

Topic	Time Marker
Outreach Input	6:31
Outreach Report	11:00
Reentry Case Entry	19:45
Difference between Case ID and DOCR #	22:10
Forms, cases with more than 1 person – keep P#s same on forms and data	24:20
Contact Information for everyone – why we need it	28:00
Release Date	33:25
Why not mediated and Explanation with Example	34:40
Reasons for other “why not mediated” – better to keep to list – Explanation of how many cases we are now dealing with and why consistency is important.	37:40
Confidentiality Broken – explanation; And if consented to evaluation or not.	39:00
Scheduling Mediation <ul style="list-style-type: none"> • If occurred – enter dates. If it did not happen, do NOT put a new schedule date in the 2nd – until first session occurs. • Jerri waits until they have actually had the session, and that is when she enters the schedule date. • Shawn adds about how other centers might use that date for what is upcoming and how it impacts not having the overall analysis. 	40:00 Jerri 42:15 Shawn 43:20
Jerri – Case Management Tips (Includes question about how to indicate one person can indicate if they were both case manager and the mediator by revising the dropdown list).	54:00
Intake Dates – why 2 different dates? Intake Date and Forms Done . Why you need to add Forms done date to each case and party on reentry tab. <ul style="list-style-type: none"> • Jerri clarifies that Forms Done is different from Intake Date. And ensuing conversation related to same. 	57:10 Jerri 1:00
Forms not done on intake date – and rule about if don’t complete the forms – you don’t enter the data into Reentry module EXCEPT when they refuse to do the forms and I get a P1 questionnaire that says they refused.	1:01
Release Dates and why important. Why we really need to guestimate.	1:04:20
Further conversation on release dates – especially for a jail population.	1:36:40
Transferring cases – when transferred from another center, put in the case number from the report from the sending center.	1:07:10
Copying a case in Madtrac; includes discussion about how some centers do it differently; and <ul style="list-style-type: none"> • Jerri why there might be risk in terms of missing/wrong intake dates. • Shawn discussion about why need full information on each P1 case opened 	1:09:24 Jerri 1:18:55 Shawn 1:19:20
Not adding P1 as a second CLIENT – you would choose from list of existing clients when you are including more than 1 case for the same P1.	1:19:40
Prisoner Reentry – Eligible and Pass Screening – Definition. <ul style="list-style-type: none"> • Jerri – “Pass Screening” = Domestic Violence Screening Tool 	1:20:20 Jerri 1:21:40
Home Screen – Disposition discussion.	1:22:30
Exporting Reports from Madtrac: <ul style="list-style-type: none"> • Transfers of a case to another center. • Prisoner Reentry Case Data (Including example of the Excel file) 	1:26:19 1:26:26 1:30:20
Jerri – How they keep on top of their data and suggestions for time management.	1:34:10