



Open Forum – Questions for DOL & AOC

Wednesday, March 16th, 2022

Zoom Link: <https://wacourts.zoom.us/j/95550229687>

Q & A NOTES

Reporting DUI BAC Readings

Q: “How do we properly report a DUI with a ‘No Test’ BAC when submitting the ACR via DIAS?”

A: “When reporting, log into DIAS, and begin adding a new conviction, insert RCW, hit tab and it will instantly fill in the description field. Do not select ACD Codes A04-A11 as those are for out of state use only. Do not select the ACD Code for Refusal. Select the appropriate code of A20-A23, depending on your case, then insert Court disposition, and vehicle details. When you get to the DUI section, do not put anything in the BAC field if you select “No” in “No Test”.”

When you are reporting a DUI under 46.61.502, Physical Control under 46.61.504 or any state, county, or city ordinance you **must** follow the directions below. After entering the RCW, when selecting a description from the drop-down menu in DIAS do not use A04, A08, A10 or A11.

1. **Do not use** A04, A08, A10 or A11 – these are only used by DOL for out of state conviction, on the drop down list so out of state courts can submit convictions as well
2. A12 for refusals only
 - a. no check box in conditions for refusal required anymore
3. A20 for all alcohol/drugs related Deferred Prosecutions
 - a. no conditions are required
4. A21 for all alcohol only DUI/PC
 - a. Either “no test” or “BAC” is required
5. A22 for all drugs or THC related only DUI/PC
 - a. Either “drugs related” or “THC level” is required
6. A23 for both alcohol and drug related DUI/PC
 - a. Must select either “no test” or “BAC” **AND** either “drugs related” or “THC level”

Select RCW or Statute

Select an RCW from the list below.
You can search by typing in the "filter" area above the list.

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46.61.502

RCWs/Statutes

RCW/Statute	Description	Commence	Cease
46.61.502	A04 - DUI with BAC \geq .04		
46.61.502	A08 - DUI with BAC \geq .08		
46.61.502	A10 - DUI with BAC \geq .10		
46.61.502	A11 - DUI with BAC \geq ...		
46.61.502	A12 - Refused test		
46.61.502	A20 - DUI of alcohol or drugs		
46.61.502	A21 - DUI of alcohol		
46.61.502	A22 - DUI of drugs		
46.61.502	A23 - DUI of alcohol and drugs		

Cancel

DUI

No Test *

Required

BAC *

Required

Drug Related *

Required

THC *

Required

Reporting Dispositions

Q: "If an officer marked a ticket as 'No Accident' but the narrative states there was an accident, does the court need to report the accident to DOL upon conviction/committed finding?"

A: "DOL does not maintain accident information in the system, the only notable reference is if there is a fatality. It does not matter what the officer puts on the form. WSP or other agency will be sending a different report."

Q: "When submitting a disposition in DIAS for RCW 46.61.050, we're getting an error. How do we report these violations?"

A: "There is two different ACD codes for this RCW, we have a table that maps the RCW. That specific RCW has a beginning and end date, if you do not use the correct code it won't be accepted in DOL. Make sure to check the description, and go back to check the offense date. Send the information to Carla or Ryan so they can manually enter the RCW. Ryan states those

codes are currently presenting issues, until they are fixed send to Carla and Ryan to manually enter into the system.”

SW 46.61.050

Statute	Violation Code	Commence	Cease
46.61.050	M14 - Failed to obey traffic control device	01-Apr-2020	
46.61.050	M25 - Failed to stop - unsigned intersection		31-Mar-2020

eTickets

Q: “Recently we’ve seen several duplicate SECTOR ticket numbers submitted by officers, though they are different case types. Why is this happening?”

A: “Two scenarios: If they are all from the same officer, that means their computer is having glitches, and their system is showing enterable tickets with those numbers after sending in completed tickets with the same numbers. If you see this please notify the AOC and we will reach out to WSP to correct the issue with the officer’s computer. Secondly, If officers are from different agencies, or they are two different case types, it is not presenting issues and JIS will allow it. It’s tickets from the same agencies and with the same case types will need to have a ticket number change to process them in ETP. You can put a “D” for duplicate in the ticket number of the second ticket in order to get it processed, though you may want to make a Note Line entry on the ticket with the original number identifying the duplicate citation number for ease of location later. Moving forward it won’t be an issue in the new system, but for the time being it is a known problem.”

Q: “I have a trooper that issued one ticket & marked sent to court for mailing, the other he marked served on violator, same case number, both are infractions.”

A: “Change the ticket number on the second one otherwise it will fail when processing.”

Q: “Why, when entering new business tickets, why do we get an error when trying to process the ticket using an existing record?”

A: “The system does allow you to process the tickets issued to businesses, but the person business rules are in place in ETP. If the information in the existing record doesn’t have the exact information that matches the ticket (three person identifiers) then it will cause a fatal error if you try to use that existing record. There is not enough person identifiers on a business, even on an existing record, so you will need to create a new record each time. With that said, there is a glitch in the ETP when there is a comma in the name of a business on the tickets. If you receive a ticket with a business name and you see the comma on the very first search screen, remove the comma **before** creating the new record.”

Search Name Duplicate

D1884I JIS persons displayed D

eTicket Number: 2A0048062

eTicket Name: EXCEL

Driver License #:

Driver License State:

IN Individual

CONFIDENTIAL--NOT FOR RELEASE

Name : EXCEL TRANSPORT INC, DOB: 05 29

Dr Lic: St: [Remove the Comma]

Addr : 1650 NW SUNDIAL RD Sex:

City : TROUTDALE St:

Search Type: A (P=Phonetic Weighted A=Alpha Weighted)

Bond Companies

Q. "How do you confirm a bond company is approved by DOL?"

A: "We are looking at getting a monthly list sent out through the Listserv in the future. We will follow-up soon."

DIAS Access for Small Courts

Q. "We understand there are new security requirements for accessing DIAS coming but our city has not approved funding for our court to meet those security requirements. Are there any considerations for these small courts to still be able to access DIAS or will courts need to be start reporting manually via email or mail again?"

A: "We had this problem at go-live in the beginning, we only have security of the forms on DIAS, this is not something that Carla can handle, we have to find some steps to allow people to submit this. Will follow-up."

Misc. DOL Questions

Q: "Are there any issues with parking holds not being released once payment is reported through DIAS? We had 2 that were confirmed recently that still did not go through. I called DOL and verified they did not receive them and to send them again. Is this just a glitch?"

A: "These are not instantaneous, they go through a work items process, it just takes time to go through, if you have the information send to Carla and Ryan so they can check on it. Vehicle violations are not automated and not considered a court form the go-live of DIAS. There was a backlog but these are now done daily."

NOTE: If you are using an automated parking file from JIS/AOC or SMC please do not submit a form in DIAS, this is causing duplicate holds/releases.

Q: "How long should it take for a built record to be created in DIAS? I reviewed the Adjudicated & Issued FTA Exception report that pops up in the JIS print domain and cross reference with records in DOL so I can add the WDL number to the person's PER screen."

A: "Any time there is not a record in DOL, it can take a few days for our exceptions to be worked. We have AOC exceptions and DIAS exceptions that are different that manually review everything, so please send examples so we can review and research."

Q: "If a pending DUI has a Pre-Trial (PTR) IID requirement, and that DUI gets amended to a Reckless Driving but it goes to a DEFERRAL status – is that PTR IID supposed to be removed from DOL? Some have argued the deferral means it is still pretrial status, but others say it is NOT a PTR DUI anymore, and should be removed, what is correct?"

A: "Ultimately, it will be up to your judge to decide if the PTR IID should be removed or not. Deferrals that do not include a guilty plea or guilty finding are considered to be in pre-trial status, however the amendment of the charge may mean the judge would prefer the PTR IID be removed. So, look at if there was a guilty plea or finding, which requires the conviction be reported first. If there is a conviction, you can request the judge order the PTR IID removed since it is no longer a pre-trial matter. If there is no conviction, and is still in pre-trial status, you can ask the judge if it should be removed or not. **Remember though, that entry of a conviction will not automatically remove the PTR IID, you must submit that separately.**"