Total Bed Capacity   **Custody Operations**

10	**Contract Beds**	This is the number of inmates assigned to Contract beds; such as Folsom Transitional Treatment Facility and does not reflect non-traditional housing beds. Currently, only FSP has this type of bed (this field will show '0' for other institution reports). A Contract bed is defined by the DDPS variable Bed Type = "C" . This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
11	**Design Beds**	This is the number of inmates assigned to Design beds which is normally those inmates in lower beds excluding non-traditional housing. A Design bed is defined by the DDPS variable as occupied Bed Type = "D" This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
12	**Non-Traditional Beds**	This is the number of inmates assigned to Non-Traditional beds and reflects inmates housed in areas not intended to house inmates (i.e., gymnasiums, dayrooms, triple bunk beds and dormitory overcrowding above 200% design capacity. A Non-Traditional bed is defined by the DDPS variable as occupied Bed Type = "N" This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
13	**Overcrowding Beds**	This is the number of inmates occupying Overcrowding beds and normally reflects those housed in the upper beds excluding non-traditional housing. An Overcrowding bed is defined by the DDPS variable as occupied Bed Type = "O" This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
14	**Temporary Beds (Family Visiting/Tank Beds)**	This is the number of inmates occupying Temporary beds and reflects those housed in areas that are not intended for permanent housing such as family visiting, temporary/tank beds in Receiving & Release. A Temporary bed is defined by the DDPS variable as occupied Bed Type = "T" This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
15	**Medical Beds**	This is the number of inmates occupying Medical beds such as OHU, CTC and General Acute Care Hospital (GACH) beds. A Medical bed is defined by the DDPS variable as occupied Bed Type = "X" This count is received on the last calendar day of the reporting month, and is a "point in time" value representing that month. *DDPS*
16	**Budgeted Capacity**	[Source: PSU/IAS Monthly Budgeted Staff Capacity report.] This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "Total Budgeted Capacity." *PSU*

Total Bed Capacity		Custody Operations
17	**Inmate Count**	This is the total number of inmates at this institution as counted at midnight on the last day of that monthly reporting period. [Budget Display Act requirement performance measure] *DDPS*
18	**% Inst. Filled to Budgeted Capacity**	Formula: "Inmate Count" ÷ "Budgeted Capacity" = Percent Institution Filled *Formula*

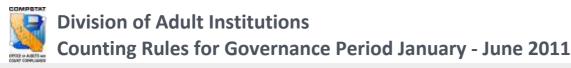| Inmate Custody Level		
20	**Level I**	Inmates in a bed designated as Level I (DOM 61010.11.7) (Title 15: 3375.1) (CDC Form 839, Form 840, & Form 841) This count is received from the last day of the calendar month. *DDPS*
21	**Out of Level I Assignments**	Out of Level data is generated by a comparison of an inmate's current classification level in the latest Inmate Classification Score System (ICSS) on the reporting month to the last day of same reporting month Housing Custody Level (HCLV is the code) identified in DDPS. If an inmate's classification level does not match the custody housing level and there is not an appropriate Administrative Override, the inmate will show as out of level. (DOM 61020.14) An inmate will be reported as Out of Level (not in appropriate bed) when all following criteria are met:• The housing custody level was I, II, III, or IV; and (Note: This eliminates beds designated for all female institutions and Reception Centers, since those housing custody levels are 'W' and 'RC' separately)• The classification level does not match with the housing custody level; and• There is no Administrative Override Placement in ICSS Level report – which is form CDC 839 – CDC Classification Score Sheet, CDC 840 – CDC Reclassification Score Sheet, or CDC 841- CDC Readmission Score Sheet; (refer to Title 15 § 3371.2 Article 10. Classification) and• Arrival at the institution occurred more than 90 days prior to the date the report is generated. (Note: This criteria has taken effect beginning November 2010 COMPSTAT Reporting)• All COCF inmates will not be counted in Out Of Level review, since their beds are contract beds.The Out Of Level Report is based on following systems with designate data elements:• OISB Inmate Classification Score System (ICSS): CDC Number; Classification Level; Administrative Override Placement;• DDPS Bed data: CDC Number, Institution, Housing Custody Level• DDPS Offender data: CDC Number, Institution, Arrival DataThe detail for Out Of Level data is then populated to the following area on the COMPSTAT SharePoint site: http://intranet/sites/compstat/ADDITIONAL%20DATA/Forms/AllItems.aspx?RootFolder=%2fsites%2fcompstat%2fADDITIONAL%20DATA%2fOut%20of%20Level&FolderCTID=&View=%7b7EEE1B86%2d56A8%2d4055%2dB26D%2d6031DFFD1268%7d *ICSS / DDPS*
22	**Out of Level I Endorsed and Awaiting (Pending) Transfer**	Enter the number of Out of Level I Inmates that are currently endorsed to go to another institution, but are pending transfer as of the end of the month. This information can be provided by the institution's Classification and Parole Representative, and is tracked through the Institutional Automated Transfer System. *Institution Reported*
23	**% of Out of Level Assignments**	Formula: "Out of Level I Assignments" ÷ "Level I Assignments" = Percent of Out of Level I Assignments *Formula*

Inmate Custody Level		Custody Operations
24	**Level II**	Inmates in a bed designated as Level II (DOM 61010.11.7) (Title 15: 3375.1) (CDC Form 839, Form 840, & Form 841) This count is received from the last day of the calendar month. ***DDPS***
25	**Out of Level II Assignments**	Out of Level data is generated by a comparison of an inmate's current classification level in the latest Inmate Classification Score System (ICSS) on the reporting month to the last day of same reporting month Housing Custody Level (HCLV is the code) identified in DDPS. If an inmate's classification level does not match the custody housing level and there is not an appropriate Administrative Override, the inmate will show as out of level. (DOM 61020.14) An inmate will be reported as Out of Level (not in appropriate bed) when all following criteria are met:• The housing custody level was I, II, III, or IV; and (Note: This eliminates beds designated for all female institutions and Reception Centers, since those housing custody levels are 'W' and 'RC' separately)• The classification level does not match with the housing custody level; and• There is no Administrative Override Placement in ICSS Level report – which is form CDC 839 – CDC Classification Score Sheet, CDC 840 – CDC Reclassification Score Sheet, or CDC 841- CDC Readmission Score Sheet; (refer to Title 15 § 3371.2 Article 10. Classification) and• Arrival at the institution occurred more than 90 days prior to the date the report is generated. (Note: This criteria has taken effect beginning November 2010 COMPSTAT Reporting)• All COCF inmates will not be counted in Out Of Level review, since their beds are contract beds.The Out Of Level Report is based on following systems with designate data elements:• OISB Inmate Classification Score System (ICSS): CDC Number; Classification Level; Administrative Override Placement;• DDPS Bed data: CDC Number, Institution, Housing Custody Level• DDPS Offender data: CDC Number, Institution, Arrival DataThe detail for Out Of Level data is then populated to the following area on the COMPSTAT SharePoint site: http://intranet/sites/compstat/ADDITIONAL%20DATA/Forms/AllItems.aspx?RootFolder=%2fsites%2fcompstat%2fADDITIONAL%20DATA%2fOut%20of%20Level&FolderCTID=&View=%7b7EEE1B86%2d56A8%2d4055%2dB26D%2d6031DFFD1268%7d ***ICSS / DDPS***
26	**Out of Level II Endorsed and Awaiting (Pending) Transfer**	Enter the number of Out of Level II Inmates that are currently endorsed to go to another institution, but are pending transfer as of the end of the month. This information can be provided by the institution's Classification and Parole Representative, and is tracked through the Institutional Automated Transfer System. ***Institution Reported***
27	**% of Out of Level Assignments**	Formula: "Out of Level II Assignments" ÷ "Level II Assignments" = Percent of Out of Level II Assignments ***Formula***
28	**Level III**	Inmates in a bed designated as Level III (DOM 61010.11.7) (Title 15: 3375.1) (CDC Form 839, Form 840, & Form 841) This count is received from the last day of the calendar month. ***DDPS***

29	Out of Level III Assignments	Out of Level data is generated by a comparison of an inmate's current classification level in the latest Inmate Classification Score System (ICSS) on the reporting month to the last day of same reporting month Housing Custody Level (HCLV is the code) identified in DDPS. If an inmate's classification level does not match the custody housing level and there is not an appropriate Administrative Override, the inmate will show as out of level. (DOM 61020.14) An inmate will be reported as Out of Level (not in appropriate bed) when all following criteria are met:• The housing custody level was I, II, III, or IV; and (Note: This eliminates beds designated for all female institutions and Reception Centers, since those housing custody levels are 'W' and 'RC' separately)• The classification level does not match with the housing custody level; and• There is no Administrative Override Placement in ICSS Level report – which is form CDC 839 – CDC Classification Score Sheet, CDC 840 – CDC Reclassification Score Sheet, or CDC 841- CDC Readmission Score Sheet; (refer to Title 15 § 3371.2 Article 10. Classification) and• Arrival at the institution occurred more than 90 days prior to the date the report is generated. (Note: This criteria has taken effect beginning November 2010 COMPSTAT Reporting)• All COCF inmates will not be counted in Out Of Level review, since their beds are contract beds.The Out Of Level Report is based on following systems with designate data elements:• OISB Inmate Classification Score System (ICSS): CDC Number; Classification Level; Administrative Override Placement;• DDPS Bed data: CDC Number, Institution, Housing Custody Level• DDPS Offender data: CDC Number, Institution, Arrival DataThe detail for Out Of Level data is then populated to the following area on the COMPSTAT SharePoint site: http://intranet/sites/compstat/ADDITIONAL%20DATA/Forms/AllItems.aspx?RootFolder=%2fsites%2fcompstat%2fADDITIONAL%20DATA%2fOut%20of%20Level&FolderCTID=&View=%7b7EEE1B86%2d56A8%2d4055%2dB26D%2d6031DFFD1268%7d ***ICSS / DDPS***
30	**Out of Level III Endorsed and Awaiting (Pending) Transfer**	Enter the number of Out of Level III Inmates that are currently endorsed to go to another institution, but are pending transfer as of the end of the month. This information can be provided by the institution's Classification and Parole Representative, and is tracked through the Institutional Automated Transfer System. ***Institution Reported***
31	**% of Out of Level Assignments**	Formula: "Out of Level III Assignments" ÷ "Level III Assignments" = Percent of Out of Level III Assignments ***Formula***
32	**Level IV**	Inmates in a bed designated as Level IV (DOM 61010.11.7) (Title 15: 3375.1) (CDC Form 839, Form 840, & Form 841) This count is received from the last day of the calendar month. ***DDPS***

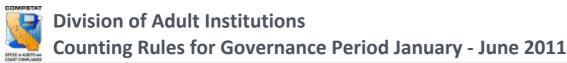| 33	Out of Level IV Assignments	Out of Level data is generated by a comparison of an inmate's current classification level in the latest Inmate Classification Score System (ICSS) on the reporting month to the last day of same reporting month Housing Custody Level (HCLV is the code) identified in DDPS. If an inmate's classification level does not match the custody housing level and there is not an appropriate Administrative Override, the inmate will show as out of level. (DOM 61020.14) An inmate will be reported as Out of Level (not in appropriate bed) when all following criteria are met:• The housing custody level was I, II, III, or IV; and (Note: This eliminates beds designated for all female institutions and Reception Centers, since those housing custody levels are 'W' and 'RC' separately)• The classification level does not match with the housing custody level; and• There is no Administrative Override Placement in ICSS Level report – which is form CDC 839 – CDC Classification Score Sheet, CDC 840 – CDC Reclassification Score Sheet, or CDC 841- CDC Readmission Score Sheet; (refer to Title 15 § 3371.2 Article 10. Classification) and• Arrival at the institution occurred more than 90 days prior to the date the report is generated. (Note: This criteria has taken effect beginning November 2010 COMPSTAT Reporting)• All COCF inmates will not be counted in Out Of Level review, since their beds are contract beds.The Out Of Level Report is based on following systems with designate data elements:• OISB Inmate Classification Score System (ICSS): CDC Number; Classification Level; Administrative Override Placement;• DDPS Bed data: CDC Number, Institution, Housing Custody Level• DDPS Offender data: CDC Number, Institution, Arrival DataThe detail for Out Of Level data is then populated to the following area on the COMPSTAT SharePoint site: http://intranet/sites/compstat/ADDITIONAL%20DATA/Forms/AllItems.aspx?RootFolder=%2fsites%2fcompstat%2fADDITIONAL%20DATA%2fOut%20of%20Level&FolderCTID=&View=%7b7EEE1B86%2d56A8%2d4055%2dB26D%2d6031DFFD1268%7d ***ICSS / DDPS***
34	**Out of Level IV Endorsed and Awaiting (Pending) Transfer**	Enter the number of Out of Level IV Inmates that are currently endorsed to go to another institution, but are pending transfer as of the end of the month. This information can be provided by the institution's Classification and Parole Representative, and is tracked through the Institutional Automated Transfer System. ***Institution Reported***
35	**% of Out of Level Assignments**	Formula: "Out of Level IV Assignments" ÷ "Level IV Assignments" = Percent of Out of Level IV Assignments ***Formula***
36	**Camps**	Inmates assigned from this institution to a CAMP. This count is received on the last day of the calendar month. ***DDPS***

General Population Summary

38	**Budgeted Capacity**	This is the total of General Population + Enhanced Outpatient + Sensitive Needs Yard + Minimum Support Facility budgeted capacities. Counting Rule: PSU sends the Monthly Budgeted Staff Capacity Report to COMPSTAT the beginning of each reporting month. ***PSU***

General Population Summary		Custody Operations
39	**Actual Population**	This is the total of General Population + Enhanced Outpatient + Sensitive Needs Yard + Minimum Support Facility. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. The total GP Actual Count is calculated from the DDPS Offender Data based on Housing Program Assignment Code values as: BMU+CMP+EOP+GP+HIV+IHP+SAP+SEO+SNS+SNY+SOH+THU+WC. Note: This includes MSF, which is not a separate HPAS, but is determined upon institution-identified cell bed codes. The inmate may be listed as another housing program, typically GP or WC. *DDPS*

General Population

41	**Budgeted Capacity**	This is the total of Budgeted General + Budgeted CAMP in PSU / IAS Monthly Budgeted Staff Capacity report. *PSU*
42	**Actual Population**	The Actual GP count is only calculated as the DDPS Housing Program Assignment Code = 'GP + 'CAMP' +WC *DDPS*

Enhanced Outpatient Program (GP Housing Program)

44	**Budgeted Capacity**	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "EOP Budgeted Capacity." The EOP Budgeted Capacity refers to a budgeted Housing Program under General Population, not necessarily all offenders with an EOP diagnosis. This excludes, for example EOP offenders housed in Administrative Segregation or other non-GP programs *IAS*
45	**Actual Population**	This field counts inmates whose designated housing program is EOP. This total excludes ASU and SNY data. *DDPS*

Sensitive Needs Yard

47	**Budgeted Capacity**	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "SNY Budgeted Capacity." *PSU*
48	**Actual Population**	This count is recieved on the last day of the calendar month from the DDPS Housing Program Assignments = 'SEO' + 'SNS' + 'SNY' + 'SOH.' *DDPS*

Minimum Support Facility

50	**Budgeted Capacity**	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "MSF Budgeted Capacity." The MSF count is calculated by reporting beds for the 21 Camp institutions. This field will show '0' on reports for those institutions not budgeted as a MSF institution. *PSU*

Minimum Support Facility		Custody Operations
51	**Actual Population**	The MSF count is calculated by using the bed prefix for those 21 MSF institutions. The field will show '0' on reports for those institutions not budgeted as MSF. This count is recieved on the last day of the calendar month.
		DDPS

Life Sentenced Inmates		
53	**Life (With Possibility of Parole)**	The total number of Life Sentence With the Possibility of Parole inmates at each facility. This is the count of Offender Information Services Branch (OISB) InstPop.dbf as of the last week of the monthly reporting period. The data is retrieved from OISB's InstPop.dbf and the variable is Live Type and the value -> 'LIF'.
		OISB
54	**Life (Without Possibility of Parole) (LWOP)**	The total number of Life Sentence Without the Possibility of Parole (LWOP) inmates at each facility. This is the count of Offender Information Services Branch (OISB) InstPop.dbf as of the last week of the monthly reporting period. The data is retrieved from OISB's InstPop.dbf and the variable is Live Type and the value -> 'LOW'.
		OISB

Reception Center		
56	**Budgeted Capacity**	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "RC Budgeted Capacity."
		PSU
57	**Actual Population**	This count is received on the last day of the calendar month and is calculated from the DDPS Housing Program Assignments code values 'RC'.
		DDPS

Administrative Segregation Housing (ASU)		
59	**Budgeted Capacity**	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column headings: Administrative Segregation Budgeted Capacity = ASU Budgeted Capacity + EOP/ASU Budgeted Capacity
		PSU
60	**Actual Population (Excluding Overflow)**	This count is received on the last day of the calendar month and is calculated from the DDPS Housing Program Assignments code values 'ASU'.
		DDPS
61	**Actual Population (With Overflow)**	This is the sum of offenders in beds classified and budgeted for ASU, as determined by the DDPS Housing Program, and any overflow the institution may have reported for the same period as follows: 'Actual ASU Population' + 'ASU Overflow Actual Population' = 'Actual Population (With Overflow).
		Formula

Administrative Segregation Housing (ASU)		Custody Operations
62	**Average Length of Stay**	The average length of stay should include all inmates housed in Administrative Segregation, Ad Seg (Overflow), and Ad Seg (Hub). This average should be determined by counting the total number of inmates housed in any of the Ad Seg areas and then determining the total length of stay (number of days) those inmates have remained in Ad Seg. Divide the total number of days by the total number of inmates to determine this value. [Budget Display Act requirement performance measure] ***Institution Reported***
63	**Stays Exceeding 200 days**	This is the total number of Administrative Segregation Unit (ASU) inmates assigned to ASU whose stay has exceeded 200 days, but equal to or less than 400 days. This information is obtained from the ASU database/log maintained by designated ASU staff. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. ***Institution Reported***
64	**Stays Exceeding 400 days**	This is the total number of Administrative Segregation Unit (ASU) inmates assigned to ASU whose stay has exceeded 400 days, but is equal to or less than 800 days. This information is obtained from the ASU database/log maintained by designated ASU staff. Counting Rule: This is the midnight count as of the last day of the monthly reporting period ***Institution Reported***
65	**Stays Exceeding 800 days**	This is the total number of Administrative Segregation Unit (ASU) inmates assigned to ASU whose stay has exceeded 800 days. This information is obtained from the ASU database/log maintained by designated ASU staff. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. ***Institution Reported***
66	**Total ASU Endorsed Inmates**	This is the total of SNY Endorsed + SHU Endorsed + SNY GP Endorsed + PSU Endorsed = Total ASU Endorsed Inmates. This is the midnight count as of the last day of the monthly reporting period. ***Formula***
67	**ASU Inmates Endorsed for GP**	The number of GP endorsed inmates housed in ASU pending transfer to an appropriate facility. This information is obtained from the ASU database/log maintained by designated ASU staff. ***Institution Reported***
68	**ASU Inmates Endorsed for SNY**	(Formerly - Administrative Segregation Pending Transfer) The number of SNY or SHU endorsed inmates housed in Ad Seg pending transfer to an SNY/SHU appropriate facility. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. ***Institution Reported***

Administrative Segregation Housing (ASU)   **Custody Operations**

69	**ASU Inmates Endorsed for SHU**	This is the total number of Security Housing Unit inmates housed in ASU pending transfer to an appropriate SHU facility. This information is obtained from the ASU database/log maintained by designated ASU staff. This is the midnight count as of the last day of the monthly reporting period.

Institution Reported

70	**ASU Inmates Endorsed for PSU**	This is the total number of Psychiatric Services Unit inmates housed in ASU pending transfer to an appropriate PSU Facility. This information is obtained from the ASU database/log maintained by designated ASU staff. This is the midnight count as of the last day of the monthly reporting period.

Institution Reported

ASU Overflow

72	**Actual Population**	The ASU Overflow Actual Population is collected by the Classification Services Unit and distributed on a 'Weekly Population Report' within that report, located on the 'ASU' tab in the 'ASU Overflow' column. This total is received on the last day of each reporting period.

CSU Weekly Population Report

ASU EOP Hub

74	**Actual Population**	The number of ASU Hub inmates at each facility. Only populate these cells if you have an actual ASU. As of July 2009 DAI has identified the following as Hub institutions: SAC, MCSP, SVSP, CMC-E, COR, LAC, VSPW, CIW, CMF, and SQ. Counting Rule: This is the midnight count as of the last day of the monthly reporting period.

Institution Reported

Behavior Management Unit

76	**Budgeted Capacity**	The number of BMU inmates participating in a BMU program at each facility broken down by budgeted capacity and actual population. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. "Note: Unless there is a Behavior Management Unit Budgeted Capacity value identified for this institution, enter zero for the reporting month." _____ Limitation: Institutions that are reception centers (though not budgeted for BMU) may have a very small number of BMU endorsed inmates awaiting transfer. These inmates (as a result of this note to the Counting Rule) would be excluded from being identified and counted. In any case they do not recieve programming services.

Institution Reported

77	**Actual Population**	The number of BMU inmates participating in a BMU program at each facility broken down by budgeted capacity and actual population. Counting Rule: This is the midnight count as of the last day of the monthly reporting period. Note: Unless there is a Behavior Management Unit Budgeted Capacity value identified for this institution, enter zero for the reporting month._____ Limitation: Institutions that are reception centers (though not budgeted for BMU) may have a very small number of BMU endorsed inmates awaiting transfer. These inmates (as a result of this note to the Counting Rule) would be excluded from being identified and counted. In any case they do not recieve programming services.

Institution Reported

Behavior Management Unit   **Custody Operations**

78	Average Length of Stay	The average length of stay for inmates housed in the Behavior Management Unit during the reporting period. "Note: Unless there is a Behavior Management Unit Budgeted Capacity value identified for this institution, enter zero for the reporting month." _____ Limitation: Institutions that are reception centers (though not budgeted for BMU) may have a very small number of BMU endorsed inmates awaiting transfer. These inmates (as a result of this note to the Counting Rule) would be excluded from being identified and counted. In any case they do not recieve programming services.
		Institution Reported

79	Number of Completions	Enter the number of BMU program participants who completed the program for the month.
		Institution Reported

Americans with Disabilities Act

81	Actual Population	Formula: Total number of impacting and non-impacting ADA inmates . Sum of: "Impacting" + "Non-impacting" = Actual Population. The information is gathered using 4 DECS Roster reports to include: 1 for Armstrong GP, 1 for Armstrong RC, 1 for Clark GP, and 1 for Clark RC. The totals are added together to represent the total number of ADA inmates. This is the midnight count as of the last day of the monthly reporting period, of the total number of ADA approved inmates at each facility. This includes both Armstrong and Clark class members.
		Formula

82	Impacting	This is the midnight count as of the last day of the monthly reporting period. The information is gathered using 4 DECS Roster reports to include: 1 for Armstrong GP, 1 for Armstrong RC, 1 for Clark GP, and 1 for Clark RC. The totals are added together to represent the total number impacting ADA inmates. This is the number of DPx and DDx coded inmates.
		Institution Reported

83	Non-impacting	This is the midnight count as of the last day of the monthly reporting period. The information is gathered from the total number of DECS roster report DNx coded inmates. The totals represent the total number non-impacting ADA inmates.
		Institution Reported

Correctional Clinical Case Management Services (CCCMS)

85	Treatment Capacity	This will be an added line of information included onto the COMPSTAT Report. CCCMS Treatment Capacity comes from a weekly report produced by the Healthcare Population Oversight Unit. The Treatment Capacity is pulled from the 'Pop at 130%.'
		DCHCS

86	Actual Population	This represents the number of inmates designated as CCCMS by the Mental Health Department, as of the last day of the calendar month.
		DDPS

Total EOP Populations		**Custody Operations**

88	**Budgeted Capacity**	Budgeted capacity for all Enhanced Outpatient Program inmates, including those specifically budgeted for populations within SNY, ASU or RC. EOP - GP: Budgeted Capcity + EOP - SNY: Budgeted Capacity + EOP - ASU: Budgeted Capacity + EOP - RC: Budgeted Capacity. ***Formula***
89	**Actual Population**	Actual population for all Enhanced Outpatient Program inmates, including those housed in other housing programs such as SNY, ASU or RC. EOP - GP: Actual Population + EOP - SNY: Actual Population + EOP - ASU: Actual Population + EOP - RC: Actual Population. ***Formula***

EOP GP (GP Housing Programs)

91	**Budgeted Capacity**	Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "EOP." Note that this count is exclusive of budgeted capacity beds that are primarily counted under a different program and can be considered the 'GP' component of EOP. ***IAS***
92	**Actual Population**	This field counts inmates whose designated housing program is EOP. Note that this count is exclusive of poulations where the offender does have an EOP mental health status but is primarily counted under another housing program. ***DDPS***

EOP (Other Housing Program)

94	**Actual Population**	Offenders with an EOP diagnosis housed in a housing program not specifically budgeted for EOP Offenders. EOP-diagnosed offenders in EOP-GP, EOP-SNY, or EOP-ASU are not counted. EOP offenders in housing programs not specifically identified and budgeted for EOP (typically either specialized programs such Psychiatric Services Unit (PSU), Department of Mental Health(DMH) or reflective of CDCR processing times: EOP in Reception Center beds) are counted. DDPS: Mental Health Code placement need of 'C' and Housing Program Assignment of ACU, CTC, DMH, DR, GAC, GP, HIV, ICF, MCB, OHU, PSU, RC, SAP, or SHU ***DDPS***

EOP SNY

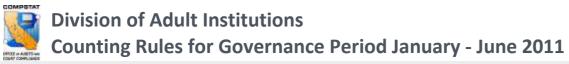| 96	**Budgeted Capacity**	Budgeted capacity for beds within a Sensitive Needs Yard designated for EOP per the IAS (PSU). - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading 'EOP-SNY.' ***IAS***
97	**Actual Population**	This field counts inmates with an EOP mental health status within a Sensitive Needs Yard. In DDPS, the offender's mental health code of 'C,' and housing program assignment is 'SNY.' ***DDPS***

EOP ASU

99	**Budgeted Capacity**	Budgeted capacity for beds within an ASU designated for EOP per the IAS (PSU). This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading 'EOP-ASU.' ***IAS***

EOP ASU		Custody Operations
100	Actual Population	This field counts inmates with an EOP mental health status within an ASU. In DDPS the offender's mental health code of 'C,' and housing program assignment is 'ASU.' ***DDPS***

Psychiatric Services

102	Budgeted Capacity	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "PSU Budgeted Capacity." ***PSU***
103	Actual Population	This count is received from DDPS on the last day of the calendar month. ***DDPS***
104	Average Length of Stay	The average length of stay for inmates housed in the Psychiatric Services Unit during the reporting period. If there is no Psychiatric Services Unit budgeted for the institution, then no average length of stay should be reported. ***Institution Reported***

Security Housing Unit (SHU)

106	Budgeted Capacity	Count Budgeted capacity per IAS (PSU) - This field counts beds. This is the number of budgeted beds as reported on the IAS Staff Capacities report under the column heading "SHU Budgeted Capacity." ***PSU***
107	Actual Population	This count is received on the last day of the calendar month and is calculated from the DDPS Housing Program Assignments code values 'SHU'. ***DDPS***
108	Inmates With Expired MERD's	Count the number of expired MERD's inmates. These are inmates who have completed their SHU term and are awaiting an ASU bed. Acquire this number on the last day of the reporting month from the Daily Movement Sheet. ***Institution Reported***
109	Inmates With Expired MERD's Endorsed	Count the number of expired MERD's endorsed inmates. These are inmates who have completed their SHU term and are awaiting transfer. Acquire this number on the last day of the reporting month from the Daily Movement Sheet. ***Institution Reported***

Single Cell Inmates

111	Single Cell Inmate Summary	This is the sum of all Single Cell categories. ***Formula***
112	Summary With S-Suffix	This is the sum of all Single Cell With S-Suffix categories. ***Formula***

Single Cell Inmates		Custody Operations
113	**Summary Without S-Suffix**	This is the sum of all Single Cell Without S-Suffix categories. *Formula*
114	**Total General Population (GP)**	Formula: Total number of GP inmates with and without an S-Suffix. Sum of: "With S-Suffix" + "Without S-Suffix" = Total Single Cell Inmates *Formula*
115	**GP With S-Suffix**	Enter the number of GP single cell housed inmates with an S-Suffix. This number will be the remaining inmates at the institution who are single celled and endorsed with S-Suffix and are not housed in ASU, PSU, and SHU. *Institution Reported*
116	**GP Without S-Suffix**	Enter the number of GP single cell housed inmates who do not have an S-Suffix and are not housed in ASU, PSU, SHU, DMH, ACU, ICF, MCB, OHU, CTC, and structurally designed single cells. These inmates are double cell cleared and are refusing to accept a qualified cellmate. *Institution Reported*
117	**Total Administrative Segregation Unit (ASU)**	Formula: Total number of ASU inmates with and without an S-Suffix. Sum of: "ASU with S-Suffix" + "ASU without S-Suffix" + "ASU EOP with S-Suffix" + "ASU EOP without S-Suffix" = Total ASU Single Cell Inmates. *Formula*
118	**ASU With S-Suffix**	Enter the number of single cell housed inmates endorsed with an S-Suffix. Only include numbers for inmates housed in Administrative Segregation. *Institution Reported*
119	**ASU Without S-Suffix**	Enter the number of single cell housed inmates that do not have an S-Suffix. Only include numbers for inmates housed in Administrative Segregation. These inmates are double cell cleared and are refusing to accept a qualified cellmate. *Institution Reported*
120	**ASU EOP with S-Suffix**	Enter the number of Administrative Segregation Unit single cell housed inmates with an S-Suffix. Only include numbers for inmates designated as EOP. This is Institution Reported from the Daily Movement Sheet (DMS) *Institution Reported*
121	**ASU EOP without S-Suffix**	Enter the number of Administrative Segregation Unit single cell housed inmates that do not have an S-Suffix. Only include numbers for inmates designated as EOP. These inmates are double cell cleared and are refusing to accept a qualified cell mate. This is Institution Reported from the Daily Movement Sheet (DMS) *Institution Reported*

Single Cell Inmates   **Custody Operations**

122	Total Psychiatric Services Unit (PSU)	Formula: Total number of PSU inmates with and without an S-Suffix. Sum of: "PSU With S-Suffix" + "PSU Without S-Suffix" = Total PSU Single Cell Inmates *Formula*
123	PSU With S-Suffix	Enter the number of single cell housed inmates endorsed with an S-Suffix. Only include numbers for inmates housed in the Psychiatric Services Unit. *Institution Reported*
124	PSU Without S-Suffix	Enter the number of single cell housed inmates that do not have an S-Suffix. Only include numbers for inmates housed in the Psychiatric Services Unit. These inmates are double cell cleared and are refusing to accept a qualified cellmate. *Institution Reported*
125	Total Security Housing Unit (SHU)	Formula: Total number of SHU inmates with and without an S-Suffix. Sum of: "SHU With S-Suffix" + "SHU Without S-Suffix" = Total SHU Single Cell Inmates *Formula*
126	SHU With S-Suffix	Enter the number of single cell housed inmates endorsed with an S-Suffix. Only include numbers for inmates housed in the Security Housing Unit. *Institution Reported*
127	SHU Without S-Suffix	Enter the number of single cell housed inmates that do not have an S-Suffix. Only include numbers for inmates housed in the Security Housing Unit. These inmates are double cell cleared and are refusing to accept a qualified cellmate. *Institution Reported*
128	Total Enhanced Outpatient Program (EOP)	Formula: Total number of EOP inmates with and without an S-Suffix. Sum of: "EOP With S-Suffix" + "EOP Without S-Suffix" = Total EOP Single Cell Inmates. *Formula*
129	EOP With S-Suffix	Enter the number of single cell housed inmates with an S-Suffix. Only include numbers for inmates designated as EOP. *Institution Reported*
130	EOP Without S-Suffix	Enter the number of single cell housed inmates that do not have an S-Suffix. Only include numbers for inmates designated as EOP. These inmates are double cell cleared and are refusing to accept a qualified cellmate. *Institution Reported*

Inmate Disciplinaries		Custody Operations

| 132 | **Total** | Formula: The total number of 115's written during the reporting period. Sum of: "Assault on Staff" + "Conduct" + "Batteries on Staff" + "Assault on Inmate" + "Battery on Inmates" + "Stimulants & Sedatives" + "Indecent Exposure (IEX)" + "IHP Refusals/Failure to Comply" + "Restricted Housing Group C" + "Restricted Housing Group C over C" + "Possession of Cell Phone/s" + "Riot/Disturbance Control" + "Resisting Staff" + "Weapon" + "Murder or Attempted Murder" + "Other" = Total Number of Inmate Disciplinaries
Formula |

| 133 | **Per 100 inmates** | Formula: Total Inmate Disciplinaries ÷ Inmate Count = Ratio per 100 Inmates
Formula |

| 134 | **Conduct** | The CDC-1154 Disciplinary Action Logs are used to collect this data, using the CCR Section # field. This data represents a count of all CDC-115's logged during the reporting month for 3005 offenses other than Assault or Battery on staff or inmates.   Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
Institution Reported |

| 135 | **Assault On Staff** | The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for Assault on staff. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
Institution Reported |

| 136 | **Batteries on Staff** | The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for Battery on staff.   Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
Institution Reported |

| 137 | **Assault On Inmate** | The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for Assault on inmate. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
Institution Reported |

| 138 | **Batteries on Inmates** | The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field.   This data represents a count of all CDC-115's logged during the reporting month for Battery on inmates.   Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
Institution Reported |

139	**Stimulants and Sedatives**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This is any 115 that can be classified under 3016 or 3290 which specifically refers to drugs or alcohol. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month. *Institution Reported*
140	**Indecent Exposure (IEX)**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This is any 115 that can be classified under CCR Section 3000 which specifically refers to indecent exposure incidents. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month. *Institution Reported*
141	**IHP Refusals / Failure to Comply**	Enter the total number of refusal to comply with IHP 115's logged during the reporting period. This includes serious and administrative 115's. *Institution Reported*
142	**Restricted Housing Inmates IHP Refusals Resulting in Privilege Group "C" Status**	Enter the total number of inmates placed in Privilege Group "C" Status as a result of failure to comply with IHP. *Institution Reported*
143	**Restricted Housing Inmates IHP Refusals Resulting in Privilege Group "C over C" Status**	Enter the total number of inmates placed in Privilege Group "C Over C" Status as a result of failure to comply with IHP. *Institution Reported*
144	**Possession of Cell Phone/s**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for [fill in newly identified field/s here]. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month. *Institution Reported*
145	**Riot/Disturbance Control**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for [fill in newly identified field/s here]. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month. *Institution Reported*

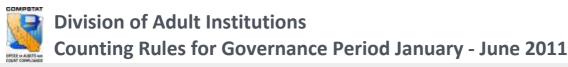| **Inmate Disciplinaries**		**Custody Operations**
146	**Resisting Staff**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for [fill in newly identified field/s here]. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month.
		Institution Reported
147	**Weapon**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for [fill in newly identified field/s here]. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month.
		Institution Reported
148	**Murder or Attempted Murder**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data represents a count of all CDC-115's logged during the reporting month for [fill in newly identified field/s here]. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month.
		Institution Reported
149	**Other**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the Specific Act field. This data reflects all CDC-115's logged during the reporting month, and not already counted and compiled with the other categories. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
		Institution Reported
150	**Number of RVR's Involving Mental Health Inmates**	The CDC-1154 Disciplinary Action Logs are used to collect this data, using the mental health status field. This data represents a count of all CDC-115's logged during the reporting month that involve MH inmates. Data is collected from the first day of the reporting month to the last day of the reporting month, and totals are taken from the last day of the month.
		Institution Reported
151	**Serious 115's Lost to time constraints**	The FINDINGS/DISPOSITION section of the CDC-1154 Disciplinary Logs is used to collect this data. This data reflects the number of CDC-115's that were classified as "Serious" in which time constraints have been lost. Include in this total any Serious 115's written in a prior month/s adjudicated in the current reporting month. Data is collected from the first day of the month to the last day of the month, and totals are taken from the last day of the month.
		Institution Reported

Number of Incidents		Custody Operations
153	**Number of Incidents**	This number is drawn from every reportable incident that occurred during the reporting period at each institution for which a CDC 837 Crime/Incident Report was completed. The "type" categories are broken down below.837 Field Name - All 837 Part A's; voided incidents are excluded; when amending incidents, only the latest submitted copy is used. *DIRS*
154	**Per 100 Inmates**	Formula: "Total Number of Incidents" ÷ "Inmate Count" = Ratio per 100 Inmates *Formula*
155	**Number of Voided Incident Reports**	This is the number of voided incidents during the reporting period. *DIRS*
156	**Total Number of Documented Force**	This is the number of incidents involving use of force. 837 Field Name - Type of Weapon/Shots Fired/Force: Any selection other than 'N/A' *DIRS*
157	**Per 100 Inmates**	Formula: "Total Number of Documented Force" ÷ "Inmate Count" = Ratio per 100 Inmates *Formula*
158	**Departmental Executive Use of Force Review**	This is the number of incidents requested for review by the Institutional Departmental Executive Use of Force Committee (request usually comes from either the Director or the Associate Director's office). *Institution Reported*
159	**Total Number of Overdue UOF Reviews - 30 Days**	This is the number of overdue Institutional Executive Use of Force Reviews of incidents involving the use of force as of the last day of the reporting month. Overdue cases are those not brought before the Institutional Executive UOF Review Committee for initial review within 30 days following the incident. Day 31 constitutes an overdue UOF incident review. Do not include cases referred to the Office of Internal Affairs. This count will be a running total and will include overdue reviews from prior months. *Institution Reported*
160	**Total Number of Overdue UOF Reviews - 90 Days**	This is the number of overdue Instituitonal Executive UOF reviews of incidents involving the use of force as of the last day of the reporting month. These overdue cases are those not brought before the IEUOFC for initial review within 90 days following the incident. Do not include cases referred to OIA. This count will be a running total and will include overdue reviews from prior months. *Institution Reported*

Number of Incidents		Custody Operations

| 161 | Lockdown/Modified Programs | This is the number of lockdown/modified programs during the reporting period (include numbers for newly initiated modified/lockdown programs and numbers for those that remain open from previous reporting periods; i.e. during the month of June there were two modified programs that remained open at the end of the month, and during the month of July you initiated a new lockdown/modified program, report three for the month of July). Do not include instances where programs were locked down or modified under a 24-hour period. These numbers should correspond to the number of Program Status Reports that remain open and were forwarded/approved by the respective Associate Director. This field DOES NOT include the number of inmates placed on lockdown/modified program. This number will be reported as a point in time number to accurately reflect how many modified/lockdown programs the institution had at the end of the reporting period.

Institution Reported |

Type of Force

| 163 | OC | Use of Oleoresin Capsicum (OC), commonly known as pepper spray or OC gas. This is the total number of OC force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: OC

DIRS |

| 164 | Physical Force | Use of physical force. This is the total number of Physical Force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: Physical Force

DIRS |

| 165 | Baton | Use of an Expandable Baton. This is the total number of Baton Force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: Exp. Baton

DIRS |

Type of Force		Custody Operations
166	**CN**	Use of Phenacyl Chloride (CN), common ingredient in "Mace" or "Tear Gas" This is the total number of CN Force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: CN *DIRS*
167	**37 mm/40 mm**	Use of force involving firearms with 37mm or 40mm caliber. This is the total number of 37mm or 40mm caliber force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: 37MM, 40MM, or 40MM Multi *DIRS*
168	**Mini 14 - Shots**	Shots fired from a Mini 14. This does not including Warning shots (in the below line) but rather Shots 'for effect', which means the shot was aimed at a specific human target - The result of the shot is not considered. 837 Field Name - Type of Weapon/Shots Fired/Force: Mini 14; Number of shots under '#Effect' *DIRS*
169	**Mini 14 - Warning Shots**	Warning shots fired from a Mini 14. Exclusive per above and indicates the shot was not aimed at a specific human target. 837 Field Name - Type of Weapon/Shots Fired/Force: Mini 14; Number of shots under '#Warning' *DIRS*
170	**Hydro-Force Water Restraint System**	This is the total number of Hydro-Force Water Restraint System force options used during the reporting period and broken down by the specific category. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: HFWRS *DIRS*

Type of Force		**Custody Operations**
171	**Other**	Use of force options not broken out above. This is the total number of 'Other' force options used during the reporting period. This line may include force options utilized by a staff member where Department issued options either failed or were unavailable. If there are multiple options used during one incident you will count each different incident of force used separately (i.e. if the baton, OC, and physical force are used you will enter 1 into each separate category. If two different people use OC during the same incident then you will enter 1 because only one force option was used, even though it was used more than once). The number of incidents and breakdown by type of force numbers will not necessarily match as more than one option can be used per incident. 837 Field Name - Type of Weapon/Shots Fired/Force: Any selection other than 'N/A', and Type of Weapon not listed in the above categories *DIRS*

Incidents		
173	**Controlled Substance Involved/U.A.**	This data is a total collected from the "Specific Crime Incident" line of the 837A with the specific verbiage 'Controlled Substance' and/or 'Stimulants and Sedatives.' Note: The total on this line will not cecessarily match the total of the specific controlled substances (i.e. heroine, barbituates, etc.) as an incident may involve more than one type of substance. 837 Field Name - Controlled Substance: Any selection other than 'N/A' *DIRS*
174	**Methamphetamine**	Enter the number of methamphetamine related incidents during the reporting period. 837 Field Name - Controlled Substance: Methamphetamine *DIRS*
175	**Marijuana**	Enter the number of marijuana related incidents during the reporting period. 837 Field Name - Controlled Substance: Marijuana *DIRS*
176	**Heroin**	Enter the number of heroin related incidents during the reporting period. 837 Field Name - Controlled Substance: Heroin *DIRS*
177	**Cocaine**	Enter the number of cocaine related incidents during the reporting period. 837 Field Name - Controlled Substance: Cocaine *DIRS*
178	**Amphetamine**	The number of amphetamine related incidents during the reporting period. *DIRS*
179	**Barbiturates**	The number of barbiturate related incidents during the reporting period. *DIRS*

Incidents   **Custody Operations**

180	**Codeine**	The number of codeine related incidents during the reporting period.
		DIRS

181	**Morphine**	The number of morphine related incidents during the reporting period.
		DIRS

182	**Drug Paraphernalia/Other**	Enter the number of incidents involving the discovery or possession of drug paraphernalia or any controlled substance incident in which the "Other" box was checked on the CDCR 837-A. 837 Field Name - Controlled Substance: Any selection other than 'N/A'; Substance not listed in the above categories
		DIRS

183	**Assault On Staff**	Formula Driven Line (Sum of the following 2 lines)
		Formula

184	**With Weapon**	The number of Assualt on staff incidents involving the use of a weapon.
		DIRS

185	**Without Weapon**	The number of Assualt on staff incidents without the use of a weapon.
		DIRS

186	**Battery on Staff**	This is the total number of 'Battery on Staff' incidents with the verbiage 'Battery' and 'Officer'; 'Battery and 'Non-Prisinor'; 'Rape' and 'Officer'; and 'Rape' and 'Non-Prisoner' pulled from the Specific Crime section of the 837-A that occurred during the reporting period. 837 Field Name - Specific Crime/Incident: contains one of the word combinations 'Battery' and 'Officer'; 'Battery' and 'Non-Prisoner'; 'Rape' and 'Officer'; 'Rape' and 'Non-Prisoner'
		Formula

187	**With Weapon**	The number of battery on staff incidents involving the use of a weapon.
		DIRS

188	**Without Weapon**	The number of battery on staff incidents without the use of a weapon.
		DIRS

189	**Aggravated Battery**	Business Intel Unit
		DIRS

190	**Assault On Inmate**	Formula Driven Line (Sum of the following 2 lines)
		Formula

Incidents		Custody Operations
191	**With Weapon**	The number of Assualt on inmate incidents involving the use of a weapon. *DIRS*
192	**Without Weapon**	The number of Assualt on inmate incidents without the use of a weapon. *DIRS*
193	**Battery on Inmate**	Formula: Sum of: "Battery with a Weapon" + "Battery without a Weapon" = Battery on Inmate Note: - Weapon codes between 100-299 (100 series refers to manufactured weapons, and 200 series to improvised or 'homemade' weapons) - Weapon codes in the 300, 400, and 500 series refer to Body Parts, Fluids, Natural Structures, respectively and are not considered 'weapons' in the classic sense. - If the weapon code for an incident is in the 300-599 series, or no weapon is noted - then the incident will be counted in the "With Out" Weapon category 837 Field Name - Specific Crime/Incident: contains the words 'Battery' and 'Inmate' *Formula*
194	**With Weapon**	The number of battery on inmate incidents involving the use of a weapon. *DIRS*
195	**Battery Causing Serious Bodily Injury (SBI)**	This is the number of battery on inmate incidents retrieved from the DIRS Report that do not include the use of a weapon, yet do result in Serious Bodily Injury (SBI). *DIRS*
196	**Cell Extractions**	Enter the number of cell extractions conducted during the reporting period. 837 Part A Field Name - Cell Extraction: any selection other than 'N/A'. Note: Because each extraction incident is listed simply as "one", extraction incidents involving multiple cells can be noted more fully in the Warden's Comments section of the COMPSTAT Report. *DIRS*
197	**Cell Extractions (KEYHEA)**	Enter the number of KEYHEA cell extractions conducted during the reported period. 837 Field Name - Cell Extraction: any selection other than 'N/A' Part B1 - Participant Type: KeyHea Participant *Institution Reported*
198	**Escapes**	Enter the number of escapes that occurred during the reporting period. 837 Field Name - Escapes: With Force or Without Force; Attempted not selected *DIRS*
199	**Escapes- Number of Inmates Involved**	The number of inmates involved in escapes during the reporting period. *DIRS*

Incidents   **Custody Operations**

200	Attempted Escapes	Enter the number of attempted escapes that occurred during the reporting period. 837 Field Name - Escapes: Attempted *DIRS*
201	Melee/Riot	Enter the number of riots that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the word "riot" *DIRS*
202	Possession of a weapon	Enter the number of incidents involving the possession of a weapon during a reporting period. 837 Field Name - Specific Crime/Incident contains the words "weapon" and "possession" *DIRS*
203	Resisting Staff	Enter the number of resisting staff incidents that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the words "resist" *DIRS*
204	Threatening Staff	Enter the number of threatening staff incidents that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the words "threaten" and "officer" *DIRS*
205	Sexual Misconduct	The number of "Sexual Misconduct" related incidents during the reporting period. *DIRS*
206	Attempted Suicide	Enter the number of attempted suicides that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the words "attempted" and "suicide" *DIRS*
207	Suicide	Enter the number of suicides that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the word "suicide", but does NOT contain the word "attempted". *DIRS*
208	Expected Death	Enter the number of expected deaths that occurred during the reporting period. 837 Field Name - Death and Cause of Death *DIRS*
209	Homicide	Enter the number of homicides that occurred during the reporting period. 837 Field Name - Specific Crime/Incident contains the words "homicide"; Death and Cause of Death: Any selection other than 'N/A' *DIRS*

Incidents   **Custody Operations**

210	**Unexpected Death**	Enter the number of unexpected deaths that occurred during the reporting period. 837 Field Name - Death and Cause of Death
		DIRS

211	**Total Number of Deaths**	The total number of deaths that occurred during the reporting period. Note: This data is retrieved from the 837-A 'Specific Crime Incident' line to include only those incidents with the specific verbiage of 'Death in Custody, 'Death' and 'Inmate,' and 'Homicide' and 'Inmate.'
		DIRS

212	**Contraband Cell Phone Discoveries**	This data is pulled from the Contraband Cellular Telephone Discoveries Report (CCTDR) total by institution by month, and is maintained at the DAI Mission level.
		CCTDR

213	**Miscellaneous**	A miscellaneous incident is any incident that is not classified as one of the following categories: 1) Controlled Substance, 2) Battery on Staff, 3) Battery on Inmate, 4) Cell Extraction, 5) Escape, 6) Attempted Escape, 7) Melee or Riot, 8) Mutual Combat, 9) Possession of a Weapon, 10) Resisting Staff, 11) Threatening Staff, 12) Medical (includes: Attempted Suicide, Suicide, Expected Death, Homicide, Unexpected Death), and/or, 13) Contraband Cell Phone Discoveries. Enter the number of miscellaneous incidents not included in the above list that have occurred during the reporting period. 837 Field Name - Any 837 Part A that does not meet any of the other criteria for incident facets above
		DIRS

214	**Number of Non UOF Incidents Involving Mental Health Inmates**	This is the total number of Non Use of Force Incidents that involved inmates with a Mental Health Level of Care as documented on the CDCR-837, Part B1, with one or more of the following Mental Health related checkboxes selected: Correctional Clinical Case Management System; Enhanced Outpatient Program (EOP); Mental Health Crisis Bed (MHCB); or Department of Mental Health (DMH). This metric is further filtered to only include incidents in which the Use of Force box on the CDCR 837, Part A, has not been selected.
		DIRS

215	**Number of UOF Incidents Involving Mental Health Inmates**	This is the total number of Use of Force incidents that involved inmates with a Mental Health Level of Care as documented on the CDCR-837, Part B1, with one or more of the following Mental Health related checkboxes selected: Correctional Clinical Case Management System; Enhanced Outpatient Program (EOP); Mental Health Crisis Bed (MHCB); or Department of Mental Health (DMH). This metric is further filtered to include only incidents in which the Use of Force box on the CDCR 837 Part A has been selected.
		DIRS

Integrated Housing Program (IHP)

217	**Total Number IHP Coded Inmates**	This count is received from DDPS for the number of male inmates that have an IHP Code. This count is received on the last day of the calendar month.
		DDPS

Integrated Housing Program (IHP)		**Custody Operations**
218	**Total Number Non IHP Coded Inmates**	This count is received from DDPS on the number of male inmates that do not have an IHP Code. This count is received on the last day of the calendar month. *DDPS*

In Cell Violence/Incidents

220	**Number of In Cell Violence/Incidents (Between Inmates of Same Race)**	Provide the number of "In Cell" acts committed by inmates of the same race. *Institution Reported*
221	**Number of In Cell Violence/Incidents(Between Inmates of Different Race)**	Provide the number of "In Cell" acts committed by inmates of different races. *Institution Reported*
222	**Total Number of In Cell Violence/Incidents as Result of the IHP**	Provide the number of incidents that are the result of the IHP. *Institution Reported*

Indecent Exposure Incidents

224	**Total Number of IEX Incidents**	Enter the total number of indecent exposure incidents that occurred during the reporting month. *Institution Reported*
225	**Number of D.A. Referrals**	Enter the total number of indecent exposure incidents referred to the District Attorney's Office for the reporting month. *Institution Reported*
226	**Number of Sexually Disorderly Conduct Incidents (Masturbation w/o Exposure)**	Enter the number of Sexual Disorderly Conduct (masturbation without exposure) incidents that occurred during the reporting period. Do not include IEX incidents. *Institution Reported*
227	**Number of documented mental health referrals (inmates)**	Enter the number of documented inmate mental health referrals for indecent exposure and sexually disorderly conduct incidents for the reporting month. *Institution Reported*
228	**Total Number of Victims**	Enter the total number of victims of indecent exposure and sexual disorderly conduct incidents for the reporting month. This number will not necessarily match the total number of Indecent Exposure and Sexually Disorderly Conduct Incidents as there may be multiple victims per incident. *Institution Reported*

Indecent Exposure Incidents   **Custody Operations**

229	**Number of Employee Report of Inmate Sexual Misconduct Forms Completed**	Enter the total number of Employee Report of Inmate Sexual Misconduct (CDCR 2152) forms completed by employees during the reporting period. A 2152 is required for both IEX and Sexual Disorderly Conduct Incidents. This number will not necessarily match the number of IEX and Sexually Disorderly Conduct Incidents as there may be multiple victims per incident. *Institution Reported*

Inmate Appeals

231	**Total Appeals received by the Appeals Office**	Formula: Sum of: "Total Appeals issued a Log Number" + "Total Appeal Screen Out" = Total Appeals Received by the Appeals Office *Formula*
232	**Total Appeals Issued a Log Number**	Formula: Total of Inmate Appeal Breakdown Sum of: "Disciplinary" + "Custody/Classification" + "Mail" + "Visiting" + "Personal Property" + "Case Records" + "Staff Complaints" + "Living Conditions" + "Legal" + "Program" + "Segregation Hearings" + "Work Incentive" + "Re-Entry" + "Transfer" + "Funds" + "Other" + "ADA (1824's)" = Total Appeals Issued a Log Number *Formula*
233	**Total Screen Outs**	This data represents the total number of appeals screened out and returned to the appellant during the reporting period, meeting the screen out criteria within CCR. Title 15, DIV 3, Section 3084.3. This data is collected from the Inmate Appeals Tracking System (IATS) under Reports, Appeals Listings, Screen-Outs for a specific time period. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month. Do not include informal appeal counts when reporting screen out data. *Institution Reported*
234	**Overdue Appeals (Non-Medical) (Point-in-Time)**	This data represents the number of Non-Medical related appeals for the reporting period that are reflected as outstanding at the end of the reporting month. (per CCR, Title 15, Section 3084)This data is collected from the Inmate Appeals Tracking System (IATS) under Reports, Overdue Appeals. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month. *Institution Reported*
235	**Overdue Appeals Non-Medical (Monthly Cumulative)**	This data represents the number of Non-Medical related appeals for the reporting period that were not completed within allowed time frames per CCR, Title 15, Section 3084. This data is collected from the Inmate Appeals Tracking System (IATS) under Reports, Compliance Reports and provides the number of overdue appeals that occurred throughout the month (rather than those that are only showing outstanding at the end of the reporting month). The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month. *Institution Reported*

Inmate Appeals   **Custody Operations**

236	Overdue Appeals (ADA)	This data represents the number of ADA related appeals for the reporting period that were not completed within allowed time frames per CCR, Title 15, Section 3084. This data is collected from the Inmate Appeals Tracking System (IATS) under Reports, Overdue Appeals. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

237	Total Modification Orders Issued (Third Level Only)	These are appeals that have been overturned at the 3rd Level of review, requiring a modification to the 2nd Level decision. The data is collected from the Inmate Appeals Tracking System (IATS) under Reports, Modification Orders. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

238	Appeals Per 100 Inmates	Formula: "Total Appeals Issued a Log Number" ÷ "Inmate Count" = Ratio per 100 Inmates
		Formula

Inmate Appeal Breakdown

240	Disciplinary	This is the total number of disciplinary appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

241	Custody/Classification	This is the total number of custody/classification appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

242	Mail	This is the total number of mail appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

243	Visiting	This is the total number of visiting appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
		Institution Reported

Inmate Appeal Breakdown		**Custody Operations**

244 **Personal Property**

This is the total number of personal property appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

245 **Case Records**

This is the total number of case records appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.
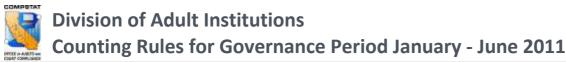
Institution Reported

246 **Staff Complaints**

This is the total number of staff complaint appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

247 **Staff Complaints - Medical**

This is the total number of medical staff complaint appeals received and issued a log number during the reporting period. The data is collected from the Medical Appeals Tracking System (MATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

248 **Living Conditions**

This is the total number of living conditions appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

249 **Legal**

This is the total number of legal appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

Inmate Appeal Breakdown		**Custody Operations**

250 **Program**

This is the total number of program appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

251 **Segregation Hearings**

This is the total number of segregation hearing appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

252 **Work Incentive**

This is the total number of work incentive appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

253 **Re-Entry**

This is the total number of re-entry appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

254 **Transfer**

This is the total number of transfer appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

255 **Funds**

This is the total number of fund appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

Inmate Appeal Breakdown			**Custody Operations**

256   **Other**

This is the total number of "other" appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

257   **ADA (1824's)**

This is the total number of ADA appeals received and issued a log number during the reporting period. The data is collected from the Inmate Appeals Tracking Systems (IATS) under Reports, Monthly Reports. The data is collected on the first working day of each month and represents data captured between 12:01 am on the first day of the reporting month, and midnight on the last day of the reporting month.

Institution Reported

Inmate Medical Appeals

259   **Total Appeals Received by the Appeals Office**

Formula: Sum of: "Total Medical Appeals issued a Log Number" + "Total Medical Appeals Screen Out" = Total Medical Appeals Received by the Medical Appeals Office

Formula

260   **Total Appeals Issued a Log Number**

This data is retrieved from the "IMATP Monthly Report"; (Tab or Sheet) Monthly Summary Report; (Section) General Appeal Activity; (Column) Formal ReceivedThe report is made available from California Prisons Health Care Services (CPHCS), Litigation Support Unit

IMATP Monthly Report

261   **Total Appeals Screen Outs**

This data is taken from the CPHCS Health Care Appeals Monthly Summary Report, "Total Screen Outs" column. Note: This system data is being represented on the COMPSTAT report as of January 2011. Due to changing regulations and forms for Inmate Appeals, there may be a spike in Medical Appeal Screen Outs during the early portion of calendar year 2011.

CPHCS Healthcare Appeals Monthly Summary Report

262   **Overdue Appeals -Medical Related (Point-in-Time)**

This data represents the number of Medical-related appeals for the reporting period that were not completed within allowed timeframes per CCR, Title 15, Section 3084.This data represents a point-in-time reflecting only those overdue appeals as of the last day of the monthly reporting period.   This data is received retrieved from the Column: Formal Overdue; Section: General Appeal Activity; Sheet: Monthly Summary Report in the IMATP Monthly Summary Report General Appeal Activity Section from the Formal Overdue column for each institution via the Division of Correctional California Prison Health Care Services (CPHCS).

Health Care Services Monthly Report

Inmate Medical Appeals		Custody Operations
263	**Overdue Appeals - Medical Related (Monthly Cumulative)**	This data represents cumulative overdue appeal data for Dental (Perez) and ADA (Armstrong) only and excludes Mental Health (Coleman) and Medical Compliance (Perez).This data represents the number of cumulative Medical-related Dental and ADA appeals for the reporting period that were not completed within allowed timeframes per CCR, Title 15, Section 3084. This data provides the number of overdue appeals that occurred throughout the month (running total – rather than those that are only showing outstanding at the end of the reporting month).The ADA Overdue data is retrieved received from the Column C and title: Late; Section: ADA 1-MonthData; Sheet: Sheet1 via ADA Monthly Report;The Dental Overdue data is retrieved from the Column G and title: Overdue;: Section: DENTAL APPEALS – Institution Level; Sheet: Sheet1 via Monthly Perez Report. The data is manually counted by institutions and report to CPHCS. Both monthly ADA and Perez reports come from CPHCS. :MATS Program ADA and Dental Summary Reports via the Division of Correctional Health Care Services. CPHCS.The Overdue Appeals = ADA overdue + Dental Overdue.
		Health Care Services Monthly Report
264	**Total Modification Orders Issued**	Note: Data not available to the institution-level as of April 2010. Pending meeting between DAI and CPHCS's Third Level Appeals to confirm whether and how CPHCS's systems actually track and are able to report this data.
		Office of 3rd Level Appeals Monthly Appeals Report
265	**Appeals Per 100 Inmates**	Formula: "Total Medical Appeals Issued a Log Number" ÷ "Inmate Count" = Ratio per 100 Inmates
		Formula

Academic Programs - Total		Programs
268	**Inmate Capacity**	Previously named Quota, it is defined as the highest total number of inmates who may be assigned/elective to an Education class. Total capacity for each teacher does not fluctuate from month-to-month. Regardless of the number of students assigned/elective to a classroom, the capacity does not change. Any capacity reported that is above or below what was outlined in the new model must be reported to Adult Programs and the Office of Correctional Education with a full justification. *Vacant positions also carries a capacity
		EMR
269	**Inmate Enrollment**	The number of inmates assigned or enrolled in an academic education program at the end of the month (formula) Equals the Number of students enrolled + Number of students add - Number of student drops
		EMR
270	**% of Total Capacity Enrolled**	Formula: Inmate Enrollment ÷ Inmate Capacity = Percent of Total Capacity Enrolled
		Formula

Academic Programs - Attendance Tracking		
281	**Total Hours X-Time**	EMR Counting Rule: Provided by the institution from the Permanent Class Record (PCR). The amount of time an inmate actively particpates in an academic program.Add: Formula (classroom Attendance + Homework Credit)
		EMR

Academic Programs - Attendance Tracking   **Programs**

282	**Total Hours S-Time**	EMR Counting Rule: Provided by the institution from the Permanent Class Record (PCR). The amount of time an inmate was unable to participate due to circumstances beyond their control. *EMR*
283	**Total S-Time Non-Education**	This is a formula driven line (S-Time Non-Education Medical + S-Time Non-Education Custody). *EMR*
284	**Total S-Time Non-Education (S-Time Medical)**	EMR Counting Rule: S Time Medical:The total number of S-time hours recorded for students that was due to medical. Examples include doctor and dental visits for various ailments and/or checkups *EMR*
285	**Total S-time Non-Education (S-Time Custody)**	EMR Counting Rule: S Time Custody: The total number of S-time hours recorded for students that was due to custody. Examples include but are not limited to late feeding, delay of inmate receiving gate passes, lockdowns, etc… *EMR*
286	**Total S-Time Education**	EMR Counting Rule:The total number of S-time hours recorded for students that was due to Education. Examples include but are not limited to, teacher vacancies, teacher short-term illness or other unanticipated leave use, training that is not mandatory, teacher on a special, acting or out-of-class assignment, etc... *EMR*
287	**Total E-Time Education**	The total number of E-time hours recorded for students out with proper authorization. Examples include but are not limited to attorney visits, parole hearings, etc… *EMR*
288	**Total A-Time Education**	The total number of A-time hours recorded for students not attending class without proper authorization. Any time not in class during designated hours without authorization will be counted as A-time. *EMR*
290	**Average Length of Time in Assignment (LTA)**	EMR Counting Rule: Length of time in an assignment is a statistical reference based upon an inmate's entrance and exit date, based upon the total number of days in a Julian calendar. For students still assigned: count the days from entry to end of month by days. For Students that are dropped use the same formula except replace the last day of the month with the day the student was dropped. Take the average (including those who have dropped). *EMR*

Academic Programs - Outcomes and Completions   **Programs**

| 292 | **Number of Program Completions** | EMR Counting Rule: Defined as the total number of dropped students that have completed all course work related to the level or program (i.e. Academic: Completion of all course work related to ABE I)
EMR |

| 297 | **GED Certificate Completion** | ACADEMIC GED - COMP + VOC GED + ADMIN (Testing) ADMIN (TESTING) Count the number of GEDs completed during the reporting month. Note: If a student passes all 5 GED subtests during the reporting month, count 5 for the number of GED subtests and 1 for GED Completion.
EMR |

| 298 | **High School Diploma** | Count the number of High School Diplomas earned during the reporting month.
EMR |

| 299 | **Number of inmates on Academic Waiting List** | The total number of inmates on the Academic Education Programs waiting list.
EMR |

Academic Programs - Programming Eligible Inmate Population

| 302 | **Average TABE (OVERALL) Level of Inmates** | Calculate the average Test for Adult Basic Education (TABE) score of ALL inmates regardless of whether or not they are enrolled in educational programming.
Institution Reported |

| 303 | **Inmates (Students) TABE Overall Level < 9.0** | Enter the number of students assigned at the end of the month with a Test for Adult Basic Education (TABE) Level of 9.0 and below Note: This information is received from the EMR report and is a sum of the following three lines from that report: 1) TABE Scores 3.9, and below; 2) TABE Scores 4.0 - 6.9; and 3) TABE Scores 7.0 - 8.9.
EMR |

| 304 | **Inmates (Students) TABE Overall Level > 9.0** | Enter the number of students assigned at the end of the month with a Test for Adult Basic Education (TABE) Level of 9.0 and above.
EMR |

Incarcerated Individuals Program (IIP)

| 315 | **Enrollment** | Sum of "Number of IIP Students Enrolled in College" plus "Number of IIP Students Enrolled in Trade Schools"
EMR |

| 316 | **Completions** | Number of College Course Completions Determine the number of college courses completed by Students who are enrolled in the IIP program.
EMR |

Incarcerated Individuals Program (IIP)		Programs
317	**Number of Course Completions in Trade Schools**	Determine the number of course completions achieved by students enrolled in the IIP Trade School program.
		EMR
318	**Number of AA Degrees Earned**	Count the number of students who earned an Associate of Arts degree through the IIP program.
		EMR

Vocational Programs - Full Time

320	**Inmate Capacity**	Previously named Quota, it is defined as the highest total number of inmates who may be assigned/enrolled to an Education class. Total capacity for each teacher does not fluctuate from month-to-month. Regardless of the number of students assigned/enrolled to a classroom, the capacity does not change. For Vocational Teachers ensure the total Equivalent Capacity is at 27, and can be just Full Time, just Half Time or a combination of both. Notification must be given to the Office of Correctional Education as well as Adult Programs if total equivalent Capacity is above or below 27. *Vacant positions also carries a capacity
		EMR
321	**Inmate Enrollment**	The number of full time inmates assigned or enrolled in an vocational education program at the end of the month (formula) No. of students enrolled + no. of students add - no. of student drops
		EMR
322	**% of Total Capacity Enrolled**	Formula: Inmate Quota ÷ Inmate Assignments = Percent of Total Quota Enrolled
		Formula

Vocational Programs - Half Time

324	**Inmate Capacity**	Previously named Quota, it is defined as the highest total number of inmates who may be assigned/enrolled to an Education class. Total capacity for each teacher does not fluctuate from month-to-month. Regardless of the number of students assigned/enrolled to a classroom, the capacity does not change.For Vocational Teachers ensure the total Equivalent Capacity is at 27, and can be just Full Time, just Half Time or a combination of both. Notification must be given to the Office of Correctional Education as well as Adult Programs if total equivalent Capacity is above or below 27.*Vacant positions also carries a capacity
		EMR
325	**Inmate Enrollment**	The number of half time inmates assigned or enrolled in an vocational education program at the end of the month (formula) No. of students enrolled + no. of students add - no. of student drops
		EMR
326	**% of Total Capacity Enrolled**	Formula:Inmate Quota ÷ Inmate Assignments = Percent of Total Quota Enrolled
		Formula

Vocational Programs - Attendance Tracking		**Programs**
329	**Total X-Time**	EMR Countng Rule: The total number of X time hours recorded for students that attends class *EMR*
330	**Total S-Time**	EMR Counting Rule: Formula: Addition of S Time Education, S Time Custody and S Time Medical The amount of time an inmate was assigned to a program but was unable to attend due to circumstances beyond their control. *EMR*
331	**Total S-Time Non-Education**	This is a formula driven line (S-Time Non-Education Medical + S-Time Non-Education Custody). *EMR*
332	**Total S-Time Non-Education (S-Time Medical)**	EMR Counting Rule:The total number of S-time hours recorded for students that was due to medical. Examples include doctor and dental visits for various ailments and/or checkups *EMR*
333	**Total S-Time Non-Education (S-Time Custody)**	New Counting Rule: The total number of S-time hours recorded for students that was due to custody. Examples include but are not limited to late feeding, delay of inmate receiving gate passes, lockdowns, etc… *EMR*
334	**Total S-Time Education**	EMR Counting Rule: The total number of S-time hours recorded for students that was due to Education. Examples include but are not limited to, teacher vacancies, teacher short-term illness or other unanticipated leave use, training that is not mandatory, teacher on a special, acting or out-of-class assignment, etc... *EMR*
335	**Total E-Time Education**	The total number of E-time hours recorded for students out with proper authorization. Examples include but are not limited to attorney visits, parole hearings, etc… *EMR*
336	**Total A-Time Education**	The total number of A-time hours recorded for students not attending class without proper authorization. Any time not in class during designated hours without authorization will be counted as A-time. *EMR*

Vocational Programs - Attendance Tracking		**Programs**

338   **Average Length of Time in Assignment (LTA)**

EMR Counting Rule: Length of time in an assignment is a statistical reference based upon an inmate's entrance and exit date, based upon the total number of days in a Julian calendar. For students still assigned: count the days from entry to end of month by days. For Students that are dropped use the same formula except replace the last day of the month with the day the student was dropped. Take the average (including those who have dropped).

EMR

Vocational Programs - Outcomes and Completions

340   **Number of Inmates on VOC Waiting List**

The total number of inmates on the Vocational Education Programs waiting list.

EMR

National Center for Construction, Education, and Research (NCCER's)

342   **Total Number of Component Completions (Include NCCER and Non-NCCER)**

The total number of students who have completed components of a program. Component completions will be reported after the student has completed and successfully passed all requirements of a component of the approved CDCR curricula. See Vocational Appendix for full listing of components. Note: Previously reported as "vocTotalNoNCCERComponentComp" and "vocTotalNoCourseComp"

EMR

343   **Total Number of Program Completions (Include NCCER and Non-NCCER)**

The total number of students who have completed all required components of a program during the reporting month. For example a program completion for Machine Shop would necessitate completion of Quality Control/Machinist Helper, Material Cutter/Power Saw Operator, Drill Press Operator, Lathe Operator, Milling Machine Operator, and Tool Grinder Operator. See Vocational Appendix for a complete listing of each Vocational programs' requirements. Note: Previously reported as "vocTotalNoNCCERProgramComp" and "vocTotalNoProgramComp"

EMR

Non - NCCER's

344   **Total Number of Industry Certifications (Include NCCER and Non-NCCER)**

The total number of students who have obtained an Industry Certification for the reporting month. Certifications are test(s) of skills as sanctioned by an industry recognized organization such as the National Center for Construction Education Research, American Welding Society, etc. See Vocational Appendix for full listing of Industry Certifications that may be obtained.

EMR

Office of Substance Abuse and Treatment Services (OSATS)

354   **Number of In-Prison Slots (aka SAP Beds)**

Enter the number of contracted SAP slots available during the reporting period, based on the last population report of the month.

Institution Reported

355   **Number of Participants Enrolled (aka SAP Beds Filled)**

SAP Participants Assigned - enter the number of inmates assigned to SAP at the end of each reporting period.

Institution Reported

Office of Substance Abuse and Treatment Services (OSATS)   **Programs**

356	Enrollment Rate (aka % of SAP Beds Filled)	Formula: The number of SAP participants assigned divided by the number of SAP slots. [Budget Display Act requirement performance measure] *Formula*
357	Waiting List of Potential SAP Participants	Enter the number of inmates on the SAP waiting list during the reporting period. *Institution Reported*
358	Exits with Completion	Equals total exits with completion from regular SAP's, as reported by contracted treatment provider. [Budget Display Act requirement performance measure] *Institution Reported*
359	Program Utilization X-Time	Total number of X Time for OSATS *ICATS*
360	Program Utilization XSEA Total	Total number of XSEA Time *ICATS*
361	Program Utilization Rate (AB900 Benchmark 5)	Program Utilization Rate (AB900 Benchmark 5) *Formula*

Inmate Work Assignments

363	Available Assignments	Formula: Full Time Assignments + Half Time Assignments = Total Available Assignments *Formula*
364	Full Time	Sum of Full Time Quotas for each Inmate Work Training Incentive Program (IWTIP) code, with the exception of 'Bridging' excluded after 1/1/2009. This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*
365	Half Time	Sum of Half Time Quotas for each Inmate Work Training Incentive Program (IWTIP) code, with the exception of 'Bridging' excluded after 1/1/2009. This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*
366	Eligible Inmates	Offender's with a work status of FUL, Haf, or UN and a WorkGroup Code is in ('A1', 'A2', 'F', 'B') and the offender is not in 'ASU', 'EOP', 'DMH', 'SEO', or 'RC'. This data is received on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*

Inmate Work Assignments   **Programs**

367	**Inmates Assigned**	Formula: Full Time Assignments + Total Half Time Assignments = Total Inmates Assigned *Formula*
368	**Full Time**	Offenders WorkGroupCode is in ('A1', 'F') AND the offenders WorkStatus = 'FUL' and the offender is not in the 'RC' HousingProgramAssignment. This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*
369	**Half Time**	Formula: One Half Time Assignments + Two Half Time Assignments = Total Half Time Assignments. Offender's WorkGroupCode is in ('A1', 'A2', 'B') and the offender's WorkStatus is 'HAF' and the offender is not in the 'RC' HousingProgramAssignment *Formula*
370	**One Half Time Assignment**	above criteria, offenders who are assigned exactly 1 job with the job status of 'HAF' . This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*
371	**Two Half Time Assignments**	above criteria, offenders who are assigned exactly 2 jobs with the job status of 'HAF' . This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot. *DDPS*
372	**Vacant Work Assignments**	Formula: Difference of: "Available Assignments" - "Inmates Assigned" = Vacant Work Assignments *Formula*
373	**Percent of Filled Work Assignments**	Formula: "Inmates Assigned" ÷ "Available Assignments" = Percent of Filled Work Assignments *Formula*
374	**Percent of Filled Work Assignments - Full Time**	The Percent of Filled Full-Time Work Assignments = Number of Full-Time Assigned Inmates divided by the Number of Full-Time Assignments. *DDPS*
375	**Percentage of Filled Work Assignments - Half-Time**	The Percent of Filled Half-Time Work Assignments = Number of inmates with One Half Time Assignment, Plus Two times the number of inmates with two half-time assignments, divided by the Number of Half-Time Assignments available" (One-Half-Time Inmates + (2 * Two-Half-Time Inmates)) / Total Half-Time Assignments. *DDPS*

Inmate Work Assignments		Programs

376 **Inmates Unassigned**

Formula: Sum of: "Voluntary" + "Involuntary" = Inmates Unassigned

Formula

377 **Voluntary**

Offender's PrivilegeGroupCode = 'C' and offender's WorkGroupCode = 'C'. This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot.

DDPS

378 **Involuntary**

Offender's WorkStatus = 'UN'. This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot.

DDPS

379 **Inmates on Waiting List**

 Enter the number of inmates on a waiting list for placement into a work assignment on the last counting day of the month. This value can be determined by contacting Inmate Assignments and accessing the "Inmate Work/Training Assignments Monthly Report. |Determine the total by referring to the section of the report titled "Part B Category Breakdown of Eligible but Unassigned Inmates" and then record the total as listed in the final line "Part B-Total Inmates."

Institution Reported

Prison Industry Authority

381 **PIA Assignments**

This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot.

DDPS

382 **PIA Assignments Filled**

This data is received from the DDPS (JAWIP) database on the last Friday of the reporting month. This data is a monthly snapshot.

DDPS

383 **% of PIA Assignments Filled**

Formula: PIA Assignments Filled ÷ PIA Assignments = Percent of PIA Assignments Filled [Budget Display Act requirement performance measure]

Formula

384 **PIA Lost Hours**

PIA Lost Hours = 'Custody' Lost Hours + 'Ducats' Lost Hours + 'Industry Related' Lost Hours + 'Other' Lost Hours + 'Vacant' Lost Hours. This data is retrieved from the PIA Headquarters Lost Hours Report.

Formula

385 **(Custody) PIA Lost Hours**

Custody Lost Hours include: Lockdowns, restricted movement, recalls, CDC 115, disciplinary hearings, confined to quarters, administrative segregation, gate passes/awaiting or pulled and late releases. This data is retrieved from the 'Custody' column on the PIA Lost Hours Report.

PIA Headquarters Lost Hours Report

Prison Industry Authority   **Programs**

386	**(Ducats) PIA Lost Hours**	Ducat Lost Hours include: Medical, ETO time/visits, priority ducats, on the job injury, vocational education break, out to court and lay-in. This data is retrieved from the 'Ducat' column on the PIA Lost Hours Report.
		PIA Headquarters Lost Hours Report

387	**(Industry Related) PIA Lost Hours**	Industry-Related Lost Hours include: Material shortages, orders complete (lack of work), supervisor absence, inventory and power outages/equipment downtime. This data is retrieved from the 'Ind-Rel' column on the PIA Lost Hours Report.
		PIA Headquarters Lost Hours Report

388	**(Other) PIA Lost Hours**	Other Lost Hours include: Classification hearings, unexcused absence, inclement weather(fog & heat), inappropriate clothing and other. This data is retrieved from the 'Other' column on the PIA Lost Hours Report.
		PIA Headquarters Lost Hours Report

389	**(Vacant) PIA Lost Hours**	Vacant Lost Hours: Amount of lost hours due to vacant positions. This data is retrieved from the 'Vacant' column on the PIA Lost Hours Report.
		PIA Headquarters Lost Hours Report

College Programs (unfunded)

391	**Number of inmates enrolled in College Courses**	The number of inmates enrolled in college courses (unduplicated) OCP monthly report
		Office of Community Partnership (OCP) Monthly Report

392	**Course Completions**	The number of courses completed by inmates OCP MONTHLY REPORT
		Office of Community Partnership (OCP) Monthly Report

393	**No. of Units/Credits Earned (total)**	The number of college credits earned OCP MONTHLY REPORT
		Office of Community Partnership (OCP) Monthly Report

394	**No. of Associate Degrees**	The number of Associate degrees earned OCP MONTHLY REPORT
		Office of Community Partnership (OCP) Monthly Report

395	**No. of Bachelor Degrees**	The number of Bachelor degrees earned OCP MONTHLY REPORT
		Office of Community Partnership (OCP) Monthly Report

396	**No. of Master Degrees**	The number of Master degrees earned OCP MONTHLY REPORT
		Office of Community Partnership (OCP) Monthly Report

College Programs (unfunded)   **Programs**

397	No. of College Course Assessments	The number of College course assessments OCP MONTHLY REPORT

Office of Community Partnership (OCP) Monthly Report

Inmate Leisure Time Activity Groups (ILTAG)

399	Total Number of ILTAG Groups	Enter the total number of ILTAG groups at the institution that "meet" the criteria outlined in the CCR Title 15 section 3233. This should be the total number of groups regardless of whether they meet during the reporting month.

Institution Reported

400	Total Number of Meetings Held	Formula: Sum of: "AA" + "NA" + "Veteran's" + "Other" = Total Number of Meetings Held

Formula

401	Total Number of Attendees (for all meetings held)	Formula: Sum of: "AA" + "NA" + "Veteran's" + "Other" = Total Number of Attendees

Formula

402	Total Number of Contact Hours (for all meetings held)	Formula: Sum of Contact Hours for: "AA" + "NA" + "Veteran's" + "Other" = Total Number of Contact Hours

Formula

Alcoholics Anonymous (AA)

404	Total Number of Meetings Held	Enter the total number of meetings held during the reporting period.

Institution Reported

405	Total Number of Attendees	Enter the total number of AA meeting attendees as of the last day of the monthly reporting period.

Institution Reported

406	Contact Hours	This is the total number of AA participants multiplied by the total number of hours assigned each meeting per month. (Total AA monthly meeting participants x Total meeting hours = Total Contact Hours.)

Institution Reported

Narcotics Anonymous (NA)

408	Total Number of Meetings Held	Enter the total number of meetings held during the reporting period.

Institution Reported

409	Total Number of Attendees	Enter the total number of NA meeting attendees as of the last day of the monthly reporting period.

Institution Reported

Narcotics Anonymous (NA)   **Programs**

410   **Contact Hours**   This is the total number of NA participants multiplied by the total number of hours assigned each meeting per month. (Total NA monthly meeting participants x Total meeting hours = Total Contact Hours.)

Institution Reported

Veteran's Groups

412   **Total Number of Meetings Held**   Enter the total number of meetings held during the reporting period.

Institution Reported

413   **Total Number of Attendees**   Enter the total number of Veteran's Groups meeting attendees as of the last day of the monthly reporting period.

Institution Reported

414   **Contact Hours**   This is the total number of Veteran's Group participants multiplied by the total number of hours assigned each meeting per month. (Total Veteran's Group monthly meeting participants x Total meeting hours = Total Contact Hours.)

Institution Reported

All Other ILTAG's

416   **Total Number of Meetings Held**   Enter the total number of meetings held during the reporting period.

Institution Reported

417   **Total Number of Attendees**   Enter the total number of Other ILTAG meeting attendees as of the last day of the monthly reporting period.

Institution Reported

418   **Contact Hours**   This is the total number of 'Other' Group participants multiplied by the total number of hours assigned each meeting per month. (Total 'Other' Group monthly meeting participants x Total meeting hours = Total Contact Hours.)

Institution Reported

Budget Allotment (Program 25)   **Administration**

421   **Allotment**   This represents the Program 25 monthly Net Total under the Budget column, taken from the CDCR Business Intelligence (BI) Budget Report in BIS. The CDCR BI Budget Report is accessed through the following sequence of tabs:Financial Reporting / Budget Reporting / Display CDCR BI Budget Report.   Note: This data is calculated as a Fiscal Year to Date (FYTD) total, and represents the last months Budget Allotment plus any additional Budget Allotments that may be received during the reporting month.

BIS

Budget Allotment (Program 25)   **Administration**

422	**Surplus/Deficit**	This represents the Program 25 monthly Net Total under the Remaining Budget column, taken from the CDCR Business Intelligence (BI) Budget Report in BIS. The CDCR BI Budget Report is accessed through the following sequence of tabs: Financial Reporting / Budget Reporting / Display CDCR BI Budget Report. Note: This data is calculated as the Budget Allotment minus ("YTD Actuals" + "Encumbrances"). Surpluses are indicated as a positive number, and deficits are indicated as a negative number.

BIS

Budget Allotment (Program 45)

424	**Allotment**	This represents the Program 45 monthly Net Total under the Budget column, taken from the CDCR Business Intelligence (BI) Budget Report in BIS. The CDCR BI Budget Report is accessed through the following sequence of tabs: Financial Reporting / Budget Reporting / Display CDCR BI Budget Report. Note: This data is calculated as a Fiscal Year to Date (FYTD) total, and represents the last months Budget Allotment plus any additional Budget Allotments that may be received during the reporting month.

BIS

425	**Surplus/Deficit**	This represents the Program 45 monthly Net Total under the Remaining Budget column, taken from the CDCR Business Intelligence (BI) Budget Report in BIS. The CDCR BI Budget Report is accessed through the following sequence of tabs: Financial Reporting / Budget Reporting / Display CDCR BI Budget Report. Note: This data is calculated as the Budget Allotment minus ("YTD Actuals" + "Encumbrances"). Surpluses are indicated as a positive number, and deficits are indicated as a negative number.

BIS

Personnel Vacancies (Category)

427	**Total of all personnel in filled positions.**	Formula: Sum of: Filled Budgeted Positions ("Custody" + "Other Custody" + "Education" + "Medical Positions" + "Support Staff" + "Trades" + "Management") = Total of all Personnel in Filled Positions.

Formula

Custody (Uniformed)

429	**Budgeted Positions**	Enter the number of budgeted Custody positions (Uniformed) with Class Codes 9662 (Correctional Officer), 9659 (Correctional Sergeant), 9656 (Correctional Lieutenant), 8976 (Fire Chief), and 9001 (Fire Captain); of CBID's R06, S06, U06 and E06, during the reporting period.

Institution Reported

430	**Pending 607's - Net**	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap.

Institution Reported

Custody (Uniformed)   **Administration**

431	**Adjusted Budgeted Total**	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions *Formula*
432	**Filled Budgeted Positions**	Enter the number of filled budgeted Custody positions (Uniformed) with Class Codes 9662 (Correctional Officer), 9659 (Correctional Sergeant), 9656 (Correctional Lieutenant), 8976 (Fire Chief), and 9001 (Fire Captain); of CBID's R06, S06, U06 and E06, during the reporting period. *Institution Reported*
433	**920 Blanket**	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status. *Institution Reported*
434	**918 Blanket**	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position. *Institution Reported*
435	**True Vacancy Total**	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total *Formula*
436	**902 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees. *Institution Reported*
437	**916 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff. *Institution Reported*
438	**Number of "Other" Type of Leave**	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst. *Institution Reported*

Other Custody (Non-Uniformed)

440	**Budgeted Positions**	Enter the number of budgeted Custody positions (Non-Uniformed) with remaining CBID's R06, S06, U06 and E06, excluding the above identified uniformed custody staff, during the reporting period. *Institution Reported*

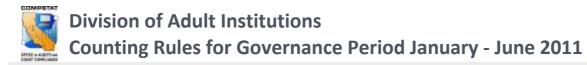| Other Custody (Non-Uniformed)		Administration
441	**Pending 607's - Net**	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap. *Institution Reported*
442	**Adjusted Budgeted Total**	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions *Formula*
443	**Filled Budgeted Positions**	Enter the number of filled budgeted Custody positions (Non-Uniformed) with remaining CBID's R06, S06, U06 and E06, excluding the above idenditified uniformed custody staff, during the reporting period. *Institution Reported*
444	**920 Blanket**	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status. *Institution Reported*
445	**918 Blanket**	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position. *Institution Reported*
446	**True Vacancy Total**	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total *Formula*
447	**902 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees. *Institution Reported*
448	**916 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff. *Institution Reported*

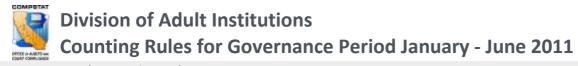| **Other Custody (Non-Uniformed)**		**Administration**
449	Number of "Other" Type of Leave	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst.
		Institution Reported

Education Positions

451	Budgeted Positions	Enter the number of all budgeted positions in Education, as well as Managers and Support Staff.
		Institution Reported
452	Pending 607's - Net	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap.
		Institution Reported
453	Adjusted Budgeted Total	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions
		Formula
454	Filled Budgeted Positions	Enter the number of all filled budgeted positions in Education, as well as Managers and Support Staff.
		Institution Reported
455	920 Blanket	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status.
		Institution Reported
456	918 Blanket	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position.
		Institution Reported
457	True Vacancy Total	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total
		Formula

Education Positions   **Administration**

458	902 Blanket	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees.
		Institution Reported

459	916 Blanket	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff.
		Institution Reported

460	Number of "Other" Type of Leave	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst.
		Institution Reported

Medical Positions

462	Budgeted Positions	Enter the number of all budgeted positions in Medical, Dental, Mental Health, as well as Managers and Support Staff.
		Institution Reported

463	Pending 607's - Net	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap.
		Institution Reported

464	Adjusted Budgeted Total	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions
		Formula

465	Filled Budgeted Positions	Enter the number of all filled budgeted positions in Medical, Dental, Mental Health, as well as Managers and Support Staff.
		Institution Reported

466	920 Blanket	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status.
		Institution Reported

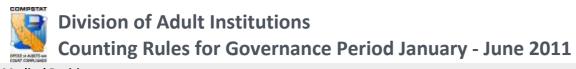| **Medical Positions**		**Administration**
467	**918 Blanket**	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position. *Institution Reported*
468	**True Vacancy Total**	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total *Formula*
469	**902 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees. *Institution Reported*
470	**916 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff. *Institution Reported*
471	**Number of "Other" Type of Leave**	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst. *Institution Reported*

Support Staff		
473	**Budgeted Positions**	Enter the number of all Support Staff budgeted positions, excluding Support Staff positions from Medical and Education. *Institution Reported*
474	**Pending 607's - Net**	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap. *Institution Reported*
475	**Adjusted Budgeted Total**	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions *Formula*

Support Staff		Administration
476	**Filled Budgeted Positions**	Enter the number of all filled Support Staff budgeted positions, excluding Support Staff positions from Medical and Education.
		Institution Reported
477	**920 Blanket**	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status.
		Institution Reported
478	**918 Blanket**	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position.
		Institution Reported
479	**True Vacancy Total**	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total
		Formula
480	**902 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees.
		Institution Reported
481	**916 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff.
		Institution Reported
482	**Number of "Other" Type of Leave**	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst.
		Institution Reported

Trades

484	**Budgeted Positions**	Enter the number of all budgeted positions in Trades (examples include: electricians, painters, plumbers, stationary engineers etc.).
		Institution Reported

Trades		Administration
485	Pending 607's - Net	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap. *Institution Reported*
486	Adjusted Budgeted Total	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions *Formula*
487	Filled Budgeted Positions	Enter the number of all filled budgeted positions in Trades (examples include: electricians, painters, plumbers, stationary engineers etc.). *Institution Reported*
488	920 Blanket	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status. *Institution Reported*
489	918 Blanket	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position. *Institution Reported*
490	True Vacancy Total	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total *Formula*
491	902 Blanket	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees. *Institution Reported*
492	916 Blanket	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff. *Institution Reported*

Trades		Administration
493	Number of "Other" Type of Leave	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst. *Institution Reported*

Management

495	Budgeted Positions	Enter the number of all budgeted positions in Management, excluding Management positions in Medical and Education. *Institution Reported*
496	Pending 607's - Net	This reflects the number of positions from pending 607 activity not currently reflected on the SCO Tab. This information will be reported by Personnel, Personnel Assignments or the Budget Analyst. A positive number reflects establishing positions and a negative number reflects abolishing positions. Note: Pending 607's are not automatically calculated into the next month's Budgeted Positions total since each month is an independent snapshot "in time". Pending 607's should be monitored continuously, and reconciled monthly by referencing the SCO Tab, and most recent Budget Management Branch Position Recap. *Institution Reported*
497	Adjusted Budgeted Total	Formula: Sum of: "Budgeted Positions" + "Pending 607's - Net" = Adjusted Budgeted Positions *Formula*
498	Filled Budgeted Positions	Enter the number of all filled budgeted positions in Management, excluding Management positions in Medical and Education. *Institution Reported*
499	920 Blanket	Count the staff in the 920 Blanket that are included in the total number of staff for vacancy reporting purposes. 920 Blanket refers to those staff on Long Term Sick status. *Institution Reported*
500	918 Blanket	Count the staff in the 918 Blanket that are included in the total number of staff for vacancy reporting purposes. 918 Blanket refers to those staff who are being paid when there is not an authorizing position. *Institution Reported*
501	True Vacancy Total	Formula: Difference of: "Adjusted Budgeted Total" - ("Filled Budgeted Positions" + "920 Blanketed Positions" + "918 Blanketed Positions") = True Vacancy Total *Formula*

Management		Administration
502	**902 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 902 Blanket. 902 Blanket refers to those staff who are being paid as temporary employees. *Institution Reported*
503	**916 Blanket**	Display Purpose Only - (Not factored into formula). Count the staff in the 916 Blanket. 916 Blanket refers to retired annuitant staff. *Institution Reported*
504	**Number of "Other" Type of Leave**	Display Purpose Only - (Not factored into formula). Other off pay status employees in established positions. Examples include Long Term Sick employees still in their budgeted position numbers and employees out on Military Leave still in their budgeted position numbers, etc. This information will be reported by Personnel, Personnel Assignment or the Budget Analyst. *Institution Reported*

Overtime

506	**Total**	"Custody" + "Non-Custody" + "Medical" = Total Overtime Note: Staff working a modified work period under Section 7K of the Fair Labor Standards Act (FLSA) at times will have 2 work periods paid during a single calendar month. When this occurs, overtime for Custody positions (BU6) for all institutions will tend to approximate double a usual month. (Note2: This occurred in June 2008, May 2009, and in May 2010.) *Formula*
507	**AVG Hours Per Staff**	Formula: Sum of: "Total Overtime" ÷ "Total of All Personnel in Filled Positions" = Average Hours Per Staff *Formula*
508	**Custody**	Formula: Sum of: "Custody" + "Non-Custody" + "Medical" = Total Overtime Note: Staff working a modified work period under Section 7K of the Fair Labor Standards Act (FLSA) at times will have 2 work periods paid during a single calendar month. When this occurs, overtime for Custody positions (BU6) for all institutions will tend to approximate double a usual month. This occurred in June 2008, May 2009, and will occur in June 2010. *Formula*
509	**Lieutenants**	The total number of overtime hours used by the lieutenant classification during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*
510	**Sergeants**	The total number of overtime hours used by the sergeant classification during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*

Overtime		Administration
511	**Officers**	The total number of overtime hours used by the officer classification during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*
512	**Other Custody**	The total number of overtime hours used by other custody classifications during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*
513	**Non-Custody**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Non-Custody to include Units 211, 212, 216, 217, 223, 228, 229, 231, 232, 233, 261, 700 & 800 during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*
514	**Medical**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Medical to include Units 213, 214 & 220 during the reporting period. Data is received the week following the 20th of the month for the previous month's data *MIRS*

Sick Leave		
516	**Total Hours**	Formula: Sum of: "Custody" + "Non-Custody" + "Medical" = Total Sick Leave *Formula*
517	**AVG Hours Per Staff**	Formula: "Total Sick Leave" ÷ "Total of All Personnel in Filled Positions" = Average Hours Per Staff *Formula*
518	**Custody**	Formula: Sum of: "Lieutenants" + "Sergeants" + "Officers" + "Other Custody" = Custody Sick Leave, excluding those in the 920 blanket. *Formula*
519	**Lieutenants**	The total number of sick leave hours used by the lieutenant classification during the reporting period, excluding those in the 920 blanket. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the Sick Leave data). *MIRS*
520	**Sergeants**	The total number of sick leave hours used by the sergeant classification during the reporting period, excluding those in the 920 blanket. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the Sick Leave data). *MIRS*

Sick Leave   Administration

| 521 | Officers | The total number of sick leave hours used by the officer classification during the reporting period, excluding those in the 920 blanket. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the Sick Leave data).
MIRS |

| 522 | Other Custody | The total number of sick leave hours used by the other custody classification during the reporting period, excluding those in the 920 blanket. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the Sick Leave data).
MIRS |

| 523 | Non-Custody | The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Non-Custody to include Units 211, 212, 216, 217, 223, 228, 229, 231, 232, 233, 261, 700 & 800 during the reporting period. Data is received the week following the 20th of the month for the previous month's data.
MIRS |

| 524 | Medical | The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Medical to include Units 213, 214 & 220 during the reporting period. Data is received the week following the 20th of the month for the previous month's data.
MIRS |

Sick Leave Management

| 526 | Letter of Instruction - Sick Leave (1st Letter) (R06 and S06 Staff Only) | Please provide the number of first time Letters of Instruction (LOI) issued to employees for the reporting month. This is the first LOI that the employee has received for violation of the Sick Leave Policy.
Institution Reported |

| 527 | Letter of Instruction - Sick Leave (2nd Letter) (R06 and S06 Staff Only) | Please provide the number of subsequent Letters of Instruction (LOI) issued to employees for the reporting month. This is any subsequent LOI issued the employee for the reporting month. These are second and third LOI's that the employee has received for violations of the Sick Leave Policy.
Institution Reported |

| 528 | Adverse Actions for Sick Leave (R06 and S06 Staff Only) | Please provide the number of Adverse Actions issued to employees for the reporting month. These are Adverse Actions that the employee has received for violation of the Sick Leave Policy.
Institution Reported |

| 529 | Staff Exceeding Trigger Point | This includes staff who are identified on the sick leave review list who have exceeded the number of yearly allotted sick leave days, (minus protected leave: FMLA, IDL, CIFRA, and pregnancy leave). This information is based on twelve month WOTS Rainbow Reports, and can be provided by the Institution's Watch Office Tracking System Coordinator.
Institution Reported |

In-Lieu of Sick Leave   **Administration**

531	**Total Hours**	Formula: Sum of: "Custody" + "Non-Custody" + "Medical = Total Sick Leave
		Formula

532	**AVG Hours Per Staff**	Formula: Total Sick Leave ÷ Total of All Personnel in Filled Positions = Average Hours Per Staff
		Formula

533	**Custody**	Formula: Sum of: "Lieutenants" + "Sergeants" + "Officers" + "Other Custody" = Custody Sick Leave
		Formula

534	**Lieutenants**	The total number of "in lieu of sick leave hours" used by the lieutenant classification during the reporting period. Data is received the week following the 23rd of the month for the previous month's data (after SCO has consolidated the Sick Leave data).
		MIRS

535	**Sergeants**	The total number of "in lieu of sick leave hours" used by the sergeant classification during the reporting period. Data is received the week following the 23rd of the month for the previous month's data (after SCO has consolidated the Sick Leave data).
		MIRS

536	**Officers**	The total number of "in lieu of sick leave hours" used by the officer classification during the reporting period. Data is received the week following the 23rd of the month for the previous month's data (after SCO has consolidated the Sick Leave data).
		MIRS

537	**Other Custody**	The total number of "in lieu of sick leave hours" used by other custody classifications during the reporting period. Data is received the week following the 23rd of the month for the previous month's data (after SCO has consolidated the Sick Leave data).
		MIRS

538	**Non-Custody**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Non-Custody to include Units 211, 212, 216, 217, 223, 228, 229, 231, 232, 233, 261, 700 & 800 during the reporting period. Data is received the week following the 20th of the month for the previous month's data.
		MIRS

539	**Medical**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Medical to include Units 213, 214 & 220 during the reporting period. Data is received the week following the 20th of the month for the previous month's data
		MIRS

Annual Leave		Administration

541	**Total Hours**	Formula: Sum of 'Custody' + 'Non-Custody' + 'Medical' = Total Annual Leave. *Formula*
542	**AVG Hours Per Staff**	Formula: Sum of 'Total Annual Leave' ÷ 'Total of All Personnel in Filled Positions' = Average Hours Per Staff. *Formula*
543	**Custody**	Formula: Sum of 'Lieutenants' + 'Sergeants' + 'Officers' + 'Other Custody' = Custody Annual Leave. *Formula*
544	**Lieutenants**	The total number of 'Annual Leave Hours' taken by the Lieutenant classification during the reporting period. All hours with the 'AL' as the leave code. *MIRS*
545	**Sergeants**	The total number of 'Annual Leave Hours' taken by the Sergeant classification during the reporting period. All hours with the 'AL' as the leave code. *MIRS*
546	**Officers**	The total number of 'Annual Leave Hours' taken by the Officer classification during the reporting period. All hours with the 'AL' as the leave code. *MIRS*
547	**Other Custody**	The total number of 'Annual Leave Hours' taken by the Other Custody classification during the reporting period. All hours with the 'AL' as the leave code. *MIRS*
548	**Non-Custody**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Non-Custody to include Units 211, 212, 216, 217, 223, 228, 229, 231, 232, 233, 261, 700 & 800 during the reporting period. Data is received the week following the 20th of the month for the previous month's data. *MIRS*
549	**Medical**	The total number of "Overtime, Sick Leave, In-Lieu of Sick Leave & Annual Leave" used by Medical to include Units 213, 214 & 220 during the reporting period. Data is received the week following the 20th of the month for the previous month's data *MIRS*

Workers' Compensation

551	**Custody -- Number of Staff off Work due to accepted and pending claims.**	Enter the number of custody staff (program 25, R06, S06, and M06) off work due to an approved or pending workers' compensation claim. Enter the data as a point-in-time number as of the last working day of each reporting period. *Institution Reported*

Workers' Compensation		Administration

552	**Off Work Rate (Per 100 Staff)**	Formula: "Total Number Custody Staff Off Work Due to Claims" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff ***Formula***
553	**Pending/Open Claims**	Enter the number of work related compensation claims that are pending during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period. This data is to include Pending Claims data that is carried over from the previous month which has not been closed, and new claims data coming in during the reporting period which has not been closed. ***Institution Reported***
554	**New Claims**	Enter the number of work related compensation claims that were initiated during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period. ***Institution Reported***
555	**Closed Claims**	Enter the number of work related compensation claims that were closed during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period. ***Institution Reported***
556	**Non-Custody -- Number of Staff off Work due to accepted and pending claims.**	Enter the number of non-custody staff (Program 25 and Program 45, all bargaining units except for R06, S06, and M06) off work due to an approved or pending workers' compensation claim. Enter data as a point-in-time as of the last working day of each reporting period. ***Institution Reported***
557	**Off Work Rate (Per 100 Staff)**	Formula: "Total Number Non-Custody Staff Off Work Due to Claims" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff ***Formula***
558	**Pending/Open Claims**	Enter the number of work related compensation claims that are pending during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period. This data is to include Pending Claims data that is carried over from the previous month which has not been closed, and new claims data coming in during the reporting period which has not been closed. ***Institution Reported***
559	**New Claims**	Enter the number of work related compensation claims that were initiated during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period. ***Institution Reported***

Workers' Compensation		Administration
560	**Closed Claims**	Enter the number of work related compensation claims that were closed during the reporting period. Enter the data as a point-in-time number as of the last working day of each reporting period.
		Institution Reported

NDI/SDI

562	**Custody -- Number of Staff off Work due to non-work related illness/injuries.**	Enter the number of custody staff (Program 25, R06, S06, and M06) off work due to a non-work related illness or injury. This includes rejected workers' compensation claims. Enter the data as a point-in-time as of the last working day of each reporting period. Non-Industrial Disability Indemnity (NDI) State Disability Insurance (SDI)
		Institution Reported
563	**Off Work Rate (Per 100 Staff)**	Formula: "Total Number Custody Staff Off Work Due to Non-Work Related" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula
564	**Non-Custody -- Number of Staff off Work due to non-work related illness/injuries.**	Enter the number of non-custody staff (Program 25 and Program 45, all bargaining units except R06, S06, and M06) off work due to a non-work related illness or injury. This includes rejected workers' compensation claims. Enter the data as a point-in-time as of the last working day of each reporting period.Non-Industrial Disability Indemnity (NDI)State Disability Insurance (SDI)
		Institution Reported
565	**Off Work Rate (Per 100 Staff)**	Formula: "Total Number Non-Custody Staff Off Work Due to Non-Work Related" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula

FMLA

567	**Custody - Number of Staff Who Have Taken FMLA Leave**	Formula: Sum of: "Custody (Lieutenants, Sergeants, Officers)" + "Other Custody" = Total Custody Staff Off Work due to FMLA Family Medical Leave Act (FMLA)
		Formula
568	**Lieutenants**	The total number of lieutenants (Code 9656 (S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data).
		MIRS
569	**Sergeants**	The total number of sergeants (Code 9659 (S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data).
		MIRS

FMLA		Administration
570	**Officers**	The total number of officers (Code 9662 (R06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
571	**Other Custody**	The total number of other custody (remaining codes of (R06, S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
572	**Non-Custody**	The total number of non-custody (all bargaining units except (R06, S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
573	**Medical**	The total number of medical staff that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
574	**Custody - Number of FMLA Hours Used by Staff**	Formula: Sum of: "Custody (Lieutenants, Sergeants, Officers)" + "Other Custody" = Total Number of FMLA Hours Used by Custody Staff Family Medical Leave Act (FMLA) *Formula*
575	**Lieutenants**	The total number of FMLA hours used by lieutenants (Code 9656 (S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
576	**Sergeants**	The total number of FMLA hours used by sergeants (Code 9659 (S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
577	**Officers**	The total number of FMLA hours used by officers (Code 9662 (R06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*

FMLA		Administration
578	**Other Custody**	The total number of FMLA hours used by other custody classifications ((remaining codes of (R06, S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
579	**Non-Custody**	The total number of FMLA hours used by non-custody classifications (all bargaining units except (R06, S06)) that have taken FMLA leave during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
580	**Medical**	The total number of FMLA hours used by medical staff classifications during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *MIRS*
581	**Custody - Average Number of FMLA Hours Used by Staff**	Formula: The average number of FMLA hours used by custody (Lieutenants, Sergeants, Officers) classifications during the reporting period. "Custody - Number of FMLA Hours Used by Staff" ÷ "Total Custody Filled Positions" = "Custody — Average Number of FMLA Hours Used by Staff" Family Medical Leave Act (FMLA) *Formula*
582	**Other Custody**	The average number of FMLA hours used by other custody classifications (remaining codes of (R06, S06)) during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *Formula*
583	**Non-Custody**	The average number of FMLA hours used by non-custody classifications (all bargaining units except (R06, S06)) during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *Formula*
584	**Medical**	The average number of FMLA hours used by medical classifications during the reporting period. Data is received the week following the 23rd of each month for the previous month's data (after SCO has consolidated the FMLA data). *Formula*
Accounting Penalties ($ Amounts)		
586	**Institutions (Program 25)**	Enter the dollar amount of accounting penalties incurred due to Institution error in Programs 25 that occurred during the reporting period. [Budget Display Act requirement performance measure.] *Institution Reported*

Accounting Penalties ($ Amounts)   **Administration**

587	Education (Program 45)	Enter the dollar amount of accounting penalties incurred due to Institution error in Programs 45 that occurred during the reporting period. [Budget Display Act requirement performance measure]
		Institution Reported

588	Medical (Program 50)	Enter the dollar amount of accounting penalties incurred due to Institution error in Programs 50 that occurred during the reporting period. [Budget Display Act requirement performance measure]
		Institution Reported

RAO Accounting Penalties ($ Amounts)

590	Institutions (Program 25)	Enter the dollar amount of RAO incurred accounting penalties which the Institution had no control over in Program 25 that occurred during the reporting period. [Budget Display Act requirement performance measure]
		Institution Reported

591	Education (Program 45)	Enter the dollar amount of RAO incurred accounting penalties which the Institution had no control over in Program 45 that occurred during the reporting period. [Budget Display Act requirement performance measure]
		Institution Reported

592	Medical (Program 50)	Enter the dollar amount of RAO incurred accounting penalties which the institution had no control over in Program 50 that occurred during the reporting period. [Budget Display Act requirement performance measure]
		Institution Reported

Regulatory Citations CalOSHA

594	Number of Penalties	Enter the total number of OSHA penalties/citations received during the reporting period.
		Institution Reported

595	Dollar Amount	Enter the total dollar amount of the OSHA penalties/citations received.
		Institution Reported

Work Orders

597	Number of Emergency Corrective Work Orders (priority 1) Received/Submitted	Priority 1 = Emergencies. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period.
		Institution Reported

Work Orders   **Administration**

598	**Number of Emergency Corrective Work Orders (priority 1) Completed**	Priority 1 = Emergencies. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
599	**Number of Preventative Maintenance Work Orders (priority 2) received/submitted**	Priority 2 = Preventative Maintenance. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
600	**Number of Preventative Maintenance Work Orders (priority 2) completed**	Priority 2 = Preventative Maintenance. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
601	**Number of Corrective Work Orders (priority 3 and 4) received/submitted**	Priority 3 = Routine Maintenance. Priority 4 = Non-Maintenance Request. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
602	**Number of Corrective Work Orders (priority 3 and 4) completed**	Priority 3 = Routine Maintenance. Priority 4 = Non-Maintenance Request. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
603	**Number of Corrective Work Orders (Priority 3) Recieved/Submitted**	Priority 3 = Routine Corrective Maintenance submitted. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*

Work Orders   **Administration**

604	**Number of Corrective Work Orders (Priority 3) Completed**	Priority 3 = Routine Corrective Maintenance completed. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
605	**Number of Corrective Work Orders (Priority 4) Recieved/Submitted**	Priority 4 = Non-Maintenance Service Request submitted. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
606	**Number of Corrective Work Orders (Priority 4) Completed**	Priority 4 = Non-Maintenance Service Request completed. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
607	**Number of Project Work Orders (priority 5) received/submitted**	Priority 5 = Projects. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
608	**Number of Project Work Orders (priority 5) completed**	Priority 5 = Projects. This is the Maintenance Monthly Report in Plant Operations (POM Report). The data is obtained from the Plant Operations Maintenance Work Order Summary Report (SAPMS) dated from the first day of the previous month to the last day of the previous month. Enter the data as a point-in-time as of the last working day of each reporting period. *Institution Reported*
609	**% of personnel hours spent on preventative maintenance**	X = (PM Hours/(# of Staff x 173.3) * 100. Run the POM report "Work Order Summary," capture the total number of available staff located on the total line under "# of staff." Multiply this figure by 173.3 (the average number of working hours in a month for 168/176 schedule). Treat this as 'available hours' for the month. Capture the total under 2 for "Preventative Maintenance." Divide the "Preventative Maintenance hours' by the 'available hours,' then multiply the figure again by 100 to arrive at the percentage. *Institution Reported*

Employee Grievances and Staff Complaints

611	**Total**	Formula: Sum of: "Health & Safety" + "Conditions of Work" + "E.E.O." = Total Employee Grievances and Staff Complaints *Formula*

Employee Grievances and Staff Complaints   **Administration**

612	**Per 100 Staff**	Formula: "Employee Grievances and Staff Complaints Total" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula

613	**Health & Safety**	This is the total number of formal health and safety grievances and staff complaints that were filed during the preceding calendar month. The source of this data is through a Grievance Log and/or an Officer/Analyst/Representative in the institution's Labor Relations Office.
		Institution Reported

614	**Conditions of Work**	This is the total number of formal conditions of work and staff complaints that were filed during the preceding calendar month. The source of this data is through a Grievance Log and/or an Officer/Analyst/Representative in the institution's Labor Relations Office.
		Institution Reported

615	**Total EEO**	This is the total number of Medical and Non-Medical related EEO complaints that were filed during the reporting month. Formula: Medical + Non-Medical EEO Complaints = Total EEO Complaints
		Formula Driven

616	**EEO Non-Medical**	This is the total number of Non-Medical related EEO complaints that were filed during the reporting month. The source of this data is the institution EEO Coordinator.
		Institution Reported

617	**EEO Medical**	This is the total number of Medical related EEO complaints that were filed during the reporting month. The source of this data is through a Medical EEO Log and/or the Medical institutional EEO Coordinator.
		Institution Reported

Staff Investigations

619	**Total Central Intake Requests**	Enter the number of Central Intake Requests submitted during the reporting period.
		Institution Reported

620	**Per 100 Staff**	Formula: "Total Central Intake Requests" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula

621	**Central Intake Requests Accepted**	Enter the number of Central Intake Requests accepted during the reporting period.
		Institution Reported

622	**Central Intake Requests Rejected**	Enter the number of Central Intake Requests rejected and returned during the reporting period. This is a point in time count as of the last day of the reporting period.
		Institution Reported

Staff Investigations   **Administration**

| 623 | Central Intake Requests Approved for Direct Action | Enter the number of Central Intake Requests approved for Direct Action during the reporting period. This is a point in time count as of the last day of the reporting period. *Institution Reported* |

| 624 | Total Direct Action Requests Submitted | Enter the number of Direct Action Requests submitted during the reporting period. This is a point in time count as of the last day of the reporting period. *Institution Reported* |

| 625 | Direct Action Requests Accepted | Enter the number of Direct Action Requests accepted during the reporting period. This is a point in time count as of the last day of the reporting period. *Institution Reported* |

| 626 | Direct Action Requests Rejected | Enter the number of Direct Action Requests rejected and returned during the reporting period. This is a point in time count as of the last day of the reporting period. *Institution Reported* |

| 627 | Number of Open Investigations | Enter the total number of open investigations during the reporting period. This is a point-in-time count as of the last day of the reporting period. *Institution Reported* |

| 628 | Number of Closed Investigations | Enter the total number of investigations closed during the reporting period. This is a point-in-time count as of the last day of the reporting period. *Institution Reported* |

| 629 | Investigations Exceeding 180 calendar days | Enter the total number of investigations that have exceeded 180 calendar days. *Institution Reported* |

| 630 | Investigations Exceeding the Statute of Limitations | Enter the total number of investigation that have exceeded the statute of limitations. *Institution Reported* |

Medical Staff Investigations

| 632 | Total Central Intake Requests | Enter the number of Medical Central Intake Requests submitted during the reporting period. *Institution Reported* |

| 633 | Per 100 Staff | Formula: "Total Central Intake Requests" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff *Formula* |

Medical Staff Investigations   **Administration**

634	**Central Intake Requests Accepted**	Enter the number of Central Intake Requests accepted during the reporting period.

Institution Reported

635	**Central Intake Requests Rejected**	Enter the number of Central Intake Requests rejected and returned during the reporting period. This is a point in time count as of the last day of the reporting period.

Institution Reported

636	**Central Intake Requests Approved for Direct Action**	Enter the number of Central Intake Requests approved for Direct Action during the reporting period. This is a point in time count as of the last day of the reporting period.

Institution Reported

637	**Total Direct Action Requests Submitted**	Enter the number of Direct Action Requests submitted during the reporting period. This is a point in time count as of the last day of the reporting period.

Institution Reported

638	**Direct Action Requests Accepted**	Enter the number of Medical Direct Action Requests accepted during the reporting period. This is a point in time count as of the last day of the reporting period.

Institution Reported

639	**Direct Action Requests Rejected**	Enter the number of Medical Direct Action Requests rejected and returned during the reporting period. This is a point in time count as of the last day of the reporting period.

Institution Reported

640	**Number of Open Investigations**	Enter the total number of open investigations during the reporting period. This is a point-in-time count as of the last day of the reporting period.

Institution Reported

641	**Number of Closed Investigations**	Enter the total number of investigations closed during the reporting period. This is a point-in-time count as of the last day of the reporting period.

Institution Reported

642	**Investigations exceeding 180 calendar days**	Enter the total number of investigations that have exceeded 180 calendar days.

Institution Reported

643	**Investigations exceeding the Statute of Limitations**	Enter the total number of investigations that have exceeded the statute of limitations.

Institution Reported

Adverse Actions **Administration**

645	**Total**	Formula: "Adverse Actions Total (Non-Medical)" + "Adverse Actions Total (Medical)" = Total Adverse Actions
		Institution Reported
646	**Per 100 Staff**	Formula: "Total Adverse Actions" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula
647	**Dismissals**	Formula: "Dismissals (Non-Medical)" + "Dismissals (Medical)" = Total Dismissals
		Institution Reported
648	**Adverse Actions Total (Non-Medical)**	Enter the total number of non-medical adverse actions initiated during the reporting period.
		Institution Reported
649	**Per 100 Staff**	Formula: "Total Non-Medical Adverse Actions" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula
650	**Dismissals (Non-Medical)**	Enter the total number of Non-Medical Dismissals issued during the reporting period.
		Institution Reported
651	**Adverse Actions Total (Medical)**	Enter the total number of medical adverse actions initiated during the reporting period.
		Institution Reported
652	**Per 100 Staff**	Formula: "Total Medical Adverse Actions" ÷ "Total of All Personnel in Filled Positions" = Ratio per 100 Staff
		Formula
653	**Dismissals (Medical)**	Enter the total number of Medical Dismissals issued during the reporting period.
		Institution Reported