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**National Juvenile Court Data Archive**

National Center for Juvenile Justice  
3700 South Water Street, Suite 200  
Pittsburgh, PA 15203

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**User's Guide to  
Maryland  
Juvenile Court Case Records  
1993–1998**

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**MARYLAND**  
**JUVENILE COURT CASE RECORDS**  
**1993–1998**  
**USER'S GUIDE**

Data collected by:

Maryland Department of Juvenile Justice  
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Baltimore, MD 21220

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**Acknowledgement of Assistance**

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**TABLE OF CONTENTS**

	<b>Page</b>
Introduction .....	1
History of Maryland's Juvenile Court Statistics .....	1
Data Collection Methods .....	1
Publications .....	1
Archived Data Files .....	1
Terms of Availability .....	2
Using the Codebook .....	3
Variable List .....	5
Codebook: Variable Descriptions .....	6
Appendix I: Maryland Automated Juvenile Information System Forms .....	20
Appendix II: Original Data Collector's Statement of Acceptance .....	24

## INTRODUCTION

### **History of Maryland's Automated Juvenile Information System**

The Juvenile Services Administration within the Maryland Department of Health and Mental Hygiene began a case-level automated information reporting system in 1971. A major revision of the system was begun in July, 1981 and completed in 1983. At the beginning of the revision process, data were backloaded on juveniles who were processed by the Juvenile Services Administration after the conversion to the new system. The records of offenders with prior court histories were not backloaded into the information system if they were not referred for a new case after July 1, 1981. The Maryland Automated Juvenile Information System (MAJIS) is a batch and on-line system which was maintained by the Department of Juvenile Justice (the Department), previously known as the Juvenile Services Administration. The Department currently tracks and stores all case activities of youth in a centralized computer information system called Information System for Youth Services (ISYS). ISYS, an on-line relational database was placed into production in July 1989. The authority for the Department to collect data is currently stated in the Maryland Code Annotated, C.J.P., Section 8 of Article 52A. The data are used at the local level as working documents and files and at the state level for juvenile justice planning.

The Maryland Department of Juvenile Justice, an executive Department of the State, is charged with the primary responsibility of providing for the custody, care, and treatment of youth who are alleged to be or adjudicated delinquent or are referred to the Department for being a child in need of supervision (CINS). Maryland's juvenile justice system includes a number of integrated processes, procedures, services, and agencies that work to control and alleviate juvenile delinquency statewide. The Department of Juvenile Justice (DJJ) is the pivotal part of the system, along with police, schools, attorneys, public defenders, juvenile courts, and other public and private partners.

### **Data Collection Methods**

The Department receives referrals from the various law enforcement agencies throughout the state, the local boards of education, social services, citizens, and parents. The Department's intake officers perform the intake and may conduct post-disposition functions. Intake officers complete an intake decision report. Information collected on this report includes social background, alleged offense, and intake decision. Data contained on these reports are entered on ISYS. Probation or aftercare case managers enter disposition and post disposition information. Residential services staff enter placement information such as the admission date, the program or facility name, and the termination date for youths within their respective facilities. Field Services case managers enter placement admission and termination information for youth placed in programs not having access to ISYS.

### **Publications**

Through fiscal year 1986, the old Juvenile Services Administration published a report summarizing juvenile court processing for the previous fiscal year based on data collected by the Maryland Automated Juvenile Information System. [Juvenile Services Administration Annual Report, Maryland Department of Health and Mental Hygiene.] The Maryland Department of Juvenile Justice currently uses these data in their Annual Statistical Report.

### **Archived Data Files**

Each year the National Juvenile Court Data Archive asks the Department to create a data file containing selected ISYS information from records for each case disposed during the previous calendar year. The data files contain an individual record on each delinquency, status offense, abuse, neglect and traffic case disposed. Cases processed formally (with a petition) and those handled informally (without a petition) are included. Records contain a youth's sex, race, date of birth, date of offense, date of arrest,

county of referral and offense, referral reason and offense, date of referral, source of referral, date of intake decision, manner of handling, date of petition, disposition and date of disposition.

The National Juvenile Court Data Archive staff check the data for invalid or inconsistent code values. When found, such codes are replaced with missing data code values.

Each case record is 101 characters in length and contains 34 variables, five of which are created by Archive staff. The data are stored in single calendar year files. The number of case records on each calendar year data file is as follows:

<u>Year</u>	<u>Records</u>
1993	46,368
1994	47,931
1995	53,934
1996	56,196
1997	57,406
1998	55,918

### **Terms of Availability**

Each request to use these data should be directed to the Archive. The Archive will contact Maryland's Department of Juvenile Justice regarding their release. Upon the Department's authorization to release and disseminate the data, the data files will be supplied to the requestor by the Archive with any necessary cautions or restrictions.

The Archive provides the data on magnetic tapes AS IS and shall not be held responsible for any liability incurred as a result of any error or omission in the data as it appears on the magnetic tapes. However, should any inconsistencies be found, the Archive asks to be notified so that corrections can be made to the data.

All questions and requests should be addressed to:

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Summary tabulations for delinquency, status offense and dependency/neglect cases for each county in Maryland are publicly available beginning with 1982 data through the Inter-university Consortium for Political and Social Research at the University of Michigan, P.O. Box 1248, Ann Arbor, Michigan. 48106.

## USING THE CODEBOOK

The information that follows is based on a study of available documentation from the data supplier (e.g., Juvenile Services Administration's *Maryland Automated Juvenile Information System Abbreviated User's Manual*), interviews with the data supplier and court personnel and diagnostic analyses performed by the Archive staff. The example below is a reproduction of information appearing in the codebook for a typical variable. The numbers in brackets do not appear in the codebook, but are references to the descriptions which follow this example.

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
[1] 58/4	[2] MD020	[3] COURT DISPOSITION (alpha/numeric field)
		[4] [Required field] The decision by a judge on the definite action to be taken or treatment plan to be started for a particular case.
		[5]            [6]
		(     )     No entry
		(ADEN)     Authorized detention
		(ADLT)     Aged out, handled in adult system
		(AFTC)     Aftercare, supervision, community residential
		:
		:
		(WRIT)     Writ pending
	[7]	(9999)     Missing
	[8]	NOTE: This field should be blank when a case is disposed at intake. However, in some instances an informally handled case may have a court disposition. This is an attempt to specify what actually happened in terms of referral to another agency, treatment, etc.

- [1] The starting location and width of the variable in the machine-readable data file. This is the format information needed to read the data into other systems.
- [2] The variable number. The variable number is used as a variable name when the file is processed by systems which use alphabetic variable names (e.g. SPSS).
- [3] The variable label used by statistical systems to identify the variable or program output.
- [4] A description of the variable contents.
- [5] The code values occurring in the data for the variable. If the variable is a year, the symbol ## represents the most current year for which data are available.
- [6] The textual definitions of the codes. The first 20 characters form a short value label which some systems use to document the output of analysis programs. A longer description follows the short label when necessary.
- [7] The designation of missing data. The Archive staff has replaced any out-of-bounds codes with missing data codes. Many analysis packages require that certain types of data which are usually

excluded from analysis be designated as "missing data." Fields with no entry were left blank and "( ) No entry" is listed as a code value. Some variables also have response options representing "unknown" which are also listed as code values.

[8] An explanatory/cautionary note.

**VARIABLE LIST**

MD001	County of offense
MD002	Zip code of offense, main
MD003	Filler
MD004	Alleged offense
MD005	Year of complaint
MD006	Month of complaint
MD007	Date of complaint
MD008	Filler
MD009	Complaint source
MD010	Complaint reason
MD011	Complaint office
MD012	Year of intake decision
MD013	Month of intake decision
MD014	Date of intake decision
MD015	Intake decision
MD016	Court finding
MD017	Year of court disposition
MD018	Month of court disposition
MD019	Date of court disposition
MD020	Court disposition
MD021	ISYS youth number
MD022	Year of birth
MD023	Month of birth
MD024	Date of birth
MD025	Race
MD026	Sex
MD027	County of residence
MD028	Zip code of residence, main
MD029	Filler
MD030	Court disposition or intake decision, created
MD031	Year of court disposition or intake decision, created
MD032	Month of court disposition or intake decision, created
MD033	Date of court disposition or intake decision, created
MD034	County of venue, created

**CODEBOOK: VARIABLE DESCRIPTIONS**

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
1/2	MD001	<p>COUNTY OF OFFENSE</p> <p>The county in which the offense occurred.</p> <p>(01) Allegany            (02) Anne Arundel            (03) Baltimore            (04) Calvert            (05) Caroline            (06) Carroll            (07) Cecil            (08) Charles            (09) Dorchester            (10) Frederick            (11) Garrett            (12) Harford            (13) Howard            (14) Kent            (15) Montgomery            (16) Prince George's            (17) Queen Anne's            (18) St. Mary's            (19) Somerset            (20) Talbot            (21) Washington            (22) Wicomico            (23) Worcester            (24) Out of state            (30) Baltimore City            (99) Missing</p>
3/5	MD002	<p>ZIP CODE OF OFFENSE, MAIN</p> <p>The 5-digit zip code for the place where the offense occurred.</p>
8/4	MD003	FILLER
12/5	MD004	<p>ALLEGED OFFENSE</p> <p>The most serious offense behavior or condition for which a youth was referred to the Department.</p> <p>(A &amp; B) Assault and battery - aggravated assault            (A &amp; R) Assault and robbery            (A&amp;B ) Assault and battery - aggravated assault</p>

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
	(A&R )	Assault and robbery
	(ABRIB)	Attempted bribery
	(ADOFF)	Adult offense - the charge is filed against an adult. Includes such things as non-support, contributing to delinquency, etc.
	(AIDAB)	Aiding and abetting
	(ALAR )	Attempted larceny
	(ALB )	Alcoholic beverage violation
	(ALBC )	Alcoholic beverage citation
	(ARDW )	Assault and robbery with deadly weapon
	(ARSOF)	Arson felony
	(ARSOM)	Arson misdemeanor
	(ARSON)	Arson felony
	(ASBAT)	Assault & battery
	(ASLT )	Assault
	(ASMA )	Assault with intent to maim
	(ASR )	Assault & robbery
	(ASRDW)	Assault & robbery w/deadly weapon
	(ASWDW)	Assault w/deadly weapon
	(ASWMA)	Assault w/intent to maim
	(ASWMU)	Assault w/intent to murder
	(ASWRA)	Assault w/intent to rape
	(ASWRO)	Assault w/intent to rob
	(ATARF)	Attempted arson, felony
	(ATARM)	Attempted arson, misdemeanor
	(ATASR)	Attempted assault & robbery
	(ATAUT)	Attempted auto theft
	(ATBE )	Attempted b&e, b&e mis.
	(ATBEF)	Attempted breaking & entering felony
	(ATBEM)	Attempted breaking & entering misdemeanor
	(ATBU1)	Attempted burglary, first degree
	(ATBU2)	Attempted burglary, second degree
	(ATBU3)	Attempted burglary, third degree
	(ATBU4)	Attempted burglary, fourth degree
	(ATBUR)	Attempted burglary
	(ATDHB)	Attempted day house break
	(ATFP )	Attempted false pretense
	(ATMUR)	Attempted murder
	(ATRAP)	Attempted rape
	(ATRDW)	Attempted robbery with deadly weapon
	(ATROB)	Attempted robbery
	(ATSON)	Attempted arson misdemeanor
	(ATSTO)	Attempted storehouse breaking
	(ATTAR)	Attempted assault and robbery
	(ATTAU)	Attempted auto larceny
	(ATTFT)	Attempt theft
	(ATTR )	Attempted robbery
	(AULAR)	Auto larceny
	(AUTFT)	Auto theft
	(AWDW )	Assault with deadly weapon
	(AWIM )	Assault with intent to murder
	(AWIR )	Assault with intent to rob
	(AWIRA)	Assault with intent to rape
	(B & E)	Breaking and entering
	(B&E )	Breaking and entering

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
	(BAT )	Battery
	(BBG )	BB gun
	(BEF )	Breaking and entering felony
	(BEM )	Breaking and entering misdemeanor
	(BOMB )	Possess an explosive device
	(BRIB )	Bribery
	(BSC )	Bomb scare
	(BU1 )	Burglary, first degree
	(BU2 )	Burglary, second degree
	(BU3 )	Burglary, third degree
	(BU4 )	Burglary, fourth degree
	(BURG )	Burglary
	(CARJ)	Carjacking
	(CB )	Child beating
	(CBURN)	Cross burning
	(CHAB )	Child abuse
	(CK )	Carnal knowledge
	(COC )	Contempt of court
	(CONSP)	Conspiracy
	(CONV )	Code converted from old system
	(CRAN )	Cruelty to animals
	(CRPG )	Crap game
	(CTOOL)	Criminal tools
	(DC )	Disorderly conduct
	(DCDP )	Disorderly conduct / Disturb the peace
	(DFA )	Discharging firearms
	(DHB )	Daytime house breaking
	(DISH )	Disorderly house narc pros
	(DN )	Dependent and neglected
	(DP )	Disturbing the peace
	(DRCDS)	Driving under the influence
	(DRDDA)	Drinking violation
	(DRIDA)	DUI/ influence of alcohol and drugs
	(DRIMP)	Driving impaired
	(DRINT)	Driving intoxicated
	(DW )	Deadly weapon felony
	(DWM )	Deadly weapon misdemeanor
	(DWMIS)	Deadly weapon misdemeanor
	(ESC )	Escape
	(ESCAT)	Attempt escape
	(EXTOM)	Extortion misdemeanor
	(EXTOR)	Extortion felony
	(EXTRA)	Extradition
	(FA )	False alarm
	(FOLO )	Failure to obey lawful order
	(FORG )	Forgery or counterfeit
	(FP )	False pretense
	(FR )	False report
	(FRAUD)	Fraud
	(FTA )	Failure to appear
	(FTR )	Failing to register
	(FWV )	Fireworks violation
	(GAMB )	Bookmaking, numbers
	(GLUSN)	Glue sniff, toxic sub

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
	(GRFF )	Graffiti
	(HARAS)	Harassment
	(HGV )	Hand gun violation
	(HPO )	Hinder police officer
	(INEX )	Indecent exposure
	(KID )	Kidnapping, abduction
	(LAFAU)	Larceny from auto
	(LAR )	Larceny felony
	(LARM )	Larceny misdemeanor
	(LAT )	Larceny after trust
	(LOIT )	Loitering
	(MALD )	Malicious destruction
	(MALRC)	Malicious destruction, railroad cars
	(MAYH )	Mayhem
	(MH )	Mentally handicapped - a mentally handicapped youth is referred to the Department for temporary shelter care.
	(MS )	Manslaughter
	(MUR )	Murder
	(MVV )	Motor vehicle violation
	(NAR )	Possession of narcotic
	(NARA )	Violation narcotic laws, addend
	(NARDP)	Dist/poss w/intent to distribute controlled substance
	(NARM )	Possession of marijuana
	(NARP )	Possession of paraphernalia
	(NARPA)	Possession of narcotic paraphernalia
	(NARPO)	Possession of controlled substance
	(NEG )	Neglected
	(OBJUS)	Obstruction of justice
	(OTHER)	Code not available - this is a catch-all category for delinquency offenses.
	(PAND )	Pandering
	(PG )	Pellet gun
	(PGR )	Pager at school
	(PJY )	Perjury
	(PORNO)	Child pornography
	(PP )	Perverted practice
	(PS )	Purse snatching
	(PV )	Park violation
	(RA )	Resisting arrest
	(RAPE )	Rape
	(RAPE1)	Rape 1st degree
	(RAPE2)	Rape 2nd degree
	(RDW )	Rob with deadly weapon
	(REC )	Railroad car burglary
	(RECK )	Reckless endangerment
	(RNWY )	Runaway
	(ROB )	Robbery
	(ROBDW)	Robbery w/deadly weapon
	(RSG )	Receive stolen goods
	(RSP )	Receive stolen property
	(RV )	Rogue and vagabond
	(SC )	School complaint - a referral by the board of education to the Department because of some kind of disturbance or trouble at school. This mostly involves delinquency-type activity

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
		(SEX ) Sex offense, general
		(SEX1 ) First degree sex offense
		(SEX2 ) Second degree sex offense
		(SEX3 ) Third degree sex offense
		(SEX4 ) Fourth degree sex offense
		(SL ) Shoplifting
		(SOD ) Sodomy
		(SOLIC) Soliciting
		(SRAPE) Statutory rape
		(STALK) Stalking
		(STBR ) Storehouse breaking, etc.
		(STWIT) State witness
		(TAFA ) Taxicab fare
		(TAMP ) Tampering
		(TELEP) Telephone misuse
		(TELM ) Telephone misuse
		(TGB ) Tear gas bomb
		(THEFF) Theft felony
		(THEFM) Theft misdemeanor
		(THEFT) Theft felony
		(TOBAC) Tobacco violation
		(TRES ) Trespassing
		(TRF ) Traffic violation
		(TRU ) Truant
		(UNGOV) Ungovernable
		(UNSPF) Unspecified felony
		(UNSPM) Unspecified misdemeanor
		(UU ) Unauthorized - unauthorized use of motor vehicle, joyriding
		(UUF ) Unauthorized use of motor vehicle, felony
		(UUM) Unauthorized use of motor vehicle, misdemeanor
		(VCO ) Violation of city ordinance
		(VGAML) Violation of gaming laws
		(VIOFW) Fireworks violation
		(VIOLO) Violation of local ordinance
		(VIOLP) Violation of probation - a technical violation of the probation agreement. It is not due to a new delinquency or status offense.
		(VIONR) Violation of natural resources articles
		(VIOP ) Violation of probation
		(VIOTR) Traffic violation
		(99999) Missing

**DATE OF COMPLAINT:** The date the youth was referred to the Department — coded in standard format (year/month/date).

17/2	MD005	YEAR OF COMPLAINT
		(85) 1985
		:
		:
		(##) Most recent year
		(99) Missing
		(-1) Missing

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
19/2	MD006	MONTH OF COMPLAINT  (01) January (02) February : : (12) December
21/2	MD007	DATE OF COMPLAINT  (01) First (02) Second : : (31) Thirty-first
23/2	MD008	FILLER
25/4	MD009	COMPLAINT SOURCE  The individual or agency first bringing the case to the attention of the Department.  (CORT) Court (CTZN) Citizen (DTED) Department of education (DHR ) Department of human resources (IRGC) Inter-region courtesy (ISTC) Interstate courtesy (OTSS) Other social agency (PART) Parent, relative (POLC) Police (RVWR) Reverse waiver - transferred from adult criminal court back to juvenile court (SELF) Self (SPOL) Special police (TSRC) Transfer from other source (OTHR) Other
29/4	MD010	COMPLAINT REASON  The general reason the youth was referred to the Department.  (ADLT) Adult (DELQ) Delinquent - those cases referred to the Department for act defined in the statutes of Maryland as the violation of a state law or municipal ordinance by persons who have not reached their 18th birthday. (CINA) Child in need of assistance - those cases referred to the Department which involve children who need the assistance of the court because of child abuse, dependency, neglect, or mental handicap.

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
		(CINS) Child in need of supervision - those cases referred to the Department involving children who are needing guidance, treatment, or rehabilitation because they are habitually truant; habitually disobedient, ungovernable, or beyond control; deport themselves so as to injure or endanger themselves or others; or commit an offense applicable only to children.
		(ALCT) Alcohol citation
		(TOBC) Tobacco
33/5	MD011	FILLER

**DATE OF INTAKE DECISION:** The date a Department worker decides to handle a case informally or recommends to the State Attorney that a petition be filed — coded in standard format (year/month/date).

38/2	MD012	YEAR OF INTAKE DECISION  [Required field]  (90) 1990 : : (95) 1995 (##) Most recent year (99) Missing (-1) Missing
40/2	MD013	MONTH OF INTAKE DECISION  (01) January (02) February : : (12) December
42/2	MD014	DATE OF INTAKE DECISION  (01) First (02) Second : : (31) Thirty-first
44/4	MD015	INTAKE DECISION

Indicates the manner of handling decided upon — whether the case was handled formally (with a petition), informally (without a petition), or sent to adult criminal court.

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
		(AINF) Informal adjustment - those referrals that are resolved by an intake officer by giving voluntary informal supervision for up to 90 days and/or referral to another agency when it appears that the child and his/her parent need assistance in preventing further violations of the law, but will not require nor benefit from judicial proceedings.
		(CCAI) Case closed at intake - those referrals that are resolved by an intake officer through minimal involvement of staff when the facts and circumstances of the offense and the child's background indicate that no supervision or further counseling from the Department or intervention by the court is necessary or desirable for effecting a positive adjustment by the child.
		(CRAI) Case resolved at intake.
		(DISA) Disapproved - those referrals that are determined as lacking legal sufficiency.
		(FAFP) Formal authority filing of petition - those cases in which a petition has been authorized and filed requiring formal court action.
		(FSAO) Felony forward to State's Attorney - those cases that involved a violent offender age 16 or older who was automatically referred to the State's Attorney for action. The State's Attorney can decide to handle them formally or informally; it is not a decision by the Department of Juvenile Justice.
		(RVWR) Reverse waiver - transferred from adult criminal court back to juvenile court

48/4	MD016	COURT FINDING
		Indicates the general action decided upon by the court.
		( ) No entry
		(CINA) Child in need of assistance
		(CINS) Child in need of supervision
		(CIVL) Civil
		(CONV)Converted
		(DELQ) Delinquent
		(NADJ) Not adjudicated
		(NOCT) No court

**DATE OF COURT DISPOSITION**: The date a judge decided a disposition of a case — coded in standard format (year/month/date).

52/2	MD017	YEAR OF COURT DISPOSITION
		(00) Zero fill
		(93) 1993
		(94) 1994
		:
		:
		(##) Most recent year
		(99) Missing
		(-1) Missing

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
54/2	MD018	MONTH OF COURT DISPOSITION  (00) Zero fill (01) January (02) February : : (12) December (99) Missing
56/2	MD019	DATE OF COURT DISPOSITION  (00) Zero fill (01) First (02) Second : : (31) Thirty-first (99) Missing
58/4	MD020	COURT DISPOSITION  [Required field] The decision by a judge on the definite action to be taken or a treatment plan to be started for a particular case.  ( ) No entry (ADEN) Authorized detention (ADLT) Aged out, handled in adult system (AFTC) Aftercare, supervision, community residential (AFTI) Aftercare, supervision, community institutional (AINF) Informal adjustment - those referrals which are resolved by an intake officer by giving voluntary informal supervision for up to 90 days and/or referral to another agency when it appears that the child and his/her parent need assistance in preventing further violations of the law, but will not require nor benefit from judicial proceeding. (ASHC) Authorized shelter care (CCAI) Case closed at intake - those referrals which are resolved by an intake officer through minimal involvement of staff when the facts and circumstances of the offense and the child's background indicate that no supervision or further counseling from the Department of Juvenile Justice or intervention by the court is necessary or desirable for effecting a positive adjustment by the child. (CCJS) Commit to juvenile justice facility (CCRT) Counseled by the court (CDJJ) Commit to Department of Juvenile Justice (CDJS) Commit to juvenile justice (CDSS) Committed to DSS (CFIC) Conduct further investigation (CGHP) Committed group home placement (CHRE) Commitment hospital for retarded (CINS) Child in need of supervision (CJAS) Commit to juvenile justice facility

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
	(CJSA)	Commit to JSA - The child is committed to the Department for placement. The Department decides where to place the youth. Types of placements range from community-based to secure institutions.
	(COMM)	Committed
	(COMS)	Community supervision
	(CONT)	Continued case
	(CONY)	Continued case
	(CPSH)	Commitment in psychiatric hospital
	(CRTC)	Commit to residential treatment center
	(CRTS)	Commit to training school
	(CSJA)	Commit to Department of Juvenile Justice, CJSA
	(CSUP)	Currently under supervision
	(CSYC)	Commit to youth center
	(CTOR)	Closed or assigned, court order
	(CTRS)	Commitment to training school
	(CUST)	Custody awarded to
	(CYCS)	Commit to youth center
	(CYSC)	Commit to youth center
	(DASO)	Dismissed by State Attorney Office
	(DELQ)	Delinquent
	(DHMH)	Committed to DHMH
	(DIDM)	Dismiss
	(DIMS)	Dismiss
	(DIS)	Dismiss
	(DISA)	Disapproved - those referrals which are determined as lacking legal sufficiency.
	(DISM)	Dismiss
	(DISS)	Dismiss
	(DIUS)	Dismiss
	(DJSA)	Commit to juvenile justice agency
	(DLSP)	Driver's license suspended
	(DLTS)	Driver's license to be suspended
	(DSA0)	Petition dismissed by State Attorney - Department worker requested that a petition be filed but it was never actually filed. Instead the State Attorney dismissed the case.
	(DSAO)	Petition dismissed by State Attorney - Department worker requested that a petition be filed but it was never actually filed. Instead the State Attorney dismissed the case.
	(DSAP)	Dismissal
	(EMAN)	Emancipated
	(FAFP)	Formal authority filing of petition - those cases in which petition has been authorized and filed requiring formal court action.
	(FSAO)	Felony forwarded to State's Attorney - indicates that the case involved a violent offender 16 year of age or older who was automatically referred to the State's Attorney for action. The State's Attorney can decide to handle the case formally or informally; it's not a decision by the Department of Juvenile Services.
	(INCP)	Interstate agreement
	(INRC)	Interregion courtesy
	(INSC)	Interstate courtesy
	(INTC)	Intraregion courtesy
	(INTR)	Interstate transfer region
	(IRCP)	Inter region courtesy
	(ISM)	Interstate transfer

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
	(ISTC)	Inter region courtesy - in state
	(ITRC)	Inter region courtesy - in state
	(JASI)	Commit to DJJ - institutional placement
	(JASP)	Commit to DJJ - institutional placement
	(JSA)	Commit
	(JSAI)	Committed to JSA, institution
	(JSAP)	Committed to JSA, placement
	(JURD)	Jurisdiction denied
	(JURN)	Waiver of jurisdiction
	(JURR)	Jurisdiction retained
	(JURW)	Jurisdiction waived
	(NADJ)	Not Adjudicated
	(NARS)	Not returned from State Attorney's office
	(NOCT)	No court
	(NOLP)	Nolle prosequi
	(NRSA)	Disposition pending
	(OTHE)	Other
	(OTHR)	Other
	(PBVE)	Probation before verdict
	(PDSS)	Protective supervision DSS
	(PEND)	Pending
	(PETW)	Petition withdrawn - State's Attorney decision to withdraw a petition prior to a court hearing.
	(PGSH)	Placement in group home setting
	(PJSA)	Protective supervision, JSA
	(PLFC)	Placement in foster care
	(PORB)	Probation
	(PPAR)	Probation to parent
	(PPD)	Probation to department
	(PROB)	Probation to JSA
	(PRON)	Probation
	(PROP)	Probation to parent
	(PRTC)	Placement residential treatment center
	(RADJ)	Referred to Department of Juvenile Justice
	(RADS)	Referral to adult system
	(RDIV)	Referred to diversion program
	(REHS)	Rehabilitative services
	(REMD)	Remanded to JSA
	(REST)	Restitution or fine
	(RETH)	Return home
	(RJEC)	Referral rejected - State's Attorney decision to totally reject the referral prior to a court hearing.
	(RLHD)	Referred to local health department
	(RMRA)	Referred state MRA
	(ROAG)	Referred to other agency
	(RPMA)	Referred prev. medicine admin.
	(RPSY)	Referred to psychiatric care
	(RSDE)	Referred state department of education
	(RTSS)	Released from training school, supervised
	(RTSU)	Released from training school, unsupervised
	(RVWR)	Reverse waiver
	(RYSB)	Refer to youth services bureau
	(SARV)	State's Attorney review

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
		(SCUR) Sub curia - Under supervision of the Department. If the youth does something wrong he/she can be placed on formal probation.
		(SOCR) Social restitution
		(STET) STET - A formally handled case which is held open. If the youth does anything wrong, the case can be disposed more severely.
		(SUPT) Support ordered or revised
		(SUSP) Suspended sentence
		(TERM) Case terminated
		(TRAN) Transfer to or from other source
		(WARN) Warned
		(WARR) Warrant
		(WRIT) Writ pending - unable to locate the juvenile.
		(9999) Missing
		NOTE: This field should be blank when a case is disposed at intake. However, in some instances an informally handled case may have a court disposition. This is an attempt to specify what actually happened in terms of referral, treatment, etc.

62/9 MD021 ISYS YOUTH NUMBER  
9-digit unique child identifier.

**DATE OF BIRTH:** The date the juvenile was born — coded in standard format (year/month/date).

71/2 MD022 YEAR OF BIRTH  
[Required field]  
(68) 1968  
:  
:  
(##) Most recent year  
(99) Missing  
(-1) Missing

73/2 MD023 MONTH OF BIRTH  
(01) January  
(02) February  
:  
:  
(12) December  
(99) Missing

75/2 MD024 DATE OF BIRTH  
(01) First  
(02) Second  
:

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
		: (31) Thirty-first (99) Missing
77/1	MD025	RACE  The race of the juvenile.  (B) Black (C) Caucasian (I) American Indian (O) Oriental (R) Biracial (H) Hispanic (U) Unknown (X) Other
78/1	MD026	SEX  The sex of the juvenile.  (M) Male (F) Female
79/2	MD027	COUNTY OF RESIDENCE  The county in which the juvenile lives.  See variable MD001 for code values and descriptions.
81/5	MD028	ZIP CODE OF RESIDENCE, MAIN  The 5-digit zip code for the juvenile's residence.
86/4	MD029	FILLER
90/4	MD030	COURT DISPOSITION OR INTAKE DECISION, CREATED  This created variable is the court disposition code (MD020) or the intake decision code (MD015) if there is no court disposition code.  See variables MD015 and MD020 for codes and values.

**DATE OF COURT DISPOSITION OR INTAKE DECISION, CREATED:** The date of court disposition (MD017, MD018, and MD019) or, if there is no court disposition, the date of intake decision (MD012, MD013, and MD014) — coded in standard format (year/month/date).

<u>Column/ Width</u>	<u>Variable Number</u>	<u>Code Value and Description</u>
94/2	MD031	YEAR OF COURT DISPOSITION OR INTAKE DECISION, CREATED  (92) 1992 : : (##) Most recent year
96/2	MD032	MONTH OF COURT DISPOSITION OR INTAKE DECISION, CREATED  (01) January (02) February : : (12) December
98/2	MD033	DATE OF COURT DISPOSITION OR INTAKE DECISION, CREATED  (01) First (02) Second : : (31) Thirty-first
100/2	MD034	COUNTY OF VENUE, CREATED  The county of offense (MD001), or if the county of offense is out of state, the county of residence (MD027).  See variable MD001 for code values and descriptions.

**Appendix I**

Maryland Automated Juvenile Information System Forms

# MARYLAND AUTOMATED JUVENILE INFORMATION SYSTEM FORM 1

SEX	JUVENILE'S PROPER NAME--LAST	FIRST	MIDDLE NAME
RAC	ORIGINAL AGENCY/CASE NUMBER	DATE OF BIRTH	VER AGENCY ID CASE NUMBER
AKA OR NICKNAME--LAST	FIRST	MIDDLE NAME	

**PERSONAL**

ADDRESS NUMBER AND STREET--APARTMENT NUMBER		CITY	CTY	STATE	ZIP CODE	HOME TELEPHONE NO.	FINGERPRINT NUMBER
EMERGENCY TELEPHONE NO.	SOCIAL SECURITY NUMBER	HEALTH PROBLEM (HLT)		MEDICATION USED		RESIDING WITH STATUS	
PARENTAL STATUS (PNT)	BEHAVIOR PROBLEMS (BP)	MEDICAL ASSISTANCE/HEALTH INS. #		FAMILY ANNUAL GROSS INCOME	SIBS IN FAMILY	POS OF CHILD	

**REFERRAL/DISPOSITION**

REFERRAL (REA)	DATE OF REFERRAL	REFERRED BY	INTAKE DECISION (DISP)	DT INTAKE DEC	WORKER NAME	WORKER #
TIME AUTH	DETENTION SHEL--CARE		AGENCY REFERRED TO	CTY	WORKER RECOMMENDING	WORKER #
ACTUAL DISPOSITION	DT. ACTUAL DISP.	APPEAL DISP	DATE APPEAL DISP			

**OFFENSE/DISPOSITION**

OFF SEQ. NO.	OFFENSE/COMPLAINT	OFF	COMPLAINT NO.	DATE OF ARREST	PETITION NUMBER	CNT
DT OFF OCCURRED	LOCATION OF OFFENSE	ZIP CODE	ADJUDICATED OFFENSE COMP		OFF	CNT
COURT DISPOSITION	DT DISP RENDERED					
OFF SEQ. NO.	OFFENSE/COMPLAINT	OFF	COMPLAINT NO.	DATE OF ARREST	PETITION NUMBER	CNT
DT OFF OCCURRED	LOCATION OF OFFENSE	ZIP CODE	ADJUDICATED OFFENSE COMP.		OFF	CNT
COURT DISPOSITION	DT DISP RENDERED					
OFF SEQ. NO.	OFFENSE/COMPLAINT	OFF	COMPLAINT NO.	DATE OF ARREST	PETITION NUMBER	CNT
DT OFF OCCURRED	LOCATION OF OFFENSE	ZIP CODE	ADJUDICATED OFFENSE COMP		OFF	CNT
COURT DISPOSITION	DT DISP RENDERED					
OFF SEQ. NO.	OFFENSE/COMPLAINT	OFF	COMPLAINT NO.	DATE OF ARREST	PETITION NUMBER	CNT
DT OFFENSE OCCURRED	LOCATION OF OFFENSE	ZIP CODE	ADJUDICATED OFFENSE COMP		OFF	CNT
COURT DISPOSITION	DT DISP RENDERED					

**OTHERS INVOLVED**

OFF SEQ. NO.	AGE	RAC	SEX	TYPE
OFF SEQ. NO.	AGE	RAC	SEX	TYPE
OFF SEQ. NO.	AGE	RAC	SEX	TYPE
OFF SEQ. NO.	AGE	RAC	SEX	TYPE

**INFORMAL SUPERVISION**

WORKER NAME--LAST		FIRST	WORKER #
CASE WEIGHT (CWT)		DISP.	DT OF DISPOSITION
SPV	CAT	DT. STARTED	DT. TERM

COMPLETED BY:

TITLE

DATE

## MARYLAND AUTOMATED JUVENILE INFORMATION SYSTEM FORM 2

SEX	JUVENILE'S PROPER NAME--LAST	FIRST	MIDDLE NAME
RAC	ORIGINAL AGENCY/CASE NUMBER	DATE OF BIRTH	VER AGENCY ID CASE NUMBER
	AKA OR NICKNAME--LAST	FIRST	MIDDLE NAME

**FAMILY/SOCIAL**

MOTHER'S NAME--LAST		FIRST		ADDRESS NUMBER (IF DIFFERENT) AND	
STREET--APARTMENT NO.	CITY	STATE	ZIP CODE	EMERGENCY/HOME PHONE #	EMP.
GUARDIAN/STEPMOTHER		FIRST		ADDRESS NUMBER (IF DIFFERENT) AND	
STREET--APARTMENT NO.	CITY	STATE	ZIP CODE	EMERGENCY/HOME PHONE #	EMP.
FATHER'S NAME--LAST		FIRST		MI SUF	ADDRESS NUMBER (IF DIFFERENT) AND
STREET--APARTMENT NO.	CITY	STATE	ZIP CODE	EMERGENCY/HOME PHONE #	EMP.
GUARDIAN/STEPFATHER		FIRST		ADDRESS NUMBER (IF DIFFERENT) AND	
STREET--APARTMENT NO.	CITY	STATE	ZIP CODE	EMERGENCY/HOME PHONE #	EMP.

**EDUCATIONAL/HEALTH**

SCHOOL NAME	SCHOOL NO.	COUNTY	SCL GRD COMP	LEVEL
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**TREATMENT/COMMUNITY PLACEMENT**

TREATMENT AGENCY	AGENCY #	TREATMENT SERVICE REQ	NO REQ	TREATMENT SERVICE PRO	NO PRO
PRIMARY SERVICE WORKER NAME--LAST		FIRST	WORKER #	DT ACTUALLY STARTED	DT ACTUALLY ENDED
UNIT COST OF SER. REQ.	UNIT COST OF SER. PRO.				

**INVESTIGATION**

WORKER NAME--LAST		FIRST		WORKER #	CASE WEIGHT (CWT)
DISPOSITION	INV	SPV	CAT	DT STARTED	DT TERM COURT DT TERM JSA

**SUPERVISION**

WORKER NAME--LAST		FIRST		WORKER #	CASE WEIGHT (CWT)
DISPOSITION	DT OF DISPOSITION	SPV	CAT	DT STARTED	DT TERM COURT DT TERM JSA

DATE OF REFERRAL

COMPLETED BY:

TITLE:

DATE:

**ENTRY TERMINAL COPY**

MARYLAND AUTOMATED JUVENILE INFORMATION SYSTEM FORM 3

SEX	JUVENILE'S PROPER NAME - LAST	FIRST	MIDDLE NAME
RAC	ORIGINAL AGENCY/CASE NUMBER	DATE OF BIRTH	VER AGENCY ID CASE NUMBER
	AKA OR NICKNAME - LAST	FIRST	MIDDLE NAME

INSTITUTIONS/PLACEMENTS

BODY BLD	EYES	HAIR	HEIGHT FT INCHES	WEIGHT	SCARS LOC	TATTOO LOC	FACILITY #	CTY	DT OF ADMISSION	TIME ADM
TYPE OF ADMISSION			CENTER/UNIT NO ASSIGNED			FACILITY CASE NO.		REASON PLACED		PROJ DT OF REL
DT REL/TERM			TIME REL/TERM		PLACEMENT RECOMMENDED DISPOSITION			PLACEMENT RECOMMENDED DISPOSITION		
RELEASED TO CUS.		TYPE REL		AGENCY REL/ TRANSFERRED TO				BEHAVIOR PROBLEMS (BP)		

LEAVE

TYPE	DT DEPARTED	TIME DEPART.	DT ACT RETURN	TIME ACT RET	TYPE	DT DEPARTED	TIME DEPART	DT ACT RETURN	TIME ACT RET
TYPE	DT DEPARTED	TIME DEPART.	DT ACT RETURN	TIME ACT RET	TYPE	DT DEPARTED	TIME DEPART	DT ACT RETURN	TIME ACT RET

DATE OF REFERRAL

COMPLETED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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**Appendix II**

Original Data Collector's Statement of Acceptance

