

JUVENILE DELINQUENCY PROCEEDINGS

This section, Juvenile Delinquency Proceedings, covers the reporting do's and don'ts that should be followed when completing the juvenile delinquency portion of the monthly Juvenile SRS form. For ease of following the SRS form, this section is divided into the major sections indicated on the form. The juvenile SRS reporting form is located in the section entitled, SRS Forms. Each **U** and **Y** indicates guidelines and directions that should be followed when completing the specific section of the SRS form.

Note: The section entitled, Category Definitions, provides casetype and category definitions.

Number of Complaints Filed

Please refer to the section of the SRS form that reports information associated with the number of complaints filed during the specified reporting period.

- U** Report the number of juveniles against whom a complaint is filed.
- U** Report multiple **charges** included on one complaint as one filing.
- U** Report multiple juveniles who are named on one complaint, each as a separate filing.
- U** If one juvenile is named on multiple complaints which are filed at the same time, then each complaint should be reported.
- U** Report juveniles transferred to the reporting court from another court or jurisdiction.

The following items identify common reporting mistakes. Please check these items to ensure that the SRS report **does not** include these same reporting errors.

- Y** **DO NOT** report juveniles with cases previously reported as disposed that are resubmitted to the court. (See Number of Juveniles with Reopened Cases, page 6-3.)
- Y** **DO NOT** report the number of charges on each complaint.

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Number of Juvenile Complaints Disposed Prior To Petition

Please refer to the section of the SRS form that reports information associated with the number of juvenile complaints disposed prior to petition during the reporting period.

- U Report the number of **juvenile complaints** which are terminated prior to the filing of a petition of delinquency.
- U Report juvenile complaints submitted to arbitration or mediation.
- U Report juvenile complaints in which the juvenile is placed on diversion programs prior to the filing of a delinquency petition.

Number of Petitions Filed

Please refer to the section of the SRS form that reports information associated with the number of petitions filed during the specified reporting period.

- U Report the number of juveniles against whom a petition for delinquency is filed pursuant to Section 39.048, Florida Statutes.
- U If one juvenile is named on multiple petitions which are filed at the same time, then each petition should be reported.
- U Report one petition when multiple charges are included.
- U Report multiple juveniles who are named on one petition, each as a separate filing.
- U Report juveniles transferred to the reporting court from another court or jurisdiction.
- U Report juveniles transferred to the reporting court from another court or jurisdiction for supervision purposes only.

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The following items identify common reporting mistakes. Please check these items to ensure that the SRS report **does not** include these same reporting errors.

- Y **DO NOT** report the number of charges on each petition.
- Y **DO NOT** report juveniles with cases previously reported as disposed that are resubmitted to the court. (See Number of Juveniles with Reopened Cases, page 6-3.)

Number of Petitions Disposed

Please refer to the section of the SRS form that reports information associated with the number of petitions disposed during the specified reporting period. For reporting purposes, petitions are to be reported as disposed after the final judicial decision which terminates a juvenile delinquency proceeding by an adjudication or dismissal.

- U Report the number of juveniles against whom a petition for delinquency is disposed.
- U Report juveniles with petitions submitted to arbitration or mediation.
- U Report the number of juveniles transferred from the reporting court to another court or jurisdiction for supervision purposes.

The following items identify common reporting mistakes. Please check these items to ensure that the SRS report **does not** include these same reporting errors.

- Y **DO NOT** report dispositions of reopened cases.
- Y **DO NOT** report juveniles whose petitions are consolidated. For example, if two petitions against one juvenile are merged for disposition purposes, report **only** one petition disposed.

Number of Juveniles With Reopened Cases

Please refer to the section of the SRS form that reports information associated with the

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number of juveniles with reopened cases during the specified reporting period.

- U Report the number of juveniles with cases previously reported as disposed which are reactivated or resubmitted to the court **where judicial action may be involved**.
- U Report juveniles with cases filed for judicial action after being submitted to arbitration or mediation.
- U Report motions and petitions filed subsequent to the close of the case.
- U Some examples include but are not limited to motions or petitions for:
 - C violations of community control;
 - C rule to show cause;
 - C motion to expunge/seal records;
 - C motion to transfer;
 - C motion for new trial;
 - C motion for extraordinary relief; and
 - C motion for rehearing.

The following item is a common reporting mistake. Please check this item to ensure that the SRS report **does not** include this same reporting error.

- Y **DO NOT** include terminations of community control.

Number of Certifications To The Criminal Division

Please refer to the section of the SRS form that reports information associated with the number of certifications to the criminal division during the specified reporting periods.

- U Report the number of **juveniles** transferred to criminal court for prosecution as an adult following a waiver hearing pursuant to Subsection, 39.052(2), Florida Statutes. Report the number of **juveniles** not the number of cases or charges against the juvenile.

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Number of Direct Files To The Felony Division

Please refer to the section of the SRS form that reports information associated with the number of direct files to the felony division during the specified reporting period.

- U** Report the number of juveniles transferred to criminal court for prosecution as an adult following the filing of an information by the State Attorney pursuant to Subsection 39.047(e)(5), Florida Statutes. Report the number of **juveniles** not the number of cases or charges against the juvenile.

Number of Detention Hearings

Please refer to the section of the SRS form that reports information associated with the number of detention hearings during the specified reporting period.

- U** Report the number of **juveniles** for whom a hearing is held to determine whether the juvenile is to be detained, continued to be detained, or released while proceedings are pending.