

Criminal History Reporting

Electronic Judgment

Enter "EJD" and the case number at the next transaction line, or enter a "Y" at the Send CHR field when generating a form such as CC 219b, MC 219, or JC 14.

The screen will display the judicial portion of an individual's criminal history to Michigan State Police Central Records.

Criminal History Records - EJUD		Print
Type of Entry: <u>EJUD</u>		
JUDORI: <u>MI990995J</u>	CIRORI: _____	CTD: <u>20120620</u> CFN: <u>120000000582</u>
NAA: _____	SID: <u>SIDDDDDD</u>	
CTN: <u>299999999999</u>	TCN: _____	OCA: _____
CCN: <u>1</u>	ORF: <u>_</u>	GOC: <u>_</u> CIT: <u>257/6251-A</u> ECIT: <u>257/6256D</u>
CDC: <u>PLG</u> CSR: <u>03/01/2013</u> F/C/R:\$360 CONF 1Y Concurrent		
CCN: _____	ORF: <u>_</u>	GOC: <u>_</u> CIT: _____ ECIT: _____
CDC: _____ CSR: _____		
CCN: _____	ORF: <u>_</u>	GOC: <u>_</u> CIT: _____ ECIT: _____
CDC: _____ CSR: _____		
Add'l Information:		
F5-Retrieve F6-Dsp/Prt F7-Outq F9-MJUD F10-CJUD F24-Previous Menu		

The screen will only display three charge counts per case. After pressing enter, press [F24], the charge counts will be processed, with the next charge counts returning to the screen for completion. Once all charges are processed the screen will exit to a blank EJUD screen, press [F24] to exit.

The Add'l Information lines are scan lines and pertain to other MSP online transactions. Function Keys:

- F5 Retrieve information from last entry
- F6 Display Messages
- F7 Display Outq
- F9 Go to Modify Judgment Screen
- F10 Go to Cancel Judgment Screen
- F24 Return to Previous Menu

Most of the information contained on the screen will be collected and displayed on the screen from data previously entered on the TCS system, but it is important to verify the data.

The “CSR” Court Sentencing Remarks must be completed by the user. Sentencing remarks is a free text line to report a summary of the sentencing or dispositional hearing results concerning the disposition of the charge(s) (i.e. probation 24 months, fines and cost \$240, etc). Do not use a period in the sentencing comments, this will result in a rejection of the judgment upon submission.

Once all of the information on the screen has been completed, press enter.

- The screen will only display three charge counts per case. After pressing enter, press [F24], the charge counts will be processed, with the next charge counts returning to the screen for completion. Once all charges are processed the screen will exit to a blank EJUD screen, press [F24] to exit.
- The electronic judgment is immediately sent to Michigan State Police
Criminal History Reporting
- A response from Michigan State Police will automatically be generated to the assigned printer, usually within 1 minute. This response will determine if the information has been accepted or rejected.

An accepted response should be kept within the defendant/juvenile's physical file or a file specific to CHR.

A rejected response should be corrected and resubmitted or call the TCS help desk for assistance. See the Automated Court Reject Resolution Guide at the end of this chapter for further information.

- It is recommended that an event of CHR “CHR sent electronically” or
EJUD “Electronic Judgment CHR Sent “be entered on the case.

Enter Judgment Fields			
CHR Fields	Field Name Translation	Information	Display Format
EJUD	Type of Entry	Enter Judicial Information	EJUD
JUDORI	Court ORI #	Originating Agency Identifier #	MI630995J (the court's ORI)
CFN	Court File #	Court Case Number	01-1234
NAA	Name	Name at arrest (NAA will not be displayed if SID is available)	Smith/John/Roy/Jr Smith/John/Roy/ Smith/John//
CIRORI	Bind over Court #	Blank	Blank
SID	State Identification #	Unique identifying number for the defendant	1234567K
CTN	Criminal Tracking #	Unique identifying number for the specified incident	639912345601
CTD	Court Transaction Date	Date of conviction/dismissal	20010511 (May 11, 2001)
CCN	Court Charge #	The court's count number	1, 2, 3, etc.
ORF	Ordinance Flag	State statute, blank; if a local ordinance, "Y"	Blank or Y
GOC	General Offense Character	Designate if offense was attempt, conspiracy, solicit	A, C, S or Blank
CIT	Citation or PACC Code	The PACC Code Number	750/81A or 257/6251-A
ECIT	ECIT	Enhanced Sentence Information	257/6256D
CDC	Court Disposition Code	CHR based disposition code	See chart on next pagef or disposition codes
CSR	Court Sentencing Remarks This field is to be completed manually	Up to 90 characters to report a summary of the sentence or any additional remarks concerning the charge disposition. No punctuation is recommended.	One year probation

Court Disposition Codes (CDC)

Adult Convictions Considered Public	
Event/Dispositions	Electronic Judicial Record CDC (Disposition)Codes
Event: Bench or Jury Trial Disposition: Guilty	GTY
Event: Bench Trial or Jury Trial Disposition: Guilty Mentally Ill	GMI
Disposition: Plead Guilty	PLG
Disposition: Nolo Contendere	NOC
Disposition: Plead Guilty Mentally Ill	PMI

Adult Convictions Considered "Deferrals" (See Page 7 Modified Judgments for corresponding dismissal deferral codes)	
Any Disposition with Program Results	Electronic Judicial Record *CDC (Disposition) Codes
Pgm/Rslt: Deferred Parental Kidnap	DPK
Pgm/Rslt: Deferred 7411	DPD
Pgm/Rslt: Deferred HTYA	DPY
Pgm/Rslt: Deferred Domestic Asslt	DPS
Pgm/Rslt: Deferred Drug Treatment Court	DPT
Pgm/Rslt: Deferred Health Care Professional-Practicing Under the Influence	DPH
Pgm/Rslt: Deferred Veterans Court	DPV
Pgm/Rslt: Delayed Sentence	Current charge disposition with comments Sentence Delayed until: (enter date)

Court Disposition Codes (CDC) continued

Adult Non Convictions	
Event/Disposition	Electronic Judicial Record CDC (Disposition) Codes
Disposition: Dismissed	DIS
Event: Bench or Jury Trial Disposition: Not Guilty	FNG
Event: Bench or Jury Trial Disposition: Not Guilty by Reason of Insanity	NGI
Event: Nolle Prosequi Disposition: Dismissed	NOP

Juvenile Conviction/Non Convictions	
Any Event with Disposition of	Electronic Judicial Record CDC (Disposition) Codes
Dispositions: Admitted Allegations Found within the Provisions of Code Guilty Guilty Mentally Ill	ADJ
Dispositions: Dismissed Not Guilty Not Found within the Provisions of Code Not Guilty by Reason of Insanity.	DIS

Modify Judgment (MJUD)

Enter "MJUD" at the next transaction line along with the case number, press enter.

Use this screen to Modify the "judicial" portion of an individual's criminal history to Michigan State Police Central Records. Modification is required to record subsequent court action to a previously recorded disposition or to correct specific information.

MJUD displays only one charge at a time. After pressing enter, press [F24], the charge count will be processed, with the next charge count returning to the screen for completion. Once all charges are processed the screen will exit to a blank MJUD screen, [F24] to exit.

Modifications would include, but are not limited to, reporting of:

- ◆ Convictions which were successfully appealed causing disposition change;
- ◆ Major Sentencing modifications (i.e. sentence to prison due probation violation).
- ◆ Do not report minor modifications such extension of probation or sentence to the county jail for probation violation or failure to pay fines and costs.
- ◆ Deferrals competed successfully or unsuccessfully.

Criminal History Records - MJUD				Print
Type of Entry: <u>MJUD</u>				
JUDORI: <u>MI990995J</u>	CIRORI: _____	CTD: <u>20130326</u>	CFN: <u>131300242201</u>	
NAA: <u>SOLTYS/MARC/</u>	_____	SID: _____		
CTN: _____	TCN: _____	OCA: _____		
CCN: <u>1</u>	ORF: <u>_</u>	GOC: <u>_</u>	CIT: <u>722/752</u>	ECIT: _____
CDC: <u>ADJ</u>	CSR: _____			
Add'l Information:				
F5-Retrieve F6-Dsp/Prt F7-Outq F8-EJUD F10-CJUD F24-Previous Menu				

Function Keys

- F5.....Retrieve information from last inquiry
- F6.....Display Messages
- F7.....Display Outq
- F8.....Go to Enter Judgment Screen
- F10.....Go to Cancel Judgment Screen
- F24.....Return to Previous Menu

NOTE: It is recommended that an event of MJUD “Modified Electronic Judgment” be entered on the case, with comments as to the reason for the modification.

Modify Judgment Fields (MJUD)			
CHR Fields	Literal Field Name	Information	Format
MJUD	Type of Entry	Modify Judicial Information	MJUD ...is pre-loaded
SID	State Identification #	State Identification Number	1234567K
CTN	Criminal Tracking #	Criminal Tracking Number	639912345601
JUDORI	Court ORI #	Originating Agency Identifier	MI630995J
CTD	Court Transaction Date	Date of conviction/dismissal	20010511
CFN	Court File #	Court Case Number	01-1234
NAA	Name	Name At Arrest	Smith/John/Roy/Jr
CIRORI	Bind Over Circuit #	Blank	MI630223J
CCN	Court Charge #	The court’s count number	1, 2, 3, etc.
ORF	Ordinance Flag	If offense is a state statute, leave blank; if a local ordinance, “Y”	Blank or Y
GOC	General Offense Character	Designate if offense was an attempt, conspiracy, or solicit	A, C, S or Blank
CIT	Citation or PACC Code	PACC code number. Use a slash instead of a period.	750/81A or 257/6251-B
ECIT	ECIT	Enhanced Sentence Information	257/6256D
CDC	Court Dispo Code	CHR based disposition code	See chart on Pg. 3
CSR	Court Sentencing Remarks	Up to 90 characters of free text to report a summary of the sentence or any additional remarks concerning the disposition of the charge. A period is not required at the end of the text.	Defendant to serve 10 days in jail.

Suppressed (MJD - Modify Judgment from Deferred to Dismiss Deferral)	
Event/Disposition	Electronic Judicial Record CDC Code
Event: DMK Dismiss Kidnap Deferral Disposition: DIS	DMK
Event: DMD Dismiss 7411 Charges Disposition: DIS	DMD
Event: DMS Dismiss Domestic Assault Disposition: DIS	DMS
Event: DMT Dismiss Drug Tmt Court Disposition: DIS	DMT
Event: DMH Dismiss Health Care Prof. Disposition: DIS	DMH
Event: DMY Dismiss HYTA Deferral Disposition: DIS	DMY
Event: DLS Dismiss Delayed Sentence Disposition: DIS	DIS
Event DMV Dismiss Veteran's Court Disposition: DIS	DMV

Cancel Judgment (CJD)

Enter "CJD" at the next transaction line along with the case number, press enter. Use this option to Cancel the "judicial" portion of an individual's criminal history to Michigan State Police Central Records.

CJUD displays only one charge at a time. After pressing enter, press [F24], the charge count will be processed, with the next charge count returning to the screen for completion. Once all charges are processed the screen will exit to a blank CJUD screen, [F24] to exit.

Criminal History Records - CJUD		Print
Type of Entry: <u>CJUD</u>		
JUDORI: <u>MI990995J</u>		
NAA: <u>HAYES/HUNTER/</u>	SID: _____	
CTN: <u>470002512456</u>	TCN: _____	OCA: _____
RSN: <u>DRE</u>	CANCEL: <u>YES</u>	
CCN: <u>1</u> Blank for All		
Add'l Information:		
F5-Retrieve F6-Dsp/Prt F7-Outq F8-EJUD F9-MJUD F24-Previous Menu		

NOTE: It is recommended that an event of CJUD "CANCELED Electronic Judgment" be entered on the case, with comments as to the reason for the cancellation. A new electronic judgment should be submitted.

Function Keys

- F5 . . . Retrieve Information from last inquiry
- F6 . . . Display Messages
- F7 . . . Display Outq
- F8 . . . Go to Enter Judgment Screen
- F9 . . . Go to Modify Judgment Screen
- F24 . . . Return to Previous Menu

Cancel Judgment (CJD) continued:

Cancel Judgment Fields (CJUD)			
CHR Fields	Field Name Translation	Information	Format
CJUD	Type of Entry	Cancel Judicial Information	CJUD.....is pre-loaded
RSN	*Reason	Reason code for the cancellation - see below	*DRE
CANCEL	Cancel	Yes or No	Yes
NAA	Name	Name at arrest	Smith/John/Roy/Jr
SID	State Identification #	State Identification #	1234567K
CTN	Criminal Tracking #	Unique identifying number for the specified incident	630112345601
JUDORI	Court ORI #	Originating Agency Identifier #	MI630995J
CCN	Court Charge #	The court's count #	1, 2, 3, etc.

*Court cancellation of a judicial record must be limited to the purpose of changing a disposition. The only valid reason code is:

DRE (delete re-enter)