

CODE SECTIONS FOR REPORTS

692-15 Reports to department.

1. If it comes to the attention of a sheriff, police department, or other law enforcement agency that a public offense or delinquent act has been committed in its jurisdiction, the law enforcement agency shall report information concerning the public offense or delinquent act to the department on a form to be furnished by the department not more than thirty-five days from the time the public offense or delinquent act first comes to the attention of the law enforcement agency. The reports shall be used to generate crime statistics. The department shall submit statistics to the governor, the general assembly, and the division of criminal and juvenile justice planning of the department of human rights on a quarterly and yearly basis.
2. If a sheriff, police department, or other law enforcement agency makes an arrest or takes a juvenile into custody which is reported to the department, the law enforcement agency making the arrest or taking the juvenile into custody and any other law enforcement agency which obtains custody of the arrested person or juvenile taken into custody shall furnish a disposition report to the department if the arrested person or juvenile taken into custody is transferred to the custody of another law enforcement agency or is released without having a complaint of information or petition under section 232.35 filed with any court.
3. The law enforcement agency making an arrest and securing fingerprints pursuant to section 690.2 or taking a juvenile into custody and securing fingerprints pursuant to section 232.148 shall fill out a final disposition report on each arrest or taking into custody on a form and in the manner prescribed by the commissioner of public safety. The final disposition report shall be forwarded to the county attorney in the county where the arrest or taking into custody occurred or to the juvenile court officer who received the referral.

4. The county attorney of each county or juvenile court officer who received the referral shall complete the final disposition report and submit it to the department within thirty days if a preliminary information or citation is dismissed without a new charge being filed. If an indictment is returned or a county attorney's information is filed, or a petition is filed under section 232.35, the final disposition form shall be forwarded to either the clerk of the district court or juvenile court of that county.
5. If a criminal complaint or information or petition under section 232.35 is filed in any court, the clerk shall furnish a disposition report of the case.
6. Any disposition report shall be sent to the department within thirty days after disposition on a form provided by the department.

692.21 Data to agency making arrest or taking juvenile into custody.

The clerk of the district court shall forward conviction and disposition data to the criminal or juvenile justice agency making the arrest or taking a juvenile into custody within thirty days of final court disposition of the case.

INSTRUCTIONS

The purpose of this report is to secure the final disposition of an individual's arrest for local, state, and national files. The forms should be submitted at the earliest possible time once final disposition(s) is obtained. Dispositions on ALL charges that were filed either by the arresting law enforcement agency and/or additional charges filed by the county attorney must be noted, even if there were dismissals. The DCI/FBI numbers should be indicated if known. The preprinted seven-digit disposition tracking number in the upper left hand corner is the same number that should be placed on the fingerprint card sent to the Division of Criminal Investigation. The agency with original jurisdiction should start the final disposition form at the time of arrest. It then should be forwarded to the county attorney, or at the discretion of the county attorney, to the clerk of court. If the county attorney receives the report and additional charges exist those can be indicated on the report and then forwarded to the clerk of court. The county attorney or clerk of court shall ensure the disposition is mailed or submitted electronically to the Division of Criminal Investigation, Identification Unit, 215 E. 7th Street., Des Moines, IA. 50319.

ARRESTING AGENCY

Fill in the top portion of the Final Disposition Report, ensuring that the seven-digit preprinted number is typed or legibly handwritten in the area of the fingerprint card entitled "Disposition Tracking Number". The law enforcement agency with original jurisdiction should then forward copies to the appropriate county attorney, noting the charge(s) and code sections(s) are placed appropriately. If a juvenile is involved, forward these copies to the juvenile court officer.

COUNTY ATTORNEY

The county attorney should indicate on the form the final disposition of all the charges that are listed by the arresting agency even if a dismissal of those charges occurs. New charges along with their appropriate dispositions(s) should then be noted. The county attorney should complete this form to show final disposition when preliminary information is dismissed without new charges being filed or a case is ignored by the grand jury. At this time, submit copies directly to the clerk of court.

Upon indictment or filing of a county attorney's Information, the county attorney should forward all forms to the clerk of court with jurisdiction.

CLERK OF COURT

The Clerk of the District Court should submit disposition information when an arrested person is acquitted, upon conviction when sentence is imposed, deferred sentence and when charges are dismissed. When the arrested person is convicted or enters a guilty plea to a lesser or different offense than the charge when originally arrested, this information should be clearly indicated. The Code of Iowa section should be indicated by both title and number.

Submit any post conviction data on appeals and changes in probation status (regarding deferred judgment, deferred sentence or suspended sentence) to the DCI.

REMEMBER – IT IS IMPERATIVE THE DCI RECEIVE DISPOSITIONS ON EACH AND EVERY CHARGE MADE BY THE ARRESTING AGENCY AND ANY ADDITIONAL CHARGES THE COUNTY ATTORNEY FILES AFTER THE ORIGINAL ARREST. EVEN IF THE ARRESTING AGENCY'S CHARGES ARE DISMISSED, IT IS ESSENTIAL THE DCI KNOW THIS INFORMATION.

**IOWA DIVISION OF CRIMINAL INVESTIGATION
215 EAST 7th STREET
DES MOINES, IOWA 50319**

Disposition Tracking Number 0665550		FINAL DISPOSITION REPORT			Country of Birth USA		
Contributor and ORI Identifier IA0850000 Story County SO Nevada, Iowa 50201		Last Name-NAME First Name Middle Name Doe, Susan Jane			Date of Birth – DOB		
					M 02	D 02	Y 1963
Social Security Number 123-45-6789		<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	DCI# (if known)	FBI# (if known)	Date Arrested or Rec'd-DOA		
					M 09	D 25	Y 2008
					Your Number – OCA 03-921		

Offenses Charged at arrest	Iowa Code Section
01 OWI 1 st Offense	01 IA321J.2(A)
02 Theft 4 th Degree	02 IA714.2(4)
03	03
04	04

FINAL DISPOSITION (include modifications to the original charge)

Date	Offense	Disposition	Fine	Code Section	Felony Conviction	
					Yes	No
M D Y	01			01		
M D Y	02			02		
M D Y	03			03		
M D Y	04			04		

Comments

This form submitted by
(Name, Agency, City)

Signature

Date

Case Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://icis2.jb.gov.state.ia.us/icis2plot/CPNnavigate.do?navigateForward=case-info&navigateCaseID=&navigatePeopleID=&navigateAgencyCode=&navigateBadgeNum=&navigateCitationDate=&ni

Home Applications Sec Lvl: 0 User ID: JJENSEN County: POLK Case Processing 08/01/2008 10:31 AM Help Logout

FECR169818: Go! (N)ew Case (S)ave (C)ancel (P)rint Case Folder Label

C - Case Info

Case ID: 05771 FECR169818

Sub Type: FB-Burglary

Init Date: 11/10/2002 Nature: [Select Nature]

Milestone: DS - DISPOSED Milestone Date: 07/22/2005

Title:

Security Level: 0 - PUBLIC ACCESS

Arresting Agency: IA0770000 POLK COUNTY SHERIFF'S OFFICE

Comments:

Location: 02-82170 Pay Plan Due Date: 04/24/2005

Speedy Trial Status: Date: (C)a(se Closing)

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Enter case sub-type code. Required.

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ICIS 2 - Case Information Screen

Charges - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://icis2.jb.gov.state.ia.us/icis2plot/CPNnavigate.do?navigateForward=charges&navigateCaseID=&navigatePeopleID=&navigateAgencyCode=&navigateBadgeNum=&navigateCitationDate=&na> Go Links

Home Applications Sec Lvl: 0 User ID: JJENSEN County: POLK Case Processing 08/01/2008 10:32 AM Help Logoff

FECR169818:

G - Charges Go! (N)ew Charge

Defendant PIN: PK2263874 Name: Counts: 4

Count	Description	Charge	Adjudicated	Disposed
<input type="checkbox"/> 01	BURGLARY 3RD DEGREE (FELD)	713.6A(1)	NF	NF
<input type="checkbox"/> 02	POSSESSION OF BURGLAR'S TOOLS - 1983 (AGMS)	713.7	GU	PS
<input type="checkbox"/> 03	POSSESSION OF A CONTROLLED SUBSTANCE (SRMS)	124.401(5)	DS	DM
Comment: SCH II - METH				
<input type="checkbox"/> 04	ATTEMPTED BURGLARY 3RD DEGREE (AGMS)	713.6B(1)	GU	CS

De(lete) checked

[Last Search...](#)

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ICIS 2 - Charges Screen

Charge - Microsoft Internet Explorer

Case ID: 05771 FECR169818
Defendant PIN: PK2263874 -
Charge Code: 713.7 Charge Class: AGMS Charge Code Year: 1992
Charge Description: POSSESSION OF BURGLAR'S TOOLS - 1983 (AGMS)
Offense Date: 11/10/2003 Offense Time: : AM Count: 02
Original Plea: [Enter a Plea] Original Plea Date:
Current Plea: [Enter a Plea] Current Plea Date:
Comment:
Charge Date: Effective Date:
Arrest Date: Arrest Time: : AM
DPS Tracking: 7009635 02

(S)ave (A(d))judication E(x)it

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Enter date on which offense occurred. Trusted sites

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ICIS 2 - Charge Screen

Charge - Adjudication - Microsoft Internet Explorer

Case ID: 05771 FECR169818
 Charge: 713.7 Charge Year: 1992 Act. Speed: Post. Speed:
 Adjudication: **GU - DNU-GUILTY**
 Adjudicated Charge: 713.7 Adj Charge Year: 1992
 Adj. Charge Description: POSSESSION OF BURGLAR'S TOOLS - 1983 (AGMS)
 Adj. Charge Comment: PLED GUILTY
 Judge: PK0007254
 Date: 01/24/2005

(R)emove Adjudication (S)ave E(x)it

Dispositions

Sentence	Sentence Amount	Sentence Date	Effective Date	Appeal
<input type="checkbox"/> PS - PRISON	2 years	01/24/2005	01/24/2005	
<input type="checkbox"/> CS - COMMUNITY SERVICE	75 hrs	01/24/2005	01/24/2005	
Comment: COMPLETED				
<input type="checkbox"/> PR - PROBATION	6 months	01/24/2005	01/24/2005	
Comment: FORMAL				
<input type="checkbox"/> SP - SUSPENDED PRISON	2 years	01/24/2005	01/24/2005	

De(l)ete checked (N)ew Disposition

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Enter type code identifying results of adjudication. Trusted sites

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ICIS 2 - Charge - Adjudication Screen

Charge - Disposition - Microsoft Internet Explorer

Case ID: 05771 FECR169818
 Charge: 713.7 Charge Year: 1992 Charge Count: 02
 Adjudicated Charge: 713.7 Adj. Charge Year: 1992
 Disposed Charge: 713.7 Disp. Charge Year: 1992
 Disp. Chg Description: POSSESSION OF BURGLAR'S TOOLS - 1983 (AGMS)
 Sentence Date: 01/24/2005 Effective Date: 01/24/2005
 Judge: PK0007254
 Sentence: PS - PRISON
 Hours: Days: Months: Years: 2 Fine:
 Facility Type: [Select Facility Type] Review Date:
 Attorney Restitution Drugs License Rev DDS Extradition Batterer
 Comment:
 Appeal: [Select Appeal]
 Retransmit CCH Reason: [Select CCH Retrans Rsn] (S)ave E(x)it

Other Dispositions

Sentence	Sentence Amount	Sentence Date	Effective Date	Appeal
CS - COMMUNITY SERVICE	75 hrs Comment: COMPLETED	01/24/2005	01/24/2005	
PR - PROBATION	6 months Comment: FORMAL	01/24/2005	01/24/2005	
SP - SUSPENDED PRISON	2 years	01/24/2005	01/24/2005	

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Enter code for charge that has been disposed. Trusted sites

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ICIS 2 - Charge - Disposition Screen

Rpt ID : disp_cch
Rpt Date: 22-SEP-2008
Rpt Time: 03:09 PM

BLACK HAWK COUNTY CLERK OF COURT

CCH DISPOSITION REPORT FOR AGENCIES
FOR 02-SEP-2008 TO 06-SEP-2008

01071 SRCR150868 SECURITY LEVEL: 0

AGENCY PIN: BL1002593
CONVT. CHG: 01 * 124.401(3)-2 * 1992
DISPOSITION DATE: 05-SEP-2008 COUNT: 01

CCH TRACKING: 6A0048L - 01
DEFENDANT: BL1387917 * OFFENSE DATE: 17-NOV-2007
AGENCY NAME: LAPORTE CITY POLICE DEPARTMENT
DNU - POSSESSION CONTROLLED SUBSTANCE, MARIJUANA (SRMS)
SENTENCE: TIME SERVED DAYS 2

Rpt ID : disp_cch
Rpt Date: 22-SEP-2008
Rpt Time: 03:09 PM

BLACK HAWK COUNTY CLERK OF COURT

CCH DISPOSITION REPORT FOR AGENCIES
FOR 02-SEP-2008 TO 06-SEP-2008

01071 AGCR154950 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 321.561 * 1992

DISPOSITION DATE: 05-SEP-2008 COUNT: 01

CCH TRACKING: 6A006IX - 01
DEFENDANT: BL1097251 * OFFENSE DATE: 01-JUL-2008
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
DRIVING WHILE BARRED HABITUAL OFFENDER - 1978 (AGMS)

SENTENCE: JAIL DAYS 180
SENTENCE: SUSPENDED JAIL DAYS 173
SENTENCE: PROBATION YRS 2
SENTENCE: FINE FINE 625
SENTENCE: SUSPENDED FINE FINE 625

01071 FECR150711 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 124.401(1)(c) * 1992

DISPOSITION DATE: 04-SEP-2008 COUNT: 01

CCH TRACKING: 6A0045N - 01
DEFENDANT: BL1507703 * OFFENSE DATE: 09-NOV-2007
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
CONTROLLED SUBSTANCE VIOL. (FELC)

SENTENCE: DEFERRED JUDGMENT
SENTENCE: NO SUPERVISION YRS 5

01071 OWCR148775 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 321J.2(C) * 1992
DISPOSITION DATE: 04-SEP-2008 COUNT: 01

CCH TRACKING: 6A00362 - 01
DEFENDANT: BL1188827 * OFFENSE DATE: 13-AUG-2007
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
OPER VEH WH INT (OWI) / 3RD OFFENSE (FELD)
SENTENCE: TIME SERVED DAYS 52

01071 OWCR149741 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 321J.2(B) * 1992
DISPOSITION DATE: 02-SEP-2008 COUNT: 01

CCH TRACKING: 6A0030S - 01
DEFENDANT: BL1176762 * OFFENSE DATE: 30-SEP-2007
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
OPER VEH WH INT (OWI) / 2ND OFF (AGMS)
SENTENCE: TIME SERVED DAYS 14

01071 OWCR153265 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 321J.2(A) * 1992

DISPOSITION DATE: 05-SEP-2008 COUNT: 01

CCH TRACKING: 6A005KC - 01
DEFENDANT: BL1608883 * OFFENSE DATE: 28-MAR-2008
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
OPER VEH WH INT (OWI) / 1ST OFF (SRMS)

SENTENCE: JAIL DAYS 60
SENTENCE: SUSPENDED JAIL DAYS 58
SENTENCE: NO SUPERVISION YRS 1
SENTENCE: FINE FINE 1250

01071 OWCR154013 SECURITY LEVEL: 0

AGENCY PIN: IA0070000
CONVT. CHG: 01 * 321J.2(B) * 1992

DISPOSITION DATE: 05-SEP-2008 COUNT: 01

CCH TRACKING: 6A005XY - 01
DEFENDANT: BL1036908 * OFFENSE DATE: 03-MAY-2008
AGENCY NAME: BLACK HAWK COUNTY SHERIFF
OPER VEH WH INT (OWI) / 2ND OFF (AGMS)

SENTENCE: JAIL DAYS 180