



# A Framework for Evidence-Based Decision Making in Local Criminal Justice Systems

## Starter Kit

### 1a: Conducting an EBDM Readiness Checklist

#### Appendix 1: EBDM Readiness Checklist

Conducting a constructive self-assessment of your work as a local criminal justice policy team is important for creating a change-promoting climate and/or determining how best to advance policy and practice. The items on this checklist are designed to assist you with exploring a range of team-, policy-, and practice-related elements in your system. It can be valuable for providing a preliminary assessment of your jurisdiction’s readiness to build capacity for implementing the EBDM Framework and can be used as a foundation for the planning process. Please complete this checklist as a group.

#### POLICY LEVEL COLLABORATION

- The individual stakeholders listed below are *philosophically* committed to using empirical research to guide decision making in their respective roles/areas of practice in the local criminal justice system.

Law enforcement	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Pretrial services	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Victim advocates	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Prosecution	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Defense	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Jails	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Court administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Judges	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community corrections/probation	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
City/county executives/administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Legislators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community representatives/public	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Other: _____	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO

2. The individual stakeholders listed below are *philosophically* committed to collaborating to ensure that empirical research guides decision making across all areas of the local criminal justice system.

Law enforcement	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Pretrial services	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Victim advocates	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Prosecution	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Defense	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Jails	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Court administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Judges	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community corrections/probation	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
City/county executives/administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Legislators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community representatives/public	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Other: _____	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO

3. The individual stakeholders listed below are represented (as measured by formal inclusion and routine participation) on an existing or planned/proposed local criminal justice policy team.

Law enforcement	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Pretrial services	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Victim advocates	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Prosecution	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Defense	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Jails	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Court administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
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Community corrections/probation	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
City/county executives/administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Legislators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community representatives/public	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Other: _____	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO

4. For Question 3, indicate whether the team is  Existing or  Planned/proposed.

5. How confident are you that your jurisdiction will be successful in engaging all key stakeholder agencies (see list of stakeholders in Question 3) in your jurisdiction in this Framework initiative and sustaining their involvement over the long-term?

VERY       SOMEWHAT       NOT AT ALL

6. A forum for collaborative work has been formally established to take on this evidence-based decision making initiative (e.g., there is a mechanism for meeting on a regular basis, work to be accomplished has been defined, operating norms/ground rules have been established).

- YES
- NOT YET, BUT STEPS HAVE BEEN TAKEN
- STEPS HAVE NOT YET BEEN TAKEN

7. The stakeholders have developed a systemwide vision and an agreement on a common set of goals.

- YES
- NO

8. If you answered no to Question 7, are stakeholders committed to discussing and reaching agreement on a systemwide vision and common goals?

- YES
- NO
- N/A

### COMMUNITY ENGAGEMENT EFFORTS

9. The stakeholders have developed a deliberate strategy to educate the local community (e.g., representatives of various interest groups as well as citizens at large) about relevant crime and risk reduction research and efforts underway to apply these findings locally.

- YES
- NO

10. The stakeholders have begun to implement this community education strategy.

- YES
- NO

11. The stakeholders have identified methods to actively engage community representatives in their strategic planning efforts.

- YES
- NO

### EVIDENCE-BASED KNOWLEDGE

12. Stakeholder agencies have equipped their individual agency leadership and staff with EBP knowledge/skills by conducting training and skill building events on practices that are evidence-based (e.g., how to conduct a validated risk/needs assessment and use the information in decision making; motivational interviewing skills; how to teach concrete problem solving skills):

Law enforcement	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Pretrial services	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Victim advocates	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO

Prosecution	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Defense	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Jails	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Court administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
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City/county executives/administrators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Legislators	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Community representatives/public	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO
Other: _____	<input type="checkbox"/> YES	<input type="checkbox"/> UNCLEAR	<input type="checkbox"/> NO

**IMPLEMENTATION OF EVIDENCE-BASED PRACTICES**

13. Validated assessment instruments (e.g., LSI-R, COMPAS) are used to inform decisions for (select only one):

- All/most types of cases
- Only certain types of cases (e.g., drug-related, sex offenses, other violent crimes)
- N/A—none used

14. Stakeholders (e.g., judges, prosecutors, defenders) have adopted mechanisms to acquire and use consistent assessment information (e.g., offender risk/needs information, knowledge regarding evidence-based programming) to inform individual case dispositions in the following ways:

Arrest decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Cite vs. detain decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Pretrial release decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Diversion decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Plea negotiation decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Sentencing decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Jail programming decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Community supervision-level decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Community programming decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Violation decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Early termination decision	<input type="checkbox"/> YES	<input type="checkbox"/> NO

15. Stakeholder agencies agree that more intensive interventions are best reserved for higher risk offenders.

- All agree
- Most agree
- Few agree
- None agree

16. Stakeholder agencies deliver services and interventions to offenders based on assessed criminogenic needs.

- All deliver
- Most deliver
- Few deliver
- None deliver

### CONTINUOUS QUALITY IMPROVEMENT AND PERFORMANCE MEASUREMENT

17. The stakeholders have agreed on a “scorecard” to measure systemwide performance.

- YES     NO

18. If you answered no to Question 17, are stakeholders committed to discussing and reaching agreement on a “scorecard” to measure systemwide performance?

- YES     NO     N/A

19. The following are in place to ensure evidence-based practices are incorporated into decision making at the system level:

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| System-level logic model   | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Quality assurance mechanisms that assess fidelity of implementation  | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Key benchmarks, performance measures   | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Strategies to collaboratively assess benchmarks and performance measures and address identified performance issues | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

20. If you answered no to Question 19, are stakeholders committed to developing and instituting these mechanisms and indicators?

- YES     NO     N/A

### EXTERNAL TECHNICAL ASSISTANCE NEEDS

Indicate the amount/level of assistance that your team needs in the following areas (i.e., high need for assistance, moderate need, etc.):

21. Initially identifying/engaging the full range of necessary stakeholders     HIGH     MODERATE     LOW     NO NEED
22. Establishing a shared vision for the team     HIGH     MODERATE     LOW     NO NEED

- |  |                               |                                   |                              |                                  |
|--|-------------------------------|-----------------------------------|------------------------------|----------------------------------|
| 23. Clarifying the roles and responsibilities of team members  | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 24. Establishing a results-driven structure for the team's operation                                   | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 25. Developing mechanisms to promote long-term engagement of team members                              | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 26. Establishing benchmarks, performance indicators, and outcome measures                              | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 27. Equipping leadership across the system with knowledge about evidence-based principles/practices    | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 28. Equipping practitioners across the system with knowledge about evidence-based principles/practices | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 29. Equipping practitioners across the system with evidence-based skills/competencies                  | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |
| 30. Raising awareness and engaging the public in the initiative  | <input type="checkbox"/> HIGH | <input type="checkbox"/> MODERATE | <input type="checkbox"/> LOW | <input type="checkbox"/> NO NEED |