



EXECUTIVE INFORMATION SERVICES, INC.

JMS VALIDATION NOTES

SEPTEMBER, 2017

JMS Configuration Notes

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Executive Information Services, Inc. Public Safety Software

JMS Validation Notes September 2017

This document describes the general usage and configuration of the EIS validation process, currently deployed in the JMS Booking Completion and JMS release processing sections of the respective applications. The document is arranged by major topics, and includes descriptions of features and capabilities that have been included in current release(s) of the product. Note that the EIS systems are highly configurable and actual appearance and functionality within your agency may vary slightly from the descriptions given herein. References to new capabilities are provided in this document as a quick overview of the components basic capabilities, not a complete description of the component. If additional information is required please contact EIS support.

Overview

The integrated EIS report validation process provides an agency level, definable quality assurance capability that allows the agency to define a set of reporting or processing requirements that will be evaluated by the system at the time the user attempts to execute a system functions that changes the overall status of a record where validation would be appropriate, including:

- JMS – Booking Processes Completion.
- JMS – Inmate release validation.

The validation compliance listing is placed on the data screen where the status function would be executed (e.g. on the “Booking Complete” form and Inmate Release forms of the JMS), and provides both a textural message and a color-coded display to improve the user’s recognition of system errors. Within JMS the validation is used to verify the appropriate actions have occurred as part of either the booking or release processes.

Rules underlying each validation item can be specially configured to meet the specific needs of the agency. Additionally, rules can be configured to provide a simple visual warning, visual acknowledgement or to force the user to comply with the requirement prior to completing the function.

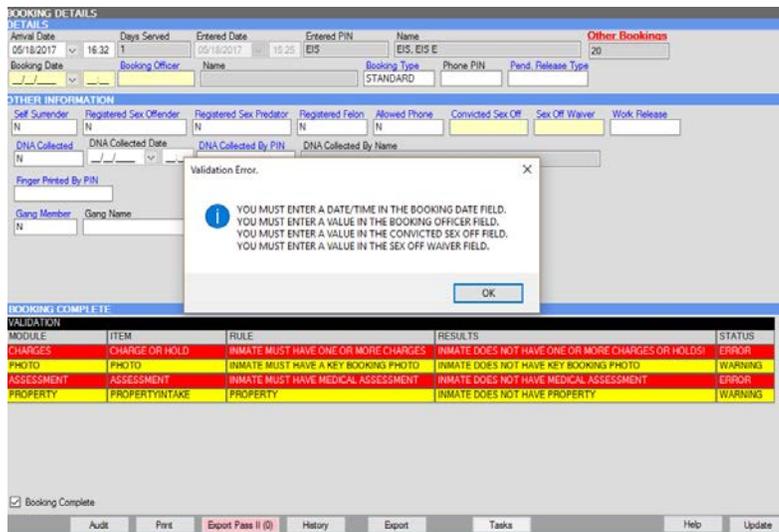
EIS JMS VALIDATION PROCESS

JMS Validation Overview

Validation within the EIS Jail Management System (JMS) is a set of rules that can be applied in two areas – **Booking and Release**. These rules are determined by the agency and then

configured by EIS. This automated quality control check will help the agency ensure consistent, accurate data entry along with applying rules to determine release and a completed booking. Currently, this feature is only available in RMS Entry of Incident Reports and JMS Booking and Release records. This document addresses the JMS use of the feature.

JMS has been updated to provide a more flexible booking and release activity validation evaluation, replacing the earlier hard-coded compliance indicators. Validation within the EIS Jail Management System (JMS) is represented by a set of rules that can be applied in two areas – Booking and Release. These rules are determined by the agency and then configured by EIS. This automated quality control check will help the agency ensure consistent, accurate data entry along with applying rules to determine release and a completed booking. Validations can provide acknowledgement of compliance, warnings of possible problems/missing information or failures/errors in data entry. Errors can be set to preclude the user from closing the booking or performing the release.



The JMS system allows for an unlimited number of agency defined tasks to be associated with any inmate, and this screen provides both a view into the associated booking tasks, and a validation that they have been completed (or whatever their status may be). Tasks are color coded based on agency preferences, and can be set by the agency as required or optional.

The booking complete section provides a quick snapshot of whether the inmate has information pertaining to the tasks' label description. In the screenshot below, this inmate has passed all the agency defined booking requirements, however has a "WARNING" related to a specific data field the agency would like to collect as part of the intake processing indicated by the yellow color of the item. A description for each task item identifies the number of stored records for each booking detail module.

Implementation of these verifications will require additional configuration services to be provided by EIS, and may incur service fees. Please contact EIS support to review.

JMS Entry Validation:

Entry Validation rules may be applied to both the booking and/or the release process. Factors to consider when determining which rules would be most beneficial for agency use:

1. Common entry errors
2. Frequently overlooked fields
3. Agency policy
4. Required reporting
5. Current agency procedures

Booking Validation:

BOOKING DETAILS				
DETAILS				
Arrival Date	Days Served	Entered Date	Entered PIN	Name
05/18/2017	16:53	49	05/18/2017	16:25
			3124	[REDACTED]
Other Bookings				
2				
Booking Date	Booking Officer	Name	Booking Type	Phone PIN
05/18/2017	11:00	3124	[REDACTED]	STANDARD
				Pend. Release Type
OTHER INFORMATION				
Self Surrender	Registered Sex Offender	Registered Sex Predator	Registered Felon	Allowed Phone
N	N	N	N	N
Convicted Sex Off	Sex Off Waiver	Work Release		
N	N	Y		
DNA Collected	DNA Collected Date	DNA Collected By PIN	DNA Collected By Name	
Y	/ /	3319	[REDACTED]	
Finger Printed By PIN				
[REDACTED]				
Gang Member	Gang Name			
N	[REDACTED]			
BOOKING COMPLETE				
VALIDATION				
MODULE	ITEM	RULE	RESULTS	STATUS
CHARGES	CHARGE OR HOLD	INMATE MUST HAVE ONE OR MORE CHARGES	PASS	PASSED
PHOTO	PHOTO	INMATE MUST HAVE A KEY BOOKING PHOTO	PASS	PASSED
ASSESSMENT	ASSESSMENT	INMATE MUST HAVE MEDICAL ASSESSMENT	PASS	PASSED
PROPERTY	PROPERTYINTAKE	PROPERTY	PASS	PASSED

Booking Validation is displayed on the Booking Details page. The grid displays the following:

1. **Module:** Name of module that the rule references
2. **Item:** Tree item pertaining to the rule
3. **Rule:** Description of the rule being enforced
4. **Results:** Displays the results of the validation check against the specific rule
5. **Status:** Displays the status of Passed or Error letting the user know if further correction/entry is required

Release Validation:

RELEASE				
DETAILS				
Scheduled Release Date				
RELEASE INFORMATION				
Date Released	Release Type	Released To		
07/06/2017	07:19			
Comments				
Released By				
Released By Name				
Transport Agency ORI	Transport Agency Name	Transport Officer PIN	Transport Officer Name	
CHECKS				
VALIDATION				
MODULE	ITEM	RULE	RESULTS	STATUS
CLASSIFICATION	CLASSIFICATION	SCHEDULED RELEASE DATE MUST HAVE	PASS	PASSED
CHARGES	CHARGES	CHARGES MUST BE CLEARED	INMATE HAS 3 CHARGE(S) TO BE CLEARED	ERROR
HOLDS	HOLD	HOLDS MUST BE CLEARED	INMATE HAS 1 HOLD(S) TO BE CLEARED	ERROR
NOTIFICATIONS	NOTIFICATIONS	NOTIFICATIONS MUST BE CLEARED	PASS	PASSED
TASKS	TASKS	TASKS MUST BE CLEARED	INMATE HAS 1 TASK(S) TO BE CLEARED	ERROR
PROPERTYRELEASE	PROPERTY	PROPERTY MUST BE CLEARED	PASS	PASSED
BIOMETRIC	FINGERPRINT	INMATE MUST PASS BIOMETRIC FINGERPRINT	INVALID FINGERPRINT - INMATE DID NOT PASS BIOMETRIC	ERROR
TOC	TOC	TOCS MUST BE CLEARED	PASS	PASSED

1. **Module:** Name of module that the rule references
2. **Item:** Tree item pertaining to the rule
3. **Rule:** Description of the rule being enforced
4. **Results:** Displays the results of the validation check against the specific rule
5. **Status:** Displays the status of Passed or Error letting the user know if further correction/entry is required.

ERROR: Errors display **red** in color. Errors may be configured 3 different ways:

- a. **Hard Stop:** Must be fixed to save the record
- b. **Warning:** Will not prevent a user from completing the record entry but will display an error.
- c. **Override:** Supervisor override allows a record to continue through the entry with an error with supervisor approval (supervisor would need to enter their password on the override screen).

PASSED: When a rule has found to comply and the status is passed there are two configuration options available.

- d. The first is to display the status in **green** in the Report Validation grid.
- e. The other option is to hide the status, if not displayed then the user may assume a passed status. This is agency definable and will be configured by EIS as requested.

Rule Examples:

Many different types of rules can be enforced within the Entry Validation feature. The below is a list of samples. It is not all inclusive. If the Name Involvement indicates an arrest, then there must be an arrest page.

1. Booking: Charges must be entered
2. Booking: Booking must be attached
3. Booking: Assessment must be complete
4. Release: Charges must be cleared
5. Release: Property must be released
6. Release: All holds must be cleared

These are just a few examples of rules that may be applied and each rule may either be a firm error or a warning. The option of a supervisor override option is also available. Most often local mandatory reporting drives and agency procedures the rules to be enforced at the agency level. Contact EIS support or your project manager if you have questions about specific rules.

Validation Worksheet Attributes

The table below provides a guideline for the definition and configuration of the system validation rules. Each validation rule will examine a specific set of elements within the associated record, and as such the agency specific requirements for validation must be explicitly defined. Each of the configuration elements typically include:

1. **Jail Module** – Defines what portion of the inmate’s record should be evaluated by system screen name.
2. **Label** – How the item is presented to the user within the JMS so that the user can identify the item
3. **Field/Attribute** – What data field(s) or system attribute is being evaluated for compliance.
4. **Rule** – a definitive statement defining the validation rule (e.g. has a specific value been completed, are there a certain number of items in the inmate’s record, etc.). All conditions must be specified.
5. **Warning Type** – Defines the behavior of the application when a validation failure occurs:
 - a. **INFO** – Provides information only, however allows the user to proceed.
 - b. **WARNING** - Provides warning display and associated color indicators, however allows the user to proceed.
 - c. **ERROR** - Provides error display and associated color indicators, stops user from completing function.
6. **View/Hide** – indicates that the item (if passed) should remain on the display of be suppressed. Removing passed validation rules tends to simplify the users display.
7. **Color** – Specify the background color and the font color to be displayed. Each rule maintains a collection of colors for the “Passed” condition and the “failure” condition.
8. **Sort** – the order in which the items appear within the list, allows the agency to set a hierarchy in the displayed list.

Worksheet Example

Jail Module	Label	Field/Attribute	Rule	Warn Type	View/Hide	Color	Sort
Biometric Imaging	MUGSHOT	Full Frontal Mugshot	Verify that there is a key image associated with the inmate that is defined with a type of “FACE”	Hard Stop	Yes	Red Back. White Font	2

Validation Worksheet

Jail Module	Label	Field/Attribute	Rule	Warn Type	View/Hide	Color	Sort
<i>Biometric Imaging</i>	<i>MUGSHOT</i>	<i>Full Frontal Mugshot</i>	<i>Verify that there is a key image associated with the inmate that is defined with a type of "FACE"</i>	<i>Hard Stop</i>	<i>Yes</i>	<i>Red Back. White Font</i>	<i>2</i>