

Suspense Program for Courts

What is Suspense?

- The Suspense Program is a holding area for dispos that cannot connect to Utah Criminal History (UCH)
- Files in Suspense could not be added to criminal history because of missing or incorrect information
 - No fingerprints found for the arrest
 - No arrest record found in UCH
 - Incorrect or missing SID, OTN, DOA, DOB, or Last Name
- Files in Suspense cannot be imported automatically by BCI researchers
- Files can be updated or deleted by courts or by BCI

Suspense Program



<https://chsuspensefiles.ps.utah.gov/suspensefiles-web/>

How Dispos Connect to UCH

- Every night UCH and Xchange connect to updated any new or updated dispos
- UCH matches sets of data from the dispos to arrest records found in UCH
 - If arrest record is found, the dispo will connect to the correct arrest by matching one of these pairs
 - OTN and SID (State ID #)
 - OTN and Last Name
 - OTN and DOA (Date of Arrest)
 - OTN and DOB (Date of Birth)
 - SID and DOA
 - If none of the pairs match or no arrest record is found, the dispo will not connect to UCH, and the arrest record is not updated

Failed Dispos List

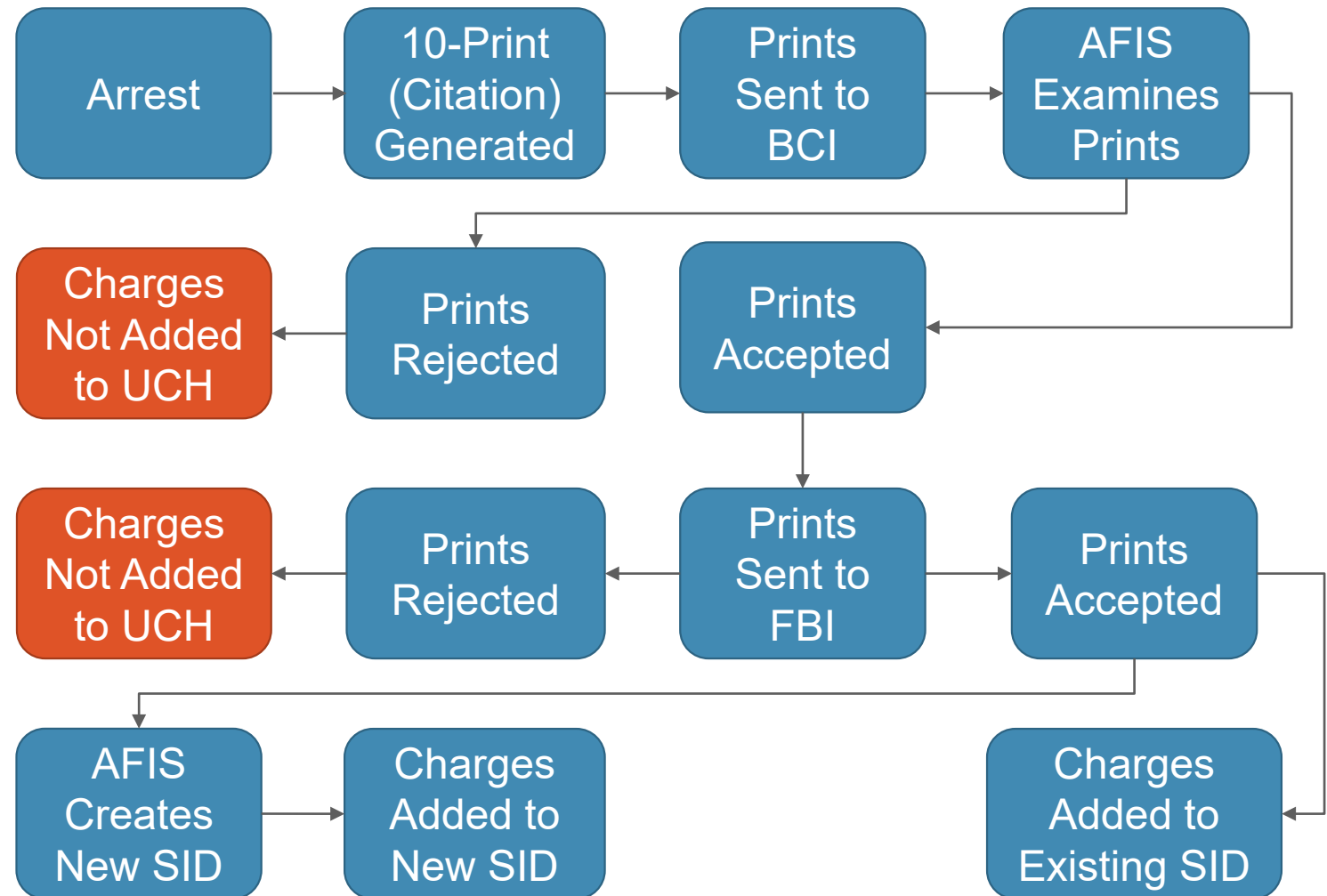
- Email bcirecords@utah.gov to receive a daily list of all dispos that failed to connect to UCH
- Emails are sent daily for your own agency
- Report lists the Case Number, Citation or OTN and the reason case ended up in Suspense
- Any number of people in your agency can receive this daily email

Case Number	Citation	Reason
01	001	No arrest record found for Criminal History for the person. The person is not in the UCH system. The person is not in the UCH system.
02	002	No arrest record found for Criminal History for the person. The person is not in the UCH system. The person is not in the UCH system.
03	003	No arrest record found for Criminal History for the person. The person is not in the UCH system. The person is not in the UCH system.
04	004	No arrest record found for Criminal History for the person. The person is not in the UCH system. The person is not in the UCH system.

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From Arrest to Criminal History



Suspense Program

Login



Login ID:

Agency:

This system is restricted to authorized users for approved use only and is subject to monitoring. Actual or attempted unauthorized access is a violation of applicable laws and regulations. Violators will be prosecuted.

<https://chsuspensefiles.ps.utah.gov/suspensefiles-web/>

Searching Suspense

Search by:

- OTN
- Citation
- SID
- Case Number
- First or Last Name

The screenshot shows a web application window titled "Search" with a sub-section "Suspense File Search". The form contains several input fields and dropdown menus. Black arrows point to the following fields: "OTN", "SID", "First Name", "Citation", "Case Number", and "Last Name".

Search criteria include:

- OTN:
- Citation:
- SID:
- Case Number:
- First Name:
- Last Name:
- Court ORI:
- NCIC Code:
- Severity:
- From Date:
- To Date:

Buttons: Submit, Clear

Searching Suspense

- Searches can be completed by any single field, or any combination of fields.
- Partial searches will work. For example, searching for Joh in the first name field, and Doe in the last name field will find any first name that starts with Joh, and has a last name that starts with Doe
- To see all Suspense Files, leave all searches blanks except for agency's ORI.

The screenshot displays the 'Suspense File Search' interface. The search criteria are as follows:


- OTN: []
- Citation: []
- SID: []
- Case Number: []
- First Name: []
- Last Name: []
- Court ORI: 2ND DIST CRT - BOUNTIFUL
- NCIC Code: []
- Severity: []
- From Date: []
- To Date: []

Buttons: Submit, Clear

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OTN	Case No. ↑	Name	Birthdate	Court ORI	Court	Insert Date
-				UT006025J	2ND DIST CRT - BOUNTIFUL	03/11/2015
-				UT006025J	2ND DIST CRT - BOUNTIFUL	06/08/2021
-				UT006025J	2ND DIST CRT - BOUNTIFUL	11/04/2016
-				UT006025J	2ND DIST CRT - BOUNTIFUL	07/31/2018
-				UT006025J	2ND DIST CRT - BOUNTIFUL	01/01/2017
-				UT006025J	2ND DIST CRT - BOUNTIFUL	01/01/2017

Opening Suspense Files

Search 

Summary

Court Case

Defendant


DUI

Charge (1)



Reason

No arrest record found on Criminal History for the given OTN or Citation Number.

No Changes


Submit 

Charges

Charge Number	NCIC	Charge	Statute	Severity	Violation Date	Court Action	Action Date	
 	1	2399	LARCENY	76-6-404	Misdemeanor B	02/02/2000	DISMISSED WITHOUT PREJUDICE	03/09/2015

Charge 1

Charge No.: 1


* Violation Date: 02/02/2000 


* Statute Source: UT


* Statute: 76-6-404


Original Statute Source:


Original Statute:


NCIC: LARCENY 


* Severity: Misdemeanor B 


Charge Modifier: 


Judgment: Dismissed 


Judgment Date: 03/09/2015 

Plea Code: 

Plea Date: 

* Court Action: DISMISSED WITHOUT PREJUDICE 

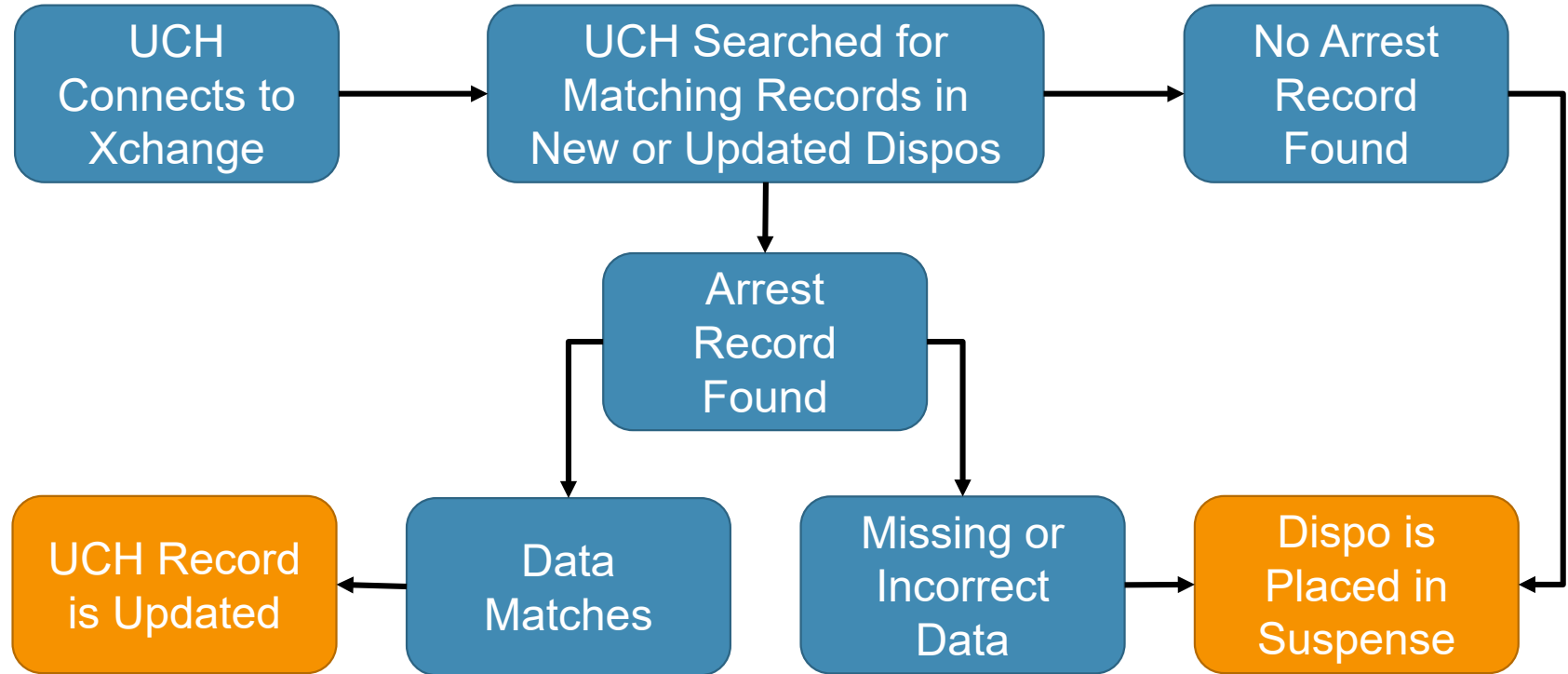
Court Action Date: 03/09/2015 

Amended Date: 

Reset

How Dispos Connect to UCH

- Every night UCH and Xchange connect to updated any new or updated dispos
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 - If arrest record is found, the dispo will connect to the correct arrest by matching one of these pairs
 - OTN and SID (State ID #)
 - OTN and Last Name
 - OTN and DOA (Date of Arrest)
 - OTN and DOB (Date of Birth)
 - SID and DOA
 - If none of the pairs match or no arrest record is found, the dispo will not connect to UCH, and the arrest record is not updated




Error Types

No arrest record found

Summary
Court Case
Defendant
DUI
Charge (1)


Reason
No arrest record found on Criminal History for the given OTN, Citation Number, SID, Date of Arrest, and/or Date of Offense.

No Changes
<input type="button" value="Submit"/> 

OTN, SID, DOB, DOA, or Last Name do not match

Summary
Court Case
Defendant
DUI
Charges (2)

Reason
Arrest record found, but SID, Last Name, Birthdate, Date of Arrest, and/or Date of Offense did not match.

No Changes
<input type="button" value="Submit"/> 

Error Types

No arrest record

- No arrest record means the arrest has never been added to UCH
 - Arrest or citation was never sent to BCI
 - Prints were rejected by AFIS or FBI
 - Prints were added to the wrong SID (or a different SID)

Incorrect Data

- The arrest record is on UCH, but data is incorrect
 - OTN and SID (State ID #)
 - OTN and Last Name
 - OTN and DOA (Date of Arrest)
 - OTN and DOB (Date of Birth)
 - SID and DOA
- Data in the dispo has to match at least one pair to be updates in UCH

Deleting Suspense Files

Deleting Suspense Files

- Suspense files can be deleted without being fixed or updated
- Deleted files are not updated in UCH, but this does not cause anything to be deleted or removed from UCH or Xchange
- Best used for older cases that have already been completed and have no matching arrest record

Summary

Court Case

Defendant

DUI

Charges (2)

Reason

Arrest record found, but SID, Last Name, Birthdate, Date of Arrest, and/or Date of Offense did not match.

No Changes

Submit ▶

Summary

Court Case

Case Number: 001000029

OTN:

Citation Number:

Court: DAGGETT CO JUST COURT - MANILA

First Name:

Last Name:

SID:

Middle Name: R

Birth Date: 05/05/1960

Arrest Date:

Delete Suspense File

Charges

Troubleshoot Suspense Errors

Missing or Incorrect Information

- In the Suspense file, fix anything that doesn't match
- Click in any field and make changes or add new data
- Updates to Suspense should match what's in the dispo and Xchange
- Remember the pairs of data that need to match to update Suspense

Summary

Court Case

Defendant

DUI

Charges (2)

Reason

Arrest record found, but SID, Last Name, Birthdate, Date of Arrest, and/or Date of Offense did not match.

Changes

Court Case
Arrest Date 07/02/2000

Submit

Summary

Court Case

Case Number: 00:.....

OTN:

Citation Number:

Court: DAGGETT CO JUST COURT - MANILA

First Name:

Middle Name: R

Last Name:

Birth Date:

SID:

Arrest Date: 07/02/2000

Delete Suspense File

Charges

Charge No.: 1


NCIC: INTOXICATION

Missing Arrest Record

- Missing arrest records are the hardest files to correct in Suspense
- Arrest records cannot be added to UCH without good quality fingerprints
- New prints can be taken or ordered by a judge
- New prints submitted to BCI will receive a new OTN, different than the original OTN. The new OTN will need to be documented in the dispo
- Once prints are accepted, the arrest can be added to UCH
- The arrest will update automatically when it connects to Xchange the next night

Update UCH Request

- Changes to UCH can also be made by contacting BCI's Record's department
 - Use the form found at: <https://bit.ly/Update-Request>
 - Fill out the form for any changes to a UCH record
 - Email request to bcirecords@utah.gov


Department of Public Safety
Bureau of Criminal Identification
CRIMINAL RECORD UPDATE REQUEST
EMAIL FORM TO bcirecords@utah.gov OR FAX TO (801) 965-4749

DATE: _____

YOUR NAME: _____ AGENCY: _____ ORI _____

PHONE: _____ EMAIL: _____ PURPOSE OF THE REQUEST
Update Arrest Info

SUBJECT'S NAME: _____ DOB: _____ SID: _____ OTN: _____ DOA: _____

ADD - DELETE - DECLINE: _____ CASE NO. _____

STATUTE:	CHARGE DESCRIPTION:

COMMENT:

CONSOLIDATE:
OTN: _____ TO: _____
OTN: _____ TO: _____

Failed Dispos List

- Email bcirecords@utah.gov to receive a daily list of all dispos that failed to connect to UCH
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FAILED DISPOSITION SUBMISSIONS



COURT CASE(S) SUBMITTED
September 27, 2021

Case Number	Citation Number	OTN	Suspense Reason
These records have been submitted and rejected. They will not become part of Criminal History or the FBI until they are fixed.			
211	H29		No arrest record found on Criminal History for the given OTN, Citation Number, SID, Date of Arrest, and/or Date of Offense.
215	C17		No arrest record found on Criminal History for the given OTN, Citation Number, SID, Date of Arrest, and/or Date of Offense.
215	C17		No arrest record found on Criminal History for the given OTN, Citation Number, SID, Date of Arrest, and/or Date of Offense.
215	B10		No arrest record found on Criminal History for the given OTN, Citation Number, SID, Date of Arrest, and/or Date of Offense.

Submitted - 16
Failed - 4
% Failed - 25.00

Resources

BCI Resources

- Email the Records Department to be added to the Daily Failed Dispos list
- Email the Records department any requests for UCH changes. Use form found at

<https://bit.ly/Update-Request>

- bcirecords@utah.gov

Training and Questions

- Contact Erin Paulsen for training for your agency, one on help or questions about Suspense
- Training available in person or online
- epaulsen1@utah.gov
- 385-415-9848