

Lexington-Fayette Urban County Government
 Division of Community Corrections
Intake/Triage Questions

| | | Yes | No |
|----|--|-----|----|
| 1. | Does the arrestee have any observable medical problems? | | |
| 2. | Does the arrestee have any observable mental health problems? | | |
| 3. | Does the arrestee show any signs of suicidal behavior or attempts? | | |
| 4. | Has the arrestee shown any escape potential or violence propensity behaviors ? | | |
| 5. | Does the transporting officer have any other information which we need to know concerning this arrestee? | | |

Comments:

Arrestee Name

SSN

Date/Time

Intake Officer's Name

10/21/99

Data Dictionary
INTAKE TRIAGE FORM
(Revised: 19 January 2001)

This dictionary provides the working definition for each of the data elements of the Intake Triage Form.

ARRESTEE INFORMATION - Identifying information on the arrestee.

1. **DATA ELEMENT** – *Arrestee’s Name (L, F, M)*

SOURCE – Arrest Citation/Booking Index

DEFINITION – Legal name given at time of booking.

2. **DATA ELEMENT** – *Date*

SOURCE – Calendar – MM/DD/YY

DEFINITION – Calendar date of the day arrestee entered intake.

3. **DATA ELEMENT** -*Time*

SOURCE – Clock – HH:MM

DEFINITION – Time of the day the arrestee entered intake.

4. **DATA ELEMENT** – *Intake Officer’s Name*

SOURCE – Officer Self Report

DEFINITION – Name of the officer asking the intake triage questions.

TRIAGE ASSESSMENT – Identifies arrestees that are in need and may require specialized services to meet specific medical, mental health needs and to ensure the arrestee’s welfare and safety, as well as identify arrestees who have escape potential and violence propensity.

5. **DATA ELEMENT** – *Does the arrestee have any observable medical problems?*

SOURCE – Intake Officer observation & inquiry; may include arrestee self-report and Arresting Officer observation & inquiry

DEFINITION – Positive response indicates that the arrestee has an observable medical condition or the arrestee informed the arresting officer or the intake officer of a medical condition at the time of arrest. A positive response will require medical staff to be notified and an IMIS (Inmate Management Information System) incident report to be generated. Negative response requires no action.

6. **DATA ELEMENT** – *Does the arrestee have any observable mental health problems?*

SOURCE – Intake Officer observation & inquiry; may include arrestee self-report and Arresting Officer observation & inquiry

DEFINITION – Positive response indicates that the arrestee has an observable mental health condition or the arrestee informed the arresting officer or the intake officer of a mental health condition at the time of arrest. A positive response will require that the Booking Commander be notified and a Mental Health/Suicidal Behavior Decision Tree completed by the Booking Commander. Negative response requires no action.

7. **DATA ELEMENT** – *Does the arrestee show any signs of suicidal behavior or attempts?*

SOURCE – Intake Officer observation & inquiry; Arrest citation; may include arrestee self-report and Arresting Officer observation & inquiry;

DEFINITION – Positive response indicates that the arrestee has observable suicidal intentions, or the arrestee informed the arresting officer or the intake officer of a suicidal intention at the time of arrest, or the arrestee is charged with emergency detention. A positive response will require that the Booking Commander be notified and a Mental Health/Suicidal Behavior Decision Tree completed by the Booking Commander. If the booking commander is not available then the shift commander will be required to complete the Mental Health/Suicidal Behavior Decision Tree. Negative response requires no action.

8. DATA ELEMENT – *Has the arrestee shown any behaviors including escape potential or violence propensity?*

SOURCE – Intake Officer observation & inquiry; Arrest citation; may include arrestee self-report and Arresting Officer observation & inquiry;

DEFINITION – Arrestee has observable violence or escape potential or the arrestee informed the arresting officer or intake officer of escape or violence intentions, or arrestee is charged with an escape charge or arrestee’s current charge(s) involves a violent felony in the first degree as defined by Kentucky Revised Statutes:

| | |
|------------------------------|------------------------------|
| Assault 1 st | Kidnapping |
| Manslaughter 1 st | Murder |
| Rape 1 st | Riot 1 st |
| Robbery 1 st | Sexual Abuse 1 st |
| Sodomy 1 st | Stalking 1 st |
| Escape 1 st | Escape 2 nd |
| Escape 3 rd | Arson 1 st |

Positive response requires arrestee to be processed directly into the secure area and is not to remain in passive intake. Negative response requires no action.

9. DATA ELEMENT – *Does the transporting officer have any other information that we need to know concerning this arrestee?*

SOURCE – Inquiry by Intake Officer of Arresting Officer

DEFINITION – Any other information the arresting officer can provide on the arrestee the detention center would need to know. Positive response will require narrative added to the *Comments* section. Negative response requires no action.

10. DATA ELEMENT - *Comments*

SOURCE – Officer Self Report

DEFINITION – Any comments the intake officer wants to make regarding the arrestee.