

CRIMINAL TJIS Q & A

1. A person violated their judicial diversion, losing the diversion. How should this be reported to TJIS?
It should be sent in as a correction with the original charge, original file date and corrected disposition date, manner of disposition (1-9) and judge name. Changes in Pre-Trial and Judicial Diversion dispositions is the ONLY disposition that may be sent in electronically to TJIS.

2. How do we dispose of a case where the defendant is deceased?
Dispose with a (9) Other.

3. A case was filed and then was later retired because they could not find the defendant. They just arrested him and wanted to reopen the case and add a few more counts to his docket number. How should this be reported?

The case is retired or dismissed by the court because the defendant cannot be found or there is not affirmative action by the district attorney (It is left up to the discretion of the judge as to when to eliminate such cases from the system). If the defendant is located at a later time, a case may be reinstated. When the case is reinstated and the defendant is arrested, the case should be filed as it was originally filed (probably as a presentment) with either the same docket number or a different one. The filing date should be the date the defendant was arrested. Note: if put on an existing case, this new filing date will make this a new filing for weighted case loaded purposes.

4. A case was disposed of last year and they just got a birthdate and SSN on the person. They entered it into their case management system and got a message that they may need to send a correction to the AOC. What does this message mean?

This is a TnCIS specific message. If anything gets changed in TnCIS that is part of the TJIS reporting data and that case data has been previously reported to us, the clerk will get a message that they MAY need to send a correction. We would only need correction for certain fields that directly affect the case such as Filing Date, Disposition Date, Disposition, Judge, Docket/Reference Number.

5. Criminal Court sent in a filing for a violation of bond supervision...before the case even went to court. Should they be sending this in? If so, what should they send it as when the PII has not been heard, but the defendant has violated his bond supervision?

This should be entered into your case management system rule entries only. This would not be sent to TJIS. The case has not been closed. This is an interim filing.

6. A clerk said they have a defendant who has 4 counts. Count 2 is Aggravated Rape. Count 3 is Aggravated Assault. The judge is merging count 3 into count 2 as Aggravated Rape. How do they report that to us?

Dispose of count 3 as (9) 'other'. Then, dispose of count 2, per final order. For TnCIS courts you have a disposition of "Merged Count" that reports as a (9) Other to TJIS.

7. Superseding Indictment: How to report them to TJIS.

The clerk should send a TJIS Correction form to TJIS.Reporting@tncourts.gov listing the charges on the superseding indictment. Do not create a new case. The superseding indictment replaces the original indictment.