

Criminal History Records Process Flow

The following is a brief description of a model automated Criminal History Record reporting process. The last page of this description provides a diagram that depicts the model. It includes a criminal record build, identification, and applicant as the initiation of the process. The Prosecutor and Court information flow is only applicable to criminal record build.

Law Enforcement's Information Flow

- * The booking facility at the law enforcement agency or sheriff's department provides for entry of subject demographics and arrest information to record the arrest.
- * The booking system forwards information related to the arrest to the linked LiveScan device for building of the report to the state.
- * (Optional) The mugshot is captured and can be forwarded to be registered in the State Network of Agency Photos (SNAP)
- * The fingerprints are captured on the LiveScan device.
- * The CHR data, fingerprints, and mugshots are formatted to meet the "Michigan Electronic Fingerprint Transmission Specifications" and transmitted to the state. The fingerprints are searched on the Automated Fingerprint Identification System (AFIS) and name is search on CHR to locate a previous criminal record. AFIS and the criminal history record with the current arrest information are updated.
- * A message is returned to the booking facility containing information of a prior record and the previously assigned SID number, or a no prior record with the newly assigned SID.
- * The transaction is then forwarded to the FBI's IAFIS where the fingerprints and data are also searched to locate a previous criminal record.
- * A message is returned to the booking facility containing the IAFIS search results. This would include a FBI number or indication that no prior record was found.

Prosecutor's Information Flow

- * Notice of the arrest and electronic submission of arrest data along with the SID and other required reference numbers are received by the prosecuting attorney's system from the booking system. (This optional interface could also allow for electronic request for warrant from the arresting agency).
- * If charged, the prosecutor assigns the criminal tracking number (CTN) and determines authorized charges for entry to the system.
- * The authorized warrant charge(s) and criminal tracking number (CTN) for the case is extracted and a criminal records update transaction is sent to the state via LEIN communications. This same information is also provided to the local district court and the local law enforcement system.

District Court's Information Flow

- * The district court receives the case information from the prosecutor including the assigned SID and CTN.
- * The disposition is entered into the district court system.
- * If the case is not bound over to circuit court, the required data for reporting disposition to the state is extracted and forwarded to the state court information distribution center.
- * If the case is bound over to circuit court, the case information including the CTN, SID is forwarded to the circuit court and to the state court information distribution center.
- * Data is extracted from the court system, formatted and sent to CHR via LEIN.

Circuit Court's Information Flow

- * The circuit court receives notice of the case including the CTN and SID.
- * The disposition is entered into the circuit court system.
- * Extract software generates a transaction to the state court information distribution center.

State Information Flow

- * AFIS receives the electronic arrest/fingerprint record for processing.
- * State processing includes a search on AFIS to determine prior criminal record identification and a criminal history record update once prior SID or new SID is determined by AFIS database.
- * The state sends an electronic message to the agency's LEIN terminal providing the subjects identification information.
- * The state creates an electronic fingerprint record in the FBI format and forwards to the FBI for processing.
- * The state criminal history record receives the electronic charge report related to the record of arrest from the prosecutor.
- * The consolidated court information distribution center generates records update transaction to all state records that require the court disposition.
- * The state criminal history record receives the court disposition and adds the data to the reported arrest.

MODEL CRIMINAL HISTORY RECORDS PROCESS INTER-AGENCY INFORMATION FLOW

