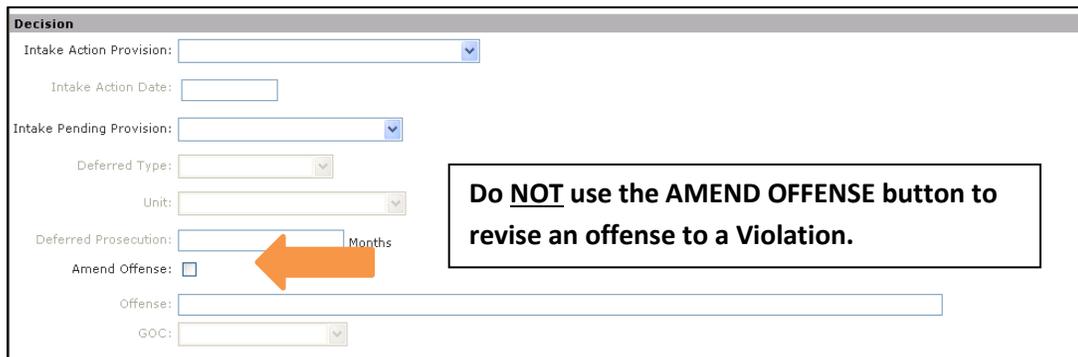


Revising an offense to a Violation of Court Order – New Offense

SCENARIO

Juvenile violates terms of probation supervision by committing a new offense (**Poss Del Drug Paraphernalia (MA)**). The new offense is entered in the system and associated to a new referral. Prosecutor decides to dismiss the new offense and proceed instead with a **Violation of Court Order**.

DO NOT add the **Viol of Court Order – New Offense** by selecting the AMEND OFFENSE on any of the Disposition Action Screens (Intake Action, Prosecutor Action or Court Action). Amending an offense associates the new offense to the existing TRN and TRS number. Violation offenses do not have TRN and TRS numbers and are not reportable to DPS.



Decision

Intake Action Provision: [Dropdown]

Intake Action Date: [Text]

Intake Pending Provision: [Dropdown]

Deferred Type: [Dropdown]

Unit: [Dropdown]

Deferred Prosecution: [Text] Months

Amend Offense: ←

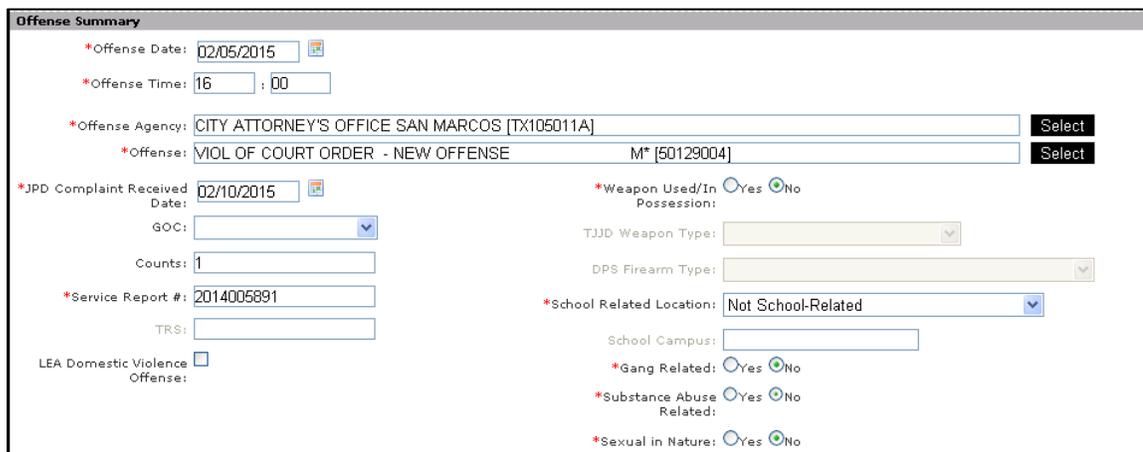
Offense: [Text]

GOC: [Dropdown]

Do NOT use the AMEND OFFENSE button to revise an offense to a Violation.

Create a New Offense Screen for Viol of Court Order – New Offense

- Using the Juvenile Navigator, Select Offense(s)/Arrest(s).
- Create a new Offense Screen for **Violation of Court Order – New Offense**.



Offense Summary

*Offense Date: 02/05/2015

*Offense Time: 16 : 00

*Offense Agency: CITY ATTORNEY'S OFFICE SAN MARCOS [TX105011A] **Select**

Offense: VIOL OF COURT ORDER - NEW OFFENSE M [50129004] **Select**

*JPD Complaint Received Date: 02/10/2015

GOC: [Dropdown]

Counts: 1

*Service Report #: 2014005891

TRS: [Text]

LEA Domestic Violence Offense:

*Weapon Used/In Possession: Yes No

TJJJ Weapon Type: [Dropdown]

DPS Firearm Type: [Dropdown]

*School Related Location: Not School-Related

School Campus: [Text]

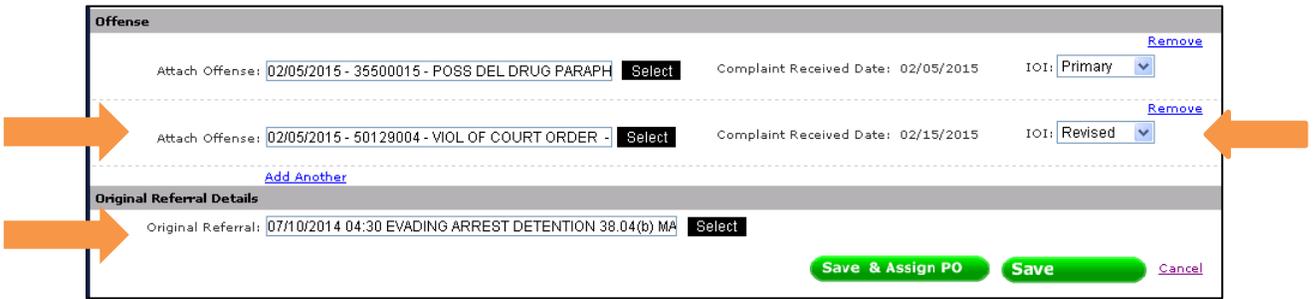
*Gang Related: Yes No

*Substance Abuse Related: Yes No

*Sexual in Nature: Yes No

- Navigate to the Referral Container and select View for the Referral for **Poss Del Drug Paraphernalia (MA)**.
- Select to Edit this Referral.
- Within the Offense section of the Edit Referral Screen, Click the Add Another link.
- Click Select next to the empty Attach Offense box and choose the newly created offense for **Viol of Court Order – New Offense**.
- Select **Revised** for the IOI.
- In the Original Referral Details section, click Select next to the Original Referral box. Select the referral for which the child was on probation at the time of the Violation.

Revising an offense to a Violation of Court Order – New Offense



9. Save the Referral.

DISPOSITION OPTION #1

Dispose of the New Offense – Poss Del Drug Paraphernalia (MA) - on the (Offense) Disposition Container

NOTE: If your department does not track Offense Dispositions on the Disposition container, you can skip this section and proceed to page 5 (Enter the Disposition for the Viol of Court Order – New Offense on the (Referral) Disposition Container).

1. Using the Juvenile Navigator, select Dispositions.
2. Scroll to the Referral for **Poss Del Drug Paraphernalia (MA)** and **Viol of Court Order – New Offense**.
3. Edit the Prosecutor Decision for the **Poss Del Drug Paraphernalia (MA)**.
4. Assign the appropriate prosecutor action. Ex. Non-Suit (601), Refused (621), etc.

Disposition(s)					
Referral: 1050016743 (02/05/2015 17:00)			TJJD Referral Disposition: Pending		
Referral Disposition: Pending					
Offense: 1050016743-01 (02/05/2015 16:00) IOI: Primary DOI:					
	LEA:	Agency	Offense	Action/Disposition	Date
	Intake:	SAN MARCOS PD Hays County JPD	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	612	02/05/2015
Edit	Prosecutor:	COUNTY ATTORNEY'S OFFICE SAN MARCOS	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	621	02/10/2015
	Court:				
Offense: 1050016743-02 (02/05/2015 16:00) IOI: Revised DOI:					
	LEA:	Agency	Offense	Action/Disposition	Date
Edit	Intake:	CITY ATTORNEY'S OFFICE SAN MARCOS Hays County JPD	VIOL OF COURT ORDER - NEW OFFENSE M* VIOL OF COURT ORDER - NEW OFFENSE M*		
	Prosecutor:				
	Court:				

Revising an offense to a Violation of Court Order – New Offense

Dispose of the Viol of Court Order – New Offense on the (Offense) Disposition Container

- To move the **Viol of Court Order – New Offense** to the Prosecutor Action section, you will have to Edit this charge at the Intake level and enter the Intake action of **“Referred to Prosecutor”**.

Disposition(s)				
Referral: 1050016743 (02/05/2015 17:00)		TJJD Referral Disposition: Pending		
Referral Disposition: Pending				
Offense: 1050016743-01 (02/05/2015 16:00)		IOI: Primary	DOI:	
Agency	Offense	Action/Disposition	Date	
LEA: SAN MARCOS PD	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA			
Intake: Hays County JPD	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	612	02/05/2015	
Edit Prosecutor: COUNTY ATTORNEY'S OFFICE SAN MARCOS	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	621	02/10/2015	
Court:				
Offense: 1050016743-02 (02/05/2015 04:19)		IOI: Revised	DOI:	
Agency	Offense	Action/Disposition	Date	
LEA: CITY ATTORNEY'S OFFICE SAN MARCOS	VIOL OF COURT ORDER - NEW OFFENSE M*			
Intake: Hays County JPD	VIOL OF COURT ORDER - NEW OFFENSE M*	612	02/10/2015	
Edit Prosecutor: COUNTY ATTORNEY'S OFFICE SAN MARCOS				
Court:				

- Complete the Disposition Container for the **Viol of Court Order – New Offense** by entering the Prosecutor and Court actions as appropriate.

Disposition(s)				
Referral: 1050016743 (02/05/2015 17:00)		TJJD Referral Disposition: Pending		
Referral Disposition: Pending				
Offense: 1050016743-01 (02/05/2015 16:00)		IOI: Primary	DOI:	
Agency	Offense	Action/Disposition	Date	
LEA: SAN MARCOS PD	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA			
Intake: Hays County JPD	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	612	02/05/2015	
Edit Prosecutor: COUNTY ATTORNEY'S OFFICE SAN MARCOS	POSS DEL DRUG PARAPHERNALIA HSC 481.125(b) MA	621	02/10/2015	
Court:				
Offense: 1050016743-02 (02/05/2015 04:19)		IOI: Revised	DOI:	
Agency	Offense	Action/Disposition	Date	
LEA: CITY ATTORNEY'S OFFICE SAN MARCOS	VIOL OF COURT ORDER - NEW OFFENSE M*			
Intake: Hays County JPD	VIOL OF COURT ORDER - NEW OFFENSE M*	612	02/10/2015	
Prosecutor: COUNTY ATTORNEY'S OFFICE SAN MARCOS	VIOL OF COURT ORDER - NEW OFFENSE M*	622	02/10/2015	
Edit Court: COUNTY COURT AT LAW 2 SAN MARCOS	VIOL OF COURT ORDER - NEW OFFENSE M*	608 - 682	02/25/2015 - 02/25/2015	

Revising an offense to a Violation of Court Order – New Offense

If you dispose of the offenses on the (Offense) Disposition Screen, you have to enter the Referral Disposition on the (Referral) Disposition Screen.

1. From the Juvenile Navigator, select Referral. On the Referral Screen, the system provides a **Calculated Disposition (Probation Extended)**. Verify that the Calculated Disposition is correct. Click the link to Accept the Recommendation.

Referral History							
Add New							
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Primary Probation Officer
VIEW ⓘ		02/05/2015 17:00	FM	1050016743	POSS DEL DRUG PARAPHERNALIA Statute Citation: HSC 481.125(b) Level/Degree: MA UCR: Offense #: 1050016743-01 Addl. Offenses: 1 Originating Ref: 1050016209	No	User, TJJD JR Hays County Juvenile Probation
Disposition: Pending Calculated Disposition: Probation Extended (02/25/2015). Click here to Accept Recommendation							

While the referral is pending, the initial charge will show as the Primary Offense at Intake.

2. Enter the Risk Level and Needs Level as well as any additional Referral Disposition information and Save the screen. Once disposition is entered, the Primary Offense listed under the Referral History will show as the **Viol of Court Order – New Offense**.

History							
Referral History							
Add New							
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Primary Probation Officer
VIEW ⓘ		02/05/2015 17:00	FM	1050016743	VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* UCR: Offense #: 1050016743-02 Addl. Offenses: 1 Originating Ref: 1050016209	No	User, TJJD JR Hays County Juvenile Probation
Disposition: Probation Extended (02/25/2015)							

Referral History Screen after accepting the Calculated Disposition.

Revising an offense to a Violation of Court Order – New Offense

DISPOSITION OPTION #2

Enter the Disposition for the Viol of Court Order – New Offense on the Referral Disposition Container

If your department does not track Offense Dispositions on the Disposition container, then after the Viol of Court Order is added as a REVISED offense, access the Referral Disposition screen to dispose of the referral.

Referral History							
Add New							
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Primary Probation Officer
VIEW i		02/05/2015 17:00	FM	1050016743	POSS DEL DRUG PARAPHERNALIA Statute Citation: HSC 481.125(b) Level/Degree: MA UCR: Offense #: 1050016743-01 Addl. Offenses: 1 Originating Ref: 1050016209	No	User, TJJD JR Hays County Juvenile Probation
Disposition: Pending							

While the referral is pending, the initial charge will show as the Primary Offense at Intake.

1. Inside the Referral Disposition Container, click Add New to add the Referral Disposition.
2. On the Referral Disposition Container, the **Poss Del Drug Paraphernalia** has an Intake Indicator of **Primary** and the **Viol of Court Order – New Offense** has an Intake Indicator of **Revised**.
3. Enter the appropriate Disposition Date and Disposition, Risk Level and Needs Level, etc.
4. Enter the DOI for the **Poss Del Drug Paraphernalia** as **Dismissed** and the DOI for the **Viol of Court Order – New Offense** as **Primary**.



Disposition Offense Indicator							
DOI	Agency	Date	Offenses	Intake	Action	ADJU	DISP
* Dismissed	SAN MARCOS PD	02/05/2015	POSS DEL DRUG PARAPHERNALIA Statute Citation: HSC 481.125(b) Level/Degree: MA UCR: Offense #: 1050016743-01	Primary	Intake: Prosecutor:		
* Primary	CITY ATTORNEY'S OFFICE SAN MARCOS	02/05/2015	VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* UCR: Offense #: 1050016743-02	Revised	Intake: Prosecutor:		




Once disposition is entered, the Primary Offense listed under the Referral History will show as the **Viol of Court Order – New Offense**.

Referral History							
Add New							
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Primary Probation Officer
VIEW i		02/05/2015 17:00	FM	1050016743	VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* UCR: Offense #: 1050016743-02 Addl. Offenses: 1 Originating Ref: 1050016209	No	User, TJJD JR Hays County Juvenile Probation
Disposition: Probation Extended (02/25/2015)							