Tier 1 Metrics
Technical Implementation Guide for Prisons

Contents

1 Justice Counts Overview

Justice Counts is a national initiative led by the U.S. Department of Justice's Office of Justice Programs' Bureau of Justice Assistance (BJA) and The Council of State Governments (CSG) Justice Center that makes more timely, accurate, and accessible data on safety and justice available to policymakers, removing the burden on agency staff to respond to frequent data requests. The initiative is supported by an [unprecedented coalition of partners](#), including criminal justice membership associations such as the Correctional Leaders Association, organizations representing state and local leaders like the National Governors Association, national research and technical assistance organizations such as RAND, and more. The Justice Counts coalition is led by a 27-member national steering committee composed of leaders and innovators across the criminal justice system.

Together with BJA and the CSG Justice Center, these partners helped to design the three core components of Justice Counts: (1) consensus-driven metrics for the entire system that help agencies focus on sharing the most critical data that policymakers need to make effective decisions; (2) a novel set of tools to empower agencies to easily publish the metrics; and (3) technical assistance to help agencies effectively and efficiently share data that answer policymakers' most frequently asked questions and better frame the narrative about their work to decision-makers.

1.1 The Metrics

The Justice Counts metrics were developed by seven sector-specific subcommittees composed of practitioners and researchers who focused on determining the most useful and feasible metrics for policymakers to consider and for agencies to publish. Through a series of votes and detailed prioritization discussions that included feedback from subcommittee members, partner organizations, and system stakeholders, the Justice Counts coalition came to consensus on a first tier of 86 metrics that were released to the public in May 2022.

Agencies can use these Tier 1 metrics to provide timely and important data to policymakers and decision-makers about their work. The metrics are feasible for several reasons:

- They only require aggregate-level data; therefore, no data-sharing agreement is required for agencies to participate in Justice Counts.
- The metrics largely reflect data that agencies already collect, but that may not be publicly shared on a regular basis. Therefore, they generally do not require new data collection efforts.
- Metric definitions, time periods, and sharing frequency can be adjusted to each agency's needs.

1.2   Justice Counts Digital Infrastructure

Participating agencies will publish metrics through the Justice Counts digital infrastructure—a suite of tools and resources that are flexible and responsive to each agency's data collection and publishing abilities and needs. The digital infrastructure includes a cloud-based database for secure data storage and a flexible control panel with options for multiple data uploading processes, ranging from manual data entry to automatic data transfers. Agencies will learn how to use the Justice Counts digital infrastructure and set up how they will publish the metrics through an onboarding process. This Technical Implementation Guide allows agencies to preview the choices they will be asked to make during the onboarding process and anticipate and prepare for the level of detail onboarding requires. It can also be used as a tool to engage the various staff who may be experts regarding the collecting and analyzing of different data points about the preferred approach for each metric.

During the onboarding process, representatives from each agency will use a control panel to accomplish four tasks:

(1) Select the metrics and breakdowns they will share. Agencies will review the list of metrics and simply turn off any metrics they are not able to share at that time. This approach can also help agencies employ a phased approach, focusing on priority metrics first and addressing others later.

(2) Configure the definition of the metric and the breakdowns to align with their agency's specifics. Each Justice Counts metric has a short, high-level text description. That description is accompanied by a table of potential data elements, which constitutes the technical definition of the metric. The table assigns an instruction to either include or exclude each data element; the default settings of those "includes" and "excludes" designations make up the **preferred Justice Counts definition**. When onboarding, an agency can either accept that preferred definition or customize what their definition includes and excludes to better reflect the reality of their data.

The metrics are disaggregated into several **breakdowns**. Each breakdown also has its own preferred definition and a table of data elements to include and exclude in an agency's methodology for defining the breakdown. Once the definition is configured, it applies to both the metrics and any breakdowns nested underneath. For example, if your prisons do not house people on probation sanctions and that data element is excluded under "Admissions," that exclusion is also applied to "Admissions for person offenses." Breakdowns are designed to be mutually exclusive as a subset of the overall metric, so that the sum of the breakdowns should equal the overall metric. A person or case should not be included in more than one breakdown. For example, if a person is convicted of both property and

public order offenses, they should be counted in only one of those breakdown categories (based on which is the most serious offense).

Each metric also has an "other" breakdown for any data that might fit under the umbrella of the overall metric, but do not fit into one of the explicitly provided breakdowns. When sharing an "other" breakdown, an agency can further describe the data it is providing in free text. Please be as specific as possible when providing data definitions in the "other" categories.

(3) Define when your agency publishes a metric, or when it could easily publish a metric. The **preferred sharing frequency** describes how often Justice Counts suggests that an agency shares data for the metric. The preferred sharing frequency applies to the metric itself, as well as its breakdowns.

(4) Select the sharing frequency and time period for the metrics Justice Counts recommends. The **preferred time period** describes the amount of time that the data for the metric should cover. The time period configured applies to the metric itself, as well as its breakdowns.

This approach considers the individual needs of agencies and helps the Justice Counts team to meet an agency where it is in terms of its data collection, sharing, and definitions. Additionally, metadata about these agency-specific configurations attach to each metric and travel with each agency's data in both aggregation and public display, ensuring that the appropriate context for those data is preserved.

Once an agency receives access to the digital infrastructure, it will have access to it at all times and can make changes at any point. The Justice Counts team is available via phone, video, or in person to provide technical assistance to agencies with the digital infrastructure onboarding process.

1.3   Prison-Specific Data Characteristics

The digital infrastructure allows agencies in different types of corrections systems to define the functions of their system.

For all prison agencies: For all prisons-related metrics, agencies should share data relating to all people who are incarcerated under their jurisdiction. Following the definition set by the Unites States Department of Justice's Bureau of Justice Statistics (BJS), Justice Counts defines community supervision, jail, and prison as follows:

- Community Supervision: supervision of people convicted of crimes in the resident population, as opposed to confined in secure correctional facilities. The two main types of community corrections supervision are probation and parole.

- Jail: locally operated, short-term correctional facilities that hold people awaiting trial or sentencing or both, and people sentenced to a term of less than 1 year, typically people convicted of misdemeanor offenses.
- Prison: longer-term correctional facilities run by the state or the federal government that typically hold people convicted of felonies and persons with sentences of more than 1 year. Definitions may vary by state (Justice Counts data does not include federal prison population data).

For agencies that have unified prison and jail systems: Whenever possible, agencies should share only data related to jails in "Jail" metrics and share only data related to prisons separately here in "Prison" metrics. We understand that it may not be possible to disaggregate metrics such as funding, expenses, and staff when they are shared across agency functions. In instances where jails and prison data cannot be disaggregated, please share **combined** data for jails and prisons in "Prisons" metrics and leave "Jails" metrics blank. For metrics showing combined data, please add a contextual note when prompted to explain that the figures include data for multiple Justice Counts sectors.

For agencies that have unified prison and community supervision systems: Whenever possible, prison agencies in unified systems that involve community supervision functions should share only data related to prisons in "Prison" metrics and share only data related to community supervision functions separately in "Community Supervision" metrics. We understand that it may not be possible to disaggregate metrics such as funding, expenses, and staff when they are shared across agency functions. In instances where prisons and community supervision data cannot be disaggregated, please share **combined** data here in "Prisons" metrics and leave "Community Supervision" metrics blank. For metrics showing combined data, please add a contextual note when prompted to explain that the figures include data for multiple Justice Counts sectors.

2 Global Definitions

To make configuring metrics as easy as possible, some concepts can be defined once at the outset of onboarding and then applied throughout the rest of your metrics configuration. These concepts include the definition of person offenses, property offenses, drug offenses, public order offenses, other offenses, unknown offense, race and ethnicity, and biological sex.

Note regarding charge/offense type breakdowns: The offense categories described below align with the National Incident-Based Reporting System (NIBRS) offense classifications and definitions, with two exceptions: 1) Justice Counts continues to recommend counting robbery as a person offense, rather than property, though agencies can choose to comply with the NIBRS change in that categorization, and 2) the NIBRS "Crime Against Society" category has been split into two categories for Justice Counts: drug offenses and public order offenses. For cases in which there were multiple offenses, please apply a hierarchy rule and share data

according to the most serious offense (as determined by the agency). If your agency does not have a hierarchy rule, we recommend following the summary reporting model of crimes against persons considered most serious, followed by crimes against property, public order offenses, and drug offenses. Also note that the terminology in these offense categories is drawn directly from NIBRS and does not necessarily reflect the preferred language and values of the CSG Justice Center.

2.1   Person Offenses

Justice Counts description: People or events for which the most serious offense associated was a crime against a person.

The Justice Counts preferred definition includes and excludes the following:

INCLUDE	Aggravated assault
INCLUDE	Simple assault
INCLUDE	Intimidation
INCLUDE	Murder and nonnegligent manslaughter
INCLUDE	Negligent manslaughter
INCLUDE	Human trafficking, commercial sex acts
INCLUDE	Human trafficking, involuntary servitude
INCLUDE	Kidnapping/abduction
INCLUDE	Rape
INCLUDE	Sodomy
INCLUDE	Sexual assault with an object
INCLUDE	Fondling
INCLUDE	Incest
INCLUDE	Statutory rape
INCLUDE	Robbery
EXCLUDE	Justifiable homicide

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

2.2   Property Offenses

Justice Counts description: People or events for which the most serious offense associated was a property crime.

The Justice Counts preferred definition includes the following:

INCLUDE	Arson
INCLUDE	Bribery
INCLUDE	Burglary/breaking and entering
INCLUDE	Counterfeiting/forgery
INCLUDE	Destruction/damage/vandalism of property
INCLUDE	Embezzlement

INCLUDE	Extortion/blackmail
INCLUDE	False pretenses/swindle/confidence game
INCLUDE	Credit card/automated teller machine fraud
INCLUDE	Impersonation
INCLUDE	Welfare fraud
INCLUDE	Wire fraud
INCLUDE	Identity theft
INCLUDE	Hacking/computer invasion
INCLUDE	Pocket-picking
INCLUDE	Purse-snatching
INCLUDE	Shoplifting
INCLUDE	Theft from building
INCLUDE	Theft from coin-operated machine or device
INCLUDE	Theft from motor vehicle
INCLUDE	Theft of motor vehicle parts or accessories
INCLUDE	All other larceny
INCLUDE	Motor vehicle theft
INCLUDE	Stolen property offenses
EXCLUDE	Robbery

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

2.3   Public Order Offenses

Justice Counts description: People or events for which the most serious offense associated was a public order crime

The Justice Counts preferred definition includes and excludes the following:

INCLUDE	Animal cruelty
INCLUDE	Import violations
INCLUDE	Export violations
INCLUDE	Federal liquor offenses
INCLUDE	Federal tobacco offenses
INCLUDE	Wildlife trafficking
INCLUDE	Espionage
INCLUDE	Money laundering
INCLUDE	Harboring escapee/concealing from arrest
INCLUDE	Flight to avoid prosecution
INCLUDE	Flight to avoid deportation
INCLUDE	Betting/wagering
INCLUDE	Operating/promoting/assisting gambling
INCLUDE	Gambling equipment violations
INCLUDE	Sports tampering
INCLUDE	Illegal entry into the United States

INCLUDE	False citizenship
INCLUDE	Smuggling aliens
INCLUDE	Re-entry after deportation
INCLUDE	Pornography/obscene material
INCLUDE	Prostitution
INCLUDE	Assisting or promoting prostitution
INCLUDE	Purchasing prostitution
INCLUDE	Treason
INCLUDE	Weapon law violations
INCLUDE	Violation of National Firearm Act of 1934
INCLUDE	Weapons of mass destruction
INCLUDE	Explosives
INCLUDE	Failure to appear
INCLUDE	Curfew/loitering/vagrancy violations
INCLUDE	Disorderly conduct
INCLUDE	Driving under the influence
INCLUDE	Family offenses, nonviolent
INCLUDE	Federal resource violations
INCLUDE	Liquor law violations
INCLUDE	Perjury
INCLUDE	Trespass of real property
EXCLUDE	Drug/narcotic violations
EXCLUDE	Drug equipment violations
EXCLUDE	Drug sales
EXCLUDE	Drug distribution
EXCLUDE	Drug manufacturing
EXCLUDE	Drug smuggling
EXCLUDE	Drug production
EXCLUDE	Drug possession

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

2.4   Drug Offenses

Justice Counts description: People or events for which the most serious offense associated was a drug crime

The Justice Counts preferred definition includes the following:

INCLUDE	Drug/narcotic violations
INCLUDE	Drug equipment violations
INCLUDE	Drug sales
INCLUDE	Drug distribution
INCLUDE	Drug manufacturing

INCLUDE	Drug smuggling
INCLUDE	Drug production
INCLUDE	Drug possession

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

2.5 Other Offenses

Justice Counts description: People or events for which the most serious offense associated was not a person, property, public order, or drug order offense

2.6 Unknown Offenses

Justice Counts description: People or events for which the most serious offense associated was unknown

Note regarding release type breakdowns: In order to ensure apples-to-apples metadata about the supervision status of people released from prison to the community, prison agencies should share information here regarding the definitions of types of community supervision people are released to in their jurisdictions. If, for example, a prison agency does not release people to parole supervision, they will simply opt out of that section and move on to the next set of configurations. Whenever possible, community supervision populations should not be shared in Prison metrics.

2.7 Probation Definition

Justice Counts description: People who are supervised in the community by a public or private probation agency. Probation is generally a sentence from a court that serves in lieu of incarceration. When probation follows incarceration, it differs from parole in that it does not provide early release from incarceration. Rather, it is a determinate sentence that follows a period of incarceration. Decisions to revoke probation are generally the responsibility of a court.

The Justice Counts preferred definition includes and excludes the following:

INCLUDE	People sentenced to a period of probation in lieu of incarceration (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People sentenced to a period of probation after a period of incarceration (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People on probation as part of a post-adjudication specialty or problem-solving court program (e.g., drug court)
INCLUDE	People sentenced to probation who are temporarily confined in jail, prison, or another confinement center for a short "dip" sanction (typically less than 30 days)

INCLUDE	People sentenced to probation confined for any length of time in a violation center or halfway back facility operated by the supervision agency
INCLUDE	People sentenced to probation who are in jail or prison on a hold pending resolution of a violation or revocation
INCLUDE	People sentenced to probation who are confined in jail or prison for a longer sanction (e.g., more than 30 days, 120 days, 6 months, etc.)
INCLUDE	People sentenced to probation in another jurisdiction who are supervised by the agency through interstate compact, intercounty compact, or other mutual supervision agreement
EXCLUDE	People sentenced to probation who are being supervised by another jurisdiction
EXCLUDE	People who have not been sentenced but are supervised on probation in the community prior to the resolution of their case
EXCLUDE	People sentenced to probation who are also on another form of supervision
EXCLUDE	People on probation as part of a pre-adjudication specialty or problem-solving court program (e.g., drug court)

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this definition.

2.8   Parole Definition

Justice Counts description: People who are conditionally released from prison to serve the remainder of their sentence in the community. Parole releases may be determined by a parole board or by mandatory release according to statute. Decisions to revoke parole are generally the responsibility of a parole board.

The Justice Counts preferred definition includes and excludes the following:

INCLUDE	People approved by a parole board or similar entity for early conditional release from incarceration to parole supervision (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People conditionally released from incarceration to parole supervision by statutory requirement (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People on parole who are temporarily confined in jail, prison, or another confinement center for a short "dip" sanction (typically less than 30 days)
INCLUDE	People on parole confined for any length of time in a violation center or halfway back facility operated by the supervision agency
INCLUDE	People on parole who are in jail or prison on a hold pending resolution of a violation or revocation

INCLUDE	People on parole who are confined in jail or prison for a longer sanction (e.g., more than 30 days, 120 days, 6 months, etc.)
INCLUDE	People released to parole in another jurisdiction who are supervised by the agency through interstate compact, intercounty compact, or other mutual supervision agreement
EXCLUDE	People on parole who are also on another form of supervision
EXCLUDE	People on parole who are being supervised by another jurisdiction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this definition.

2.9   Other Community Supervision Definition

Justice Counts description: People who are under a type of community supervision, by a public or private agency, that is not probation, parole, or pretrial

The Justice Counts preferred definition includes and excludes the following:

INCLUDE	People sentenced to a period of other community supervision in lieu of incarceration (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People sentenced to a determinate period of other community supervision after a period of incarceration (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People on other community supervision as part of a post-adjudication specialty or problem-solving court program (e.g., drug court)
INCLUDE	People approved by a parole board or similar entity for early conditional release from incarceration to other community supervision (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People conditionally released from incarceration to other community supervision by statutory requirement (including to electronic monitoring, home confinement, traditional supervision, etc.)
INCLUDE	People on other community supervision who are temporarily confined in jail, prison, or another confinement center for a short "dip" sanction (typically less than 30 days)
INCLUDE	People on other community supervision confined for any length of time in a violation center or halfway back facility operated by the supervision agency
INCLUDE	People on other community supervision who are in jail or prison on a hold pending resolution of a violation or revocation

INCLUDE	People on other community supervision who are confined in jail or prison for a longer sanction (e.g., more than 30 days, 120 days, 6 months, etc.)
INCLUDE	People on other community supervision who are incarcerated on a hold pending resolution of a violation or revocation
INCLUDE	People on supervision in another jurisdiction who are supervised by the agency through interstate compact, intercounty compact, or other mutual supervision agreement
INCLUDE	People on other community supervision who are also on another form of supervision
EXCLUDE	People on other community supervision who have not been sentenced but are supervised in the community prior to the resolution of their case
EXCLUDE	People on other community supervision in a pre-adjudication specialty or problem-solving court program (e.g., drug court, etc.)

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this definition.

3 Funding

Preferred sharing frequency: Annually
Preferred time period: Fiscal year (specify start and end dates)

Metric description: The amount of funding for the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

Funding timeframe and spend-down	
INCLUDE	Funding for single fiscal year
INCLUDE	Biennium funding appropriated during the time period
INCLUDE	Multi-year appropriations that are appropriated during the time period

Funding purpose	
INCLUDE	Funding for prison facility operations and maintenance
INCLUDE	Funding for operations and maintenance of other facilities within the agency's jurisdiction (e.g., transitional housing facilities, treatment facilities, etc.)
INCLUDE	Funding for construction or rental of new prison facilities
INCLUDE	Funding for agency-run or contracted treatment and programming
INCLUDE	Funding for health care for people in prison facilities
INCLUDE	Funding for prison facility staff

INCLUDE	Funding for central administrative and support staff
INCLUDE	Funding for the operation of private prison beds contracted by the agency
EXCLUDE	Funding for jail facility operations and maintenance
EXCLUDE	Funding for juvenile jail facilities
EXCLUDE	Funding for non-prison activities such as pre- or post-adjudication community supervision
EXCLUDE	Funding for law enforcement functions

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

3.1   State Appropriations

Breakdown description: The amount of funding appropriated by the state for the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Finalized state appropriations
EXCLUDE	Proposed state appropriations
EXCLUDE	Preliminary state appropriations
EXCLUDE	Grants from state sources that are not budget appropriations approved by the legislature/governor

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

3.2   Grants

Breakdown description: The amount of funding derived by the agency through grants and awards to be used for the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Local grants
INCLUDE	State grants
INCLUDE	Federal grants
INCLUDE	Private or foundation grants

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

3.3   Commissary and Fees

Breakdown description: The amount of funding the agency collected through sales and/or fees charged to people who are incarcerated under the jurisdiction of the agency or their visitors.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

INCLUDE	Sales in prison commissaries
INCLUDE	Fees charged to people who are incarcerated
INCLUDE	Fees charged to visitors of people who are incarcerated

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

3.4   Contract Beds (Funding)

Breakdown description: The amount of funding the agency collected through contracts to provide custody and care for people who are incarcerated under the jurisdiction of another agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

INCLUDE	Funding collected from beds contracted by county agencies
INCLUDE	Funding collected from beds contracted by state agencies
INCLUDE	Funding collected from beds contracted by federal agencies

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

3.5   Other Funding

Breakdown description: The amount of funding for the operation and maintenance of prison facilities and the care of people who are incarcerated that is not appropriated by the state, funded through grants, earned from commissary and fees, or collected from contracted beds.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#).

3.6 Unknown Funding

Breakdown description: The amount of funding for the operation and maintenance of prison facilities and the care of people who are incarcerated for which the source is not known.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#).

4 Expenses

Preferred sharing frequency: Annually
Preferred time period: Fiscal year (specify start and end dates)

Metric description: The amount spent by the agency for the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes and excludes the following(if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

Expenses timeframe and spend-down	
INCLUDE	Expenses for single fiscal year
INCLUDE	Biennium funding appropriated during the time period
INCLUDE	Multi-year appropriations that are appropriated during the time period

Expense purpose	
INCLUDE	Expenses for prison facility operations and maintenance
INCLUDE	Expenses for operations and maintenance of other facilities within the agency's jurisdiction (e.g., transitional housing facilities, treatment facilities, etc.)
INCLUDE	Expenses for construction or rental of new prison facilities
INCLUDE	Expenses for agency-run or contracted treatment and programming
INCLUDE	Expenses for health care for people in prison facilities
INCLUDE	Expenses for prison facility staff
INCLUDE	Expenses for central administrative and support staff
INCLUDE	Expenses for the operation of private prison beds contracted by the agency
EXCLUDE	Expenses for jail facility operations and maintenance
EXCLUDE	Expenses for juvenile jail facilities

EXCLUDE	Expenses for non-prison activities such as pre- or post-adjudication community supervision
EXCLUDE	Expenses for law enforcement functions

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.1   Personnel

Breakdown description: The amount spent by the agency to employ personnel involved in the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Salaries
INCLUDE	Benefits
INCLUDE	Retirement contributions
INCLUDE	Costs for individuals contracted to work for the prison agency
EXCLUDE	Costs for companies or service providers contracted to support work with prison agencies

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.2   Training

Breakdown description: The amount spent by the agency on the training of personnel involved in the operation and maintenance of prison facilities and the care of people who are incarcerated under the jurisdiction of the agency, including any associated expenses, such as registration fees and travel costs.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Annual training
INCLUDE	Training academy
INCLUDE	Specialized training
INCLUDE	External training or professional development opportunities (e.g., conferences, classes, etc.)
EXCLUDE	Courses or programs offered at no cost to individuals or the court system

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.3   Facilities and Equipment

Breakdown description: The amount spent by the agency for the purchase and use of the physical plant, property owned and operated by the agency, and equipment used to support maintenance of prison facilities and care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Prison facility operations
INCLUDE	Prison facility maintenance
INCLUDE	Prison facility renovation
INCLUDE	Prison facility construction
INCLUDE	Equipment (e.g., computers, communication, and information technology infrastructure

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.4   Health Care for People Who Are Incarcerated

Breakdown description: The amount spent by the agency on medical care for people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Expenses related to the operation of prison facility infirmaries and hospitals
INCLUDE	Salaries and benefits for medical providers employed by the prison agency
INCLUDE	Contracts with providers of medical care
INCLUDE	Expenses related to physical medical care
INCLUDE	Expenses related to mental health care
EXCLUDE	Costs related to transporting people who are incarcerated to and from hospitals or other health care facilities

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.5   Contract Beds (Expenses)

Breakdown description: The amount spent by the agency on contracts with other agencies to provide custody and care for people who are incarcerated under the jurisdiction of the agency

The Justice Counts preferred definition includes the following(if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Expenses for beds contracted to county jail agencies
INCLUDE	Expenses for beds contracted to other states' prisons agencies
INCLUDE	Expenses for beds contracted by federal agencies
INCLUDE	Expenses for beds contracted by private prison companies

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

4.6   Other Expenses

Breakdown description: The amount spent by the agency on other costs relating to the operation and maintenance of prison facilities and the care of people who are incarcerated that are not personnel, training, facilities and equipment, health care, or contract bed expenses.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

4.7   Unknown Expenses

Breakdown description: The amount spent by the agency on costs relating to the operation and maintenance of prison facilities and the care of people who are incarcerated for a purpose that is not known.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

5 Staff

Preferred sharing frequency: Annually
Preferred time period: Last day of the fiscal year

Metric description: The number of full-time equivalent positions budgeted for the agency for the operation and maintenance of the prison facilities and the care of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Filled positions
INCLUDE	Staff positions budgeted but currently vacant
INCLUDE	Full-time positions
INCLUDE	Part-time positions
INCLUDE	Contracted positions
INCLUDE	Temporary positions
EXCLUDE	Volunteer positions
EXCLUDE	Intern positions

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

5.1   Security Staff

Breakdown description: The number of full-time equivalent positions that work directly with people who are incarcerated and are responsible for their custody, supervision, and monitoring.

The Justice Counts preferred definition includes and excludes the following(if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Correctional officers (all ranks)
INCLUDE	Correctional officer supervisors
EXCLUDE	Security staff positions budgeted but currently vacant

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

5.2   Management and Operations Staff

Breakdown description: The number of full-time equivalent positions that do not work directly with people who are incarcerated, but support the day-to-day operations of the agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Prison management (i.e., executive level staff such as the warden, chiefs, superintendents, etc.)
INCLUDE	Clerical and administrative staff
INCLUDE	Research staff

INCLUDE	Maintenance staff
EXCLUDE	Management and operations staff positions budgeted but currently vacant

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

5.3   Clinical and Medical staff

Breakdown description: The number of full-time equivalent positions that work directly with people who are incarcerated and are responsible for their health.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Medical doctors
INCLUDE	Nurses
INCLUDE	Dentists
INCLUDE	Clinicians (e.g., substance use treatment specialists)
INCLUDE	Therapists (e.g., mental health counselors)
INCLUDE	Psychiatrists
EXCLUDE	Clinical and medical staff positions budgeted but currently vacant

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

5.4   Programmatic Staff

Breakdown description: The number of full-time equivalent positions that are not medical or clinical staff that provide services and programming to people who are incarcerated.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Vocational staff
INCLUDE	Educational staff
INCLUDE	Therapeutic and support program staff
INCLUDE	Religious or cultural program staff
INCLUDE	Restorative Justice staff
EXCLUDE	Programmatic staff volunteer positions
EXCLUDE	Programmatic staff positions budgeted but currently vacant

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

5.5   Other Staff

Breakdown description: The number of full-time equivalent positions dedicated to the operation and maintenance of prison facilities under the jurisdiction of the agency that are not security staff, management and operations staff, clinical and medical staff, or programmatic staff.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

5.6   Unknown Staff

Breakdown description: The number of full-time equivalent positions dedicated to the operation and maintenance of prison facilities under the jurisdiction of the agency that are of an unknown type.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

5.7   Vacant Positions (Any Staff Type)

Breakdown description: The number of full-time equivalent positions dedicated to the operation and maintenance of prison facilities under the jurisdiction of the agency of any type that are budgeted but not currently filled.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Vacant supervision staff positions
INCLUDE	Vacant management and operations staff positions
INCLUDE	Vacant clinical and medical staff positions
INCLUDE	Vacant programmatic staff positions
INCLUDE	Vacant staff positions of unknown type
EXCLUDE	Filled positions

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

Note regarding staff vacancy: Vacancy by staff type is an issue that all subcommittees have raised as critical to consider for inclusion in the Tier 2 metrics and has been included on initial voting slates for consideration. Tier 2 metrics are scheduled to be released in May 2023.

6 Admissions

Preferred sharing frequency: Monthly
Preferred time period: First day of calendar month to last day of calendar month

Metric description: The number of admission events to agency's prison jurisdiction

Admissions are based on the number of events in which a person was incarcerated in a prison facility, not the number of individual people who entered the facility. If the same person was admitted to prison three times in a time period, it would count as three admissions.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Admissions to prison for a new prison sentence
INCLUDE	Admissions to prison for a parole board hold
INCLUDE	Admissions to prison to serve a suspended sentence of prison incarceration
INCLUDE	Admissions to prison to serve a split sentence of prison incarceration
INCLUDE	Admissions to prison to serve a shock probation sentence
INCLUDE	Admissions to prison to serve a probation supervision incarceration sanction
INCLUDE	Admissions to prison due to a revocation of post-adjudication community supervision sentence (i.e., probation, parole, or other community supervision sentence type)
INCLUDE	Admissions to prison due to a post-adjudication incarceration sanction imposed by a community supervision agency (e.g., a "dip," "dunk," or weekend sentence)
INCLUDE	Admissions to prison due to a post-adjudication incarceration sanction imposed by a specialty, treatment, or problem-solving court (e.g., a "dip," "dunk," or weekend sentence)
INCLUDE	Admissions to prison for revocation of parole supervision
INCLUDE	Admissions to prison from Absent Without Leave (AWOL) status or escape status
INCLUDE	Admissions to prison from jail(s) that are under the jurisdiction of the agency
INCLUDE	Admissions to prison from jail(s) that are outside of the jurisdiction of the agency
INCLUDE	Admissions to private prison facilities contracted with the agency
INCLUDE	Admissions to prison from prison facilities in other states that are not under the jurisdiction of the agency (e.g., interstate transfer)
EXCLUDE	Admissions to prison from temporary absences (e.g., from court, hospital, furlough, work release)
EXCLUDE	Admissions to prison due to transfers between prison facilities in the same state

EXCLUDE	Admissions to prison due to a pre-adjudication federal hold for U.S. Marshals Service, Federal Bureau of Prisons, or U.S. Immigration and Customs Enforcement
EXCLUDE	Admissions to prison due to a pre-adjudication federal hold for a Tribal Nation or the Bureau of Indian Affairs
EXCLUDE	Admissions to prison for people awaiting hearings for failure to appear in court or court-ordered programs
EXCLUDE	Admissions to prison due to failure to pay fines or fees ordered by civil or criminal courts

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

6.1   Admissions for Person Offenses

Breakdown description: The number of admission events to the jurisdiction of the prison agency for which the most serious offense was a crime against a person (the definition of *person offenses* configured in Section 2.1 will be applied to this section).

6.2   Admissions for Property Offenses

Breakdown description: The number of admission events to the jurisdiction of the prison agency for which the most serious offense was a property offense (the definition of *property offenses* configured in Section 2.2 will be applied to this section).

6.3   Admissions for Public Order Offenses

Breakdown description: The number of admission events to the jurisdiction of the prison agency for which the most serious offense was a public order offense (the definition of *public order offenses* configured in Section 2.3 will be applied to this section).

6.4   Admissions for Drug Offenses

Breakdown description: The number of admission events to the jurisdiction of the prison agency for which the most serious offense was a drug offense (the definition of *drug offenses* configured in Section 2.4 will be applied to this section).

6.5   Admissions for Other Offenses

Breakdown description: The number of admission events to jurisdiction of the prison agency for which the most serious offense was for another type of offense that was not a person offense, a property offense, a drug offense, or a public order offense (the definition of *other offenses* configured in Section 2.5 will be applied to this section).

6.6   Admissions for Unknown Offenses

Breakdown description: The number of admission events to the jurisdiction of the prison agency for which the most serious offense is not known (the definition of *unknown offenses* configured in Section 2.6 will be applied to this section).

7 Daily Population

Preferred sharing frequency: Monthly
Preferred time period: Last day of calendar month

Metric description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the data characteristics section*):*

INCLUDE	People in state prison, penitentiary, or correctional institutions
INCLUDE	People in boot camps
INCLUDE	People in reception, diagnostic, and classification centers
INCLUDE	People in release centers
INCLUDE	People in drug and alcohol treatment facilities for people in prison
INCLUDE	People in prison-run halfway houses and transitional housing
INCLUDE	People in the prison agency's jurisdiction and held in local jail
INCLUDE	People in the prison agency's jurisdiction and held in private prison facilities
INCLUDE	People in the prison agency's jurisdiction and held in other states' prison facilities
INCLUDE	People who are temporarily absent for less than 30 days (e.g., furlough, hospital, work release)
EXCLUDE	People who have not been convicted of committing crime(s) but are being held by the agency

7.1   Daily Population of People in Prison for Person Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was an offense against a person (the definition of *person offenses* configured in Section 2.1 will be applied to this section).

7.2   Daily Population of People in Prison for Property Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was a property offense (the definition of *property offenses* configured in Section 2.2 will be applied to this section).

7.3 Daily Population of People in Prison for Public Order Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was a public order offense (the definition of *public order offenses* configured in Section 2.3 will be applied to this section).

7.4 Daily Population of People in Prison for Drug Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was a drug offense (the definition of *drug offenses* configured in Section 2.4 will be applied to this section).

7.5 Daily Population of People in Prison for Other Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was not a person offense, property offense, public order offense, or drug offense (the definition of *other offenses* configured in Section 2.5 will be applied to this section).

7.6 Daily Population of People in Prison for Unknown Offenses

Breakdown description: A single day count of the number of people incarcerated under the jurisdiction of the prison agency whose most serious offense was unknown (the definition of *unknown offenses* configured in Section 2.6 will be applied to this section).

8 Daily Population by Race and Ethnicity

Preferred sharing frequency: Monthly
Preferred time period: Last day of calendar month

Metric description: A single day count of the number of people incarcerated under the agency's prison jurisdiction disaggregated by race and ethnicity (the definition of daily population configured in Section 7 will be applied to this section).

Justice Counts follows federal guidance on data for race and ethnicity, treating them as distinct traits (i.e., a person has both a race and an ethnicity, and one does not necessarily dictate the other). For more information on how the federal government, including the U.S. Census Bureau, categorizes race and ethnicity, see Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity, U.S. Census Bureau Guidance on the Presentation and Comparison of Race and Hispanic Origin Data, and About the Hispanic Population and its Origin.

The categories and descriptions below are based on race and ethnicity definitions in <u>U.S. Census Bureau - About the Topic of Race</u>.

Race Categories

- **American Indian or Alaska Native:** People whose race is listed as Native American, American Indian, Native Alaskan, or similar. This includes people with origins in the original populations or Tribal groups of North, Central, or South America.
- **Asian:** People whose race is listed as Asian. This includes people with origins in China, Japan, Korea, Laos, Vietnam, as well as India, Malaysia, the Philippines, and other countries in East and South Asia.
- **Black:** People whose race is listed as Black or African-American. This includes people with origins in Kenya, Nigeria, Ghana, Ethiopia, or other countries in Sub-Saharan Africa.
- **Native Hawaiian or Pacific Islander:** People whose race is listed as Native Hawaiian, Pacific Islander, or similar. This includes people with origins in the original populations of Pacific islands such as Hawaii, Samoa, Fiji, Tahiti, or Papua New Guinea.
- **White:** People whose race is listed as White, Caucasian, or Anglo. This includes people with origins in France, Italy, or other countries in Europe, as well as Israel, Palestine, Egypt, or other countries in the Middle East and North Africa.
- **More than one race:** People whose race is listed as more than one race, such as White and Black.
- **Other race:** People whose race is listed as some other race, not included above.
- **Unknown race:** People whose race is not known.

Ethnicity Categories

- **Hispanic or Latino:** People whose ethnicity is listed as Hispanic or Latino. This includes people with origins in Mexico, Cuba, Puerto Rico, the Dominican Republic, and other Spanish-speaking countries in Central or South America, as well as people with origins in Brazil or other non-Spanish-speaking countries in Central or South America.
- **Not Hispanic or Latino:** People whose ethnicity is not listed as Hispanic or Latino.
- **Unknown ethnicity:** People whose ethnicity is not known.

For the daily population by race and ethnicity metric, the data shared should be categorized by the distinct combination of race and ethnicity as seen in the table below. It is possible that this metric could have up to 24 unique racial and ethnic combinations. But, during onboarding, agencies will specify which of the combinations of race and ethnicity are available to be shared from their data systems.

Racial and Ethnic Combinations

	Hispanic or Latino	Not Hispanic or Latino	Unknown ethnicity

American Indian or Alaska Native	A	I	Q
Asian	B	J	R
Black	C	K	S
Native Hawaiian or Pacific Islander	D	L	T
White	E	M	U
More than one race	F	N	V
Other race	G	O	W
Unknown race	H	P	X

One common challenge agencies may have in sharing race and ethnicity metrics is when their record management system does not record race and ethnicity as separate variables, and therefore the combinations of race and ethnicity detailed above are not possible to share. If your agency does not record ethnicity separately from race and treats "Hispanic or Latino" as a race category, count anyone whose race is listed as Hispanic or Latino in the Unknown race – Hispanic or Latino category (cell H). Count people of all other races as Not Hispanic or Latino and in their appropriate race category (cells I through P).

If your agency does not track whether a person is of Hispanic or Latino origin, either as a race category or as an ethnicity, count everyone as Unknown ethnicity and in their appropriate race category (cells Q through X).

Justice Counts recognizes that there is significant variation across prisons for how, when, and by whom those data are collected and recorded. Therefore, in addition to configuring race and ethnicity definitions, prison agencies should also share information regarding the method of data collection for race and ethnicity.

Please indicate the origin of race and ethnicity data for the prison agency:

Y/N	Data are collected and recorded by a law enforcement agency and are applied unchanged by the prison agency
Y/N	Data are collected and recorded by a law enforcement agency and are amended upon receipt by the prison agency
Y/N	Data are collected and recorded by the prison agency at intake

Y/N	Data are collected and recorded by a criminal justice agency other than a law enforcement agency and are applied unchanged by the prison agency
Y/N	Data are collected and recorded by a criminal justice agency other than a law enforcement agency and are amended upon receipt by the prison agency

Please indicate the method of data collection for race and ethnicity data for the prison agency:

Y/N	People entering prison self-report their race and ethnicity
Y/N	Prison agency staff make determinations about race and ethnicity for people entering prison
Y/N	It is not known how race and ethnicity data is collected

9 Daily Population by Biological Sex

Preferred sharing frequency: Monthly
Preferred time period: Last day of calendar month

Metric description: A single day count of the number of people incarcerated under the agency's prison jurisdiction disaggregated by biological sex (the definition of daily population configured in Section 7 will be applied to this section).

Note about gender identity metrics: Justice Counts is working to determine the best way to account for gender identity through this initiative. More information is forthcoming in early 2023.

9.1   Male Biological Sex
Breakdown description: A single day count of the number of people who are incarcerated under the jurisdiction of the prison agency whose biological sex is male.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

INCLUDE	Male biological sex
EXCLUDE	Unknown biological sex

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

9.2   Female Biological Sex

Breakdown description: A single day count of the number of people who are incarcerated under the jurisdiction of the prison agency whose biological sex is female.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Female biological sex
EXCLUDE	Unknown biological sex

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

9.3   Unknown Biological Sex

Breakdown description: A single day count of the number of people who are incarcerated under the jurisdiction of the prison agency whose biological sex is not known.

If prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the data characteristics section.

Justice Counts recognizes that there is significant variation across prisons for how, when, and by whom those data are collected and recorded. Therefore, in addition to configuring race and ethnicity definitions, prison agencies should also share information regarding the method of data collection for biological sex.

Please indicate the origin of biological sex data for the prison agency:

Y/N	Data are collected and recorded by a law enforcement agency and are applied unchanged by the prison agency
Y/N	Data are collected and recorded by a law enforcement agency and are amended upon receipt by the prison agency
Y/N	Data are collected and recorded by the prison agency at intake
Y/N	Data are collected and recorded by a criminal justice agency other than a law enforcement agency and are applied unchanged by the office
Y/N	Data are collected and recorded by a criminal justice agency other than a law enforcement agency and are amended upon receipt by the office

Please indicate the method of data collection for biological sex data for the prison agency:

Y/N	People entering prison self-report their biological sex
Y/N	Prison staff make determinations about biological sex for people entering prison
Y/N	It is not known how biological sex data is collected

10   Releases

Preferred sharing frequency: Monthly
Preferred time period: First day of calendar month to last day of calendar month

Metric description: The number of release events from the jurisdiction of the prison agency following a period of incarceration.

Releases are based on the number of events in which a person was released from the jurisdiction of the agency, not the number of individual people released. If the same person was released from prison three times in a time period, it would count as three releases.

Note about releases to community supervision following incarceration: Justice Counts preferred definitions of probation, parole, and other community supervision are configured in sections 2.12, 2.13, and 2.14 respectively.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	People released to the community after completing a prison incarceration sentence
INCLUDE	People released to the community after the decision of a parole board
INCLUDE	People transferred to a prison in another jurisdiction (state or federal)
INCLUDE	People who died while under the agency's jurisdiction
INCLUDE	People who escaped or who are AWOL from the agency's jurisdiction
EXCLUDE	People who transferred to another facility within the agency's jurisdiction
EXCLUDE	People who are temporarily transferred out of the agency's facilities (to court, hospital, etc.)
EXCLUDE	People who are temporarily absent from the agency's facilities for less than 30 days

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.1 Releases from Prison to Probation Supervision

Breakdown description: The number of release events from the agency's prison jurisdiction to probation supervision (the definition of *probation supervision* configured in Section 2.12 will be applied to this section).

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Releases to an additional probation sentence after completing a prison sentence
INCLUDE	Releases back to probation after a prison incarceration probation sanction
INCLUDE	Releases to probation to serve a split or on-and-after sentence
INCLUDE	Releases to probation after a shock probation sentence
INCLUDE	Releases to probation in the jurisdiction of another state

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.2 Releases from Prison to Parole Supervision

Breakdown description: The number of release events from the agency's prison jurisdiction to parole supervision (the definition of *parole supervision* configured in Section 2.13 will be applied to this section).

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Releases back to parole after a prison incarceration parole sanction
INCLUDE	Releases to parole at eligibility for release from prison
INCLUDE	Releases to parole due to commuted or lowered sentence
INCLUDE	Releases to parole or re-parole in the jurisdiction of another state

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.3   Releases from Prison to Other Community Supervision That Is Not Probation or Parole

Breakdown description: The number of release events from the agency's prison jurisdiction to another form of community supervision that is not probation or parole (the definition of *other community supervision* configured in Section 2.14 will be applied to this section).

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Releases to other community supervision agency
INCLUDE	Releases to dual or concurrent supervision with more than one community supervision agency

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.4   Releases from Prison to No Additional Correctional Control

Breakdown description: The number of release events from the agency's prison jurisdiction with no additional correctional control.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Releases due to sentence completion, no post-release supervision
INCLUDE	Releases due to exoneration after conviction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.5   Releases from Prison due to Death

Breakdown description: The number of release events from the agency's prison jurisdiction due to death of people in its jurisdiction.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Releases due to death of people in custody
INCLUDE	Releases due to death of people in custody who were temporarily absent (e.g., hospital, court, work release)

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

10.6   Other Releases from Prison

Breakdown description: The number of release events from the agency's prison jurisdiction that are not releases to probation supervision, to parole supervision, to other community supervision, to no additional correctional control, or due to death.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

10.7   Unknown Releases from Prison

Breakdown description: The number of release events from the agency's prison jurisdiction where the release type is not known.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section.

11   Readmissions

Preferred sharing frequency: Annually
Preferred time period: First day of calendar year to last day of calendar year

Metric description: The number of admission events to the agency's prison jurisdiction of people who were incarcerated in the agency's jurisdiction within the previous three years (1,096 days) (the definition used to configure admissions in Section 6 will be applied to this metric).

For instance, if a person admitted on June 23, 2022, had been incarcerated at any time between June 23, 2019, and June 23, 2022, it would count as a readmission. This metric is based on admission events, so if the same person is readmitted three times in a time period, it would count as three readmissions.

11.1   Readmissions for a New Conviction

Breakdown description: The number of reincarceration events due to new criminal conviction and sentence to prison of people who were incarcerated in

the agency's jurisdiction within three years (1,096 days) prior to their current admission.

The Justice Counts preferred definition includes the following:

INCLUDE	People with new prison sentences
INCLUDE	People with new split sentences
EXCLUDE	People revoked from any form of supervision due to a new criminal offense that do not have a new criminal conviction
EXCLUDE	People revoked from any form of supervision due to a new criminal conviction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

11.2   Readmissions from Probation
Breakdown description: The number of reincarceration events due to probation hold, sanction, or revocation to prison of people who were incarcerated in the agency's jurisdiction within three years (1,096 days) prior to their current admission.

The Justice Counts preferred definition includes the following:

INCLUDE	People on a probation hold pending a hearing
INCLUDE	People on probation serving an incarceration sanction
INCLUDE	People revoked from probation for technical violation(s)
INCLUDE	People revoked from probation for a new criminal offense that do not have a new criminal conviction
INCLUDE	People revoked from probation for a new criminal conviction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

11.3   Readmissions from Parole
Breakdown description: The number of reincarceration events due to parole hold, sanction, or revocation to the agency's prison jurisdiction of people who were incarcerated in the agency's jurisdiction within three years (1,096 days) prior to their current admission.

The Justice Counts preferred definition includes the following:

INCLUDE	People on a parole hold pending a hearing
INCLUDE	People on parole serving an incarceration sanction

INCLUDE	People revoked from parole for technical violation(s)
INCLUDE	People revoked from parole due to a new criminal offense that do not have a new criminal conviction
INCLUDE	People revoked from parole due to a new criminal conviction
INCLUDE	People transferred from parole in another jurisdiction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

11.4   Readmissions from Other Community Supervision

Breakdown description: The number of reincarceration events due to other community supervision hold, sanction, or revocation to prison of people who were incarcerated in the agency's jurisdiction within three years (1,096 days) prior to their current admission.

The Justice Counts preferred definition includes the following:

INCLUDE	People on a hold pending a hearing for another community supervision type
INCLUDE	People on other community supervision serving an incarceration sanction
INCLUDE	People revoked from other community supervision for technical violation(s)
INCLUDE	People revoked from other community supervision for a new criminal offense that do not have a new criminal conviction
INCLUDE	People revoked from other community supervision for a new criminal conviction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

11.5   Other Readmissions

Breakdown description: The number of reincarceration events that were not admissions for a new conviction, admissions for a return from probation, or admissions for a return from parole, but another admission to the agency's prison jurisdiction of people who were incarcerated in the agency's jurisdiction within three years (1,096 days) prior to their current admission.

11.6   Unknown Readmissions

Breakdown description: The number of reincarceration events for an unknown reason, to the agency's prison jurisdiction of people who were incarcerated in the agency's jurisdiction within three years (1,096 days) prior to their current admission.

12   Use of Force Incidents

Preferred sharing frequency: Annually
Preferred time period: First day of calendar year to last day of calendar year

Metric description: The number of incidents in which agency staff use physical force to gain compliance from or control of a person who is under the agency's jurisdiction.

Incidents represent unique events where force was used, not the number of people or staff involved in those events.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the [data characteristics section](#)*):*

INCLUDE	Incidents involving physical force
INCLUDE	Incidents involving the use of restraining devices (e.g., handcuffs, leg irons)
INCLUDE	Incidents involving the use of weapons
INCLUDE	Incidents involving the use of other types of force
INCLUDE	Incidents found to be justified
INCLUDE	Incidents not found to be justified
INCLUDE	Incidents that are spontaneous (e.g., responses to emergent situations)
INCLUDE	Incidents that are planned (e.g., controlling a person for search or safety)
EXCLUDE	Use of restraints during routine operations and movement of people in the agency's jurisdiction that follows jurisdiction policy and standard operating procedures

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13   Grievances Upheld

Preferred sharing frequency: Annually
Preferred time period: First day of calendar year to last day of calendar year

Metric description: The number of complaints from people who are incarcerated under the agency's prison jurisdiction received via the process described in the institution's grievance policy, which were resolved in a way that affirmed the complaint.

Count grievances in the time period in which they were resolved, not when they were received or occurred. For instance, if a complaint was received on November 8, 2021 and resolved on January 14, 2022, that grievance would be counted in 2022.

The Justice Counts preferred definition includes and excludes the following (if prison data cannot be shared discretely for this metric, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

INCLUDE	Grievances upheld or substantiated
INCLUDE	Grievances resulting in a remedy (e.g., apology, policy change)
EXCLUDE	Grievances unsubstantiated
EXCLUDE	Grievances pending resolution
EXCLUDE	Grievances submitted informally or not in writing
EXCLUDE	Duplicate grievances
EXCLUDE	Grievances filed by other people who are not incarcerated in the agency's facilities (e.g., visitors)
EXCLUDE	Grievances filed by staff employed by the agency

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13.1   Living Conditions

Breakdown description: The number of grievances upheld that relate to the living conditions of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#)):

INCLUDE	Grievances related to classification of a person under the agency's jurisdiction
INCLUDE	Grievances related to the use of administrative segregation
INCLUDE	Grievances related to the use of disciplinary segregation
INCLUDE	Grievances related to overcrowding
INCLUDE	Grievances related to unsanitary conditions in the facility in general (i.e., not specific to living conditions)
INCLUDE	Grievances related to food
INCLUDE	Grievances related to facility maintenance issues
INCLUDE	Grievances related to testing bodily fluids
INCLUDE	Grievances related to body searches
INCLUDE	Grievances related to personal property

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13.2   Personal Safety

Breakdown description: The number of grievances upheld that relate to the personal safety of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Grievances related to physical harm or threats of physical harm by staff
INCLUDE	Grievances related to physical harm or threats of physical harm by another person under the agency's jurisdiction
INCLUDE	Grievances related to emotional harm or threats of emotional harm by staff
INCLUDE	Grievances related to emotional harm or threats of emotional harm by another person under the agency's jurisdiction
INCLUDE	Grievances related to harassment by staff
INCLUDE	Grievances related to harassment by another person under the agency's jurisdiction
INCLUDE	Grievances related to the Prison Rape Elimination Act (PREA)

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13.3   Discrimination, Racial Bias, or Religious Practices

Breakdown description: The number of grievances upheld that relate to acts of discrimination toward, racial bias against, or interference of religious practices of people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Grievances related to discrimination or racial bias by staff
INCLUDE	Grievances related to discrimination or racial bias by another person under the agency's jurisdiction
INCLUDE	Grievances related to the ability of a person under the agency's jurisdiction to practice or observe their religious beliefs
INCLUDE	Grievances related to the ability of the person under the agency's jurisdiction to practice or observe their religious beliefs levied at other people incarcerated in the agency's jurisdiction

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13.4   Access to Health Care
Breakdown description: The number of grievances upheld that relate to the accessibility of health care to people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Grievances related to denial of care by medical or correctional personnel
INCLUDE	Grievances related to lack of timely health care
INCLUDE	Grievances against clinical and medical staff
INCLUDE	Grievances related to reproductive health care
INCLUDE	Grievances related to confidentiality or privacy issues
INCLUDE	Grievances related to medication
INCLUDE	Grievances related to medical equipment

If the listed categories do not adequately describe your data, a free text field will be provided to describe additional data elements included in this breakdown.

13.5   Legal
Breakdown description: The number of grievances upheld that relate to access to the legal process among people who are incarcerated under the jurisdiction of the agency.

The Justice Counts preferred definition includes the following (if prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the data characteristics section):

INCLUDE	Grievances related to access to legal facilities
INCLUDE	Grievances related to access to legal materials
INCLUDE	Grievances related to access to legal services
INCLUDE	Grievances related to access to legal property
INCLUDE	Grievances related to access to legal communication

13.6   Other Grievance
Breakdown description: The number of grievances upheld that relate to another issue or concern that is not related to living conditions; personal safety; discrimination, racial bias, or religious practices; access to health care; or legal concerns.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#).

13.7   Unknown Grievance

Breakdown description: The number of grievances upheld that relate to an issue or concern that is not known.

If prison data cannot be shared discretely for this breakdown, please follow the sharing hierarchy outlined in the [data characteristics section](#).