

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	1150
Issued:	10/25/07
Post Until:	11/25/07

SUBJECT: JUVENILE – DEFERRED ENTRY OF JUDGMENT

Deferred Entry of Judgment (DEJ) is a court disposition option for juveniles at least 14 years of age who are charged with a felony offense not listed on 707(b) WIC. This directive discusses the requisites and procedures for using and recommending DEJ.

DEJ Eligibility - a minor is eligible if all of the following requirements are met:

- Minor has not previously been a 602 ward for a felony.
- The alleged offense is not a 707(b) felony.
- Minor has not previously been committed to Division of Juvenile Justice (formerly California Youth Authority).
- Records do not indicate that probation has ever been revoked without being completed.
- Minor is at least 14 years of age at the time of the hearing.
- Minor is eligible for probation pursuant to 1203.06 PC. (Probation prohibited for use of firearm in commission of certain felonies, or if minor is personally armed with a firearm during the commission of a felony, or at time of arrest and has a sustained prior for certain felonies.)

District Attorney

- Reviews the records to determine whether the minor meets the eligibility requirements after the filing of a petition.
- Files a written declaration with the court regarding DEJ eligibility and makes the information available to the minor and defense attorney. The District Attorney's "Determination of Eligibility" form is included with the Pre-Plea packet sent from court.

Juvenile Court

- May set a DEJ hearing under 657 WIC at the initial appearance. For determining suitability, the minor must consent and waive rights to a speedy jurisdictional hearing pursuant to 791(b) WIC.
- May refer the case to Probation for an investigation report or may summarily grant DEJ if the minor admits the charges and waives time for pronouncement of judgment.
- May determine the period of DEJ for no less than 12 months and no longer than 3 years.

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- Will order the following Conditions of Probation:
 - **Mandatory conditions** of DEJ under 794 WIC include:
 - Warrantless searches of person, residence, or property upon the request of the probation officer or peace officer.
 - Curfew, if appropriate.
 - School attendance, when appropriate.
 - **Discretionary conditions** of DEJ under 794 WIC are:
 - Drug testing.
 - Restitution.
 - Any other condition that the court in consultation with Probation believes would assist in the minor's rehabilitation.

Admission to charges for the purpose of DEJ does not constitute a finding that a petition has been sustained unless judgment is later entered pursuant to 793(b) WIC.

- Shall lift DEJ and schedule a disposition hearing if it appears to the probation officer or prosecutor that the minor is not satisfactorily complying with the DEJ orders.
- Shall enter judgment and schedule a disposition hearing if during the period of DEJ, the minor is convicted of or declared to be a person described in Section 602 for the commission of any felony or any two misdemeanors committed on separate occasions.
- May enter judgment and schedule a disposition hearing if the minor is convicted of or found to be a person described in 602 WIC because of commission of one misdemeanor offense or multiple misdemeanor offenses during a single occasion.
- Shall report the minor's criminal history to the Department of Justice when the previously deferred judgment is imposed and a disposition hearing is scheduled.
- Shall dismiss the petition and order DEJ records "sealed" upon minor satisfactorily completing DEJ.

Upon satisfactorily completing the DEJ program, charges in the petition are dismissed and the arrest is deemed never to have occurred. However, the probation officer and prosecutor shall have access to the records for the sole purpose of determining DEJ eligibility for subsequent referrals.

Juvenile Investigation DPOs may:

- Recommend DEJ when appropriate, if eligibility has been declared by the District Attorney.

Juvenile Supervision DPOs shall:

- For minors who satisfactorily complete DEJ (**minor must serve a minimum of one year under DEJ in order for the DPO to recommend termination**) – recommend that “Jurisdiction over the case be terminated” in a Annual Report/Progress Report (Prob. 1245).
- For minors who do not satisfactorily complete DEJ - document lack of compliance and recommend that “the order for DEJ be lifted and the case proceed to disposition” in a Progress Report (Prob. 1245).

Satisfactory Completion of DEJ

After the satisfactory completion of DEJ and sealing of the record, the arrest is deemed never to have occurred and DPOs shall not divulge any information regarding the minor’s specific DEJ petition and related records. It is possible that military recruiters or others might have some knowledge of a minor having been on probation and might inquire regarding conduct while under supervision. Specific to the DEJ offense, the response should be that pursuant to Section 793(c) WIC, the minor was never arrested and has no record.

Information regarding a satisfactory completion of DEJ shall not be used against a minor in handling of subsequent offenses. It shall not be mentioned in any reports to the court, and shall not be included as part of the Delinquency History of the Pre-Plea Report. The case information remains in the system for the sole purpose of determining DEJ eligibility on subsequent referrals. It is not to be referenced or used for any other reason.

Probation Sealing Process

Clerical Staff shall complete the following upon receipt of the sealing order (Deferred Entry of Judgment – Dismissal and Sealing of Juvenile Records) at the Area Office:

- Redact the minor’s identifying data from any control logs or other documents in the office.
- Document minor’s successful completion of DEJ in JCMS (see attached instructions or instructions posted on Probnet>JCMS> DEJ-JCMS Instructions):
 - **Case Management > Alerts**
 - > **Alert Type – DEJ**
 - > **Alert Subtype - Successful Completion**
- Send the PDJ file to Central Records/Closed Files.

Central Records/Closed Files Clerical Staff shall:

- Receive and timestamp DEJ Dismissal and Sealing Order

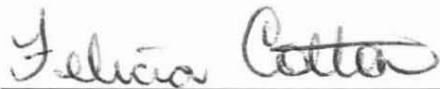
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- Verify that minor's record has been sealed via the Juvenile Automated Index (JAI) System
- Stamp the order using the rubber stamp notification which states "This record has been sealed by the Probation Department per court order under the Provisions of Section 793 C W&I"
- Sign and date in the area below the rubber stamp notification
- Return the DEJ and Sealing Order to the court listed in the box, which states "Superior Court of California, County of Los Angeles" Attention: Court Clerk (See Attachment A for Court Locations)
- Place all documents regarding the DEJ offense, with a copy of the Sealing Order, in a sealed envelope and fasten in the PDJ file

It is possible for a minor to have been on informal or non-wardship probation on a separate matter prior to the DEJ order. In some instances a minor might have a subsequent matter and be on probation for a separate offense simultaneously with DEJ. In these cases, only the DEJ documents shall be sealed. When the court seals its records, the Court deletes the record (including the Juvenile Automated Index Number (JAIN)). If the minor sustains another arrest, a new JAIN will be issued. However, Probation will reactivate the previous PDJ number.

Sealed DEJ records may be destroyed after five years.

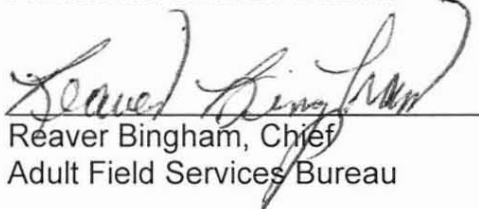
Questions regarding this Directive should be directed to the Juvenile Consultant at 562.940.2533.



Felicia Cotton, Chief
Juvenile Special Services Bureau



Carol Sanchez, Chief
Placement Services Bureau



Reaver Bingham, Chief
Adult Field Services Bureau



Sharon Harada, Chief
Juvenile Field Services Bureau



Dave Mitchell, Chief
Residential Treatment Bureau

LOS ANGELES COUNTY PROBATION DEPARTMENT

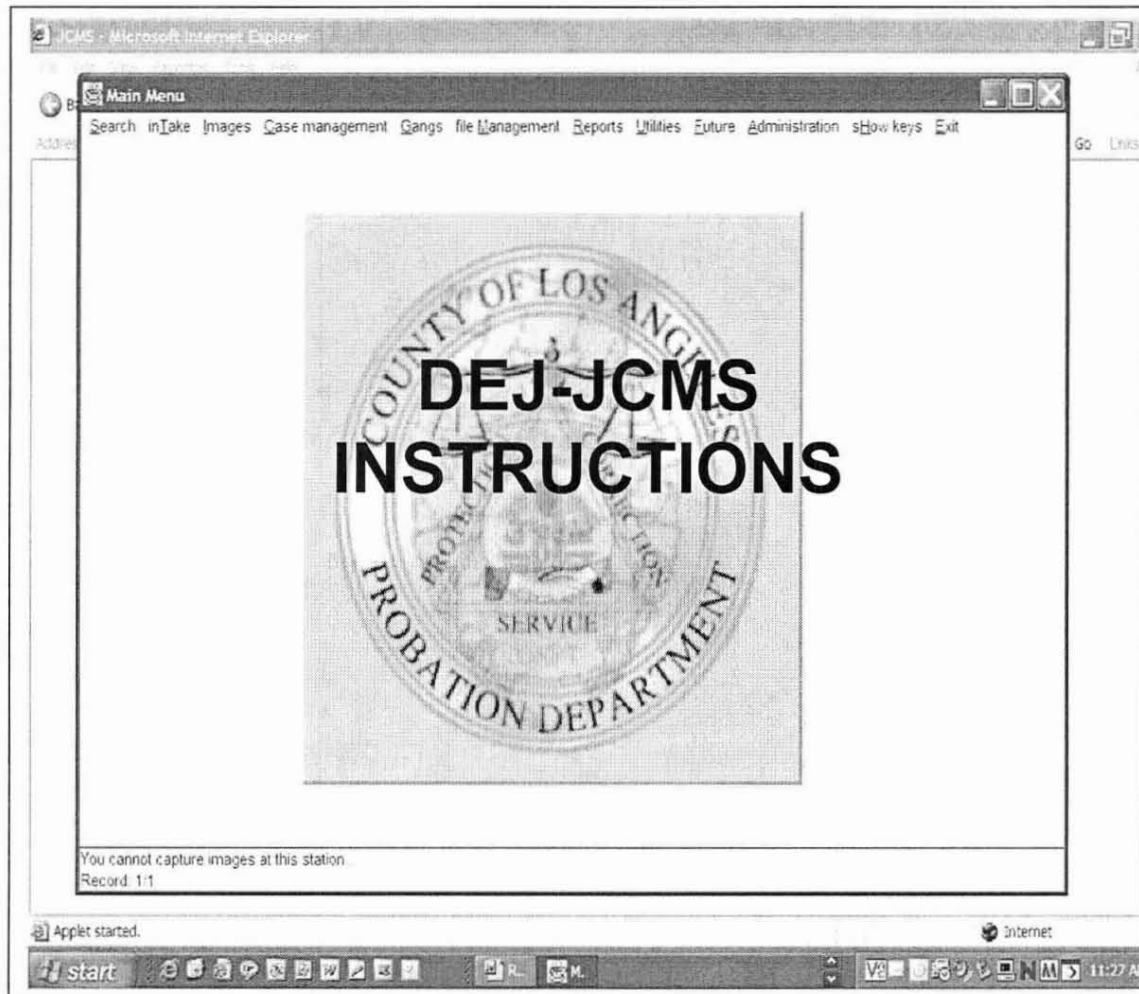


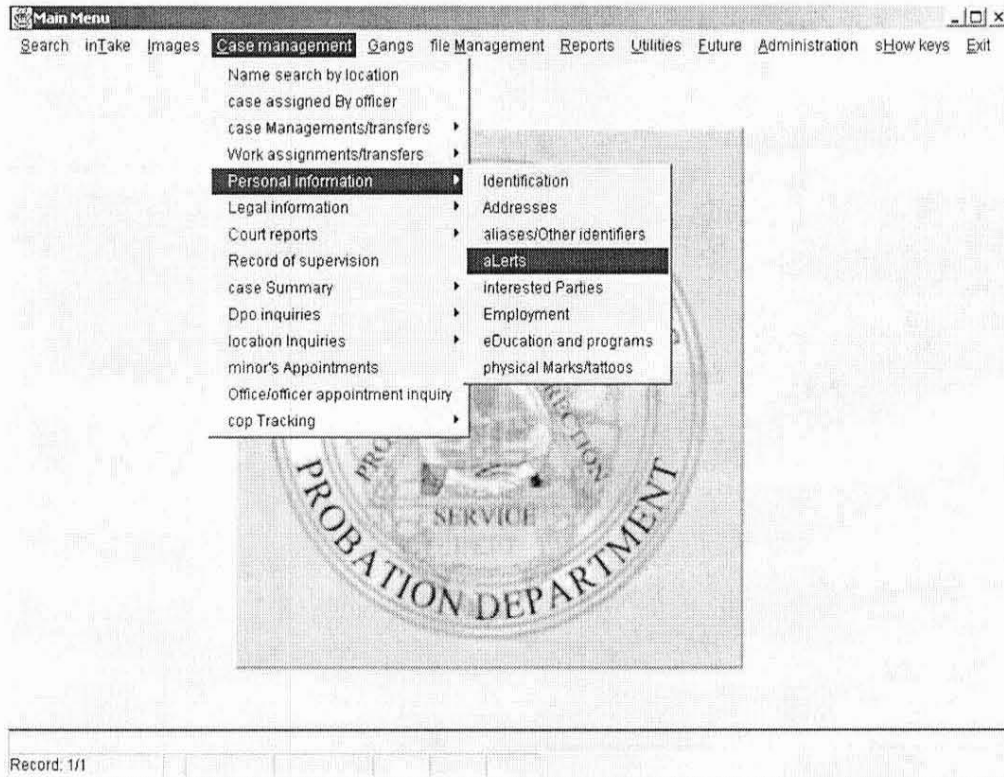
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PROCESSING SUCCESSFUL COMPLETION OF DEJ (Deferred Entry of Judgment) CASES

STEP 1: Access Alert Screen

- On the main menu go to → Case Management → Personal Information → Alerts



STEP 2: Create a DEJ Successful Completion Entry

- Click the **"Plus"** icon to insert a new line
- Select **"J=DEJ"** from the **"Alert Type"** LOV (List of Values) and click OK

OCDA1231 - ALERTS

Help

Valid Options(Domain 'ALERT')

User: E243327

Find: %

10/22/2007

PCU: PXXMAR1 Name: Description Alert Type

CNT#: 2001000638 Location: Medical M

Alerts

Alert Type: DEJ

DNA SAMPLE

MEDICAL

GANG

REGIONAL CENTER

MEDICAL

Details

Authorized By:

Comment:

Medical S

Suicidal H

High Profile V

Violent Offender A

AWOL Risk I

Interpreter Required Q

Gang P

Placement R

RAN U

Regional Center N

Nurse Home Visitation D

DNA Sample B

Pregnant & Parenting Teen Minor X

241 1 WIC Report Y

Dual Supervision K

Keep Away J

DEJ

Find OK Cancel

OCDA1231

Choices in list 17

Record: 7/7

STEP 3: Enter DEJ Alert

- Select “DJ=DEJ Successful Completion” from the “Alert” LOV and click OK
- Click “Save” to complete transaction

QCDALERT1 - ALERTS

Help

User: E515912 HEADQUARTERS Date: 10/25/2007

PCU: PXXMAR1 Name: TEST1 TEST2 TESTREC 01/26/1987 D.G.JAN

CNT#: 2001000638 Location: SAM - MISTAKE, ERROR; XX00 ACTIVE-DEJT

Alerts

Alert Type	Alert	Status	Effective Date	Expiry Date	
DEJ	DEJ SUCCESSFUL COMPLETION	ACTIVE	10/24/2007		C
DEJ	DEJ SUCCESSFUL COMPLETION	ACTIVE	09/19/2007		C
DNA SAMPLE	DNA SAMPLE REQUIRED	ACTIVE	03/21/2007		C
MEDICAL	BEHAVIOR DISORDERS	ACTIVE	07/28/2005		C
GANG	GANG ASSOCIATION				
REGIONAL CENTER	REGIONAL CENTER				
MEDICAL	ALLERGIES				
DEJ	DEJ SUCCESSFUL COMPLETION				

Verification

Details

Authorized By: _____

Comment: _____

Valid Options(Domain 'ALERT_CODE')

Find: DEJ Successful Completion%

Description	Alert
DEJ Successful Completion	DJ

Find OK Cancel

Choices in list: 1
Record: 8/8

STEP 4: Actual DEJ Alert Code (J)

- This is the way JCMS will show that a **DEJ** alert (successful completion) has been entered
- Note that the code in the alert window is **J**

(OCDALERT) - ALERTS

Help

User: E243327 HEADQUARTERS Date: 10/22/2007

POJ: PXXMAR1 Name: TEST1 TEST2 TESTREC 01/26/1987 DGJMJ

CNT#: 2001000838 Location: SAM - MISTAKE, ERROR ; XX00 : ACTIVE-HOP

Alerts

Alert Type	Alert	Status	Effective Date	Expiry Date	
J	DEJ SUCCESSFUL COMPLETION	ACTIVE	09/19/2007		C
DNA SAMPLE	DNA SAMPLE REQUIRED	ACTIVE	03/21/2007		C
MEDICAL	BEHAVIOR DISORDERS	ACTIVE	07/28/2005		C
GANG	GANG ASSOCIATION	ACTIVE	05/31/2005		C
REGIONAL CENTER	REGIONAL CENTER	ACTIVE	07/24/2003		C
MEDICAL	ALLERGIES	ACTIVE	03/21/2002		C

Verification
☐ Verified

Details

Authorized By: _____

Comment: _____

OCDALERT

After choosing DEJ from the LOV and saving the information, the alert window will show the letter J.

Description - list of values available
Record: 6/6

STEP 5: Select DEJP Court Hearing Date

Before sending the PDJ file to Central Records/Closed Files Section proceed to close the case as follows:

- In the “**Cases**” section, select correct **Case/info#**
- Select the correct **Court Date** in the “**Case Events**” section (must match the minute order date)
 - If there is no Court Date matching the Minute Order, follow below steps:
 1. Click the **Plus icon** from the toolbar
 2. Enter the **Court Date** from the Minute Order in the “**Date**” field
 3. Enter “**CRT**” in the “**Event Type**” field
 4. Enter “**DEJP**” in the “**Sub Type**” field
 5. Select Location from the “**Location**” LOV
 6. Select Court Department in the “**DEPT**” LOV
 7. Select “**A**” from the “**Status**” LOV
 8. Click “**Save**”
 9. Click “**OK**” to complete transaction
- Click the “**Supervision Orders**” button to go to the next screen
- Vacate any future Court Hearing Dates

The screenshot shows the OGDLCASE - LEGAL CASES application window. The user is E243327, and the location is SAN GABRIEL VALLEY. The date is 07/18/2007. The case information includes PC# P263531, Name MILLER, LEQUAN, DEVON, and CNT# 0000000373240. The location is SGV - LARSEN, KEITH, TP40. The case is active-term.

Cases

Case/info #	Offender Name on Court Document	Type of Case	Status	Inactive Date	Combined with Case
04032004	MILLER	LEQUAN	Active		
05212005	MILLER	LEQUAN	Inactive	02/18/2007	C

Case Events

Date	Time	Event Type	Sub Type	Location	Dept	Judge	Comment	Status	Required Report	Appearance
04/25/2005		CRT	ANRV	COMPTON DELIN	260			A		
04/18/2005		CRT	PROG	COMPTON DELIN	260			A		
04/15/2005	08:30	CRT	PROG	COMPTON DELIN	260	C CLAY III	ACT TO RIVER	A		

Offenses

Total O/R	Statute	Offense Code / Description	Type	Offense Date (RANGE)	Counts	Comment	Status
0	PC	PC12101(A)(1) F MINOR ILLEGALLY	F		1		A
1	PC	PC12101(B)(1) M MINOR ILLEGALLY	M		1		A

Annotations:

- Select correct Case/info#
- Select correct Court Date in the “Case Events” section (it must match the minute order date)
- Click the “Supervision Orders” button to go to the next screen

7

STEP 6: Access Supervision Order Screen

- Select “**CRT=COURT**” from Order Types LOV for the “**Type**” field in the “**Orders**” section and click OK

Help

User: E243327 SAN GABRIEL VALLEY Date: 07/18/2007

PDV: P263531 Name: MILLER LEQUAN DEVON 05/21/1990

CNT#: 0000000373240 Location: SGV - LARSEN, KEITH, TP40 ACTIVE-TERM

Events

CasellInfo#	Date	Time	Type	Sub Type	Required
04032004	04/25/2005		CRT	ANRV	
04032004	04/18/2005		CRT	PROG	

Offenses

Requests	Statute	Offense	Description
1	PC	PC12101(B)(1)	MINOR ILLEG
0	PC	PC12101(A)(1)	MINOR ILLEG

Orders

Line	Type	Code	Description

Order Types

Find CRT%

Order_Type	Description
CRT	Court

Find OK Cancel

Paper Files Discharge

Choices in list: 1
Record: 1/1

STEP 7: Enter "DEJT" Court Disposition

- Select "DEJT=DEJ Terminated" from the Order Codes LOV for the "Code" field in the Orders Section and click OK
- Tab through all fields (**Description, Counts, Commence Date**) to populate with values
- Click "Save"
- Click "OK" to complete transaction

OCORDER - ORDERS

Help

User: E243327 HEADQUARTERS Date: 10/22/2007

POJ: PJOAR1 Name: TEST1 TEST2 TESTREC 01/26/1987 DGJMU

CNT#: 2001000838 Location: SAM - MISTAKE, ERROR ; X000 ACTIVE HOP

Events

Case/Info#	Date	Time	Type
02152003	10/02/2007		CRT
02152003	10/15/2007		CRT

Offenses

Orders/Requests	Statute	Offense
1	PC	PC211

Orders

Line	Type	Code	Description
	CRT		

Order Codes

Order Code	Description
CCP	Camp Community Placement
CCPF	Camp Community Placement Furloug
CCPG	Camp Community Placement Gradua
CCPS	Camp Community Placement Stayed
CONT	Continuance
CYA	California Youth Authority
CYA90	California Youth Authority Release
CYAC	California Youth Authority Commit
CYAS	California Youth Authority Stayed
DEF	DEJ Firearm Granted
DEJ	DEJ Granted
DEJR	DEJ Revoked
DEJT	DEJ Terminated
DISM	Case Dismissed
FFE	Full Force and Effect
FIT	Fit
WCC	Warrant On Probation

Required Status Report/Appeal

Status	Report/Appeal
A	☒
A	☒

Counts Comment

Supervision

ate Expiry Date Status

Assign To Officer

Choices in list 31
Record: 1/1

Find OK Cancel

STEP 8: Access Close Case Screen

- On the main menu go to → Intake → Open/close case → Close case



STEP 9: Enter "DEJT" Close Reason

- Select your office from the "Agency Location" LOV and click OK
- Select "DEJT=DEJ Termination" from the "Reason" LOV and click OK
- Enter "DEJ Successful Completion" in the Comment field
- Click "Save"
- Click "OK" to complete transaction

Close Contact

User: E243327 HEADQUARTERS Date: 10/22/2007

PDI: PXXMAR1 Name: TEST1 TEST2 TESTREC 01/26/1987 DOJ MU

CNT#: 2001000638 Location: SAM - MISTAKE, ERROR; XX00

Valid Options(Domain 'CLO_CON_RSN')

Description	Reason Code
Committed to CYA	CYA
Case Dismissed	DISMISSED
Jurisdiction Terminated	TERMINATED
Intake done in error - update comments	ERROR
Case Closed	CLOSE
Case Expired	EXPIRED
Inter County Transfer	ICT
DA Rejected	REJ
JJCPA Inactive Case Update	JJCPA
DEJ Termination	DEJT

Find %

Find OK Cancel

Choices in list: 10
Record: 1/1

STEP 10: send PDJ File to Central Records

- Send PDJ File to Central Records – Closed Files Section