

UCJIS Updates



Region Training 2024



Updates



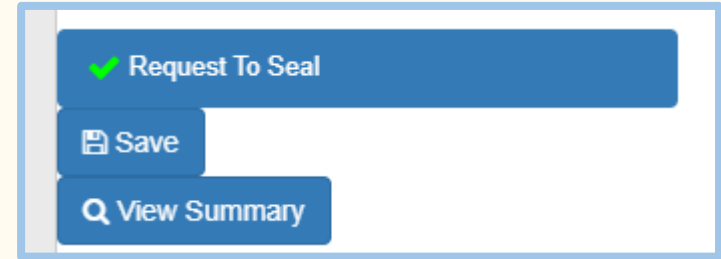
MMJL

- Terminal Patient Cards are no longer issued
 - You won't be able to distinguish a Terminal card from a normal patient card anymore, because the law changed.
 - Nobody gets a card that lasts more than one year, regardless if they have a terminal condition
- Patient Cards: anyone over the age of 18, some are good for 30 days and will look just like a regular patient card other than that expiration date- these are for the patients with qualifying acute pain
- Non-Resident Card: valid for 21 days, an individual who lives outside of Utah and is visiting. Required to apply for a temporary card and prove they have one from their own state. Only 2 of these can be issued per calendar year for the card holder

**** AN UPDATED TRAINING IS ON [UCJIS-TAC.UTAH.GOV](https://ucjis-tac.utah.gov)**

eWarrant Template Update

- You can now request to seal more ewarrant types
 - Search Warrant
 - GPS
 - Electronic Service Provider
 - DOPL



Request To Seal

Sealing Extension Date

30 DAYS
60 DAYS
90 DAYS
SIX MONTHS

◀ Previous Page: Warrant Conditions Request To Seal View Summary ▶

The screenshot shows a web form titled 'Request To Seal'. At the top is a large, empty text input field. Below it is a section labeled 'Sealing Extension Date' with a dropdown menu. The dropdown menu is open, showing four options: '30 DAYS', '60 DAYS', '90 DAYS', and 'SIX MONTHS'. At the bottom of the form is a navigation bar with three buttons: 'Previous Page: Warrant Conditions', 'Request To Seal' (which is highlighted in blue), and 'View Summary'.



CJIS Security Policy Updates

- CJIS has updated the security awareness training requirements for agencies:
 - Your agency will be training security awareness every year, if they already weren't
 - You will be seeing more security awareness measures posted, emailed, etc
 - Your agency is now required to hold a security awareness training after any “incident” or when there are any changes within your system

****YOU MAY BE SEEING MANY AND/OR MAJOR CHANGES IN YOUR TRAININGS****

What's New?



BMEX

UCJIS Home **BMEXL** x

Entry

Broadcast Message Export

Message Type: AE

Start Date: * ENTER DATE MMDDYYYY

End Date: * ENTER DATE MMDDYYYY

Export Search Results

AE

AE

EX

The screenshot shows the Microsoft Excel interface with a data table. The ribbon includes File, Home, Insert, Draw, Page Layout, Formulas, Data, Review, View, Automate, Help, and Acrobat. The active cell is E15. The table contains the following data:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q			
1	givenName	surName	sid	fbiNumber	otn	courtCase	agencyCase	dob	arrestDate	citationNu	charge1_s	charge1_violati	charge1_s	charge1_violati	charge1_ju	charge2_s	charge2_v	char		
2	YOGI	BEAR	0			CASE NUMBER		01/101950		U-985322		STATUTE	UT	4/19/2005	G			41-12A-30	UT	
3	MICHAEL	SCOTT	756483	FBI NUMBER		CASE NUMBER		2/1/1990		L-747469		STATUTE	UT	8/3/2007	G			41-12A-30	UT	
4	DWIGHT	SCHRUTE	9038495	FBI NUMBI	K85746	CASE NUMBER		3/2/2001		T6754321		STATUTE	UT	9/10/2007	GP					
5	DHARMA	MONTGOM	0	FBI NUME	FY65473	CASE NUMBER		4/3/2000		L743956		STATUTE	UT	12/11/2007	GP				58-37-8(2)	UT
6																				
7																				
8																				

- You will then follow your agency's procedures for the Auto Expungement or for the Expungement
- You can use this as documentation for the AE or the EX



Private Party Firearm Sale Serial & CFP Check

Private Party Firearm Sale Serial & CFP Check

BCI Home

Utah AMBER Alert and Endangered Missing Advisory

Bail Enforcement Licensing

Concealed Firearm Permits

Criminal Records

Employment/Volunteer Background Checks

Expungements

Fingerprint Services for the Public

Brady Firearm Transfers

Missing Persons

Cold Cases

UCJIS User Training

Utah Crime Statistics

Private Investigator Licensing

Forms & Applications

Contact Criminal Identification

News

Suicide Prevention Information

Sexual Assault Kit Initiative (SAKI)



Serial and CFP Search

Per Utah Statute 76-10-526.1, this service allows you to check the validity of a Utah Concealed Firearm Permit for purposes of a private firearm transfer. To ensure accuracy, please be sure to enter the correct permit number. The permit number can be found on the top right of the permit card and starts with either a C, J, or Q.

Concealed Firearm Permit Number:

To check whether a firearm has been reported stolen to law enforcement, please enter the complete serial number below. Leave out any hyphens or spaces. Keep in mind that different manufacturers can use the same serial number, so a "possibly reported stolen" response does not always mean that the firearm in question is a match to the stolen firearm.

Gun Serial Number:

Submit

Results



Utah Department of
Public Safety



Serial and CFP Search

[Return](#)

CFP	Status
C246960	NOT_VALID



QQ

UCJIS Home **QQ1** x

Query

Query Query

Required Fields

ORI: * ▾

Beginning Date: * **End Date: ***

Article

Owner Applied Number: **Serial Number:**

Article Type:

Boat

Hull Number: **Registration Number:**

Gun

Serial Number: * **Make:**

Calliber:

Person

Last Name:

Middle Name:

Gender:

FBI Number:

Social Security Number:

License Plate Number:

Misc Number Type:

First Name:

Date of Birth:

Race:

Driver License Number:

VIN:

License Plate State:

Misc Number:

Securities

Social Security Number:

Owner:

Serial Number:

Type:

Denomination:

Vehicle

License Plate Number:

Owner Applied Number:

License Plate State:

Submit

UCJIS Home

QQ1 ✕

Query

QQ - PERSON:JOHNnull SMITH ✕

UCJIS Home

QQ1 ✕

Query

QQ - PERSON:JOHNnull SMITH ✕

Ncic

Ca

QQ - Submission Results

Created by wthomsen on 01/25/2024 15:04:22

NcicResponse:

CaveatText:

- "ATTENTION: THE QQ ONLY SEARCHES UP TO THE LAST 30 DAYS OF DATA. USE OFFLINE FUNCTIONALITY\
 \ FOR MORE COMPREHENSIVE SEARCH."

Results:

CaveatText: []

RecordCount: 1

ResultList:

- FileType: "QQ"

DTE: "2024-01-25T14:58:21-0700"

ATR: "UT BU CRIM IDENT SALT LAKE"

CT1: "435 781-2209"

ORI: "UTBCI0000"

RAC: "U"

DOB: "1974-10-11"

SEX: "M"

NAM: "SMITH, JOHN"

OHV

- Used to verify if an individual has taken an OHV safety course

UCJIS Home OHVSL x

Query

OHV Search Query

Search

Last Name:	<input type="text" value="ENTER LAST NAME"/>	Last Name Search Type:	<input type="text" value=""/>
First Name:	<input type="text" value="ENTER FIRST NAME"/>	First Name Search Type:	<input type="text" value=""/>
Middle Name:	<input type="text" value="ENTER MIDDLE NAME"/>	Middle Name Search Type:	<input type="text" value=""/>
Date of Birth:	<input type="text" value="ENTER MMDDYYYY"/>		

Q Submit

You can search by any field

UCJIS Home OHVSL x

Query

OHV Search Query

Search

Last Name: Last Name Search Type:

First Name: First Name Search Type:

Middle Name: Middle Name Search Type:

Date of Birth:

Q Submit

You will need to put in the search type for each field you enter-

STARTSWITH

STARTSWITH

EXACT

CONTAINS

OHV Search Results
Created by wthomsen on 02/13/2024 12:21:47

Full Name	Date of Birth	Email Name	Address 1	Address 2	City	State	Zip	Certification Date
AMEILA BEAR	07/13/1992	AMEILA.BER@GMAIL.COM	499 STINER ST APT 2	null	SAN FRANCISCO	CALIFORNIA	94117	10/11/2023
CHERYL LONE BEAR	09/19/1977	LONEPOOHBEAR@MSN.COM	P.O. BOX 234	null	FORT DUCHESNE	UTAH	84026	06/30/2023
CHRISTOPHER BEAR	01/19/1986	BIGBEARCONSULTINGLLC@GMAIL.COM	792 DELEAN WAY	null	FRUITA	COLORADO	81521	11/02/2023
TYI BEAR	01/14/2003	TYIB03@HOTMAIL.COM	410 SKULL VALLEY RD	null	SKULL VALLEY	UTAH	84029	05/08/2023



The results are not a hyperlink, this is all the information you will receive.



Validations via UCJIS

- Validations will start to be available via UCJIS in April (hopefully)
- More information will be sent out to your TAC



Courts Utilizing UCJIS to Validate PO's

- Due to the last FBI audit, we will no longer be using a batch job to validate protective orders
- Courts will be logging into UCJIS and validating them
- Courts will be utilizing the same procedures as those who are already validating their NCIC entries
 - Packing the record
 - Ensuring all information is up to date




NCIC PO Transactions

1.3 MESSAGE KEY (MKE) CODES

Message	MKE	Translation
Entry	EPO	PROTECTION ORDER
	ETO	TEMPORARY PROTECTION ORDER
Modify	MPO	
	MTO	
Cancel	XPO	
	XTO	
Inquiry	QPO	
	QW	
	QWA	
	QWE	
	QWF	
	QWS	
	ZW	
	QWB	
	QWI	
	QV	
	ZV	
Clear	CPO	CLEARED PROTECTION ORDER
	CTO	CLEARED TEMPORARY PROTECTION ORDER
Expired	IPO	EXPIRED PROTECTION ORDER
	ITO	EXPIRED TEMPORARY PROTECTION ORDER
Entry of supplemental	ENPO	
Cancel supplemental	XNPO	

Presentations Embedded in UCJIS



UCJIS Home IQM x

Query

Criminal History NLETS Name Query

[Click here to see more information on how to use this transaction.](#)

Originating Agency Identifier

ORI: *

Photo Wanted

None Include Photo



IQ



Utilizing Nlets to Receive Out of
State Criminal History



Reminders?



Crash and Citations

- Highway Safety runs and owns the Crash and Citations URL's- BCI only provides access
- If you need help with errors or have questions, you will need to contact Highway Safety

For further information:

Contact Barbra Freeman at the Utah Department of Public Safety, Highway Safety Office.

801-783-7250 or bafreeman@utah.gov



NCIC Entry

- Make sure you are entering items on NCIC according to the NCIC Operations and Code Manuals
 - Suppressors: will be entered with as the caliber listed as the caliber of the firearm it goes on
 - We have even seen semiautomatic pistols being entered as machine guns and bombs
 - If the article is NOT Public Safety, Homeland Security, or Critical Infrastructure item of identification (category Q) or equipment (category Z) DO NOT ENTER THE ITEM AS SUCH
 - If you do not have the WNO (warrant number) for a wanted entry, try to find it- it will be listed on the SWW and in the case docket.
 - Do not list a plate type as LE if the plate is a “Life Elevated Skier plate”- LE is for a Law enforcement vehicle plate
 - DOT: The date of theft is the EARLIEST possible date the item/person was last seen. Use the date the officer has within the case file, if the DOT is unknown, you may use the date of report, but ONLY in that circumstance

NCIC Entry

- Original case report seems to have little information- please pack your case reports, the more information the better, even though it may be a time consuming pain
- Information obtained from the access the agency has and should be utilizing to make the entry provide information that isn't being entered
 - Aliases found either on the DL or Criminal history
 - Driver's license numbers
 - If the report states the firearm has a black finish, put that on the NCIC entry form and in the misc field
- Removing the entry in a timely manner
 - We have seen some entries that no longer have a valid warrant or PO

NCIC Entry

- When entering a temporary felony warrant- remember that you need to retain a warrant and modify the entry so that it doesn't purge after 48 hours



LOGs

- As a user you can check your LOGs
- This will show you what you have run, it goes back 21 days
- Can help the user verify what you run and how
 - I.e. Did I run Yogi Bear, I don't remember nor did I mark down that I did
 - Did I run Yogi Bear by DL, SSN or name and DOB?
 - What day did I run Yogi Bear?
 - I forgot to save a copy of the EIMP I just did

[Click here to see more information on how to use this transaction.](#)

Query Parameters

View Messages By: *

USER

Sort By: *

DATE DESC

Time Frame

Timeframe:

TODAY

Start Date Time:

01/10/2024

0

0

End Date Time:

01/11/2024

0

0

Timeframe:

TODAY

CUSTOM

TODAY

YESTERDAY

LAST HOUR

LAST HALF HOUR

LAST 15 MINUTES



Query Parameters

ORI:

Transaction:

You can hit submit and see all that you ran

OR

You can search by a specific transaction code

Query Parameters

ORI:

Transaction:

UCJIS Home LOGSL x

Query Results x

Audit Log Results
Created by wthomson on 01/10/2024 11:09:06

Received Time	Agency	UserID	Transaction	ORI	Search Fields	Index	Summary
12/21/2023 16:36	BCIFS	WTHOMSEN	QQ	UTBCI0000	EDAT=2023-12-21;NAM_FIRST=SMITH;DOB=1974-10-11;BDAT=2023-09-01;NAM_MIDDLE=SMITH;NAM_LAST=SMITH	9120372	GET /ncic-api/QQ/P/(BDAT)/(EDAT)

Date
and
time

Transaction
run

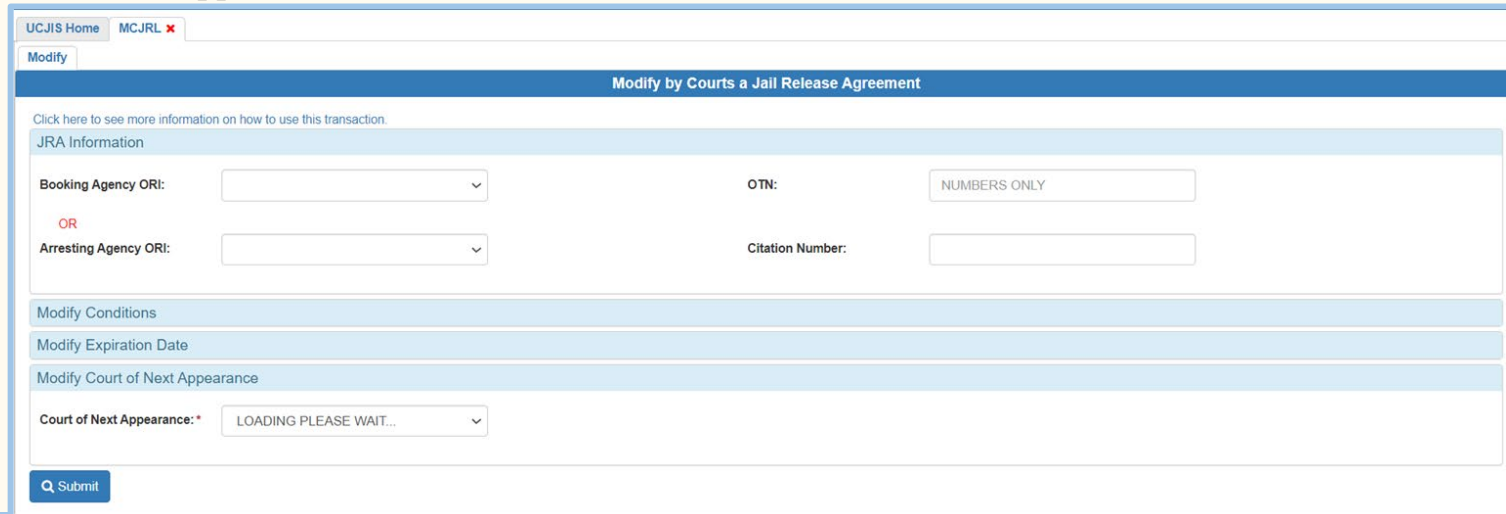
The search data
I entered

- If you click on the line, it will pull the transaction up for you.
- You may not need to view the actual results, but if you are needing to see what came back again, you can



MCJR

- Courts have the ability to update pieces of a JRA
- MCJR will allow the court to modify the following:
 - The conditions
 - The expiration date
 - The court of next appearance



UCJIS Home MCJRL x

Modify

Modify by Courts a Jail Release Agreement

Click here to see more information on how to use this transaction.

JRA Information

Booking Agency ORI:	<input type="text"/>	OTN:	<input type="text" value="NUMBERS ONLY"/>
OR			
Arresting Agency ORI:	<input type="text"/>	Citation Number:	<input type="text"/>

Modify Conditions

Modify Expiration Date

Modify Court of Next Appearance

Court of Next Appearance:*

Submit



Auditing Information

- Auditing information is required when running a criminal history. This includes out of state and III inquiries
 - Purpose code: make sure are using the correct purpose code
 - Requestor: the requestor is the person who is wanting to view the criminal history. It can be another user or a non-access user- please insert the requestors full name
 - I.e. Whitney Wilson is the user running the CH for Officer Yogi Bear
 - Auditing purpose: make sure to be specific. Use a case number or CAD number. It is easier to see and justify why the transaction was run
 - I.e. 20240112 vs investigation, or background, etc



The screenshot shows a form titled "Requestor Info" with the following fields:

Requestor Info	
Audit Purpose: *	C - CRIMINAL JUSTICE
Audit Reason: *	20240125
Requestor: *	YOGI BEAR

PC Reminders

- Once you have started and saved the PC and it is the officer entry status:
 - You CANNOT change the booking facility, you will need to delete and redo the PC
 - You CAN change the court
- If you have submitted the PC to booking, you cannot change the booking facility or the court
 - If the correctional facility is wrong, start over and submit it to the correct one
 - To change the court, the booking facility will have to send it back to the officer, at that point, the officer can change the court and send it back to the correctional facility
- PC's are kept in UCJIS for 21 days, after that you will have to go through the court

eWarrant Reminders

- eWarrants purge from the system after 20 days or the day after the ROS if it has been on the system for more than 20 days
 - If you need it past the 20 days, you will need to contact the court for a copy or to do the ROS



PREFL - Preferences

- This transactions allows you to set some preferences for your UCJIS account

General

Color Scheme: *

Display: Popup Alerts Default Requestor View NLETs Criminal History in Text

PO Query Defaults

Last Name Search Type: First Name Search Type:

DOB Search Type:

SWW Query Defaults

Last Name Search Type: First Name Search Type:

DOB Search Type:

MVQ Query Defaults

Last Name Search Type:

First Name Search Type:

Middle Name Search Type:

Business Name Search Type:

OHV Query Defaults

Last Name Search Type:

First Name Search Type:

Middle Name Search Type:

CHQ Query Defaults

Last Name Search Type:

First Name Search Type:

DOB Search Type:

DLQ Query Defaults

Last Name Search Type:

First Name Search Type:

DOB Search Type:

Submit

STARTSWITH

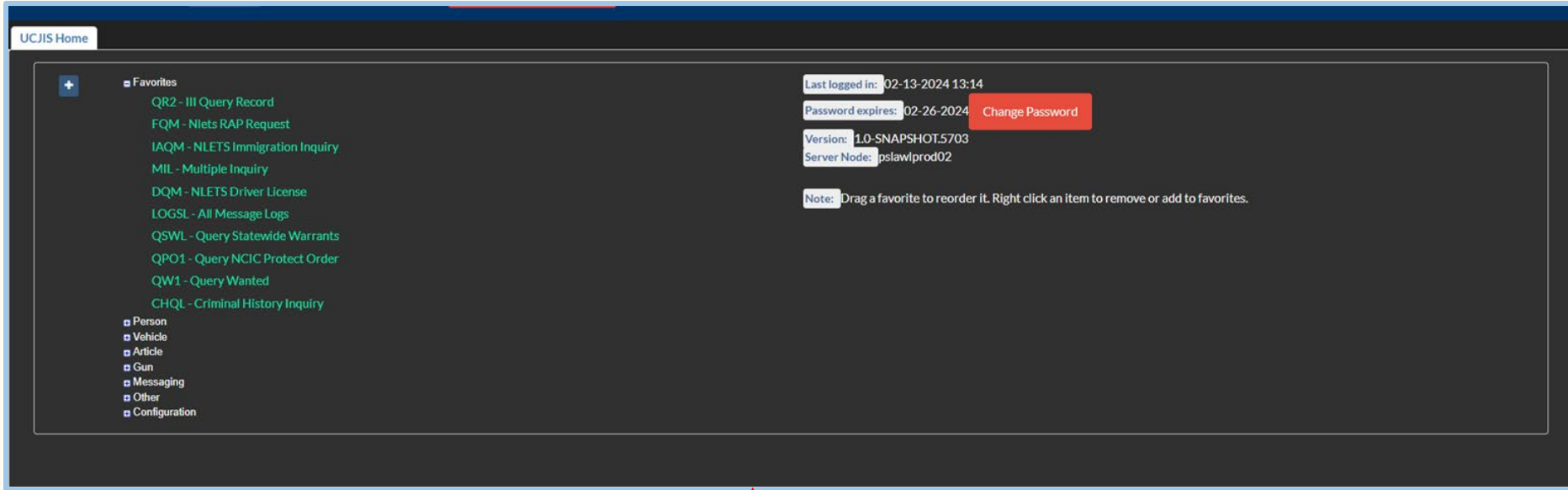
STARTSWITH

EXACT

CONTAINS

PHONETIC

You will be able to choose if you want it start with, be exact, contain or match phonetically with what you entered



You can now see my UCJIS is in night mode

Because I set my preference to default to my user ID as the requestor, it now shows up when I open a transaction that requires auditing information- i.e. CHQ

Requestor Info

Audit Purpose: *

Audit Reason: *

Requestor: *

By State ID

By Name

Last Name: * Name Search Type: *

First Name: * Name Search Type: *

Middle Initial:

Date of Birth: Date Search Type:

(YEAR RANGE is +/-1 year)
(RANGE is +/- 2 years, +/- 2 months and +/- 5 days)

I also have my preferences for my search type

Reminders

- You should not be running yourself or others for training purposes
 - if there is a test record- run that
 - request a test account where you can test/practice transactions
 - use a live record to train or test- this may mean you wait until you have one
 - utilize presentations for the transaction on ucjis-tac.utah.gov or those that have been embedded in UCJIS



The image shows a screenshot of a web form with a large red 'X' overlaid on it, indicating that the form is not to be used for training purposes. The form is titled 'Requestor Info' and contains the following fields:

- Audit Purpose:** C - CRIMINAL JUSTICE
- Audit Reason:** SELF INQUIRY
- Requestor:** WTHOMSEN

Below the 'Requestor Info' section, there are two sections: 'By State ID' and 'By Name'. The 'By Name' section contains the following fields:

- Last Name:** WILSON
- First Name:** WHITNEY
- Middle Initial:** ENTER MIDDLE
- STARTSWITH:** STARTSWITH (dropdown menu)
- STARTSWITH:** STARTSWITH (dropdown menu)

Questions?

