enter as a formal referral with a disposition of "TYC" (Indeterminate TYC, code 130)
 - C. Enter as a formal referral with a disposition of "Concurrent TYC" (Concurrent TYC, code 135)



Entering Dispositions to TYC

Answer:

**! Enter as a formal referral with a disposition of
“Concurrent TYC” (C)**



Why: Disposition to TYC

- It is important to be able to identify both adjudications to TYC and admissions to TYC
- Juveniles that receive a TYC disposition while serving a commitment are not considered admissions by TYC
- TYC commitment goals and reported TYC commitment numbers are based on admissions to TYC



How: Dispositions to TYC

- If you think you have this error:
 - Check that all TYC dispositions are entered using the appropriate code
 - ✓ Select for all juveniles with a referral source of TYC and check their disposition code
 - Don't use the concurrent code for parole violators!
 - ✓ Check your juveniles disposed to TYC and see if any have a previous TYC disposition within the year



How: Dispositions to TYC

- Don't have a TYC facility or halfway house in your jurisdiction?
 - Use the concurrent TYC disposition for a juvenile with a pending offense previously disposed to TYC
 - ✓ Brought back to the department to dispose a pending offense; and
 - ✓ Still serving TYC commitment



What: Offense of Disposition for TYC Commitment

Scenario: A juvenile in detention escapes and, on the way out, injures a detention officer. The juvenile is committed to TYC

- **How should the offense be recorded?**
 - A. **Escape, causes bodily injury (F2)**
 - B. **Runaway (CINS)**
 - C. **Misdemeanor offense for which detained (M*)**



Offense of Disposition for TYC Commitment

Answer:

! Escape, causes bodily injury (F2) (A)



Why: Offense of Disposition for TYC Commitment

- A juvenile can only be committed to TYC for a felony offense
- Selecting the wrong offense code or selecting the wrong offense as primary reports that a juvenile was committed to TYC for a misdemeanor or CINS offense
- Requires time and energy to fix



How: Offense of Disposition for TYC Commitment

- If you think you have this error:
 - Check that all TYC dispositions are attached to a felony offense
 - ✓ Select for all juveniles with a disposition of TYC and include the offense in the “scan”

Violations of Probation





What: Violations of Probation (Court Order)

Scenario: A juvenile on probation violates her supervision and her probation is modified

- **How are the violation and modification recorded?**
 - A. **Attach the modification to the original referral as a secondary disposition**
 - B. **Create a new referral for the violation and enter the disposition of modified probation**
 - C. **Do not create a referral; the juvenile is still serving the same probation term**



Entering Violations of Probation

Answer:

! Create a new referral for the violation and enter the disposition of modified probation (B)



Why: Violations of Probation

- A violation of probation (court order) is a new offense and should be entered as a referral
 - Remember to indicate the reason for the violation – technical or new offense
- A violation that results in an adjudication reflects new, serious behavior on the part of the juvenile



How: Violations of Probation

- **If you think you have this error:**
 - Check that all modified probation dispositions are attached to a referral for a violation
- **Make sure you enter all violations that the department intends to act on formally as referrals**



Violations of Probation

- What about agreed orders and violations that we are not going to act on? Do I have to enter them as violation referrals?
- No!!
 - Changes to a supervision and rule violations that the department does not intend to take to court or act on do not need to be reported as referrals



What: Violation of Probation for a New Offense

Scenario: A juvenile on probation for a felony commits a misdemeanor offense and is committed to TYC

- **How is the offense recorded?**
 - A. Enter the misdemeanor offense
 - B. Enter the misdemeanor as primary at intake and the violation of probation (new offense) as primary at disposition
 - C. Don't enter a new offense; attached the TYC commitment as a secondary disposition



Violation of Probation for a New Offense

Answer:

- ! Enter the misdemeanor as primary at intake and the violation of probation (new offense) as primary at disposition (B)**
- ! Can also enter both the misdemeanor and violation, making sure violation is primary at disposition**



Why: Violation of Probation for a New Offense

- A juvenile can not be committed to TYC for a misdemeanor offense
- In this case, the TYC disposition is based on the violation of the original felony probation
 - A TYC commitment must be attached to a referral for a new felony offense or a violation of a felony supervision



How: Violation of Probation for a New Offense

- If you think you have this error:
 - Check that all TYC dispositions are attached to a felony offense or a violation of a felony offense
 - ✓ Select for all juveniles with a disposition of TYC and include the offense in the “scan”
- The originating offense referral number should identify the original offense as a felony for violations resulting in a TYC disposition



Violations of Probation

- What if the juvenile is actually adjudicated for the misdemeanor offense, not the violation, and is placed on a second supervision? Do I have to enter the offense as a violation?
- No!!
 - A juvenile can be adjudicated for a new offense while currently under supervision. You can just not have a misdemeanor disposed to TYC

Secondary Dispositions





Secondary Dispositions

- A secondary or “subsequent” disposition should be used only for a juvenile who
 - Has violated the terms of their deferred agreement and is subsequently adjudicated, or
 - Has a disposition that has been appealed and subsequently assigned a different disposition



What: Use of Secondary Dispositions for Deferred

Scenario: A juvenile on deferred violates her agreement and is taken to court, receiving an adjudication to probation

- **How is the adjudication recorded?**
 - A. **Attach the adjudication to the original referral as a secondary disposition**
 - B. **Create a new referral for the deferred violation and enter the adjudication as a disposition**



Use of Secondary Dispositions for Deferred

Answer:

! Attach the adjudication to the original referral as a secondary disposition (A)



What: Use of Secondary Dispositions for Deferred

Scenario: A juvenile on deferred successfully completes his supervision

- **How is the completion recorded?**
 - A. **Attach the completion to the original referral as a secondary disposition of “drop/dismiss”**
 - B. **Enter the completion as a supervision outcome**
 - C. **Both A and B**



Use of Secondary Dispositions for Deferred

Answer:

**! Enter the completion as a supervision
outcome (B)**



Why: Use of Secondary Dispositions for Deferred

- A deferred prosecution is a dispositional decision
- While a motion to dismiss may have been filed for the offense, the motion does not reflect a new disposition for the case
- DPS requires that the outcome of the deferred be reported, not that it receive a new disposition



Why: Use of Secondary Dispositions for Deferred

- Dropping the case does not automatically remove the offense and/or supervision from the juvenile's record



What: Use of Secondary Dispositions for Modifications

Scenario: A juvenile on probation violates her supervision and has her probation modified

- **How is the modification recorded?**
 - A. **Attach the modification to the original referral as a secondary disposition**
 - B. **Create a new referral for the violation and enter the disposition of modified probation**
 - C. **Overwrite the existing disposition**



Use of Secondary Dispositions for Modification

Answer:

! Create a new referral for the violation and enter the disposition of modified probation (B)



Why: Use of Secondary Dispositions for Modification

- A violation of probation (court order) is a new offense and should be entered as a referral
- A violation that results in an adjudicated modification of probation reflects new behavior on the part of the juvenile

Supervision Records Left Open





What: Supervision Records Left Open

- Departments report juveniles on probation, deferred, conditional release and temporary supervision
 - Juveniles are placed on supervision for a specific time period
 - All supervisions have an expected end date
- There are currently **8,755** deferred and probation supervisions that have been open “longer than expected”



Why: Supervision Records Left Open

- Supervision records left open inflate the number of juveniles under supervision
- Supervision records are used to determine the average daily population (ADP) of juveniles under supervision
- ADP reported to Governor, Legislature, LBB
 - Used in performance measures and budget calculations



How: Supervision Records Left Open

- If you think you have this error:
 - Use expected end date and check your monthly extract report for supervisions active beyond the estimated end date
 - Use pending actions or current status list to identify supervisions open past the expected end date (CW)



Don't Forget about Referral Records Left Pending

- There are currently **3,374** referrals that have been pending longer than one year
 - 1,225 have been pending since 2007 or before
- All non-felony pending offenses must be closed no later than the juvenile's 18th birthday
- All felony pending offenses must be closed no later than the juvenile's 18th birthday unless the department intends to certify or place the juvenile on determinate sentence probation

Placements and Detentions





What: Entering Detention Begin and End Dates

Scenario: A juvenile in detention leaves the facility to attend a hearing and returns to the facility 5 hours later

- **How do you record that the juvenile left detention?**
 - A. **Do nothing – leave the detention open**
 - B. **Enter the date and time when the juvenile left the facility and the date and time they return**



Entering Detention Begin and End Dates

Answer:

! Do nothing – leave the detention open (A)



Why: Entering Detention Begin and End Dates

- A juvenile that has left a detention facility for a hearing (or medical appointment) has not been released from the facility
- Only close out a detention if a juvenile is away from the facility 24 hours or more
- **EXCEPTION-** if juvenile leaves one facility and returns to another, need to enter the exit and new entry



What: New Supervision when Juvenile is Detained

Scenario: A juvenile currently under supervision is detained for a new offense

- **How should the detention be coded?**
 - A. Enter the detention date and time and leave the existing supervision open
 - B. Enter the detention date and time, close out the existing supervision
 - C. Enter the detention date and time, leave the existing supervision open but open a new supervision when the juvenile is released



New Supervision when Juvenile is Detained

Answer:

- ! Enter the detention date and time and leave the existing supervision open (A)**
- ! If you know that you intend to revoke the supervision, then close it**



Why: New Supervision when Juvenile is Detained

- A juvenile detained for a new offense will, most likely, return to their original supervision when released
 - If adjudicated for the new offense the juvenile may have their existing supervision modified or be placed on a concurrent supervision
- A juvenile does not need to be on conditional release pending disposition of their new offense since they are already under supervision



What: Non-Court Placements

Scenario: A parent places their son, who is on supervision, in a residential substance abuse treatment program. The placement is not required by the department

- **How is the placement recorded?**
 - A. Enter the placement type as “P” parent placement
 - B. Enter the placement type as “R” residential
 - C. Don’t enter the placement



Entering Non-Court Placements

Answer:

- ! Enter the placement type as “P” parent placement (A); or**
- ! Don’t enter the placement (C)**



Why: Non-Court Placements

- The placement table is intended to collect information on placements required by the court/department
- Coding options exist which allow departments to track juveniles placed in facilities by other entities
- Placement types “secure”(S), “residential” (R) and “foster care eligible” (L) can only be used to track placements required by the court for juvenile justice reasons



Other Placement Errors

- A juvenile that is not under supervision should not be placed in a post adjudication facility
- A juvenile can not have multiple placements open at the same time or have a placement and detention open at the same time

NEVER, NEVER, NEVER





Things to NEVER do

- **NEVER “overwrite” an existing disposition or disposition date**
- **NEVER delete a record that is not an error**
 - Sealed, restricted, deferred, special court

AND

- **NEVER, NEVER, NEVER hesitate to ask!**



Common Errors and How to Fix Them

Questions???