

Application Fixes:

- Enhanced validation of data entered directly into IDS and data received from RMS/JMS interfaces
- Transmits only reportable offenses but allows users to print on any charges (state or local).
- Fixed an issue where the DCN was lost after the record was duplicated and edits were made to the charge(s).
- Fixed issues with missing thumbs for applicant agencies.
- Fixed an issue with illegal characters contained in some charge descriptions.
- Fixed issues with capturing some low-quality fingerprints.
- Offense Tracking Number validation.

Application Enhancements:

No.	Date of Offense	Charge Code	Descrip	otion		Charge Type	e Loc Cod	al VCC	Class Option	1
Date of Off	fense: 01-	-18-2022	* Jurisdiction FIPS:				.	□ Local Code □	OTN:	
* Charge	Code:	* Char	e Type:	- 1	/cc:	_	Class:	Option:	DCN:	_
starge		Cildiy	is they 1		1		01000.1	opena [o one j	
							-			
Des	scription:									
Des Mod Co ilable Statu	ode Cite:	EP	Code Cite:							
Des Mod Co ilable Statu date Charge Charge (e From Select	ted Statute Descrip	Code Cite:	Charge	VCC	Class	Option	Mod Code Cite	EP Code Cite	
Des Mod Co Iable Statu Jate Charge Charge (999	e From Select	EP (ted Statute Descrip TEST CHARGE	Code Cite:	Charge Type M	VCC	Class	Option	Mod Code Cite	EP Code Cite	
Des Mod Co lable Statu late Charge Charge (599 1-200	scription: ode Cite: utes e From Select Code	EP (ted Statute Descrip TEST CHARGE SOLICITATION TO COMMIT	Code Cite:	Charge Type M M	VCC SOL-7203-M1	Class 1	Option	Mod Code Cite	EP Code Cite	
Des Mod Co lable Statu late Charge Charge (999 1-200 1-200	e From Select	ted Statute Descrip TEST CHARGE SOLICITATION TO COMMIT SOLICITATION TO COMMIT	Code Cite:	Charge Type M M M	VCC SOL-7203-M1 SOL-7203-M1	Class 1 U	Option 0 0	Mod Code Cite 29.1-338	EP Code Cite	
Des Mod Co lable Statu late Charge (599 1-200 1-200 1-200	e From Select	ted Statute Descrip TEST CHARGE SOLICITATION TO COMMIT SOLICITATION TO COMMIT SOLICITATION TO COMMIT	Code Cite:	Charge Type M M M M	VCC SOL-7203-M1 SOL-7203-M1 SOL-7203-01	Class 1 U 1	Option 0 0	Mod Code Cite 29.1-338	EP Code Cite 29.1-338	
Des Mod Cc lable Statu late Charge (999 1-200 1-200 1-200 1-505	e From Select	ted Statute Descrip TEST CHARGE SOLICITATION TO COMMIT SOLICITATION TO COMMIT SOLICITATION TO COMMIT SEALS OF THE COMMONW	tion MISDEMEANOR (COMM, MISDEMEANOR (COMM, MISDEMEANOR (COMM, EALTH, UNAUTHORIZED)	Charge Type M M M M M M	VCC SOL-7203-M1 SOL-7203-M1 SOL-7203-M1 SOL-7203-01 EMB-9150-M9	Class 1 U 1 U	Option 0 0 0 0	Mod Code Cite 29.1-338	EP Code Cite 29.1-338	

New Charge Entry Form

- Add Button
 - Click this button to begin adding a new charge.
- 🖉 Delete Button 🗡



- Click this button to delete/remove a charge.
- Save Button 🗾
 - Click this button to save the data from the Charges Details to the Charge Window and to the record.
- Charges Window

	Charge No.	Date of Offense	Charge Code	Description	Charge Type	Local Code	VCC	Class	Option	R
▶	1	2022-01-18	18.2-95	GRAND LARCENY: >=\$200 NOT FROM A PERSON	F		LAR-2359-F9			
							(m			
<										>

- Displays charges that have been added.
- Charge Detail Section



- Allows entry of the following:
 - Date of Offense
 - Jurisdiction FIPS
 - Check box for Local Ordinances
 - OTN
 - Charge Code
 - Charge Type
 - VCC
- Also displays other details of the charge selected (these fields are un-editable):
 - Charge Class
 - Option Code
 - DCN
 - Description
 - Mod Code Cite
 - EP Code Cite



- Update Charge From Selected Statute Button
 - Click this button to populate the data highlighted in the Available Statutes List to the Charge Detail Section.
- Available Statutes List

	Charge Code	Description	Charge Type	VCC	Class	Option	Mod Code Cite	EP Code Cite	
	18.2-95	GRAND LARCENY: >=\$200 NOT FROM A PERSON	F	LAR-2359-F9	U	1			
₽	18.2-95	GRAND LARCENY: >=\$200 NOT FROM A PERSON	F	LAR-2359-F9	U	1	18.2-18		
	18.2-95	GRAND LARCENY: >=\$200 NOT FROM A PERSON	F	LAR-2359-F9	U	1	18.2-18		
<									>

• List of all available Statutes is filtered by data entered in the Charge Detail Section.



Using the new Charge Code Entry Form:

Opening the Charge Code Entry Form:

The Charge Code Entry Form can be opened by clicking the Click Here To Enter Arrest Offense Data button in the Offense Data section of the Data tab in a new record:

		Click Here To Enter Arrest	Offense Data	
	OTN	Date of Offense	Base Code	Fel/Mis
•				

Once the button is clicked the Charge Code Entry form will appear.

Adding Charges:

- 1. To add a charge, click the Add button: The fields in the Charge Detail section of the form will be enabled.
- 2. Enter the date of offense using the calendar control in the far-right side of the Date of Offense field:

Date of Offense:	Enter	D00			•	Juris	dictio
	4		Jan	uary 2	022		Þ
Charge Code:	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Description	26	27	28	29	30	31	1
Description:	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
Mod Code Cite:	16	17	18)			
ailable Statutes		r	_	Today	1/18/	2022	

3. Enter the jurisdiction FIPS code in the Jurisdiction FIPS field:

* Jurisdiction FIPS:		-
	001 - ACCOMACK CO	^
e Type:	003 - ALBEMARLE CO	
	007 - AMELIA CO	
	009 - AMHERST CO	
	011 - APPOMATTOX CO	
Code Cite:	015 - AUGUSTA CO	~

You can either scroll through the list or you can type in the FIPS code to filter the list.



- 4. Enter the offense tracking number in the OTN field.
- 5. To populate the charge details, you must select a charge from the Available Statutes table. The table can be filtered by the VCC (Virginia Crime Code) only or by Charge Code or Charge Type (or a combination of the two). For example, if you enter the charge code 18.2-266, only statutes with that code will be displayed. By adding the Charge Type, for example M for misdemeanor, the list will contain only charge code 18.2-266 and Charge Type M. You can also filter on the VCC (for instance DWI-5413-M1) and the list will be filtered to show only statutes containing that particular Virginia Crime Code:

Date of Offense:	01-18-2022	Jurisdiction FIPS:	001 - ACCOM/	ACK CO		•	☐ Local Code	OTN:	_
* Charge Code: Description:		* Charge Type:	• V	/CC: DWI-5413-	M1	Class:	Option:	DCN:	
Mod Code Cite:		EP Code Cite:							
ailable Statutes									
ilable Statutes	lected Statute	Description	Charge Type	VCC	Class	Option	Mod Code Cite	EP Code Cite	

6. Highlight the charge in the Available Statutes list you would like to enter and either double click the charge or click the button Update Charges From Selected Statute, the remainder of the



charge details will be filled in:

Charge No.	Date of Offense	Charge Code		Description		Charge Type	Local Code	VCC	Class	Option	
1											
											-
Data af Of	01-	18-2022	* Jurisdiction FIPS:	001 - ACCOM	ACK CO		-	Local Code	OTN:		_
Dateoror							_				
* Charge	Code: 18.	2-266 °C	harge Type: M - Misder	meanor 💌 🔪	/CC: DWI-5413-	M1	Class: 1	Option: 0	DCN:		
De	scription: DV	I: 1ST OFFENSE									
ModiC	ode Cite:		EP Code Cite:								
						_					
ailable Stat	ntes										_
		1									
date Charg	e From Select	ted Statute									
Charge	Code	De	scription	Charge	VCC	Class	Option	Mod Code Cite	EP Code	e Cite	-
18.2-266		WI: 1ST OFFENSE		M	DWI-5413-M1	1	0				
											_

7. Finally click the save button on the tool bar to commit the charge to the record. You will know the save was successful because the charge will now be listed in the box at the top directly under the tool bar buttons:

Cha	rges	-								
	Charge No.	Date of Offense	Charge Code	Description	Charge Type	Local Code	VCC	Class	Option	1
D	1	2022-01-18	18.2-266	DWI: 1ST OFFENSE	M		DWI-5413-M1	1	0	

- 8. To remove this charge from the list click the delete button
- 9. Up to 15 charges can be added per transaction.



10. To enter a local ordinance put a check mark in the box next to Local Code: Add/Edit Charges

1	1	1	DWI-5413-M1					ense	Offer	No.	
				A	M	DWI: 1ST OFFENSE	18.2-266 DWI: 1	22-01-18	2022	1	
					M	TEST CHARGE	1234 TEST	22-01-18	2022	2	
N:	DCN:	DCN:	Option: D	lass:	c	arge Type: M - Misdemeanor 💌 VCC:	* Charge Typ	e: 123	arge Code	• Charge	
							T CHARGE	tion: TES	Descriptio	De	
I: N:	OTN: DCN:	OTN: DCN:	Local Code O Option: D	lass:	a	Jurisdiction FIPS: 001 - ACCOMACK CO arge Type: M - Misdemeanor VCC:	3-2022 Jur Charge Typ T CHARGE	e: 01-1	f Offense: arge Code Descriptio	Date of Of Charge De	• D

11. Once all the charges have been entered click the OK button at the bottom of the form. If you have not entered an OTN for each charge you will be prompted to acknowledge that there is no OTN available for each of the charges where this number is missing:

Friendly OTN	Reminder		×	1
? •	id you forget to ente	er the OTN for o	harge no. 1?	
		Yes	No	
	Criaige	VCC	Class On	