Reporting Requirements, Implementation Plans, and Technical Assistance

July 25, 2023
DCRA Reporting Requirements

States must collect and report data to BJA regarding the death of any person who is:

- Detained.
- Under arrest or is in the process of being arrested.
- Is en route to be incarcerated.
- Is incarcerated in a/an:
  - Municipal or county jail.
  - State prison.
  - State-run boot camp prison.
  - Boot camp prison that is contracted out by the state.
  - Any state or local contract facility.
  - Other local or state correctional facility (including any juvenile facility).
DCRA Reporting Requirements

Data must be submitted each quarter and include, at a minimum:

- The name, gender, race, ethnicity, and age of the deceased.
- The date, time, and location of death.
- The facility in which the death occurred (if applicable).
- The department or agency that detained, arrested, or was in the process of arresting the deceased.
- The manner of death, including a brief description of the circumstances leading to the death.

If no deaths occurred during a given quarter, states must provide an “affirmative no” in BJA’s Performance Measure Tool (PMT).
Beginning in FY23, states are required to submit a state DCRA Implementation Plan along with their JAG application.

- The required plan must describe the state’s data collection infrastructure, data collection methods, and data reporting methods.

- In any subsequent year in which the state’s DCRA implementation plan is not fully updated, states must submit with their JAG application a brief description of those Implementation Plan changes/modifications that were made.
What the DCRA Implementation Plan Must Cover

Identify the reporting universe and which agencies are participating/not participating in DCRA reporting

Procedures for agencies to follow in reporting deaths to the SAA for each type of reportable death

Procedures for SAA to follow in collecting the data, ensuring data accuracy and completeness, and submitting the data to BJA

See https://bja.ojp.gov/doc/DCRA-State-Plan-Elements.pdf for a more detailed list of topics that must be addressed in the plan.
Additional Items to Consider

Does the state have a death in custody reporting law? If so, does it differ from the federal statute?

If an agency is not actively participating in DCRA data collection, how will they be encouraged to start reporting?

Do you provide TTA to assist state and local agencies with reporting DCRA data?

Who within the SAA is responsible for DCRA data collection and reporting?
Additional Items to Consider

How is reportable death data collected from each type of reporting agency (e.g., local law enforcement, local jails, state correctional facilities)?

What data collection tools does your state use for DCRA data?

How is DCRA data submitted to BJA (manual entry into PMT or the data import feature)?

Does the SAA have a process for reviewing and cleaning data prior to submission to BJA?
Planning Recommendations

Consider consulting with relevant state membership organizations for police, sheriffs/jails, and corrections.

Be proactive about identifying reportable deaths and conducting outreach to facilitate reporting.

When facing reporting challenges, consider alternative strategies for identifying reportable deaths and obtaining the required information (e.g., medical examiner offices or other public sources, Washington Post database).

- JRSA can assist in identifying potential alternative data sources.

JRSA offers no-cost TTA to SAAs to support the development of state DCRA Implementation Plans.
JRSA DCRA Technical Assistance

Virtual technical assistance
On-site technical assistance
Web-based resources at www.jrsa.org/DCRA-TTA/index.html

Process for requesting technical assistance

- E-mail: DCRA@jrsa.org
- Direct call: (202) 842-9330
- Referral through BJA or NCJA
JRSA DCRA Web-Based Resources

The DCRA collection within JRSA’s *Justice Research Academy* provides on-demand learning modules and virtual training support.

The DCRA *Community Discussion Board* serves as an on-line community of practice for peer-to-peer learning and the exchange of information.

- Visit the DCRA discussion board and subscribe to it in order to be alerted via email whenever content is added (JRSA membership not required).

The DCRA Collection in JRSA’s *Justice Information Center* contains a variety of information resources on DCRA reporting.

DCRA background and legislative considerations from the CRS

- DCRA reports, studies and testimony from a variety of sources.
- Guidance and frequently asked questions from BJA
DCRA TTA Center staff are available to answer questions and suggest approaches for developing DCRA state implementation plans and for facilitating data collection and reporting.

- Information on DCRA and its reporting requirements
- State DCRA Implementation Plan guidance
- Resources for:
  - Identifying the universe of reporting agencies
  - Engaging in outreach, facilitating DCRA reporting
  - Identifying data sources that might be used to fill gaps in direct reporting
  - Implementing quality assurance efforts
Roundtable/Q&A