OUTSTANDING POLICE REPORT BY COUNTY

(REVISED 12/15/2011)

The purpose of this report is to provide a listing of cases in which Intake indicates that no Police Report has been submitted by Law Enforcement. For the case to appear on this report, the Police Report Due (PRD) box must be checked on the relationship editor for the associated law enforcement officer.

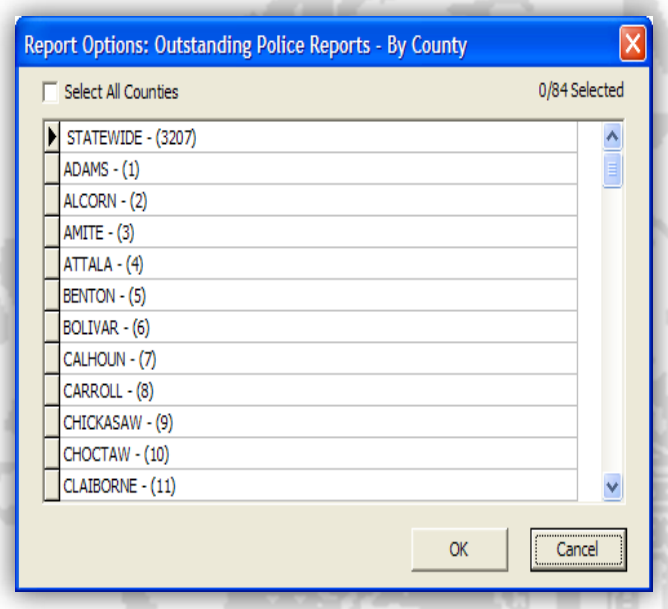

FIGURE 1

The Outstanding Police Report can be run only for a specific county or judicial district (Figure 1). If multiple jurisdictions (i.e. Judicial districts) are selected, each jurisdiction will be displayed in a separate section. Courts can only see reports for the county or districts in which they have jurisdiction. Above each field, the User may select all types for each field.

REPORT SECTION

The report is divided into sections according to the County or Judicial District included on the report. Each of the sections is divided into four columns (Figure 2). The first column lists the Intake Date as entered at intake. The second column lists the Youth Name as entered in the Docket Information. The third column lists the assigned Docket and Universal Case Identification (UCID) numbers. These numbers can be searched to locate the case for use. The Child's Name gives the name of the child as entered in the Docket Information. The fourth column lists the name of the Law Enforcement Agency or Officer whose relationship was checked to be pending a report.

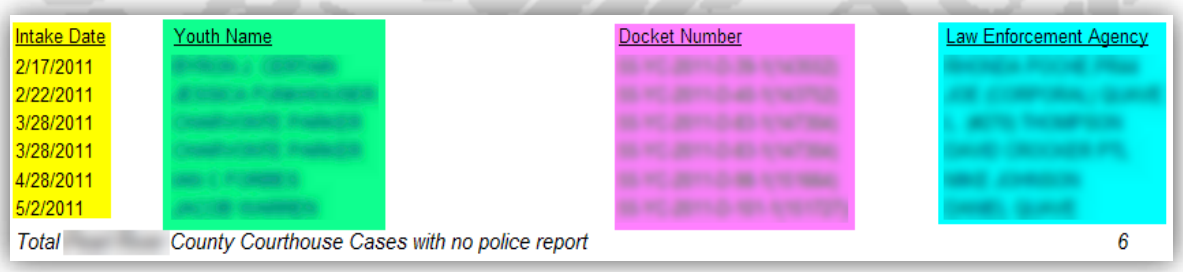

FIGURE 2

Each section is sub-totaled with the total number of cases listed for that section. The Total number of cases are displayed at the bottom of the report.