Judicial Information Systems Screen Impacts and Proposed Mitigation Options

By
Kim Bush, Business Analyst, System Integrator
6-16-2016

Table of Contents

Search Screens 4
SND/SAD – Search Name Duplicate/Search Address Duplicate 5
NMD/NAD – Name/Address Duplicate 6
DND/DAD – Defendant Name/Address Duplicate 7
OFO/OOD – Official/Organization Duplicate 8
EDE User Advisory Group Feedback 5-25-2016 9
Search Screen Proposed Mitigation Options 10
Committee Decision on JIS Search Screen Mitigation 11
Person Screens 12
PER/PCMT – PERSON/PERSON COMMENT 13
AKA/DBA – Alias/Doing Business As 14
ADH/RAPC – Address History/Related Address Phone Change 14
EDE User Advisory Group Feedback 5-25-2016 16
Person Screen Proposed Mitigation Options 17
Committee Decision on JIS Person Screen Mitigation 18
Other JIS Screens 19
VIO – Violation Inquiry/Update 20
PAR – Participant Inquiry 21
NCC - Non-Civil Case Inquiry 22
CIVI - Civil Case Inquiry 23
CVJI - Civil Judgment Inquiry 24
CDK - Case Docket Update/Inquiry 25
EDE User Advisory Group Feedback 5-25-2016 26
Other JIS Screen Proposed Mitigation Options 27
Committee Decision on Other JIS Screen Mitigations 28
History Screens 29
DCH – Defendant Case History 30
ICH - Individual Case History 31
SNCI – Statewide Name Index 32
IOH - Individual Order History 33
DVI – Domestic Violence Inquiry 34
FRH – Family Relationship History 35
EDE User Advisory Group Feedback 5-25-2016 36
History Screen Proposed Mitigation Options 37
Committee Decision on JIS History Screen Mitigation 38
Batch Print Screens 39

PCS – Prepare Calendar Select 40
DCHB – Defendant Case History Batch 41
ICHB – Individual Case History Batch 42
IOHB – Individual Order History Batch 43
EDE User Advisory Group Feedback 44
Batch Printing Proposed Mitigation Options 45
Committee Decision on Batch Print Screen Mitigation 46
Screen Scraping Applications Used in JIS 47
Committee Decision on Potential Screen Scraping Impacts 48

Search Screens

- SND/SAD - Search Name/Address Duplicate
- NMD/NAD – Name/Address Duplicate
- DND/DAD - Defendant Name/Address Duplicate
- OFO/OOD - Official Organization/Official Organization Duplicate

SND/SAD – Search Name Duplicate/Search Address Duplicate

The Search Name/Address Duplicate screens (SND/SAD) are used to enter search criteria and initiate a search of the JIS Person Database.
The SND command can be used to search for:

- Statewide individuals.
- Statewide organizations (i.e. school, school district, law enforcement agency, jurisdiction, detention facility).

Local officials (i.e., judge, administrator, accountant, cashier, clerk, probation officer, juvenile unit).
SND/SAD searches for a person within a specified Name Type using one or more of the following identifiers:

- Name
- Driver's License or State ID Card Number (DL#) and issuing state
- Washington State ID Number (SID#)
- Juvenile Number (JUV#)
- Department of Corrections Number (DOC#)
- Date of Birth
- Address
- Sex
-

Note: The **ICH**, **IOH** and **FRH** commands use the **SND** (Search Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

JIS Manual Page: Search Screens

Purpose of the Screen:

The SND screen uses either an Alpha Weighted or a Phonetic Weighted search type to return a list of names from the database. The search type can be changed to broaden or narrow the search results. The screen provides access to the other data screens by selecting a name and pressing a function key. The following screens can be accessed either in update or display mode depending on the screen function and user security rights:

- Person Add (PERA) PF2
- Search Address Duplicate (SAD) PF3
- Person (PER) PF4
- Individual Case History (ICH) PF6
- Department of Licensing Abstract of Driving Record (DOL) PF9
- Family Relationship History (FRH) PF10

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Not all Individual Person records will be in the JIS. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: Person Search

NMD/NAD – Name/Address Duplicate

The Name/Address Duplicate screen (NMD/NAD) searches the JIS Person Database for **IN**-type person to return a list of names from the database.
JIS Manual Page: Search Screens

Purpose of the Screen:

The Name/Address Duplicate screen (NMD/NAD) searches the JIS Person Database for **IN**-type persons. IN-type persons include:

- Names associated with court of limited jurisdiction or superior court cases.
- Names who are linked in a True/AKA relationship or family relationship.
- Names linked by juvenile departments in Resides With and Responsible Party relationships.

The NMD screen does not include names associated only with juvenile referrals or detention episodes.

Note: The **AKA** and **SNCI** commands use **NMD** as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigator** fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Not all Individual Person records will be in the JIS. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: Person Search

DND/DAD – Defendant Name/Address Duplicate

The Name/Address Duplicate screen (DND/DAD) searches the JIS Person Database for **IN**-type person to return a list of defendant names from the database.
JIS Manual Page: Search Screens

Purpose of the Screen:

The Defendant Name Address Duplicate screens (DND/DAD) search the JIS Person Database for IN-type persons who are **defendants** in:

- Court of limited jurisdiction non-civil cases (felony, criminal, infraction, probable cause).
- Superior court criminal or juvenile offender cases.

Note: The **DCH** command uses **DND** as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigator** fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Not all Individual Person records will be in the JIS. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: Person Search

OFO/OOD – Official/Organization Duplicate

The Official/Organization Duplicate screen (OFO/OOD) searches the statewide JIS Person Database for official or organization name types and displays a list of names with information from the JIS Official/Organization (OFO) record.
JIS Manual Page: Search Screens

Purpose of the Screen:

The Official/Organization Duplicate screen (OFO/OOD) searches the statewide JIS Person Database for official or organization name types and displays a list of names with information from the JIS Official/Organization (OFO) record.
Note: The **OFO** command uses **OOD** as the search screen when a name is entered in the **Navigator Name** field without a complete Name Code in the **Navigator** NmCd fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Not all Individual Person records will be in the JIS. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: Person Search

EDE User Advisory Group Feedback 5-25-2016

Overall concern was expressed that warning messages would be ignored on search screens. Group input was considered that there may be no harm in having the warning message, and that messages could help with training new clerks to know information in JIS would be incomplete. Some individuals expressed that to err on the side of caution and have warning messages whenever possible would be a good thing. There was great consideration with regard to fixed informational warning messages and the possibility of screen scraping technologies breaking. Some expressed depending upon where the message was located, there may not be significant impact and there was comment the group may wish to speak to their IT departments or screen scraping technology vendors.

Search Screen Proposed Mitigation Options

Proposed Mitigation Options:

1. Leave access to the screen in JIS; **and**
    - Educate users they must perform statewide person searches in JABS
    - Enhance JIS screens & reports so users understand information is **incomplete** (i.e. missing data such as King County District Court or other Non-JIS Court)
    - Add informational warning messages in JIS
        - Messages could possibly display on top left of screen
        - Messages could disappear when a key is pressed
        - May not affect screen scraping
    - Add fixed warning message in JIS
        - Fixed warning messages could remain constant on JIS screen
        - Message may appear on the Main Menu (MAM) screen
        - Message may appear above a list of names, or the middle of the screen
        - Message may appear on top of screen shots
    - Courts may disable access to screens if desired via the Authorization Overrides Screen (ATHX) screen

Committee Decision on JIS Search Screen Mitigation

1. **Should access to the Search Screens SND/SAD, NMD/NAD, DND/DAD, and OFO/OOD remain in JIS for all users?**
    A. Yes
    B. No

2. **If Search Screens remain in JIS, should Informational Warning Messages appear on the screens?**
    A. Yes
    B. No

3. **If the answer to question #2 is yes, should Informational Warning messages be:**
    A. Temporary
    B. Fixed
    C. Both Temporary and Fixed

Person Screens

- PER/PCMT - Person/Person Comment
- AKA - Alias/Doing Business As
- ADH/RAPC - Address History/Related Address Phone Change

PER/PCMT – PERSON/PERSON COMMENT

The Person screens include details of a person's name, description, contact information, and person comments, including Home Detention Violations.
JIS Manual Page: Person / Person Comment

Purpose of the Screen:

The Individual Information (PER) screen is used to:

- Update an individual's person record.
- Add and link an Alias Name to a True Name.
- Copy a person record.
- Add a new person and link a juvenile in a family relationship. (*This functionality is available only to juvenile departments.)*

The Person Comments (PCMT) screen is used to record specific types of comments related to a person. The screen displays all comments associated with either the True Name person or any linked AKA Name persons. **The Person Comments (PCMT) screen is not used to record alias relationships.**

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Not all Individual Person records will be in the JIS. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: Summary Tab

AKA/DBA – Alias/Doing Business As

The AKA/DBA screen provides information of names that are linked together as AKA (Also Known As) or DBA (Doing Business As)
JIS Manual Page: Maintaining AKA/DBA Relationships

Purpose of the Screen:

The AKA screen provides information of names that are linked together as AKA (Also Known As) or DBA (Doing Business As)
AKA name information appears on the Defendant Case History (DCH), Individual Case History (ICH), Individual Order History (IOH), Family Relationship History (FRH), and Domestic Violence Inquiry (DVI) screens.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Complete Alias/DBA relationships for a person record that is in or updated by a non-JIS court, for non JIS court cases, would not be available or display in JIS (DISCIS)
Not all Individual Person records will be in the JIS (DISCIS). If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: ICH Screen; Relations Tab; DVI Tab

Proposed Mitigation Options:

1. Leave access to the screen in JIS; **and**
    - Educate users they must perform statewide person searches in JABS
    - Enhance JIS screens & reports so users understand information is **incomplete** (i.e. missing data such as King County District Court or other Non-JIS Court)
    - Add informational warning messages in JIS
        - Messages could possibly display on top left of screen
        - Messages could disappear when a key is pressed
        - May not affect screen scraping
    - Add fixed warning message in JIS
        - Fixed warning messages could remain constant on JIS screen
        - Message may appear on the Main Menu (MAM) screen
        - Message may appear above a list of names, or the middle of the screen
        - Message may appear on top of screen shots
    - Courts may disable access to the AKA screen if desired via the Authorization Overrides Screen (ATHX) screen

ADH/RAPC – Address History/Related Address Phone Change

The Address History (ADH) screen displays all addresses historically for the person.
JIS Manual Page: Address History Screen / Related Persons RAPC Screen

Purpose of the Screen:

The Address History (ADH) screen is used to:

- Add/update mailing and/or residence addresses.
- Inquire on changes made to the address for a person, official or organization. For example, you may view the address history information to determine:
    - If the address you have on the charging document is the most current.
    - If a past address matches information you have, supporting the three items of sameness that must exist in order to positively identify an individual
    - Which court you may need to call in order to verify the most current address.

The Related Address/Phone Change (RAPC) screen is used to maintain address and home phone information for related person records. The types of relationships include True/AKA relationships, family relationships, and, for Juvenile Departments, Resides With/Responsible Party relationships.

The RAPC screen provides the ability to:

- View address and home phone information for a related person group.
- Update address and/or home phone information for one or more persons in the related person group.
- Copy address and/or home phone number information from the primary person to other persons in the related person group.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.
Complete address & phone information for a person record that is in or updated by a non-JIS court, for non JIS court cases, would not be available or display in JIS (DISCIS)
Not all Individual Person records will be in the JIS (DISCIS) thus not all family relationships would be linked. If a person has cases only in King County District Court, or another Non-JIS Court, that person record may not be in JIS. If a person is on cases in JIS, but not on any Non-JIS Court case they may not be in the Non-JIS database. If a new JIS case is created, the JIS user may need to add a new person record.

Screen Currently Available in JABS: No
JABS Functionality: None (Summary Tab provides most recent address only with no phone number)

EDE User Advisory Group Feedback 5-25-2016

Overall concern was expressed that warning messages would be ignored on search screens. Group input was considered that there may be no harm in having the warning message, and that messages could help with training new clerks to know information in JIS would be incomplete. Some individuals expressed that to err on the side of caution and have warning messages whenever possible would be a good thing. There was great consideration with regard to fixed informational warning messages and the possibility of screen scraping technologies breaking. Some expressed depending upon where the message was located, there may not be significant impact and there was comment the group may wish to speak to their IT departments or screen scraping technology vendors.

Person Screen Proposed Mitigation Options

Proposed Mitigation Options:

1. Leave access to the screen in JIS; **and**
    - Educate users they must perform statewide person searches in JABS
    - Enhance JIS screens & reports so users understand information is **incomplete** (i.e. missing data such as King County District Court or other Non-JIS Court)
    - Add informational warning messages in JIS
        - Messages could possibly display on top left of screen
        - Messages could disappear when a key is pressed
        - May not affect screen scraping
    - Add fixed warning message in JIS
        - Fixed warning messages could remain constant on JIS screen
        - Message may appear on the Main Menu (MAM) screen
        - Message may appear above a list of names, or the middle of the screen
        - Message may appear on top of screen shots
    - Courts may disable access to screens if desired via the Authorization Overrides Screen (ATHX) screen

Committee Decision on JIS Person Screen Mitigation

1. **Should access to the Person Screens PER/PCMT, AKA, ADH/RAPC remain in JIS for all users?**
   A. Yes
   B. No

2. **If Person Screens remain in JIS, should Informational Warning Messages appear on the screens?**
   A. Yes
   B. No

3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed

Other JIS Screens

Case Inquiry Commands

- VIO - Violation Inquiry/Update
- PAR - Participant Inquiry
- NCC - Non-Civil Case Inquiry
- CIVI - Civil Case Inquiry
- CVJI - Civil Judgment Inquiry
- CDK - Case Docket Update/Inquiry

VIO – Violation Inquiry/Update

JIS Manual Page: Additional Violations

Purpose of the Screen:

The Additional Violations Update/Inquiry screen is used to:

- Record additional violations that are included on the citation or complaint.
- Correct case filing/violation dates or incorrect violations.
- Add or update a case related note.
- Display all violations for a case.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The VIO command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist."

Screen Currently Available in JABS: No

JABS Functionality: Violation date displays on ICH Screen

PAR – Participant Inquiry

JIS Manual Page: Participant Inquiry Screen

Purpose of the Screen:

The Participant Inquiry (PAR) screen is used to:

- Display the parties in a JIS case, juvenile referral, or detention episode.
- Select a participant in order to navigate to another screen for further action.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The PAR command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist".

Screen Currently Available in JABS: Yes

JABS Functionality: Participants Tab

NCC - Non-Civil Case Inquiry

The non-Civil Case screen displays the case information, defendant name, address, Date of birth, Gender, Drivers' License information, violation with associated plea and findings.

JIS Manual Page: Non-Civil Case Inquiry

Purpose of the Screen:

The Case Filing Update (NCC) screen is used to:

- Modify or display non-civil case information.
- Change the case number or originating agency number.
- Add, remove, or correct charges (including the DV flag).
- Change the defendant's mailing address.
- Add or change the filing officer.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The NCC command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist".

Screen Currently Available in JABS: No

JABS Functionality: None (Some display information is available on the Summary Tab and ICH)

CIVI - Civil Case Inquiry

JIS Manual Page: Civil Case Filing Inquiry

Purpose of the Screen:

The Civil Case Filing Inquiry (CIVI) screen allows you to view:

- Filing information for a civil case.
- Parties in a civil case.
- Links between parties.

The parties displayed on this screen are arranged alphabetically by participant type

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The CIVI command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist".

Screen Currently Available in JABS: No

JABS Functionality: None

CVJI - Civil Judgment Inquiry

JIS Manual Page: Civil Judgment Inquiry

Purpose of the Screen:

The Civil Judgment Inquiry screen displays civil case and judgment information (judgment type, date, judge, ordered amounts, paid, etc.)

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The CIVJ command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist".

Screen Currently Available in JABS: No

JABS Functionality: None

CDK - Case Docket Update/Inquiry

The Case Docket screen provides a chronology of all events on a case (filings, proceedings, warrants, FTA, receipts, collection, etc.) and court case notes.

JIS Manual Page: Case Docket Update

Purpose of the Screen:

The Case Docket Update (CDK) screen is used to:

- View a docket.
- Make manual docket entries by typing free-form text.
- Make manual docket entries using docket codes.
- Delete a manually-entered docket entry.
- Request a printed docket.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

The CDK command is case number specific. King County District Court or other Non-JIS court cases will not display when attempting to use this command with a Non-JIS case number and may return a fatal error message such as "Case does not exist".

Screen Currently Available in JABS: Yes

JABS Functionality: Docket Tab

EDE User Advisory Group Feedback 5-25-2016

Overall concern was expressed that warning messages would be ignored on search screens. Group input was considered that there may be no harm in having the warning message, and that messages could help with training new clerks to know information in JIS would be incomplete. Some individuals expressed that to err on the side of caution and have warning messages whenever possible would be a good thing. There was great consideration with regard to fixed informational warning messages and the possibility of screen scraping technologies breaking. Some expressed depending upon where the message was located, there may not be significant impact and there was comment the group may wish to speak to their IT departments or screen scraping technology vendors.

Other JIS Screen Proposed Mitigation Options

Proposed Mitigation Option:

1. Leave access to the screen in JIS; **and**
    - Educate users they must perform statewide person and case searches in JABS
    - Add fixed warning message in JIS on the Main Menu (MAM) screen.

Committee Decision on Other JIS Screen Mitigations

1. **Should case number specific screens VIO, PAR, NCC, CIVI, CVJI, and CDK remain in JIS for all users?**
   A. Yes
   B. No

2. **If Case Inquiry Screens remain in JIS, should Informational Warning Messages appear on the screens when a Non-JIS case number is entered?**
   A. Yes
   B. No

3. **If the answer to question #2 is yes, should Informational Warning messages be:**
   A. Temporary
   B. Fixed
   C. Both Temporary and Fixed
   D. Fatal Error (e.g. "Case does not exist") as current JIS functionality

4. **Given the answers to questions 1-3 above; should all other JIS <u>Case Number Specific Commands</u> follow the same principles for Non-JIS Court case numbers? (e.g. TPSE, WAR, COS, etc.)**
   A. Yes
   B. No

History Screens

- ICH/DCH - Individual/Defendant Case History
- SNCI - Statewide Name Index
- IOH - Individual Order History
- DVI - Domestic Violence Inquiry
- FRH - Family Relationship History

DCH – Defendant Case History

Displays statewide criminal and infraction cases filed in courts of limited jurisdiction, and criminal and juvenile offender cases filed in superior courts in which the individual is the defendant (DEF).
JIS Manual Page: Case History Screens

Purpose of the Screen:

The DCH screen is used to view case history information for a person (defendant) with some case detail. DCH is also used as a screen to navigate and access additional person & case information via program function keys. The screen provides access to the other data screens by selecting a case and pressing a function key. The following screens can be accessed either in update or display mode depending on the screen function and user security rights:

- Person (PER) PF2
- Also Known As (AKA) PF3
- Case Docket (CDK) PF4
- Please Sentencing (PLS) PF5
- Set Court Date (CDT) PF6
- Department of Licensing Abstract of Driving Record (DOL) PF9
- Case Obligation Status (COS) PF10
- Case Financial History (CFHS) PF11

Note: The **DCH** command uses **DND** (Defendant Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Screen Currently Available in JABS: No
JABS Functionality: ICH Screen

ICH - Individual Case History

Displays all non-restricted case type field statewide in JIS for Name Code Type IN (individual), regardless of the individual's case participant type.
JIS Manual Page: Case History Screens

Purpose of the Screen:

The ICH screen is used to view case history information for a person (individual) with some case detail. ICH is also used as a screen to navigate and access additional person & case information via program function keys. The screen provides access to the other data screens by selecting a case and pressing a function key. The following screens can be accessed either in update or display mode depending on the screen function and user security rights:

- Person (PER) PF2
- Also Known As (AKA) PF3
- Case Docket (CDK) PF4
- Please Sentencing (PLS) PF5
- Set Court Date (CDT) PF6
- Department of Licensing Abstract of Driving Record (DOL) PF9
- Case Obligation Status (COS) PF10
- Case Financial History (CFHS) PF11

Note: The **ICH** command uses **SND** (Search Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Screen Currently Available in JABS: Yes
JABS Functionality: ICH Screen

EDE User Advisory Group Feedback from 5-25-2016:

SNCI – Statewide Name Index

Searches for case indexes (i.e., case listings for a person) can be performed in JIS either statewide using the State Name/Case Index (SNCI) screen.
JIS Manual Page: Search for Case Indexes

Purpose of the Screen:

The SNCI screen gets all cases for a single JIS Individual Person record statewide. Only cases in which the user has case type access are displayed, with some case detail.
Types of cases found:

For superior courts and courts of limited jurisdiction:

All cases associated with one **IN**-type name code regardless of the person's case participation.

For juvenile departments:

All cases, juvenile referrals, and detention episodes associated with one **IN**-type name code regardless of the person's case/referral participation.

A positive identification of a person is required. SNCI is differentiated from DCH/ICH as it does not display cases for related person records (true name and aliases).
Note: The **SCNI** command uses **NMD** (Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Screen Currently Available in JABS: No
JABS Functionality: ICH Screen

IOH - Individual Order History

Displays all orders for an individual for all court levels. The IOH screen is not case-related.
JIS Manual Page: Order History Screens

Purpose of the Screen:

The IOH screen is used to display all orders statewide for an individual with some limited case detail. IOH is also used as a screen to navigate and access additional person & case information.

Impact Statement:

A complete individual order history will not be available in JIS. The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Note: The **IOH** command uses **SND** (Search Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

Screen Currently Available in JABS: Yes
JABS Functionality: Order Tab

DVI – Domestic Violence Inquiry

Displays domestic, dependency, parentage, and civil cases with domestic violence, anti-harassment, or sexual assault related cases.
JIS Manual Page: Domestic Violence Inquiry Screen

Purpose of the Screen:

The DVI screen is used to view domestic, dependency, parentage and civil cases with domestic violence, anti-harassment, or sexual assault related case information for a person (individual) with some case detail. DVI is also used as a screen to navigate and access additional person & case information via program function keys. The screen provides access to the other data screens by selecting a case and pressing a function key. The following screens can be accessed either in update or display mode depending on the screen function and user security rights:

- Person (PER) PF2
- Also Known As (AKA) PF3
- Individual Case History (ICH) PF4

Impact Statement:

A complete domestic violence history will not be available in JIS. The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Screen Currently Available in JABS: Yes
JABS Functionality: DVI Tab

FRH – Family Relationship History

For superior and limited jurisdiction court users, Family Relationship History (FRH) screen displays a statewide history of case-based relationships recorded for an individual, including relationships recorded for all of that individual's alias names.
Juvenile departments maintain person-based family relationships for participants in referrals outlined in JIS Person Business Rule 1.70. Person-based relationships are created using the F11 Copy feature on the Individual Information (PER) screen. Person-based relationships are maintained on the Family Relationship History (FRH) screen.

JIS Manual Page: Family Relationship History Screen

Purpose of the Screen:

The FRH screen is used to display family relationship information for a person (individual) with some limited person detail. DVI is also used as a screen to navigate and access additional person and history information via program function keys. The screen provides access to the other data screens by selecting a name and pressing a function key. The following screens can be accessed either in update or display mode depending on the screen function and user security rights:

- Also Known As (AKA) PF3
- Statewide Case Index (SNCI) PF4
- Individual Case History (ICH) PF6

For juvenile court users, the Family Relationship History (FRH) screen displays case-based relationships (excluding case-based parent-child relationships) and person-based relationships (including parent-child, Resides With, and Responsible Person relationships). Resides With, and Responsible Person relationships are updated on this screen.

Note: The **FRH** command uses **SND** (Search Name Duplicate) as a search screen when a name is entered in the **Navigator Name** field WITHOUT a positive identifier in other **Navigato**r fields.

Impact Statement:

A complete family relationship history will not be available in JIS. The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system.

Screen Currently Available in JABS: Yes
JABS Functionality: Relations Tab

EDE User Advisory Group Feedback 5-25-2016

DCH Screen:
Concern was expressed with the removal of the DCH screen from JIS. In the event the JABS application system went down, there would be no way to access case history information during court, and it was noted that some information was better than no information. Also that DCH's are provided to defendants for evaluation/treatment reasons and some treatment agencies do not have access to JABS. Navigation to screens such as COS and CFHS to view payment information for Juvenile Courts may cause a significant business impact. Concern was expressed with regard to those who may not use or who are not familiar with JABS; they could be significantly impacted.
There were a few different opinions with regard to informational warning messages if the DCH screen remained in JIS. Concerns were expressed that people would ignore warning messages therefore screens should be removed. Concern was expressed with regard to fixed messages and possible impacts to screen scraping applications.

ICH Screen:
Concerns expressed with the removal of the ICH screen from JIS were the same as noted for the DCH screen.

SNCI Screen:
No specific feedback was given with regard to the SNCI screen other than concerns noted for the DCH/ICH screens.

IOH Screen:
No specific feedback was given with regard to the IOH screen other than concerns noted for the DCH/ICH screens.

DVI Screen:
No specific feedback was given with regard to the IOH screen other than concerns noted for the DCH/ICH screens.

FRH Screen:
There was great concern expressed with regard to Juvenile Departments if this screen were to be removed from JIS, as the Juvenile Departments use this screen to update Resides With, and Responsible Party information. Concern was expressed as to how Juvenile Departments would update this information as the JABS application does not allow for update capability.
No specific discussion was mentioned with regard to informational warning messages on the FRH screen.

Email Comment Received 6-14-16:
A general comment was received by the EDE team via email from an Advisory Group Member indicating some County Clerks are saying to eliminate the DCH and ICH screens due to all of the Odyssey courts and King County data making the Data not accurate in JIS and that JABS provides them with the same information they get from the ICH/DCH screens. Some have never used JABS, but were willing to try.

History Screen Proposed Mitigation Options

Proposed Mitigation Options:

1. Leave access to the screen in JIS; **and**
    - Educate users they must obtain complete case history from JABS
    - Enhance JIS screens & reports so users understand information is **incomplete** (i.e. missing Non-JIS court data such as King County District Court or other Non-JIS Court)
    - Add informational warning messages in JIS
        - Messages could possibly display on top left of screen
        - Messages could disappear when a key is pressed
        - May not affect screen scraping
    - Add fixed warning message in JIS
        - Fixed warning messages could remain constant on JIS screen
        - Message may appear on the Main Menu (MAM) screen
        - Message may appear above a list of cases, or the middle of the screen
        - Message may appear on top of printed reports and/or screen shots
        - Message may appear on Batch Selection screens such as Print Calendar Select (PCS) screen, and DCHB, ICHB, IOHB.
    - Courts may disable access to history screens if desired via the Authorization Overrides Screen (ATHX) screen
2. Remove access to the screen in JIS; **and**
    - Educate users they must obtain complete case history from JABS
    - Must use alternate navigation methods (e.g. Find a case # in JABS and use JIS commands with that case number)

Committee Decision on JIS History Screen Mitigation

1. **Should the History Screens DCH, ICH, SNCI, IOH, DVI and FRH:**
    A. Remain in JIS with the ability for Courts to disable access if desired on the ATHX Screen
    B. Be Removed in JIS for all users

2. **If History Screens remain in JIS, should Informational Warning Messages appear on the screens?**
    A. Yes
    B. No

3. **If the answer to question #2 is yes, should Informational Warning messages be:**
    A. Temporary
    B. Fixed
    C. Both Temporary and Fixed

If the DCH screen remains in JIS:

Given the potential need for complete DCH information to be provided for defendant treatment assessments, possible public access, and/or other needs:

4. **Should a complete DCH be available for display and printing in an application such as JABS in addition to the option of the ICH?**
    A. Yes
    B. No

Batch Print Screens

- PCS – Prepare Calendar Select
- DCHB – Defendant Case History Batch
- ICHB – Individual Case History Batch
- IOHB – Individual Order History Batch

PCS – Prepare Calendar Select

JIS Manual Page: Court Calendar

Purpose of the Screen:

Calendars are prepared from the Print Calendar Selection screen (PCS). Any or all of the following reports can also be requested for each case or person on the calendar:

- Abstract of Driving Record (ADR)
- Printed Docket Report (CDK)
- Case Financial History Report (CFHS)
- Defendant Case History Report (DCH)

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system. The DCH report would have incomplete information.

If Defendant Case History (DCH) screen is disabled in JIS, batch reports would no longer be available to print using the PCS screen.

Screen Currently Available in JABS: No

JABS Functionality: Search Calendar. Must print individual reports for each defendant.

DCHB – Defendant Case History Batch

JIS Manual Page: Defendant Case History Report

Purpose of the Screen:

Provides the capability to submit and print multiple Defendant Case History Reports by entering up to 64 case numbers at a time.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court or another Court implements their own case management system. The DCH report would have incomplete information.

If Defendant Case History (DCH) screen is disabled in JIS, batch reports would no longer be available to print using the DCHB screen.

Screen Currently Available in JABS: No

JABS Functionality: Must print individual reports per case/defendant.

ICHB – Individual Case History Batch

JIS Manual Page: Individual Case History Report

Purpose of the Screen:

Provides the capability to submit and print multiple Individual Case History Reports by entering up to 64 case numbers at a time.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court or another Court implements their own case management system. The ICH report would have incomplete information.

If Individual Case History (ICH) screen is disabled in JIS, batch reports would no longer be available to print using the ICHB screen.

Screen Currently Available in JABS: No

JABS Functionality: Must print individual reports per case/defendant.

IOHB – Individual Order History Batch

JIS Manual Page: Individual Order History Report

Purpose of the Screen:

Provides the capability to submit and print multiple Individual Order History Reports by entering up to 64 case numbers at a time.

Impact Statement:

The JIS (DISCIS) database will not have complete information once King County District Court, or another Court implements their own case management system. The IOH report would have incomplete information.

If Individual Order History (IOH) screen is disabled in JIS, batch reports would no longer be available to print using the IOHB screen.

Screen Currently Available in JABS: No

JABS Functionality: Must print individual reports per case/defendant.

EDE User Advisory Group Feedback

Email Comment Received 3-2-2016:

A general comment was received by the EDE team via email from an Advisory Group Member encouraging ways to limit the ability of Courts to run full calendar DCH, ADR & Dockets as it would encourage change. It was expressed that unless the option to batch print became cumbersome or taken away completely, it could be many more years for Courts to fully eliminate the process.

Batch Printing Proposed Mitigation Options

Proposed Mitigation Options:

1. Leave access to the screen in JIS; **and**
    - Educate users they must obtain complete case history from JABS
    - Enhance JIS screens & reports so users understand information is **incomplete** (i.e. missing Non-JIS court data such as King County District Court or other Non-JIS Court)
    - Add informational warning messages in JIS
        - Messages could possibly display on top left of screen
        - Messages could disappear when a key is pressed
        - May not affect screen scraping
    - Add fixed warning message in JIS
        - Fixed warning messages could remain constant on JIS screen
        - Message may appear on the Main Menu (MAM) screen
        - Message may appear above a list of cases, or the middle of the screen
        - Message may appear on top of printed reports and/or screen shots
        - Message may appear on Batch Selection screens such as Print Calendar Select (PCS) screen, and DCHB, ICHB, IOHB.
    - Courts may disable access to history screens if desired via the Authorization Overrides Screen (ATHX) screen
2. Remove access to the screen in JIS; **and**
    - Educate users they must obtain complete case history from JABS
    - Must use alternate navigation methods (e.g. Find a case # in JABS and use JIS commands with that case number)

Committee Decision on Batch Print Screen Mitigation

1. **Should the Batch Print Screens:**
    A. Remain in JIS with the ability for Courts to disable access if desired on the ATHX Screen
    B. Be Removed in JIS for all users

2. **If Batch Print Screens remain in JIS, should Informational Warning Messages appear on the screens?**
    A. Yes
    B. No

3. **If the answer to question #2 is yes, should Informational Warning messages be:**
    A. Temporary
    B. Fixed
    C. Both Temporary and Fixed

Screen Scraping Applications Used in JIS

What is Screen Scraping?

Screen Scraping – is a technique in which a computer program extracts data from the display output of another program.

Impact Statement:
If temporary or fixed warning messages are added to JIS screens, other data fields on the screen could be moved to provide room for the message. If a court utilizes screen scraping applications, the addition of warning messages on JIS screens could impact the application causing it to halt or break the screen scrape process. Courts may need to update or change their business processes/applications/forms in order to for their screen scraping applications to work as they are intended.

Proposed Mitigation Options:

- Provide Release Notes prior to changes being implemented on JIS screens; **and**
- Attempt to minimize the impact by placing messages in locations on JIS screens that may not break screen scraping applications, knowing there is no guarantee the screen scraping application would not break; **or**
- Attempt to enhance the impact by placing messages in locations on JIS screens that could break screen scraping applications, knowing there is no guarantee the screen scraping application would break.

Committee Decision on Potential Screen Scraping Impacts

1. **If warning messages are added to JIS screens: Should the use of Release Notes be the preferred method used to inform courts of potential screen scraping impacts to JIS screens?**
   A. Yes
   B. No

2. **If warning messages are added to JIS screens: When considering screen scraping applications, should greater consideration be given:**

   A. To minimize the impact by placing messages in locations on JIS screens that may not break screen scraping applications, knowing there is no guarantee the screen scraping application would not break.
   B. To enhance the impact by placing messages in locations on JIS screens that could break screen scraping applications, knowing there is no guarantee the screen scraping application would break.