



Indiana Juvenile Detention Alternatives Initiative (JDAI)

Indiana Criminal Justice Institute | Indiana Department of Correction | Indiana Supreme Court
Indiana Department of Child Services | Indiana Family and Social Services Administration | Indiana Department of Education

DATA DICTIONARY

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The Data Dictionary will be reviewed and updated annually.
Changes will reflect newly identified best practice indicators as well
as clarification(s) to current definitions when needed.

Table of Contents

PURPOSE STATEMENT	4
DEFINITIONS	5
ABSCOND	5
ADJUDICATION	5
ADMISSION.....	5
ALTERNATIVE TO DETENTION (ATD).....	5
AUTO HOLD	5
AVERAGE DAILY POPULATION (ADP).....	5
AVERAGE LENGTH OF STAY (ALOS)	5
BASELINE YEAR	6
COMMITMENT	6
CONFINEMENT	6
DETENTION HEARING.....	6
DETENTION SCREENING TOOL (DST).....	6
DIRECT FILED OFFENSES	6
DISMISSED	6
DISPOSITION.....	6
ETHNICITY	6
FAILURE TO APPEAR (FTA).....	7
GENDER	7
INDIANA YOUTH ASSESSMENT SYSTEM (IYAS).....	7
INFORMAL ADJUSTMENT	7
INITIAL HEARING.....	7
INTAKE	8
MODIFICATION	8
MOST SERIOUS CURRENT ALLEGED OFFENSE/REASON	8
NET-WIDENING	8
OVERRIDE.....	8
PETITION.....	8
POST-DISPOSITION	8
PRE-ADJUDICATION.....	8

PRE-DISPOSITION.....	8
PRELIMINARY INQUIRY.....	8
QUARTERLY REPORTING SPREADSHEET (QRS).....	9
RACE.....	9
RE-OFFENSE.....	9
REFERRAL.....	9
REFERRING AGENCY.....	9
RELEASE.....	10
RELEASE WITH CONDITIONS.....	10
SECURE DETENTION.....	10
STATUS OFFENSE.....	10
TECHNICAL VIOLATION.....	10
VIOLATION OF PROBATION (VOP).....	10
VIOLATION OF RELEASE (VOR).....	10
WAIVER.....	10
WARRANT.....	10
APPENDIX A:.....	11
ALTERNATIVE TO DETENTION (ATD) ADDENDUM.....	11
APPENDIX B:.....	13
QUARTERLY REPORTING SPREADSHEET (QRS) ADDENDUM.....	13

PURPOSE STATEMENT

The Indiana JDAI Data Dictionary serves as a resource to local JDAI sites and defines decision points in the juvenile justice system that are used to measure the impact of JDAI. The Data Dictionary contains terms and definitions to ensure uniformity in collecting, reporting, and analyzing data for continuous juvenile justice system improvement work. This document also provides definitions for common terms to increase understanding and provide clarity on juvenile justice terminology that is often used in conversation in this work and its utilization within the JDAI model.

Note: This document is not exhaustive of all juvenile justice terms. The focus is on common measures and decision points used in implementation of JDAI.

DEFINITIONS

ABSCOND

The act of, while subject to juvenile court jurisdiction, running away or making oneself unavailable for supervision.

ADJUDICATION

A judicial determination in which a youth has been found true of committing a delinquent (crime or status) act.

ADMISSION

The act or condition of being received into secure detention documented by date and time. Best practice indicates that data be collected to document the length of time between arrest/referral to intake and intake to admission.

ALTERNATIVE TO DETENTION (ATD)

A program in lieu of secure detention that provides an active level of supervision by the juvenile justice system while the youth remains in the community.

To qualify as an Alternative to Detention, a program must:

- Serve youth prior to disposition (or modified disposition);
- Provide active supervision initiated by the juvenile justice system; and
- Serve youth who, without it, would likely have been securely detained.

Evaluation of ATD programs will consider re-offense and failure to appear (FTA) for court hearings.

Note: For additional program descriptions and categorization, see Appendix A.

AUTO HOLD

A decision by local policy, defined by administering the DST, that prohibits discretion to release or release with conditions at intake/referral. This differs from a referral that is not screened. (See Appendix B, page 14). It also differs from an override. (See page 8).

AVERAGE DAILY POPULATION (ADP)

The average number of youth within a secure detention facility or alternative to detention (ATD) program during a specified period of time.

ADP = Total number of days in detention by all youth held and/or admitted during the specified time period divided by the number of days in the specified time period.

AVERAGE LENGTH OF STAY (ALOS)

The average length of time that youth spend in a secure detention facility or alternative to detention (ATD) program for a specified period of time.

ALOS = Total lengths of stay for all youth released during the specified time period divided by the total number of youth released during the specified time period.

BASELINE YEAR

The year immediately prior to becoming a JDAI site.

COMMITMENT

A case disposition that grants wardship of a youth to the Indiana Department of Correction for housing in a correctional facility for children. Commitments refer to youth serving disposition. This definition does not apply for youth whom IDOC is granted temporary wardship for the purpose of diagnostic testing.

CONFINEMENT

A case disposition that requires a youth to serve a determined period of time in a secure detention facility.

DETENTION HEARING

A court process to determine whether a youth should remain in, be placed into, or released from a form of detention. If a youth has been securely detained or conditionally released at intake, Indiana statute requires that a Detention Hearing be held within 48 hours (excluding weekends and holidays).

DETENTION SCREENING TOOL (DST)

The Detention Screening Tool (DST) is an instrument that guides the initial decision regarding whether a youth should be released, released with conditions, or securely detained.

DIRECT FILED OFFENSES

Offenses identified in Indiana Code 31-30-1-4 that are excluded from juvenile court jurisdiction if a youth is at least 16 years old when the act is alleged to have been committed. Best practice is to track the number of cases filed, the charges filed, the charges convicted, and the case disposition.

DISMISSED

An order of the court that removes a case from the court docket and releases a youth from the jurisdiction of the court.

DISPOSITION

The juvenile court equivalent of “sentence” in criminal/adult court. A dispositional order specifies requirements of a plan for the youth’s care, treatment, rehabilitation. The dispositional options available to the court are statutorily defined in Indiana Code 31-37-19.

ETHNICITY

A social category referring to groups that share cultural heritage and ancestry (e.g. Latino, Arab). For JDAI reporting purposes, Indiana uses the following ethnicity categories: Hispanic and Non-Hispanic. Best practice indicates that a youth’s ethnicity is documented by self-identification and that such is always paired with self-identification of race. The standard for the two-part inquiry is to first have the youth identify if he/she is:

- Hispanic or Latino OR
- Non/not Hispanic or Latino

The second part of the inquiry is to have the youth identify which of the following racial category/categories applies:

- Asian
- American Indian or Alaska Native
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Multi-racial
- Other

FAILURE TO APPEAR (FTA)

A missed court hearing while participating in an Alternative to Detention (ATD) program.

FTA Rate = the number of failures to appear during the specified time period divided by the total number of exits from the Alternative to Detention (ATD) programs during the same time period.

GENDER

A person's internal self-awareness of being either male or female.

Note: For reporting purposes, Indiana equates an individual's biological makeup (sex) with gender.

INDIANA YOUTH ASSESSMENT SYSTEM (IYAS)

A set of six assessment instruments used at specific points in the juvenile justice system to identify a youth's risk for re-offense and criminogenic needs. Use of the tools guides recommendations and promotes and assists with developing individualized case plans.

INFORMAL ADJUSTMENT

A response to a referral for an allegation of delinquency (crime or status) requiring agreement that a youth fulfill specified conditions. The Informal Adjustment may be offered as diversion from the formal, adjudicatory process. The Informal Adjustment may not exceed six (6) months, except by the approval of the juvenile court. The juvenile court may extend the Informal Adjustment for a maximum of an additional three (3) months.

INITIAL HEARING

The juvenile court hearing required for each petition filed. At the hearing, the court is required to:

- 1) appoint counsel (unless counsel has been waived or previously obtained);
- 2) determine if waiver of jurisdiction is being sought;
- 3) advise the child and his/her parent/guardian/custodian of the pending allegation(s), the child's rights, the possibility of waiver of jurisdiction and of the dispositional alternatives available if the child is found to be delinquent;
- 4) advise the parent/guardian/custodian that if the child is found to be delinquent, there is potential for required parental participation in a program of rehabilitation, for financial responsibility by the parent for cost of services provided, and that the parent/guardian custodian may be heard on either or both of these matters; and
- 5) determine if the youth admits or denies the allegation(s) in the petition. If the youth admits the allegation(s), the court shall enter a judgment and schedule a dispositional hearing.

If waiver of jurisdiction is not being sought or has been denied, the court shall determine if the youth admits or denies the allegation(s) in the petition. If the youth admits the allegation(s), the court shall enter a judgment and schedule a dispositional hearing.

INTAKE

The process of reviewing a referral for an alleged delinquent act that includes determination of whether or not to detain a youth. This may occur through contact with a Probation Officer by law enforcement when a youth is arrested/apprehended and/or when a youth is received for processing by a juvenile detention center or intake center following an arrest/apprehension. The process should include administration of the DST and other activities relevant to the determined level of detention and pending court process.

MODIFICATION

A change in the dispositional decree ordered by the court.

MOST SERIOUS CURRENT ALLEGED OFFENSE/REASON

The highest-level allegation or technical reason that initiates the detention decision.

NET-WIDENING

An unintended consequence of creating a new program or alternative to detention that results in an increase in the total numbers of youth under the control of the juvenile justice system. In short, the net of social control has been thrown more widely.

OVERRIDE

A decision to detain, release with conditions or release a youth prior to their detention hearing that differs from the recommendation of the Detention Screening Tool (DST). Overrides can be “up” into a more restrictive level of supervision or “down” to a less restrictive level for supervision. Best practice indicates that a reason for override must be provided and that supervisor approval is required before the override is approved.

PETITION

A formal written request presented to a court. Various types of petitions are filed in juvenile court, such as petition alleging delinquency, petition alleging violation of probation, and petition to modify a dispositional decree (also called a motion to modify dispositional decree).

POST-DISPOSITION

The case status after a dispositional decree has been ordered (or modified) by the court.

PRE-ADJUDICATION

The case status from the time a referral has been received until a youth has been found true of a delinquent act.

PRE-DISPOSITION

The case status prior to a dispositional decree being ordered by the court. This term is used to describe the time period that precedes the disposition of a delinquency case AND includes the time period that precedes the modified disposition when a petition or motion for modification of a dispositional decree is pending.

PRELIMINARY INQUIRY

An informal investigation into the facts and circumstances reported to the court about a youth and an alleged delinquent act. A Preliminary Inquiry (PI) Report includes information about the youth’s

background, current status or circumstances, school performance, and whether or not the youth has been detained.

QUARTERLY REPORTING SPREADSHEET (QRS)

To help sites become data-driven organizations, the Annie E Casey Foundation (AECF) developed a tool, the Quarterly Reporting Spreadsheet (QRS), and reference materials to assist sites in the generation of reports used to respond to fundamental questions in juvenile justice system improvement. Indiana has replaced the QRS tool and generates the set of reports through the Indiana JDAI Data Management System.

Note: For additional information and definitions specific to the QRS, see Appendix B.

RACE

A social construct created to categorize people into designated groups (e.g. Black, White) based primarily on appearance. Best practice indicates that a youth's race is documented by self-identification and that such is always paired with self-identification of ethnicity. The standard for the two-part inquiry is to first have the youth identify if he/she is:

- Hispanic or Latino OR
- Non/not Hispanic or Latino

The second part of the inquiry is to have the youth identify which of the following racial category/categories applies:

- Asian
- American Indian or Alaska Native
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Multi-racial
- Other

RE-OFFENSE

A referral for a delinquent (crime or status) act that occurs while a youth is participating in an Alternative to Detention (ATD) program during the pre-dispositional stages of the case process.

Re-Offense Rate Calculation = Total number of exits from an ATD program for youth who were referred for a new delinquent (crime or status) while on an ATD program divided by the total number of exits from the same ATD program during the reporting period.

REFERRAL

Any written report or document received by a probation department or prosecuting attorney indicating that a child has allegedly committed a delinquent (crime or status) act.

REFERRING AGENCY

The agency that sends a referral to the probation department or prosecuting attorney regarding an allegation of delinquency.

RELEASE

The act or condition, documented by date and time, of being freed from or lessening restrictions on a youth's liberty. Temporary absences from secure detention or an ATD should not be documented as releases, as this impacts the calculation of Average Length of Stay (ALOS) and the number of admissions in the reporting period.

RELEASE WITH CONDITIONS

The act or condition, documented by date and time, of being freed, but with defined restrictions placed on a youth's liberty.

SECURE DETENTION

The lawful custody of youth in a facility that is designated and operated to ensure that all entrances and exits are under the exclusive control of staff, thereby not allowing a youth to leave unsupervised or without permission.

STATUS OFFENSE

Any offense committed by a youth that would not be considered a crime if committed by an adult.

TECHNICAL VIOLATION

The disobedience of a rule or condition ordered by a court that is not a new delinquent act and occurs while the youth is on an ATD program or on probation.

VIOLATION OF PROBATION (VOP)

Failure to comply with one or more conditions/terms of probation. The probation violation may or may not result in the filing of a petition for modification of the dispositional decree.

VIOLATION OF RELEASE (VOR)

Failure to comply with one or more conditions/terms of an Alternative to Detention (ATD) program or other pre-dispositional supervision program.

WAIVER

A process for transferring jurisdiction of a youth from juvenile court to the court that would have jurisdiction if the act had been committed by an adult. A motion for waiver of juvenile court jurisdiction is filed by the Prosecuting Attorney and decided by the juvenile court. Best practice is to track the number of motions filed, withdrawn, granted and denied, separated by presumptive and non-presumptive waivers. Additionally, the charges filed, the charges convicted, and the case disposition should be tracked.

WARRANT

An order issued by the court mandating that a youth be apprehended.

APPENDIX A: ALTERNATIVE TO DETENTION (ATD) ADDENDUM

This document is intended to supplement the Data Dictionary by providing basic definitions for the most commonly used ATD programs. Additionally, this document outlines a categorization structure for those programs, which is intended to provide a uniform way of discussing ATD programs and aggregating ATD data across JDAI sites.

ATD DEFINITION:

A program in lieu of secure detention that provides an active level of supervision by the juvenile justice system while the youth remains in the community.

To qualify as an Alternative to Detention, a program must:

- Serve youth prior to disposition (or modified disposition);
- Provide active supervision initiated by the juvenile justice system; and
- Serve youth who, without it, would likely have been securely detained.

Evaluation of ATD programs will consider re-offense and failure to appear (FTA) for court hearings.

Note: A program relying solely on parental supervision does not qualify as an ATD under this definition.

ATD CATEGORIZATION

These categories and sub-categories are intended for data categorization and aggregation purposes. This is not intended to be an exhaustive or binding list of all ATD program options.

1. ***HOME CONFINEMENT***: A level of supervision by the juvenile justice system that requires a youth to remain in his/her home. Generally, school attendance and court-related appearances, as well as other pre-approved activities, are exceptions to remaining in the home.
 - a. ***CURFEW MONITORING***: A level of home confinement supervision that requires a youth to remain in the home after a specified time.
 - b. ***ELECTRONIC MONITORING***: A level of home confinement supervision that requires a youth to wear a tracking device that may measure distance from a base unit temporarily installed in the home and/or has a Global Positioning System (GPS) component.
2. ***OUT OF HOME SUPERVISION***: An alternative to secure detention which includes a child being removed from home.
 - a. ***EMERGENCY SHELTER CARE***: A non-secure program utilized for the short-term, temporary placement of youth in need of shelter on an emergency basis.

Indiana licensing statute limits a stay in Emergency Shelter Care to a maximum of 20 days.

- b. **FOSTER CARE:** Temporary placement in the home of unlicensed or licensed relatives, as well as licensed non-relative foster parents.
3. **SUPERVISED RELEASE:** A program in which specific release conditions are placed on a youth and actively monitored by the juvenile justice system.
- a. **DAY/EVENING REPORTING PROGRAM:** A program providing supervision and structure for alleged and adjudicated delinquent youth during day and/or evening hours.

APPENDIX B: QUARTERLY REPORTING SPREADSHEET (QRS) ADDENDUM

To help sites become data-driven organizations, the Annie E Casey Foundation (AECF) developed a tool, the Quarterly Reporting Spreadsheet (QRS), and reference materials to assist sites in the generation of reports used to respond to fundamental questions in juvenile justice system improvement. Indiana has replaced the QRS tool and generates the set of reports through the Indiana JDAI Data Management System.

There are three sections to the QRS Report:

1. *SECURE DETENTION UTILIZATION* (SD)

The Secure Detention Utilization section of the report provides basic data on key JDAI indicators such as how many admissions to secure detention occurred in the time period, how long youth stayed in secure detention (Average Length of Stay [ALOS]), how many youths were in secure detention on an average day in the time period (Average Daily Population [ADP]), etc. This data is disaggregated by Race/Ethnicity, Gender, Geography, and Offense (REGGO). Subsequent pages of this section provide a deeper analysis of both ALOS and ADP as they relate to elements of REGGO.

2. *REFERRALS SCREENED* (RS)

The Referrals Screened section of the report provides basic data on key objective admissions indicators such as total referrals screened, detention decisions compared to screening recommendation, Auto Holds, and number of referrals not screened. Subsequent pages of this report provide information on how many referrals were overridden (either up or down) in addition to analyses that help sites better understand their override rate up into secure detention.

3. *ALTERNATIVE TO DETENTION (ATD) UTILIZATION* (ATD)

The Alternative to Detention (ATD) Utilization section of the report provides basic data on key ATD indicators such as entries and exits to ATD programs, how many ATD slots were utilized in a given time period, Average Length of Stay on the ATD, as well as the number of times youth reoffended and/or failed to appear to court while on the ATD. Aggregate data is also provided to describe how many ATD exits were securely detained. Subsequent pages of this section provide similar views of the data through the lens of each ATD program utilized during the time period.

Notations of SD, RS, and/or ATD indicate the section(s) of the report in which a particular term can be found.

DEFINITIONS

ATD PROGRAM FAILURE (ATD): Detention decision initiated as a result of a failure to comply with one or more conditions/terms of an Alternative to Detention program.

AWAITING PLACEMENT (SD, RS): Detention decision initiated as a result of a dispositional order for out-of-home care that is not immediately available (e.g. pending transport, bed-space,

acceptance into a facility, etc.). This value includes foster family care, residential care, and, for some counties, commitments to the Department of Correction.

CONFINEMENT TO SECURE DETENTION (SD): Detention decision initiated as a result of a dispositional order for confinement in a secure detention facility for a determined period of time.

CONTEMPT OF COURT (SD, RS): Detention decision initiated as a punishment for conduct that directly or indirectly defies the authority of a court.

COURT ORDER (SD, RS): Detention decision initiated as a result of an order issued by the court mandating such; also referred to as “remand.”

DETAINED EXITS (ATD): The number of ATD exits during the reporting period that resulted in a youth being placed into secure detention.

DISRUPTED EXITS (ATD): The number of ATD exits during the reporting period that had a failure to appear or a new offense occur while youth was on the ATD pre-disposition.

END OF PERIOD (SD, ATD): This term appears in two sections on the QRS, Secure Detention Utilization and Alternative to Detention Utilization.

For secure detention utilization, this is the number of youth in secure detention on the last day of the reporting period.

For Alternatives to Detention, this is the number of ATD slots being utilized on the last day of the reporting period.

ENTRIES (ATD): The number admissions to an ATD during the reporting period.

EXITS (ATD): The number of releases from an ATD during the reporting period.

HIGH SCORE (RS): A score range on a Detention Screening Tool (DST) that recommends a decision to securely detain the youth being screened.

LOW SCORE (RS): A score range on a Detention Screening Tool (DST) that recommends a decision to release the youth being screened.

MEDIAN/MED. (SD, ATD): The middle data value of an ordered data set.

MEDIUM SCORE (RS): A score range on a Detention Screening Tool (DST) that recommends a decision to release the youth being screened to an ATD.

NOT SCREENED (RS): Admissions to secure detention that, by local policy, are not administered the DST. This differs from an admission that results from a DST decision of auto hold. (See page 5)

OTHER POST-DISPOSITION STATUS (SD): Detention decision initiated as a result of any post-dispositional reason other than those identified in this section. This value might include youth who are awaiting availability of electronic monitoring equipment or service, or (in some sites) youth who have been committed to the Department of Correction and are awaiting transport/admission.

OTHER TECHNICAL VIOLATION (SD, RS): Currently, for Indiana JDAI reporting purposes, this value is not valid.

OVERRIDE RATE (RS): The override rate is the percentage of youth who score for release or release with conditions on the DST but are overridden up into secure detention.

Override Rate = the number of overrides into secure detention during the reporting period divided by the total number of detention screening tools administered that qualified for release or release with conditions.

PLACEMENT FAILURE (SD, RS): Detention decision initiated as a result of a failure to comply with one or more conditions/terms of dispositional placement in out-of-home care.

PROBATION VIOLATION (SD, RS): Detention decision initiated as a result of a failure to comply with one or more conditions/terms of probation.

RATED CAPACITY (SD): The maximum number of youth that can be housed at the facility.

REL.S (SD): Abbreviation for “releases.”

START OF PERIOD (SD, ATD): This term appears in two sections on the QRS, Secure Detention Utilization and Alternative to Detention Utilization.

For secure detention utilization, this is the number of youth in secure detention on the first day of the reporting period.

For Alternatives to Detention, this is the number of ATD slots being utilized on the first day of the reporting period.

TECHNICALS (SD, RS): A category of pre-dispositional reasons a detention decision is initiated other than alleged commission of a new offense. This category includes: Warrant, Court Order, Contempt of Court, Probation Violation, ATD Program Failure, Placement Failure, and Other Technical Violation.

TOTAL* (RAI Report): The sum of intake referrals that were screened, not screened, and Auto Holds.

UNDISRUPTED EXITS (ATD): This category includes the number of exits from the ATD program(s) during the reporting period without a failure to appear or a new offense.

WARRANT (SD, RS): Detention decision initiated as a result of an order issued by the court mandating that a youth be apprehended.

*This column on the RAI Report of the QRS is currently hidden.

HIERARCHY OF OFFENSE CATEGORIES

The QRS Report provides information regarding the most serious alleged offense that initiated a detention decision by the juvenile justice system. This means that if a youth is alleged to have committed multiple offenses, only the most serious alleged offense occurring most proximate to the detention decision will be reported on the QRS. As such, offense categories are ranked according to the following hierarchy to identify the most serious:

1. Felony Person
2. Felony Weapons
3. Felony Drugs
4. Felony Property
5. Other Felony
6. Misdemeanor Person
7. Misdemeanor Weapons
8. Misdemeanor Drugs
9. Misdemeanor Property
10. Other Misdemeanor
11. Warrant
12. Court Order
13. Contempt of Court
14. ATD Program Failure
15. Probation Violation
16. Placement Failure
17. Status Offense
18. Other Offense
19. Other Technical Violation
20. Unknown