

# COMPREHENSIVE DATA AUDIT

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Data Coordinators Conference  
Regional Training  
2012

# Importance of Clean Data

- Every year the CDA is conducted in an attempt to correct errors that are not picked up in the monthly extract process
- Following the CDA, data is archived for the Annual Statistical Report
- Aside from the Annual Report, the Research & Statistics Division regularly provides data analysis to the Legislature, non-profit organizations, advocacy groups, researchers, academics, state agencies, and YOU!

# Updates to the CDA

- Efforts to reduce “false errors”
  - If an error record is found to be valid (false error), no change is needed.
- Old or less relevant checks were removed
- Consolidation of checks
- New and improved checks

# New This Year

- Results will be sent in an Excel spreadsheet rather than a Word document
  - Each check will be listed on a separate worksheet



- If a check is not present, there were no errors found

# New This Year

- Re-Saving Records
- If you know you have made previous attempts at re-saving a record, and it is still showing up on your CDA, please contact the TJJD Research Division to have the record manually corrected.
- Can email list of records
  - HQ County
  - PID Number
  - Referral Number
  - Dates to be changed

# CDA & JCMS

- JCMS does **not** replace the CDA
  - Despite there being some data checks built into JCMS, the CDA is still necessary as not all potential errors are checked.
- The CDA will continue to run every year for all counties, regardless of the data system used

# DATA CHECKS

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# New Checks - Referrals

- Referral Check 4 – Disposition Date Occurs Before Referral Date
  - Formal referrals should have a disposition date that is later than the referral date.

# New Checks - Referrals

- Referral Check 17 – Primary/Subsequent Dispositions that are not Deferred Prosecution and Adjudicated Probation
  - Multiple dispositions per referral MUST be on a different date and MUST be deferred – probation.
    - Exception → deferred – dropped/dismitted/nonsuited is allowed IF a petition was filed due to non-compliance on the deferred sentence
    - Exception → deferred – consolidated IF it was consolidated with a court action

# New Checks - Detentions

- Detention Check 6 – Detention Date Prior to Referral Date OR After Disposition Date
  - Detention should be following a formal referral and prior to the disposition
- Detention Check 10 – Youth is Released and Detained Again Within 24 Hours on Same Referral
  - If youth leaves detention for less than 24 hours and returns to the same facility with no new referral, this is not considered a release from detention.

# New Checks - Detentions

- Detention Check 11 – Incorrect or Inactive Detention Facility Code
  - Facility code must be an active, registered pre-adjudication facility
    - Verify all facility codes using the TJJD Juvenile Facility Registry, found at: <http://www.tjjd.texas.gov/publications/other/searchfacilityregistry.aspx>

# New Checks - Placements

- Placement Check 12 – Secure and Non-Secure Placements Attached to Referrals that are not Disposed to Supervision
  - Post-dispositional placements (Placement Types 'S','R','L') should have a referral number assigned that was disposed to supervision (deferred or probation)
- Placement Check 13 – Placement Date In Occurs Prior to Disposition Date of Attached Referral
  - Secure and non-secure placement types are for post-dispositional placements
    - New placement type codes created (“H”)

# New Checks - Placements

- Placement Check 14 – Placements with an Incorrect Referral Type
  - Correct referral types: FM, PF, TR, CP, IC
- Placement Check 15 – Incorrect or Inactive Secure Placement Facility Code
  - Facility code must be an active, registered post-adjudication facility
    - Verify all facility codes using the TJJJ Juvenile Facility Registry, found at: <http://www.tjjd.texas.gov/publications/other/searchfacilityregistry.aspx>
    - Check placement type

# New Checks - Supervisions

- Supervision Check 9 – Overlapping or Complete Duplicate Supervision Records
  - Same Referral Number and same Supervision Type
  - “Overlap” = supervision start date is less than or equal to the previous supervision end date
    - Overlapping supervision records that end and start again on the same day are not considered errors **IF** the supervision type is first interim then permanent supervision.

# New Checks - Supervisions

- Supervision Check 14 – Juveniles Absconding from Supervision
  - Supervision Outcome “B” → subsequent INDR supervision opened
  - INDR supervision → prior supervision outcome “B”
    - Same Referral Number
- Supervision Check 15 – Indirect Supervisions Closed as Completed with no Subsequent Supervision
  - A completed indirect supervision means the juvenile was found and placed on supervision
    - If the juvenile was never found and returned to supervision, the outcome should be Failure to Comply “X”

# New Checks - Programs

- Program Check 7 – Programs with an Incorrect Referral Type
  - Correct referral types: FM, PF, IC, TR
  - Child must be on supervision if in a program
  - Prevention/Intervention programs using Grant S funds → use PI Referral Type (available next CW update)
    - No supervision

# Consolidated Checks

- Overlapping or Complete Duplicate Records
  - Detention Check 2 (Formerly 2,3, and 8)
  - Placement Check 3 (Formerly 3 and 7)
  - Program Check 5 (Formerly 5 and 6)
- Covers any situation where there is more than one record open at the same time
  - For Programs – same Referral Number, Program Name, and Program Type
  - For Supervisions – same Referral Number and Supervision Type

# Consolidated Checks

- Supervision Check 8 (Formerly 8 and 10) – Deferred or Probation Supervision Records with Dispositions that are not Deferred or Probation
  - Previously separated out into two different checks

# Changes & Adjustments

- Referral Check 6 – Violation of Court Order but No Prior Probation Adjudication
  - Now adjusted to include prior transfer or interstate compact adjudications
  
- Referral Check 9 – Cases Disposed as TJJD Commitment or Adult Certification for a Misdemeanor or CINS Offense
  - Now allows for a commitment disposition of a violation of court order on a felony probation

# Changes & Adjustments

- Referral Check 20 – Juvenile is Outside the Juvenile Probation System Age or Has Missing DOB
  - Now determines eligibility by Offense Date (when available) rather than Referral Date
  
- Detention Check 7 – Incorrect or Missing Detention Release Date
  - Time period for invalid length of stay in detention shortened to 3 months or longer (previously 9 months or longer)

# Changes & Adjustments

- Placement Check 5 – Parental, Kinship, or CPS Placement with a Cost Per Day
  - Added kinship and CPS placement types (previously only Parent)
- Supervision Check 11 – Supervisions with an Outcome of TJJD Commitment, but no Subsequent Disposition of TJJD Commitment or Subsequent Commitment Disposition is more than 30 days after Supervision Outcome
  - Extended allowable amount of time between supervision outcome and disposition to 30 days (previously 14 days)

# Changes & Adjustments

- Program Check 2 – Incorrect or Missing Program End Date
  - Extended allowable length of stay in a program to 1 ½ years for a non-SOF program and 2 ½ years for a SOF program (previously 1 and 2 years)
- Program Check 3 – Youth is in a Program, but not Under Supervision
  - Check was adjusted to look at all supervision records, not just those with the same Referral Number as a program

# COMMON ERRORS

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# Common Errors

- Referral Check 15 – Multiple Matching Dispositions Occurring on Same Date
  - “Multiple Matching” → Two different referral numbers disposed on the same date with the same disposition type
    - Disposition Types include deferred, adjudicated probation, modified/extended probation, indeterminate commitment, determinate commitment, certification
    - Exception: if there are multiple cause numbers and the dispositions are two adjudications or modifications, or two deferred (rare)
      - Commitments – should always be consolidated

# Common Errors

- Referral Check 15

Referral Number	Disposition Date	Disposition
0001030	01/05/2010	Adjudicated to Probation
0001040	01/05/2010	Adjudicated to Probation

- Referral 1030 or 1040 should have Consolidated as a disposition

Referral Number	Disposition Date	Disposition
0001150	05/05/2010	Indeterminate Commitment to TJJD
0001160	05/05/2010	Concurrent Sentence to TJJD

- Problem: Indeterminate or Concurrent?

# Common Errors

- Referral Check 15

Referral Number	Disposition Date	Disposition
0001004	11/30/2011	Adjudicated Probation
0001006	11/30/2011	Modified/Extended Probation

- Different disposition types → not an error

# Common Errors

- Referral Check 17 – Primary and Subsequent Dispositions
    - Multiple dispositions for a single referral number MUST
      - 1) Have different disposition dates
      - 2) Have Deferred as the Primary Disposition and Probation as the Subsequent Disposition
    - Issue of Double Jeopardy → Cannot be found guilty twice for the same offense
- Examples →

# Common Errors

## Example 1

Referral Number	Disposition Date	Disposition
0034566	03/23/2010	Adjudicated Probation
0034566	10/16/2010	Committed TJJD

- Incorrect

## Example 2

Referral Number	Disposition Date	Disposition
0002005	04/27/2011	Deferred Prosecution
0002005	04/27/2011	Adjudicated Probation

- Incorrect

# Common Errors

## Example 3

Referral Number	Disposition Date	Disposition
0006004	01/15/2011	Deferred Prosecution
0006004	07/15/2011	Adjudicated Probation

- Correct!

# Common Errors

- Supervision Check 7 – Disposed to Deferred or Probation but no Deferred/Probation Supervision Record Opened Within 30 Days of Disposition
  - Referrals disposed to deferred prosecution or adjudicated probation should have a supervision record opened (under same referral) no more than 30 days following that disposition.

Referral Number	Disposition Date	Disposition	Supervision Type	Supervision Begin Date
0009955	08/31/2011	Deferred	DEFP	08/31/2011

- ❖ If a Supervision was opened more than 30 days following the disposition, and the date is verified to be correct, disregard error.

# Common Errors

- Supervision Check 7 (cont'd)
  - Dispositions of modified/extended probation do not require a new supervision record, but there should be an **active** probation supervision on the date of disposition.

Referral Number	Disposition Date	Disp	Supv Type	Supv Begin Date	Supv End Date
0008306	05/25/2011	Modified Probation	PROB	01/30/2011	10/12/2012

- A juvenile who is adjudicated to probation and immediately sent to another jurisdiction for supervision should still have a supervision record created and closed out as Transferred out of Jurisdiction.

# Common Errors

- Supervision Check 14 – Juveniles Absconding from Supervision
  - 2 checks in 1
    - 1) Supervisions with outcome of Absent without Permission must have an Indirect supervision opened under the same referral number
    - 2) Indirect supervision records must have a previous supervision with the outcome Absent without Permission under the same referral number

Example →

# Common Errors

Referral Number	Supv Begin Date	Supv End Date	Supv Type	Supv Outcome
0002789	10/26/2011	06/08/2012	PROB	Absent
0002789	06/08/2012		INDR	

Correct!

# Common Errors

- Supervision Check 15 – Indirect Supervisions Closed as Completed with no Subsequent Supervision
  - Indirect supervisions closed with an outcome of Completed must have another supervision opened under the same or new referral number

Referral Number	Supv Begin Date	Supv End Date	Supv Type	Supv Outcome
0002789	06/08/2012	06/30/2012	INDR	Completed
0002790	06/30/2012		PROB	

- Correct!

# Common Errors

- Program Check 3 – Child is in a Program but not Under Supervision
  - All supervision types and periods were considered
  - Overlapping supervisions were adjusted to create supervision “periods”
  - Juveniles in a program must be on some type of supervision for the total duration of time they are in the program

Example →

# Common Errors

## Program Check 3

Referral Number	Program Begin	Program End	Supv Begin	Supv End	Supv Begin	Supv End
0001080	03/30/10	09/07/10	12/22/09	04/01/10	04/05/10	11/09/10

Supv Period 1 is indicated by a bracket above the 'Supv Begin' and 'Supv End' columns for the first supervision period (12/22/09 to 04/01/10).

Supv Period 2 is indicated by a bracket above the 'Supv Begin' and 'Supv End' columns for the second supervision period (04/05/10 to 11/09/10).

Incorrect

Not on supv 4/2 – 4/4

# Common Errors

- Overlapping or Complete Duplicate Records
  - Detentions & Placements

PID Number	Date In	Date Out
1013676	05/31/2010	06/12/2010
1013676	06/08/2010	06/30/2010

Overlap:  
2<sup>nd</sup> Date In < 1<sup>st</sup> Date Out

OR

PID Number	Date In	Date Out
1013676	02/19/2011	03/01/2011
1013676	02/19/2011	03/01/2011

Duplicate

# Common Errors

- Overlapping or Complete Duplicate Records
  - Supervisions

Referral Number	Supv Type	Supv Begin Date	Supv End Date
0001020	PROB	01/05/2010	06/04/2011
0001020	PROB	01/07/2010	

Same Referral Number & Type

- Overlap: 2<sup>nd</sup> Begin Date < **or** = 1<sup>st</sup> End Date

# Common Errors

- Overlapping or Complete Duplicate Records
  - Supervisions
    - Overlapping records that end and start again on the same day are not considered errors **IF** the supervision types are interim to permanent

Referral Number	Supv Type	Supv Begin Date	Supv End Date
0002050	PRBI	05/20/2011	08/31/2011
0002050	PRBP	08/31/2011	03/10/2012

- Correct!

# Common Errors

- Overlapping or Complete Duplicate Records
  - Programs

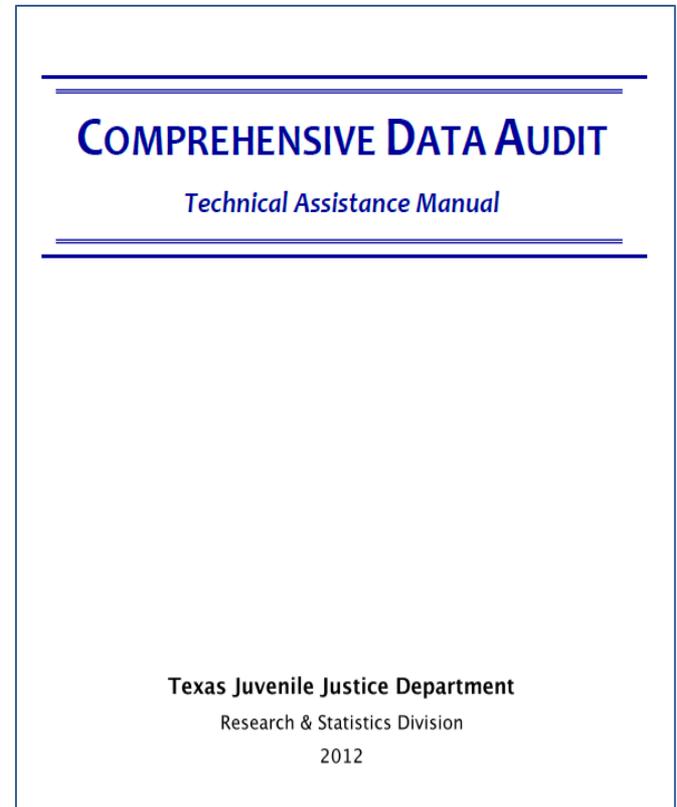
Referral Number	Program Name	Program Type	Program Begin Date	Program End Date
0000256	WHY TRY	COG	06/14/2011	09/09/2011
0000256	WHY TRY	COG	06/22/2011	09/09/2011

Same Referral Number, Program Name, and Program Type

- Overlap: 2<sup>nd</sup> Begin Date < **or** = 1<sup>st</sup> End Date

# CDA Manual

- The manual lists a description of each check and provides guidance on correcting errors
- [www.tjjd.texas.gov/statistics/cda.aspx](http://www.tjjd.texas.gov/statistics/cda.aspx)  
→ *CDA Technical Assistance Manual*



# QUESTIONS?

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[monica.peters@tjjd.texas.gov](mailto:monica.peters@tjjd.texas.gov)