

## Phase II Day 1 Exercise Handout – Part 1 ANSWER KEY

### Archila

1. How do we confirm this court paper matches with the arrest in JIMS?
  - a. We utilize the DA10 screen in SDLaw
2. What important number needs to be added in JIMS?
  - a. The case number-remember to add under each charge as well
3. Archila will have two separate court dates, what are they and what are the ROC's?
  - a. FP: 3 Days @ 0900 EC2, BR: Next Day @ 1330 EC2

### Leon

1. There is no DA10 print out provided for this case. Where do we go to look up the DA10 screen?
  - a. SD Law
2. Do we need to add charges PC1203(E)(4) and PC 667(E)(1)?
  - a. No, they are enhancements
3. What is the bail amount?
  - a. \$75,000
4. Leon is scheduled for court "Next day" and in "10 days" do we need to put in both court dates? Why?
  - a. No, only Next day. We only put in the next closest court day. Unless bail review or Mental competency hearing, or OTP.

### McLucas

1. What will we need to do in order to confirm this court paper matches the arrest in JIMS?
  - a. Utilize the J-15 and SD Law
2. What case number will be added in JIMS?
  - a. CN252181, also add it under every charge
3. What is the bail amount?
  - a. \$20,000

### Tello

1. One of the charges listed on the court paper is not listed in JIMS. What needs to happen?
  - a. Add the charge in JIMS
2. PC12020(A)(1) is listed as 17B4, what does that mean?
  - a. The felony charge is now a misdemeanor
3. What is the case number?
  - a. CN253715
4. Does the case number need to be added under every charge in JIMS?
  - a. Yes

## Templeton

1. What is the bail amount?
  - a. \$90,000
2. What is the case number?
  - a. CE282968
3. Should PC1203 (E)(4) be entered in JIMS?
  - a. No, the courts do not list it as an active charge
4. PC 496D is listed in JIMS but not on the court paper. What needs to happen to that charge in JIMS?
  - a. DNI the charge
5. HS11379 is listed in JIMS, the court paper shows HS11379(A). What is the correct way to update this?
  - a. DNI the 11379 and add an additional charge of 11379(A) in JIMS

## Thomas

1. What should be done first before updating the charges, bail, and court date?
  - a. Confirm the court paper matches with what's on JIMS- SDLAW and DA10
2. What are the case numbers and bail amounts?
  - a. CE286155 - \$25,000 and T520R530 - \$300