

Corrections Management Information System

MANUAL

CODES

3-202.0
REV. JUNE 1979

LEGAL STATUS (ADJ)

Enter the 1-digit alphabetic character describing the offender's legal status on the identification and offense records:

INPUT

A	Adult
J	Juvenile
Y	Youthful Offender (describes an offender committed as a YO prior to August 1, 1977)
C	Juvenile Certified as Adult

OUTPUT

ADULT
JUVE
YOUTH
CER AD

Corrections Management Information System

MANUAL

CODES

3-203.2
REV. NOV. 1979

SUPERVISING AUTHORITY (AUT)

-In Numeric Order By Input-

- 1) The jurisdiction to which an offender is officially assigned for supervision (Identification file);
- 2) The original Minnesota jurisdiction to which an offender was assigned for the sentence being entered (Offense file).

3-203.2

INPUT

OUTPUT

01 MN Correctional Facility - Stillwater	MCF-STW	MCF-STW
02 MN Correctional Facility - Oak Park Heights	MCF-OPH	MCF-OPH
03 MN Correctional Facility - St. Cloud	MCF-SCL	MCF-SCL
04 MN Correctional Facility - Shakopee	MCF-SHK	MCF-SHK
05 MN Correctional Facility - Lino Lakes	MCF-LL	MCF-LL
06 Willow River Camp	WRC	W RIVER
07 MN Correctional Facility - Sauk Centre	MCF-SCR	MCF-SCR
08 MN Correctional Facility - Red Wing	MCF-RW	MCF-RW
10 DOC Central Office		DOC
11 Duluth Office (St. Louis)		DULUTH
12 Grand Rapids Office (Itasca)		GRD RAPD
13 Pine City Office (Kanabec, Pine)		PINE CTY
14 Lindstrom Office (Chisago, Isanti)		LINDSTRM
15 Rochester Office (Olmsted)		ROCHESTR
16 Winona Office (Houston, Winona)		WINONA
17 Red Wing Office (Goodhue, Wabasha)		RWNG OFC
18 Owatonna Office (Freeborn, Mower, Rice, Steele, Waseca)		OWATONNA
19 Cambridge Office (Isanti)		CAMB OFC
21 Blue Earth Office (Faribault, Martin)		BL EARTH <i>FARIBULT</i>
22 New Ulm Office (Brown, McLeod, Sibley)		NEW ULM
23 Fairmont Office		FAIRMONT
24 Mankato Office (Nicollet, LeSueur, Watonwan)		MANKATO
25 Glencoe Office		GLENCOE
30 Bemidji Office (Beltrami, Cass, Clearwater, Hubbard)		BEMIDJI
31 Roseau Office (Kittson, Lake of Woods, Roseau)		ROSEAU
32 Thief River Falls Office (Marshall, Pennington)		THIEF RV
34 Fergus Falls Office (Grant, Ottertail, Traverse, Wilkin)		FERGUS
35 Alexandria Office (Big Stone, Douglas, Pope, Stevens)		ALEXNDRA
36 Moorhead Office (Clay)		MOORHEAD
37 Detroit Lakes Office (Becker, Mahnomen)		DETROIT
40 St. Cloud Office (Benton, Stearns, Mille Lacs)		STCL OFC
41 Buffalo Office (Sherburne, Wright)		BUFFALO

Corrections Management Information System MANUAL

CODES

3-203.2
REV. NOV. 1979

3-203.2
cont'd.

INPUT

OUTPUT

43 Willmar Office (Kandiyohi, Meeker, Renville)	WILLMAR
44 Marshall Office (Lincoln, Lyon, Murray, Pipestone, Redwood)	MARSHALL
45 Worthington Office (Cottonwood, Jackson, Nobles, Rock)	WORTHGTON
46 Pipestone Office (Pipestone)	PIPESTON
47 Stillwater Office (Washington)	STW OFC
48 Shakopee Office (Carver, Scott)	SHAK OFC
49 Hastings Office (Dakota)	HASTINGS
50 Work Release - Re-Entry Office (Hennepin)	WORK REL
51 2529 Nicollet Ave. So. Adult Unit (Hennepin)	NICO ADT
52 Chicago Avenue Office (Hennepin)	CHIC AVE
53 State Reformatory Parole Unit (Hennepin)	SRM UNIT
54 2344 Nicollet Ave. Juvenile Unit (Hennepin)	NICO JUV
55 Fremont Avenue Office (Hennepin)	FREM AVE
56 DOC Metro Drug Unit (Hennepin)	MET DRUG
98 Non-Community Corrections Act County	COUNTY
99 Community Corrections Act County	CCA CO

NOTE: Use codes 01-08 for incarcerated offenders;

Use code 10 for Interstate cases serving time on a Minnesota sentence in another state and final transfers of all discharges, deaths, and pardons;

Use codes 12-56 for all offenders on state supervised probation and parole;

Use code 98 for all offenders being supervised by a non-CCA county agent;

Use code 99 for all offenders being supervised by a CCA county.

Corrections Management Information System

MANUAL

CODES

3-204.0
REV. JUNE 1979

StatType

TYPE OF STATUS ACTION (TSA)

The events or actions which occur during the time an offender is within the Minnesota State Correctional System. Enter the 2-digit number describing the action:

in practice, the same code is sometimes used for interstate current

INPUT

OUTPUT

01	Court Commitment	COMMIT
02	Interstate Compact/Federal Contract <i>Received</i>	INST-FED
03	Transfer (used to denote a transfer of AUT)	TRANSFER
05	Hold Status (used to denote a person being held for temporary safekeeping)	HOLD
06	Probation Vacate Order	PRB VACT
07	Probation Reinstatement by Court	PRB RNST
10	Movement (used to denote a temporary change in offender's facility location when there is no change in AUT)	MOVEMENT
11	Administrative Release (used to denote furlough and parole continuances)	ADM REL
20	Return From Temporary Out (returns from movements, furloughs, temporary paroles, medical paroles, interstates and dual commitments, and escapes)	TEM RTRN
21*	Return From Release (returns from all paroles except temporary and medical paroles)	RLSE RTRN
22	Action Panel/MCB Action (any MCB action other than discharge)	MCB ACTN
30	Escaped	ESCAPE
31	Absconded	ABSCOND
40	Discharged by MCB/Action Panel	MCB DSHG
41	Discharged by Court/Executive Order	CT ORDER
42	Discharged by Expiration of Sentence	DSCHG EX
43	Discharged by Interstate	DSCHG IN
44	Hold Discharge	HD DSCHG
50	Death (homicide)	DEATH-H
51	Death (suicide)	DEATH-S
52	Death (natural)	DEATH-N
53	Death (accidental)	DEATH-A

CRT/EXEC

* If STTSA = 01-21 and SDT = ADM we call it a "return release with new sentence". Otherwise 01-21's are considered technical violators. (If an offender commits another offense while on SR, he is supposed to be held in county jail until sentenced on the new offense - not return to prison immediately.)

in new CARIF

31 - Abscond from SR/Parole - ABSCONDW

32 - Abscond from WR - ABSCONDW

Corrections Management Information System

MANUAL

CODES

3-204.0
REV. JUNE 1979

3-204.0
cont'd.

INPUT

60 Short Term Hold
61 Hold for Replacement
62 Detention Hold
63 Pre-adjudication Evaluation Hold
64 Hold for Revocation → *Revocation hearing is held within 10 days -
otherwise can be to continue parole, review parole, etc.*

OUTPUT

HLD SHRT
HLD RPLC
HLD DETN
HLD EVAL
HLD REVC

NOTE: TSA cannot be entered without entering a corresponding status
(STS: see code number 3-205.0) and a corresponding location
(SLC: see code number 3-207.0).

Corrections Management Information System

MANUAL

CODES

3-205.0
REV. MAR. 1980

curr Stat

CURRENT STATUS (STS)

Enter the 2-digit number describing the current status of the offender:

INPUTOUTPUT

01	Incarcerated	INCARCER
02	In Jail	JAIL
03	In Hospital	HOSPITAL
x04	In DPW Institution (Regional treatment center)	DPW
x05	In Other State's Institution (other than Minnesota)	ST INST
x06	In Federal Institution	FED INST
x07	Supervised Leave - <i>defined on next pages</i>	SUPV LVE
x10	On Probation	PROBATN
x11	On Parole	PAROLE
12	On Modified Parole	MOD PAR
x14	On Work Release Status	WRK REL
x15	On Medical Parole	MED PAR
16	On Temporary Parole	TEM PAR
17	On Furlough	FURLOUGH
18	20 Fugitive	FUGITIVE
21	Parole Violator	PAR VIOL
22	Closed (used by Central Office only)	CLOSED
23	Probation Revoked	PROB REV
30	Discharged	DISCHGE
31	Pardoned / Commutation	PARDON PARD/COM
40	Deceased	DECEASED

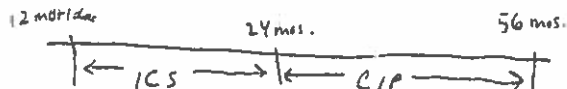
4 - Transfer

13 Supervised Release (i.e. ISR) *ISR = Intensive Supervision Release* SUPV REL.

NOTE: STS cannot be entered without entering a corresponding action (TSA: see code number 3-204.0) and a corresponding location (SLC: see code number 3-207.0).

- 24 Releasee apprehended *see next pages*
- 25 Fugitive apprehended
- 26 Releasee committed elsewhere
- 27 CIP Phase II & III
- 28 ISR

x Closed ≠ discharged, per GL. Probation cases may cease to be supervised by DUC (e.g. transfer to CCA custody), in which case they are "closed" in terms of our involvement, but still on probation.



ICS + CIP are used for sentence lengths as shown here

ICS + CIP are exceptions to sentence length retention.

Corrections Management Information System

MANUAL

CODES

3-205.0
Revised July, 1983

CURRENT STATUS (STS)

The following codes should be added to Current Status Codes.

INPUT

24	Releasee Apprehended
25	Fugitive Apprehended
26	Releasee Committed Elsewhere

OUTPUT

RLSAPP
FUGAPP
RLSCOM

24 — the offender is on SR (or parole or WR?)

- he's in jail
- the agent has called and requested a detention
- not preceded by an "abscond" status or warrant

25 — was on "abscond" status from SR, WR, parole (not probation); a warrant was entered in NCIC

- the offender has now been picked up

26 — preceded by an "abscond" record

- stop time is involved

Corrections Management Information System

MANUAL

CODES

3-207.0
REV. SEPT 1979

LOCATION IN RELATION TO STATUS (SLC)

The physical location (by institution, county, or state) in relation to the status of the offender:

1. Incarcerated offenders: Enter the 2-digit institution location (01-08).
2. Offenders on probation/parole status in Minnesota: Enter the appropriate 3-digit county code location (01C-87C).
3. Offenders in another state: Enter the appropriate 2-digit state code.
4. Offenders in jails, hospitals, on work release, on furloughs. Enter the appropriate 3-digit county location (01C-87C).
5. Offenders on escape/abscond status: Enter "UK" as the location.

INPUT

01	MN Correctional Facility - Stillwater
02	MN Correctional Facility - Oak Park Heights
03	MN Correctional Facility - St. Cloud
04	MN Correctional Facility - Shakopee
05	MN Correctional Facility - Lino Lakes
06	Willow River Camp
07	MN Correctional Facility - Sauk Centre
08	MN Correctional Facility - Red Wing

01C	Aitkin
02C	Anoka
03C	Becker
04C	Beltrami
05C	Benton
06C	Bigstone
07C	Blue Earth
08C	Brown
09C	Carlton

OUTPUT

MCF-STW	MCF-STW
MCF-OPH	MCF-OPH
MCF-SCL	MCF-SCL
MCF-SHK	MCF-SHK
MCF-LL	MCF-LL
WRC	W RIVER
MCF-SCR	MCF-SCR
MCF-RW	MCF-RW

AITKIN
ANOKA
BECKER
BELTRAMI
BENTON
BIGSTONE
B. EARTH
BROWN
CARLTON

Corrections Management Information System

MANUAL

CODES

3-207.0
REV. SEPT 1979

3-207.0
cont'd.

INPUT

10C	Carver
11C	Cass
12C	Chippewa
13C	Chisago
14C	Clay
15C	Clearwater
16C	Cook
17C	Cottonwood
18C	Crow Wing
19C	Dakota
20C	Dodge
21C	Douglas
22C	Faribault
23C	Fillmore
24C	Freeborn
25C	Goodhue
26C	Grant
27C	Hennepin
28C	Houston
29C	Hubbard
30C	Isanti
31C	Itasca
32C	Jackson
33C	Kanabec
34C	Kandiyohi
35C	Kittson
36C	Koochiching
37C	Lac Qui Parle
38C	Lake
39C	Lake of the Woods
40C	LeSueur
41C	Lincoln
42C	Lyon
43C	McLeod
44C	Mahnomen

OUTPUT

CARVER
CASS
CHIPPEWA
CHISAGO
CLAY
CLEARWTR
COOK
COTWOOD
CROWWING
DAKOTA
DODGE
DOUGLAS
FARIBLT
FILLMORE
FREEBORN
GOODHUE
GRANT
HENNEPIN
HOUSTON
HUBBARD
ISANTI
ITASCA
JACKSON
KANABEC
KANDIYHI
KITTSO
KOOCHCHG
LQ PARLE
LAKE
LAKE WOD
LE SUEUR
LINCOLN
LYON
MCLEOD
MAHNOMEN

Corrections Management Information System

MANUAL

CODES

3-207.0
REV. SEPT. 1979

3-207.0
cont'd.

INPUT

OUTPUT

45C	Marshall	MARSHALL
46C	Martin	MARTIN
47C	Meeker	MEEKER
48C	Mille Lacs	MILE LAC
49C	Morrison	MORRISON
50C	Mower	MOWER
51C	Murray	MURRAY
52C	Nicolllet	NICOLLET
53C	Nobles	NOBLES
54C	Norman	NORMAN
55C	Olmsted	OLMSTED
56C	Ottertail	OTERTAIL
57C	Pennington	PENGTON
58C	Pine	PINE
59C	Pipestone	PIPESTON
60C	Polk	POLK
61C	Pope	POPE
62C	Ramsey	RAMSEY
63C	Red Lake	RED LAKE
64C	Redwood	REDWOOD
65C	Renville	RENVILLE
66C	Rice	RICE
67C	Rock	ROCK
68C	Roseau	ROSEAU
69C	St. Louis	ST. LOUIS
70C	Scott	SCOTT
71C	Sherburne	SHERBURN
72C	Sibley	SIBLEY
73C	Stearns	STEARNS
74C	Steele	STEELE
75C	Stevens	STEVENS
76C	Swift	SWIFT
77C	Todd	TODD
78C	Traverse	TRAVERSE

Corrections Management Information System

MANUAL

CODES

3-207.0
REV. SEPT. 1979

3-207.0
cont'd.

INPUT

79C	Wabasha
80C	Wadena
81C	Waseca
82C	Washington
83C	Watonwan
84C	Wilkin
85C	Winona
86C	Wright
87C	Yellow Medicine

OUTPUT

WABASHA
WADENA
WASECA
WASHGTON
WATONWAN
WILKIN
WINONA
WRIGHT
YEL MED

AL	Alabama
AK	Alaska
AZ	Arizona
AR	Arkansas
CA	California
CD	Canada
CO	Colorado
CT	Connecticut
DE	Delaware
DC	District of Columbia
FL	Florida
GA	Georgia
HI	Hawaii
ID	Idaho
IL	Illinois
IN	Indiana
IA	Iowa
KS	Kansas
KY	Kentucky
LA	Louisiana
ME	Maine
MD	Maryland
MA	Massachusetts
MM	Mexico
MI	Michigan
MN	Minnesota
MS	Mississippi
MO	Missouri
MT	Montana
NE	Nebraska
NV	Nevada

AL
AK
AZ
AR
CA
CD
CO
CT
DE
DC
FL
GA
HI
ID
IL
IN
IA
KS
KY
LA
ME
MD
MA
MM
MI
MN
MS
MO
MT
NE
NV

Corrections Management Information System

MANUAL

CODES

3-207.0
REV. SEPT. 1979

3-207.0
cont'd.

INPUT

NH	New Hampshire
NJ	New Jersey
NM	New Mexico
NY	New York
NC	North Carolina
ND	North Dakota
OH	Ohio
OK	Oklahoma
OR	Oregon
PA	Pennsylvania
PR	Puerto Rico
RI	Rhode Island
SC	South Carolina
SD	South Dakota
TN	Tennessee
TX	Texas
UT	Utah
VT	Vermont
VA	Virginia
WA	Washington
WV	West Virginia
WI	Wisconsin
WY	Wyoming
OT	Other
UK	Unknown

OUTPUT

NH
NJ
NM
NY
NC
ND
OH
OK
OR
PA
PR
RI
SC
SD
TN
TX
UT
VT
VA
WA
WV
WI
WY
OT
UK

Corrections Management Information System

MANUAL

CODES

3-209.0
REV. JUNE 1980

SECURITY STATUS (SEC)

The offender's security level within the institution. Enter the 1-digit number describing security:

<u>INPUT</u>		<u>OUTPUT</u>
0	Special Concern	*SPCL**
1	Close	CLOSE
2	Maximum	MAXIMUM
3	Medium	MEDIUM
4	Minimum	MINIMUM
5	Protective Custody*	PR CUST
6	Detention*	DETAIN
7	High Risk	HGH RSK

*NOTE: Detention ("6") is used to denote a disciplinary hold prior to a disciplinary hearing.

* 10-28-94: GL says that "protective custody" is no longer a security status. SEC=5 now denotes "restrict" — used for new admissions, during first 30 days, before they are assigned to max/close/med/min

Corrections Management Information System

MANUAL

CODES

3-223.0
REV. JULY 1980

SENTENCE STATUS (SS0)

The status of each sentence being served by the offender. (Indicates if sentence is expired or is still current.) Enter the 1-digit number describing the sentence status:

<u>INPUT</u>		<u>OUTPUT</u>
*1	Active	ACTIVE
2	Inactive	INACTIVE
4	Violation report received	VIOLTN
5	Court signed vacate received	REVOKE

*NOTE: Active sentences do not require "1" to be entered.
The computer will automatically assign active status.

Corrections Management Information System

MANUAL

3-238.0
REV. NOV. 1981

CODES

OFFENDER SPECIAL STATUS (ISS)

An indicator to show if an offender is an interstate, federal, dual commitment or special Wisconsin case. If not one of the four special status cases, the field is left blank.)

INPUT

I	Interstate
F	Federal
D	Dual Commitment
W	Special Wisconsin

OUTPUT

INTERST
FEDERAL
DUAL
SPL WISC

Corrections Management Information System

MANUAL

CODES

3-237.0
REV. JUNE 1979

OFFENSE MODIFIER (UT1-4)

An alphabetic character used to indicate a refinement of the offense code (UC1-4) and which further explains the circumstances of the offense. Enter the specific 1-digit code. NOTE: UT1 corresponds to UC1; UT2, to UC2, etc.

INPUT

OUTPUT

N	Not Applicable	NOT/APPL
A	Attempt to Commit (MS 609.17)	ATTEMPT
C	Conspiracy to Commit (MS 609.175)	CONSPIRACY
D	Attempt to Commit by Dangerous Offender (MS 609.17 and 609.155)	DANG/OFFDR
E	Extended Term for Dangerous Offender (MS 609.155)	EXTEN/TERM
L	Liability for Crimes of Another (MS 609.05)	LIABILITY

