

PROXY INTERNAL FLOW

1. Law Enforcement – (Sheriff, Police Departments, University, and State Patrol)

a. Initiates police contact and if criminal action is taken completes proxy

**Law enforcement at the initial contact kick starts the proxy process for the criminal justice system. It is imperative law enforcement understand the global impact and use of the proxy tool.*

2. Law Enforcement supervisory reviews proxy for adherence to standards.

3. Proxy form is law enforcement record and is attached to records management system of respective agency.

4. Proxy along with reports is forwarded to District Attorney's Office.

5. District Attorney's Office is the repository for Proxy Forms for criminal justice system.

6. Proxy form is utilized in the system in the following ways:

- a. Assists in determining bond
- b. Utilized in the diversion program
- c. Utilized to determine inmate housing based on proxy score.
- d. Based on the proxy score a compass assessment may be initiated
- e. Alternative justice system programs are utilizing proxy scores for determination of risk levels. (Transition center, community service, deferred acceptance of guilty plea, and intoxicated driver intervention program)