

AUTOMATED COURT REJECT RESOLUTION GUIDE

03/14/2016 revision

TYPE OF DISPOSITION TRANSMISSION and RESOLUTION

| ENTER JUDICIAL(EJUD) CHR UPDATE RESPONSE | RESOLUTION: COURT/MSP |
|---|--|
| <p>47</p> <p>EJUD REJECT NAM: _____ SID: _____ CTN: _____ FLD ERR-SID-SID: _____ DOES NOT MATCH SID ON FILE END MSG.</p> | <p style="text-align: center;">MSP: NOTIFY COURT WHEN OK TO SEND TRANSACTION AGAIN OR REJECT RESOLVED THEY NEED NOT DO ANYTHING FURTHER</p> <p>COURT- Verify the correct CTN and SID with the prosecutor’s office and either modify your data or contact MSP Criminal History Section at MSP-CourtRej@michigan.gov</p> <p>MSP- Contact the prosecutor’s office to verify CTN with name. Make any necessary modifications to the Criminal History Record (CHR).</p> |
| <p>61</p> <p>EJUD REJECT NAM: _____ TCN: _____ OCA: _____ CTN: _____ REJ FLD ERR-COUNTNUMBER-DUPLICATE CCN: ___ ON FILE FOR JUD, CTN: _____ END MSG.</p> | <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Duplicate CCN (count) on file. Delete one of the counts. If one was entered by the court and one was entered by MSP, delete count entered by MSP.</p> |
| <p>72</p> <p>EJUD REJECT NAM: _____ CTN: _____ REJECT FLD ERR-JUDORI-FIELDS INCOMPATIBLE WITH ARREST DISPOSITION END MSG.</p> | <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Modify the arrest to the correct arrest disposition code.</p> <p>Example: if arrest disposition code reflects “REL NO PROS” and the court is trying to enter a disposition, the arrest disposition code needs to reflect REW (warrant requested- for State Cases) or NTA (notice to appear for Ordinance Violations)</p> <p>ADD the JUDICIAL ORI...in Incident Detail Screen.</p> <p>If the arrest is a state case, update CHR with the prosecutor’s charging information: CTN and Charge (PACC Code)</p> <p><u>JUVENILE ARREST BUT BEING TREATED AS AN ADULT</u> and judicial does not reflect new court disposition code of: WTA (waived to adult court) Modify the arrest disposition to NTA (notice to appear). Go to incident and modify to the correct District or Circuit Court of Jurisdictions ORI. Back to modify arrest disposition to CHG (charged by prosecutor).</p> <p>Note: If the ATC offense code is FELONY, follow same procedure as in RESPONSE NUMBER 114.</p> |

| | |
|--|--|
| <p>102</p> <p>EJUD REJECT NAM:AS ENTERED BY COURT REJ FLD ERR-NAA MISMATCH NAA: AS APPEARS ON CHR END MSG</p> <hr/> <p>114</p> <p>EJUD REJECT FLD ERR-JUDORI-JUDORI CANNNOT BE PROBATE/FAMILY COURT ORI IF ADC IS REW OR CHG END MSG.</p> | <p>COURT- Include SID in transaction. If receive same reject error, contact MSPat: MSP-CourtRej@michigan.gov</p> <p>MSP- Verify SID entered by court, if court did not include SID, provide the SID to them and have court send transaction again. Make sure disposition is not in pending file.</p> <hr/> <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- IF subject is a juvenile: Modify the arrest disposition code to REP “Petition Required” if no prosecutor info is on CHR. Now go to the incident screen and modify JUDICIAL ORI to the Juvenile Court ORI.</p> <p>IF the prosecutor charge segment is on CHR take the following steps: -If the ATC offense code is a Misdemeanor, modify the arrest disposition code to NTA (notice to appear), next go to the incident screen and modify the Judicial ORI to reflect the Juvenile Court ORI. Back to modify the arrest disposition code to JUV (Petitioned).</p> <p>-If the ATC offense code is FELONY, modify the arrest disposition code to NTA, then the ATC offense code to a Misdemeanor. Go to the incident screen and modify the Judicial ORI to reflect the Juvenile Court ORI. Back to modify the arrest disposition code to JUV and change the arrest ATC offense code back to FELONY.</p> |
| <p>119</p> <p>EJUD REJECT,CTN:_____SID:_____ JUDORI IS INVALID,INCIDENT WAS TURNED OVER TO PROBATE COURT END MSG.</p> | <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- The arrest reflects the incident was entered as a juvenile but is an adult case. Follow same procedure as Reject Response 114 if ATC is felony. Modify the arrest disposition to: NTA (notice to appear). Go to incident screen and modify the correct Judicial ORI. (court of jurisdiction) Modify arrest disposition to CHG (charged by prosecutor).</p> |
| <p>127</p> <p>EJUD REJECT SID: _____CTN: _____ REJ FLD ERR-SID-PENDING INCIDENT MATCHED SID NOT ALLOWED IN TRANSACTION, REENTER WITH NAA ONLY END MSG.</p> | <p>COURT- -If your disposition was transmitted by only including the State Identification Number (SID), transmit EJUD including the subject’s name. -If name was included in the original transaction, contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Query pending file. Make necessary name corrections. If the pending file is the prosecutor charge information, query the pending TCN for an active arrest record. Check prosecutor pending TCN/OCA. If OCA pending does not match the arrest OCA, but is the correct incident, modify pending OCA to what matches CHR. Prosecutor charge now updated on CHR. Court can now enter EJUD.</p> |

| | |
|---|--|
| <p>231</p> <p>EJUD REJECT NAM: _____ SID: _____ CTN: _____ REJ FLD ERR-RESPJUDORI-JUDICIAL ORI IS REQUIRED END MSG.</p> | <p>COURT-Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Query CTN or TCN/OCA. Go to Incident Detail screen. Add Judicial ORI if blank.</p> |
| <p>247</p> <p>EJUD REJECT CTN: _____ REJ FLD ERR-SID-SID OR NAA REQUIRED. BOTH NOT ALLOWED. END MSG.</p> | <p>COURT- Neither the SID or NAME was entered in your judicial transaction transmitted to MSP. EJUD transaction including the subjects NAME and verified SID.</p> |
| <p>CCH125</p> <p>EJUD REJECT NAM: _____ SID: _____ TCN: _____ OCA: _____ CTN: _____ REJ FLD ERR-CTN-CTN: _____ DOES NOT MATCH RECORD CTN: _____ END MSG.</p> | <p>COURT- Contact your prosecutor to verify the CTN transmitted. If the CTN is invalid on CHR, contact MSP for correction at MSP-CourtRej@michigan.gov</p> <p>MSP-Query the SID number in the reject message. View the criminal history and modify correct CTN to the appropriate incident.</p> |
| <p>CCH213</p> <p>EJUD REJECT NAM: _____ TCN: _____ OCA: _____ CTN: _____ REJ-MULTIPLE INCIDENTS FOUND END MSG.</p> | <p>COURT- If CTN and TCN/OCA were both included in your transaction, EJUD again BUT omit the TCN/OCA. If receive same reject error: Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Query CTN and or TCN/OCA If pending disposition found: Delete the pending disposition. Make any necessary corrections or updates to CHR.</p> |
| <p>Resolution for: CCH273,CCH274, CCH275</p> | |

CCH273

EJUD REJECT NAM: _____ CTN: _____
REJ FLD ERR-CTN-CTN: _____ WAS RETIRED
ON (date) BECAUSE OF *NCE*. or (*ECT,EST OR MAN*)
END MSG.

CCH274

EJUD REJECT NAME: _____ TCN: _____
OCA: _____
REJ FLD ERR-TCN- TCN: _____ OCA: _____
WAS RETIRED ON (date) BECAUSE OF *NCE*.
or (*ECT,EST, OR MAN*)
END MSG.

CCH275

EJUD REJECT NAME: _____ CTN: _____
AND TCN- TCN _____ OCA: _____
WERE RETIRED ON (date) BECAUSE OF *NCE*.
or (*ECT,EST OR MAN*)
END MSG.

COURT- A disposition code of:

- Released No Prosecution (REL)
- Found Not Guilty (FNG)
- Not Guilty by Reason of Insanity (NGI)
- Dismissed (DIS)
- OR
- No1le Proseque (NOP) had been reported to MSP.

For the Criminal Justice Information Center to be in compliance with MCL 28.243, with these type disposition codes, and it's the only incident on CHR, the incident will result in appearing on an automated purge list in 60 days to be deleted.

-If your disposition being entered is one of the Court Disposition Codes listed above you need to do nothing.

-If you are trying to enter a conviction disposition, MSP can re-establish the incident if purge date is after 8-31-2009.

Forward your reject response to: MSP-CourtRej@michigan.gov
You will be notified when to submit final disposition.

If prior to that date MSP will need the following information to re-establish the incident.

- copy of the *original arrest fingerprint card* (both sides)
If no original prints found, an ORDER for prints needs to be done. Without the arrest fingerprints, court disposition will not appear on the Criminal History Record.
- copy of the *court disposition*
- copy of the *error reject message*

Mail all 3 documents to: Michigan State Police
Criminal Justice Information Center
P O BOX 30634
Lansing MI 48909

Note:

The final disposition of a case should not be transmitted to MSP until all counts are disposed of.

CCH340

REJ FLD ERR- TCN/OCA- MORE THAN ONE INCIDENT
FOUND BY TCN/OCA
END MSG.

COURT- Contact MSP at MSP-CourtRej@michigan.gov

MSP- Query CHR and Pending file

Make necessary corrections by deleting pending file or if duplicate arrest on CHR, DELETE incident as MAN.

Query FBI and fax any necessary modifications to the arrest record to FBI Corrections.

| | |
|--|---|
| <p>CCH341</p> <p>REJ FLD ERR- CTN- MORE THAN ONE INCIDENT FOUND BY CTN END MSG.</p> | <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Query CTN in CHR and Pending File Make any necessary corrections. You may see:</p> <p>If pending file found: - And the disposition is a District BOC/or court disposition, delete the pending disposition. - If there is a prosecutor pending file, query CHR, locate TCN/OCA that corresponds to the TCN/OCA located in the pending file. -If the CTN is found on another incident make sure the prosecutor charge segment was updated to the correct incident. -If one arrest segment is a duplicate DELETE incident as MAN. Query FBI and fax any necessary modifications to the arrest record to FBI Corrections.</p> |
| <p>CCH365</p> <p>EJUD FLD ERR- CTN- CTN NOT ON FILE SID NOT ALLOWED IN TRANSACTION, REENTER WITH NAA ONLY END MSG.</p> <hr/> <p>CCH375</p> <p>EJUD FLD ERR - CIRCUITORI - CIRCUITORI - WHEN CDC is WTA, CIRORI IS REQUIRED(ALLOWED ORI'S ARE NOW CIR AND DIST)</p> <p>CCH376</p> <p>EJUD FLD ERR - CIRCUITORI - WHEN CDC is TRS, CIRORI IS REQUIRED(ALLOWED ORI'S ARE NOW ONLY JUV ORI'S)</p> | <p>COURT- Include defendants name in your EJUD transaction.</p> <hr/> <p>COURT – When transferring a case to another court, you must include the ORI of the court where the case is being sent.</p> |
| <p>CCH383</p> <p>PACC CODE CANNOT BE USED IF THE INCIDENT OCCURRED AFTER EXPIRATION DATE. END MSG.</p> <p>(You may receive this reject response number by either an EJUD or MJUD transmission).</p> | <p>COURT-</p> <p>-The PACC code submitted with the EJUD has expired, so verify with the prosecuting attorney which non-expired PACC code should be used, then re-submit.</p> |
| | |

<<<<<CHR UPDATE RESPONSE >>>>>
WARNING...WARNING....ARREST
RECORD NOT FOUND IN CHR FOR
CTN:-----
JUD CCN:___ PROCESSED.
THEREFORE JUDICIAL RECORD WILL NOT
APPEAR ON THE CRIMINAL HISTORY
RECORD.
PLEASE CHECK CHR FOR MORE
INFORMATION.

END CHR UPDATE MSG

COURT- TAKE ACTION

Disposition has been accepted by MSP but has been stored in a pending file.

Two reasons why this occurs on "state cases" EJUD using CTN (criminal tracking number).

- Arrest fingerprints have not been submitted by the law enforcement agency, OR
- Arrest fingerprints are on the criminal history but the prosecutor charge information has not been added with the CTN and charge information.

RESOLUTION: Query LEIN...
For audit purposes,enter purpose and reason as:
C/pending disposition Remarks/MIS: CHR search

-If the arrest segment is there and the prosecutor charge segment is missing, contact the prosecutor to update their charge information on CHR. Once the charge information is added, the pending court disposition will append the CHR incident.

-If no arrest record was found, fingerprints *were not* submitted to MSP. For the pending court disposition to appear on CHR, the arrest fingerprints are required. To resolve this case please take one of the actions listed below.

- If you have the TCN/OCA, contact the live scan agency to determine if they maintained the arrest record in their live scan device. If so, make a copy of the arrest fingerprint card, including the CTN and the prosecutor's authorized charge (PACC Code) and mail to MSP for entry.

Michigan State Police
Criminal Justice Information Center
P.O.BOX 30634, Lansing MI 48909

- Do an "ORDER FOR FINGERPRINTS"
MC 233 (5-07)
UNLESS: If time has passed and unable to
Fingerprint subject, CANCEL PENDING DISPOSITION
(CJUD screen). No need to report disposition.

<<<<<CHR UPDATE RESPONSE >>>>>
WARNING...WARNING... ARREST
RECORD NOT FOUND IN CHR FOR
TCN:-----OCA:-----
JUD CCN:___ PROCESSED.
THEREFORE JUDICIAL RECORD WILL NOT
APPEAR ON THE CRIMINAL HISTORY
RECORD.
PLEASE CHECK CHR FOR MORE
INFORMATION.

END CHR UPDATE MSG

COURT- TAKE ACTION

Two reasons why this occurs on "low court misdemeanor and city ordinance cases" EJUD using TCN/OCA. (tracking control number/originating agency case number)

- Arrest fingerprints have not been submitted by the law enforcement agency, OR
- Arrest fingerprints are on the criminal history but the OCA entered in your disposition transaction did not match the exact OCA submitted by the law enforcement agency.

RESOLUTION: Query LEIN...
For audit purposes,enter purpose and reason as:
C/pending disposition Remarks/MIS: CHR search

-If arrest information is on CHR and matches the TCN/OCA but OCA was just formatted differently, do a CJUD to cancel your pending disposition and then EJUD with correct OCA as it appears on CHR.

-If no arrest information on CHR, cancel your pending disposition. No need to report disposition when no arrest fingerprints were taken. Unless ordered by the court.

| <p align="center">MODIFY JUDICIAL (MJUD) CHR UPDATE RESPONSE</p> | <p align="center">RESOLUTION: COURT/MSP</p> |
|--|---|
| <p>33</p> <p>MJUD REJECT NAM: _____ SID: _____ CTN: _____ REJ FLD ERR-CTN- INCIDENT NOT FOUND END MSG.</p> | <p>COURT- No disposition has been sent to MSP to modify. Send your disposition as an EJUD transaction.</p> |
| <p>54</p> <p>MJUD REJECT SID: _____ CTN: _____ REJ FLD ERR-JUDORI-CTN: _____ SID: _____ JUD SEGMENT DATA DOES NOT MATCH ENTERED ORI END MSG.</p> | <p>COURT- No disposition has been sent to MSP to modify. Send your disposition as an EJUD transaction.</p> <ul style="list-style-type: none"> - If you transmitted as an EJUD now and you still receive the same error message, contact MSP at MSP-CourtRej@michigan.gov <p>MSP- Query CTN- if invalid court ORI has been entered in the judicial segment, delete disposition entered on CHR. OK now for court to transmit disposition as an EJUD transaction.</p> |
| <p>CCH384</p> <p>CTN: _____ SID: _____ SUPPRESSED AND BOC CANNOT BOTH BE ON SAME INCIDENT. END MSG.</p> <p>(You may receive this reject response number by either an EJUD or MJUD transmission).</p> | <p>COURT-</p> <ul style="list-style-type: none"> -If MJUD was used for this transaction now submit by canceling the judicial record-CJUD. -EJUD count(s) that are "Non Public". -Fax (517) 241-0866 or mail a copy of the conviction disposition to Michigan State Police, Criminal Justice Information Center, P.O. BOX 30634, Lansing, MI 48909. Make note of non public count(s). Example: count 1- Dismissed 7411 (non public), count 2 – Bound over on "operating while impaired". <p>MSP- Create an incident on CHR to reflect the bound over count.</p> |

CCH385

CTN:_____SID:_____CONVICTION AND BOC
CANNOT BOTH BE ON SAME INCIDENT.
END MSG.

**(You may receive this reject response number by either an
EJUD or MJUD transmission).**

COURT-

-If MJUD was used for this transaction now submit by canceling the judicial record-CJUD.
-EJUD count(s) that are "Bound Over".
-Fax (517) 241-0866 or mail a copy of the conviction disposition to Michigan State Police, Criminal Justice Information Center, P.O. BOX 30634, Lansing, MI 48909.
Make note of bound over count(s).
Example: count 1- Bound Over, count 2 – convicted of "operating while impaired".

MSP- Create an incident on CHR to reflect the convicted count.

118

CTN:_____SID:_____SUPPRESSED AND
CONVICTION DISPO CANNOT BOTH BE ON
SAME INCIDENT. ENTER SUPPRESSED COUNT THEN
FAX CONVICTION DISPO TO MSP AT
517-241-0866 FOR ENTRY.
END MSG.

**(You may receive this reject response number by either an
EJUD or MJUD transmission).**

COURT-

-If MJUD was used for this transaction now submit by canceling the judicial record-CJUD.
-EJUD count(s) that are "Non Public".
-Fax (517) 241-0866 or mail a copy of the conviction disposition to Michigan State Police, Criminal Justice Information Center, P.O. BOX 30634, Lansing, MI 48909.
Make note of non public count(s).
Example: count 1- Dismissed 7411 (non public), count 2 – convicted of "operating while impaired".

MSP- Create an incident on CHR to reflect the convicted count.

| <p align="center">CANCEL JUDICIAL (CJUD) CHR UPDATE RESPONSE</p> | <p align="center">RESOLUTION: COURT/MSP</p> |
|--|---|
| <p>CCH168</p> <p>CJUD REJECT NAM: _____ CTN: _____ REJ FLD ERR-CANCEL AND CCN CANNOT BOTH BE ENTERED</p> <p align="center">END MSG.</p> | <p>COURT- When transmitting a cancel judicial use one of the following options: -Both YES and CCN are not allowed.</p> <ul style="list-style-type: none"> - Enter YES in scan line 26 when you want to delete the complete judicial segment. - Enter specific count (CCN) in scan line 209 when you want to delete only a specific count. |
| <p>CCH012</p> <p>CJUD REJECT: _____ CTN: _____ REJ-DELETE OF LAST COURT CHARGE NOT ALLOWED END MSG.</p> <hr/> | <p>COURT- Contact MSP at MSP-CourtRej@michigan.gov</p> <p>MSP- Cancel judicial segment on CHR.</p> <hr/> |
| | |

| | |
|---|---|
| <p>CCH379</p> <p>CJUD REJECT NAM: _____ CTN: _____ REJ – CJUD REJECT SID: _____ CTN: _____ ONLY ONE COUNT ON FILE FOR JUDICIAL RE-SUBMIT USING “YES” FIELD-OMIT CNN FIELD END MSG.</p> | <p>COURT- Make sure the CTN field includes only one 12-digit number, and the first two numbers must be 01-83 (for charges issued by county prosecutors) or 90-99 (for charges issued by state prosecutors.)</p> |
| <p>GENERIC (GEN) CHR EDITOR RESPONSE</p> | <p>RESOLUTION: COURT/MSP</p> |
| <p>GEN008</p> <p>EJUD REJECT NAM: _____ TCN: _____ OCA: _____ CTN: _____ REJ FLD ERR-TCN-FIELD LENGTH ERROR END MSG.</p> | <p>COURT- Entered TCN is incorrect. TCN field length is 11 characters. Re-submit correct TCN and send EJUD transaction again.</p> |
| <p>GEN010</p> <p>EJUD REJECT CTD: CTD- REQUIRED FIELD NOT PRESENT END MSG.</p> <hr/> <p>GEN013</p> <p>EJUD REJECT NAM: _____ TCN: _____ OCA: _____ CTN: _____ REJ FLD ERR- NAA- INVALID FIELD FORMAT END MSG.</p> | <p>COURT- Include court <i>date of disposition</i> and EJUD.</p> <hr/> <p>COURT- Hyphenated first and middle names are not allowed. A hyphen is only allowed in a last name.</p> <p>Example 1: Last name allowed Smith-Jones,Thomas Andrew Jr</p> <p>Example 2: Not allowed Smith,Thomas-Andrew Michael Jr. Smith,Thomas Andrew-Michael</p> <p>Name are entered as:</p> <p>LAST/FIRST/MIDDLE/SUFFIX</p> |
| <p>GEN016</p> <p>EJUD REJECT NAM: _____ CTN: _____ REJ FLD ERR – CTD – INVALID DATE END MSG.</p> | <p>COURT- Make sure the entry for court date on line 221 is a valid date in the MM-DD-YYYY-format</p> |
| <p>GEN105</p> | |

REJ FLD ERR- CIT- VALUE MUST BE IN CODE TABLE

COURT- Invalid PACC Code was transmitted. Verify and correct PACC Code and transmit again.

If unable to determine correct PACC Code contact MSP at: MSP-CourtRej@michigan.gov

**THE FOLLOWING MESSAGE
WILL BE RECEIVED UPON
MSP SYSTEM PROBLEMS**

CONTACT MSP CCH
OPERATIONS RE THIS
TRANSACTION****DO NOT
RETRY****

COURT- Allow 30min and send your court transaction again. If you still receive this message:

Contact MSP at: (517) 241-0600

Make note: "2nd attempt" include:
LEIN Message Received **date at time** for both responses.