

NEBRASKA

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COMMISSION ON LAW ENFORCEMENT
AND CRIMINAL JUSTICE



Pete Ricketts, Governor

July 17, 2018

RE: Required Variables for the Juvenile Case Management System (JCMS)

Community-based Juvenile Services Aid Subgrantees:

The following variables in the attached document are required by program type for the Community-based Juvenile Services Aid Program. The Crime Commission will be monitoring the completion of required variables for each program type. If the required variables are not entered for each youth served, suspension of funds may occur for that county or tribe. Noncompliance with these required variables may impact future funding decisions. The Crime Commission and the Juvenile Justice Institute will continue providing technical assistance to subgrantees in completing this requirement.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia Kennedy".

Cynthia Kennedy
Chief, Community-based Juvenile Services Aid Program

Encl.

Darrell Fisher, Executive Director

Nebraska Commission on Law Enforcement and Criminal Justice

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JCMS Reporting for Community-based
Juvenile Services Aid Program:
Required Variables

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New Client Profile

Client Information

- First Name
- Last Name
- Date of Birth
- Gender
- Race/Ethnicity
- Agency
- Referral/Event Date
- Case Type

Alternatives to Detention

Intake/Discharge

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Status at Intake
- Referral Source
- Date Referred
- Date Enrolled/Intake
- Discharge Date
- Discharge Reason
- Detained at Discharge
- Type of Center (Reporting Center)
- Shelter Type (Shelter Care)
- School Type (Shelter Care)
- Date
- Score
- UA Screens
 - Date of UA Screen
 - UA Results Related to Discharge
 - UA Screen Result
- Incentives
 - Date
 - Type of Incentive

Electronic Monitoring

- Monitor
 - Monitor Date
 - Monitor Activity
- Scores
 - Test Name
 - Date
 - Score
- UA Screens
 - Date of UA Screen
 - UA Results Related to Discharge
 - UA Screen Result
- Incentives
 - Date
 - Type of Incentive
- Contacts
 - Begin Date
 - End Date
 - Type of Contact
 - Contact with
 - Hours of Contact
- Scores
 - Test Name
 - Date
 - Score
- UA Screens
 - Date of UA Screen
 - UA Results Related to Discharge
 - UA Screen Result
- Incentives
 - Date
 - Type of Incentive

Tracking Services

Shelter Care

Reporting Center

- Classes
 - Start Date
 - End Date
 - Class Name
 - Class Type
 - Hours Required
 - Hours Completed
- Scores
 - Test Name
- Scores
 - Test Name
 - Date
 - Score
- UA Screens
 - Date of UA Screen
 - UA Results Related to Discharge
 - UA Screen Result
- Incentives
 - Date
 - Type of Incentive

Assessment

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Source
- Date of Referral to Assessment Program
- Discharge Date
- Assessment Discharge Reason
- Assessment Outcome

Charges

- Offense Date
- Age at Offense (auto-populates)
- Statute
- Charge (auto-populates)

Assessments

- Date of Assessment
- Assessment Type
- Score

Referrals

- Primary Domain
- Date Referred
- Referred to
- Referral Outcome

Crisis Respite/Response

Crisis Response

- Grant County
- School Enrollment
- Custody/Guardianship
- Referral Source
- Law Enforcement
 - Law Enforcement Agency
 - Location
- Enrollment Date/Date of Call
- Call Time
- Arrival Time
- Departure Time
- Youth's Current Living Situation
- Presenting Situation
- Was There an Injury?
- Weapon Involved?
- Time Spent with Client (minutes)
- Time Spent in Collaboration (minutes)
- Was a Plan Put in Place?
- Were Parents Involved in Plan?
- Discharge Date
- Case Outcome

- Were Services Available in Youth's Area?
- Case Outcome – Follow-up Services Provided

Crisis Respite

- Grant County
- School Enrollment
- Custody/Guardianship
- Enrollment Date/Date of Intake
- Youth's Current Living Situation
- Presenting Situation
- Was There an Injury?
- Weapon Involved?
- Referral Source
- Discharge Date
- Discharge Reason

Follow-Ups

- Date of Follow-up

Referrals

- Referral Type
- Referral Agency

Diversion

Intake

- County of Residence
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Date
- Referral Source
- Enrolled Date
- Discharge Date
- Discharge Reason
- Refusal Reason

Charges

- Offense Date
- Statute
- Charge (auto-populates)

Scores

- Test Name
- Score

Diversion Contract

- Objective
- Goal
- Total Amount Due (\$)
- Total Time Required (hours)
- Completion Date

Alcohol/Drug Tests

- Date
- Panel Test Type
- Test Result

Family Support

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Date
- Referral Source
- Enrollment Date
- Primary Reason for Enrollment
- Discharge Date
- Discharge Reason

Contacts

- Begin Date
- End Date
- Type of Contact
- Reason for Contact
- Primary Type of Activity
- Duration in Hours

Classes

- Start Date
- End Date
- Class Name
- Class Objective
- Hours Completed
- Hours Required

Scores

- Test Name
- Date
- Score

Mental Health

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Date
- Referral Source
- Enrollment Date
- Diagnosis 1
- Discharge Date
- Discharge Reason

Contacts

- Start Date
- End Date
- Type of Contact
- Intervention Type
- Duration in Hours

Groups

- Start Date
- End Date
- Group Name
- Group Objective
- Hours Completed
- Hours Required

Scores

- Test Name
- Date
- Score

Mentoring

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Date Referred
- Referral Source
- Date Enrolled/Intake
- Discharge Date
- Discharge Reason

Mentors

- Mentor Name
- Mentor Age
- Mentor Race/Ethnicity
- Mentor Gender
- Does mentor have background in helping roles/profession?
- Mentor Education Level
- Mentor Zip
- Motivation of Mentor
- Date Mentoring Relationship Began
- Date Mentoring Relationship Ended
- Time Away from Mentor (in days)
- Initiated by

Activity

- Begin Date
- End Date
- Type of Contact
- Setting
- Length of Contact (minutes)

Potential Mentors

- Role
- Outcome

Prevention & Promotion

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Date Referred
- Referral Source
- Enrollment Date
- Discharge Date
- Discharge Reason

Program Information

- Name of Program
- Start Date
- End Date
- Total Hours Available
- Total Hours Attended
- Date Survey Taken
- Protective Factor Score
- Risk Factor Score

Activity Type

- Start Date
- End Date
- Activity Type
- Hours Completed

One-Time Events

- Name of Event
- Date of Event
- Method of Survey Given to Youth
- Survey Date
- Protective Factor Score
- Risk Factor Score

Referral Service

Intake

- Grant County
- Referral Source
- Date of Referral to Assessment Program
- Discharge Date

Charges

- Offense Date
- Age at Offense (auto-populates)
- Statute
- Charge (auto-populates)

Referrals

- Date Referred
- Referred to
- Referral Outcome

Restorative Justice

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Date
- Referral Source
- Enrolled Date
- Reason for Enrollment
- Victim
- Discharge Date
- Reparation Agreement Reached
- If Yes, Agreement was Reached

Contact

- Date of Contact
- Type of Contact
- Contact with
- Hours of contact

Youth/Victim Conference

- Conference Date
- Type of Conference
- Attendees

Reparation Agreement

- Date agreement signed
- Timeframe for completion
- Goals
- Financial Restitution to be paid
- Total hours of service
- Goal completed prior to case closure

Follow-Up

- Follow-up completed

School-based Programs

After School

- Intake
 - Grant County
 - School Enrollment
 - School Name
 - Current Grade
 - Custody/Guardianship
 - Referral Date
 - Referral Source
 - Primary Reason for Enrollment
 - Enrollment Date
 - Discharge Date
 - Discharge Reason
- Program Attendance
 - Begin Date
 - End Date
 - Hours Youth Attended
 - Hours Program Available

Alternative Schools

- Intake
 - Grant County
 - School Enrollment
 - School Name
 - Current Grade
 - Custody/Guardianship
 - Referral Date
 - Referral Source
 - Primary Reason for Enrollment
 - Enrollment Date
 - Discharge Date
 - Discharge Reason
 - Credits Earned
- Program Attendance
 - Begin Date
 - End Date
 - Hours Youth Attended
 - Hours Program Available

Interventionist

- Intake
 - Grant County
 - School Enrollment
 - School Name
 - Current Grade
 - Custody/Guardianship
 - Referral Date
 - Referral Source
 - Primary Reason for Enrollment
 - Enrollment Date
 - Discharge Date
 - Discharge Reason
- Contacts
 - Begin Date
 - End Date
 - Primary Reason for Contact
 - Outcome

School Resource Officer

- Intake
 - Grant County
 - School Enrollment
 - School Name
 - Current Grade
 - Custody/Guardianship
 - Referral Date
 - Referral Source
 - Reason for Enrollment
 - Enrollment Date
 - Discharge Date
 - Discharge Reason
- Contacts
 - Begin Date
 - End Date
 - Reason for Contact
 - Outcome
 - Duration in Hours

Truancy

Intake

- Grant County
- School Enrollment
- School Name
- Current Grade
- Custody/Guardianship
- Referral Date
- Referral Source
- Enrolled Date
- Primary Reason for Enrollment
- Truancy Type
- Discharge Date
- Discharge Reason

Enrollment (includes Pre- & Post-Enrollment tabs)

- Semester
- Tracking Begin Date
- Tracking End Date
- Attendance Type
- Required Days/Periods/Minutes
- Required Attendance (auto-populated)
- Tardy – Excused
- Tardy – Not Excused
- School Excused – Administration, Suspension, Religious, & Medical
- Not Excused – Truant, Parent Acknowledged, Medical, & Unverified

Scores

- Test Name
- Date
- Score

Activity

- Date