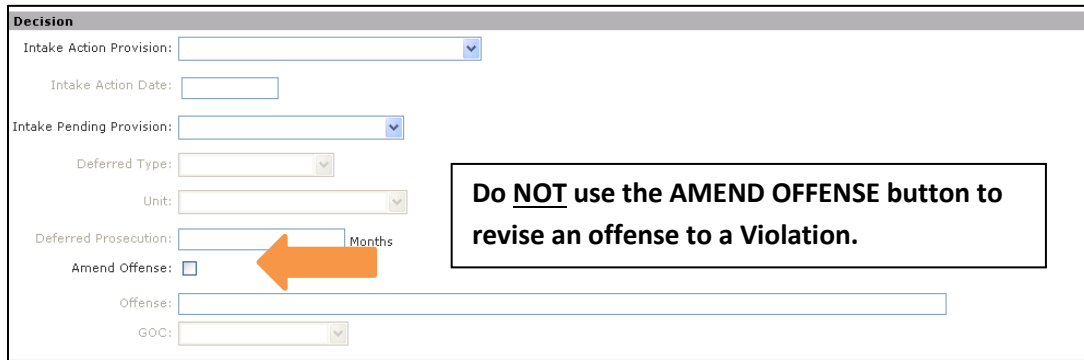


Revising an offense to a Violation of Court Order – New Offense

SCENARIO

Juvenile violates terms of probation supervision by committing a new offense (**Assault Causes Bodily Injury**). 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: ←

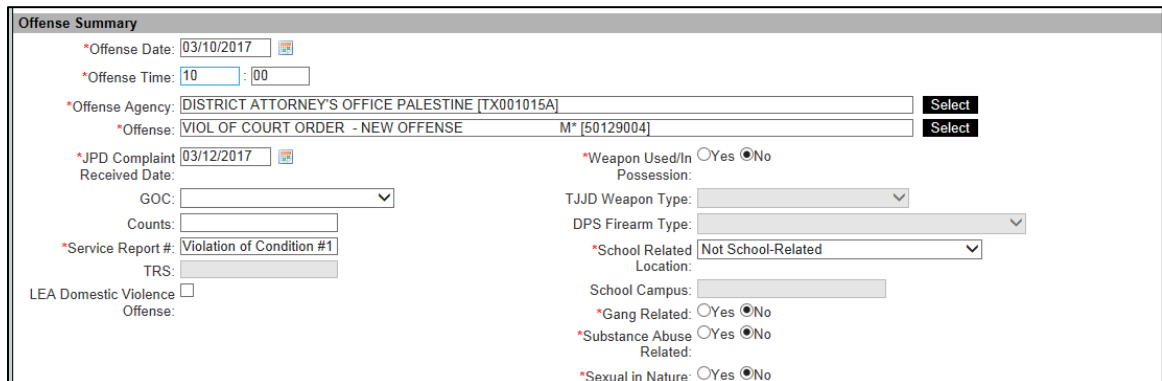
Offense: [Text]

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: 03/10/2017

*Offense Time: 10 : 00

*Offense Agency: DISTRICT ATTORNEY'S OFFICE PALESTINE [TX001015A] [Select]

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

*JPD Complaint Received Date: 03/12/2017

GOC: [Dropdown]

Counts: [Text]

*Service Report #: Violation of Condition #1

TRS: [Text]

LEA Domestic Violence Offense:

*Weapon Used/In Possession: Yes No

TJJD Weapon Type: [Dropdown]

DPS Firearm Type: [Dropdown]

*School Related Location: Not School-Related [Dropdown]

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 **Assault Causes Bodily Injury**
- 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

Offense			
Attach Offense:	[03/10/2017 - 13990001 - ASSAULT CAUSES BODILY I] Select	Complaint Received Date: 03/10/2017	IOI: Primary Remove
Attach Offense:	[03/10/2017 - 50129004 - VIOL OF COURT ORDER - N] Select	Complaint Received Date: 03/12/2017	IOI: Revised Remove
Add Another			
Original Referral Details			
Original Referral:	[09/12/2016 00:00 BURGLARY OF HABITATION 30.02(c)(2) F2] Select		

9. Save the Referral.

DISPOSITION OPTION #1

Dispose of the New Offense – Assault Causes Bodily Injury - 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).

- Using the Juvenile Navigator, select Dispositions.
- Scroll to the Referral for **Assault Causes Bodily Injury** and **Viol of Court Order – New Offense**.
- Edit the Prosecutor Decision for the **Assault Causes Bodily Injury**.
- Assign the appropriate prosecutor action. Ex. Non-Suit (601), Refused (621), etc.

Disposition(s)					
Referral: 0010000418 (03/10/2017 13:00)		TJJD Referral Disposition: Pending			
Referral Disposition: Pending					
Offense: 0010000418-01 (03/10/2017 10:00)		IOI: Primary	DOI:		
	Agency	Offense	Action/Disposition	Date	
LEA:	ANDERSON CO SO PALESTINE	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA			
Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA	612	03/10/2017	
Edit	Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON	601	03/20/2017	
	Court:				
Offense: 0010000418-02 (03/10/2017 10:00)		IOI: Revised	DOI:		
	Agency	Offense	Action/Disposition	Date	
LEA:	DISTRICT ATTORNEY'S OFFICE PALESTINE	VIOL OF COURT ORDER - NEW OFFENSE M*			
Edit	Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	VIOL OF COURT ORDER - NEW OFFENSE M*		
	Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON			
	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: 0010000418 (03/10/2017 13:00)			TJJD Referral Disposition: Pending		
Referral Disposition: Pending					
Offense: 0010000418-01 (03/10/2017 10:00)		IOI: Primary	DOI:		
	Agency	Offense		Action/Disposition	Date
LEA:	ANDERSON CO SO PALESTINE	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA			
Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA		612	03/10/2017
Edit	Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA	601	03/20/2017
	Court:				
Offense: 0010000418-02 (03/10/2017 10:00)		IOI: Revised	DOI:		
	Agency	Offense		Action/Disposition	Date
LEA:	DISTRICT ATTORNEY'S OFFICE PALESTINE	VIOL OF COURT ORDER - NEW OFFENSE M*			
Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	VIOL OF COURT ORDER - NEW OFFENSE M*		612	03/10/2017
Edit	Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON			
	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: 0010000418 (03/10/2017 13:00)			TJJD Referral Disposition: Pending		
Referral Disposition: Pending					
Offense: 0010000418-01 (03/10/2017 10:00)		IOI: Primary	DOI:		
	Agency	Offense		Action/Disposition	Date
LEA:	ANDERSON CO SO PALESTINE	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA			
Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA		612	03/10/2017
Edit	Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON	ASSAULT CAUSES BODILY INJ PC 22.01(a)(1) MA	601	03/20/2017
	Court:				
Offense: 0010000418-02 (03/10/2017 10:00)		IOI: Revised	DOI:		
	Agency	Offense		Action/Disposition	Date
LEA:	DISTRICT ATTORNEY'S OFFICE PALESTINE	VIOL OF COURT ORDER - NEW OFFENSE M*			
Intake:	ANDERSON COUNTY JUVENILE PROBATION DEPARTMENT	VIOL OF COURT ORDER - NEW OFFENSE M*		612	03/10/2017
Prosecutor:	DISTRICT ATTORNEYS OFFICE ANDERSON	VIOL OF COURT ORDER - NEW OFFENSE M*		622	03/20/2017
Edit	Court:	349th District Court	VIOL OF COURT ORDER - NEW OFFENSE M*	608 - 681	03/20/2017 - 03/20/2017

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.

- From the Juvenile Navigator, select Referral. On the Referral Screen, the system provides a **Calculated Disposition (Modified/Extended probation with Placement)**. Verify that the Calculated Disposition is correct. Click the link to Accept the Recommendation.



Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Cause #	Primary Probation Officer
VIEW i		03/10/2017 13:00	FM	0010000418	13990001 - ASSAULT CAUSE BODILY INJ Statute Citation: PC 22.01(a)(1) Level/Degree: MA Offense #: 0010000418-01 Addl. Offenses: 1 Originating Ref: 0010000417	No		
Disposition: Pending Calculated Disposition: Modified/Extended Probation with Placement (03/20/2017). Click here to Accept Recommendation								

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

- 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**.



Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Cause #	Primary Probation Officer
VIEW i		03/10/2017 13:00	FM	0010000418	50129004 - VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* Offense #: 0010000418-02 Addl. Offenses: 1 Originating Ref: 0010000417	No		
Disposition: Modified/Extended Probation with Placement (03/20/2017)								


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.

History								
Referral History								
Add New								
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Cause #	Primary Probation Officer
VIEW 		03/10/2017 13:00	FM	0010000418	13990001 - ASSAULT CAUSES BODILY INJ Statute Citation: PC 22.01(a)(1) Level/Degree: MA Offense #: 0010000418-01 Addl. Offenses: 1 Originating Ref: 0010000417	No		
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 **Assault Causes Bodily Injury** 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 **Assault Causes Bodily Injury** 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	ANDERSON CO SO PALESTINE	03/10/2017	13990001 - ASSAULT CAUSES BODILY INJ Statute Citation: PC 22.01(a)(1) Level/Degree: MA Offense #: 0010000418-01	Primary	Intake: Prosecutor:		
Primary	DISTRICT ATTORNEY'S OFFICE PALESTINE	03/10/2017	50129004 - VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* Offense #: 0010000418-02	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**.

History								
Referral History								
Add New								
Details	Paper Complaint Date	Referral Date	Type	Referral #	Primary Offense	MAYSI Date /Multiple	Cause #	Primary Probation Officer
VIEW 		03/10/2017 13:00	FM	0010000418	50129004 - VIOL OF COURT ORDER - NEW OFFENSE Statute Citation: Level/Degree: M* Offense #: 0010000418-02 Addl. Offenses: 1 Originating Ref: 0010000417	No		
Disposition: Modified/Extended Probation with Placement (03/20/2017)								