CRIMINAL JUSTICE INFORMATION SYSTEM

The Criminal Justice Information System (CJIS) is established under the Criminal Procedure Article, §§ 10-201—10-234¹. It is a mandated program that operates with the oversight of the Secretary of Public Safety and Correctional Services and the Chief Judge of the Court of Appeals. The enabling statute establishes a "central repository", known as the CJIS Central Repository, which is housed for administrative purposes in the Information Technology and Communications Division (ITCD) of the Department of Public Safety and Correctional Services (DPSCS).

Briefly stated, CJIS Central Repository receives, maintains, and disseminates Maryland's criminal history records. It receives reports of criminal "events" (e.g., arrests, convictions, sentences, etc.) from law enforcement, courts, corrections, and other criminal justice entities. These are compiled into an individual's chronological criminal history called a "RAP" Sheet ("Report of Arrest and Prosecution"). These offender-based records are used by criminal justice agencies (police, sheriffs, state's attorneys, courts, correctional agencies, parole and probation, etc.) for investigation, apprehension, prosecution, correctional and supervision classification, and other criminal justice purposes. They are also used by authorized governmental and private agencies for noncriminal justice purposes, e.g., licensing and employment.

PRIMARY SERVICES of CJIS CENTRAL REPOSITORY

Positive identification of offenders

The backbone of CJIS is the computerized link between a "reportable event" and an individual's fingerprints submitted by criminal justice agencies. These fingerprints are digitized and subjected to computerized matching against the electronic database of criminal fingerprints (the Maryland Automated Fingerprint Identification System, MAFIS). When required, expert fingerprint technicians review the fingerprints to verify a match. Each offender on file is given a single identifier, called a State Identification (SID) Number.

Criminal history records checks for non-criminal justice purposes

Authorized "background checks" of criminal history record information are provided by CJIS Central Repository for employment and licensing decisions. These checks are performed for individuals in many fields, including childcare, public safety and security, mortgage banking, racing, elder care, adoptions, etc. In 2004, 153,954 such checks were performed. When authorized by statute, the CJIS Central Repository also

¹Effective October 1, 2001; formerly Article 27, §§ 742-755.

contacts the Federal Bureau of Investigation to provide the results of a national criminal history record check.

Archived fingerprint cards

The Central Repository maintains all fingerprint cards submitted by criminal justice and non-criminal justice agencies in its Archive. Currently numbering 4,000,000+, the Archive's are digital jpeg images of all submitted evidence of arrest and CJIS source documentation.

Expungement

Upon petition by an individual under the Criminal Procedure Article, §§ 10-101—10-109², a court may order the expungement (elimination) of certain conviction or nonconviction data from an individual's criminal history record. The CJIS Central Repository implements the court order of expungement and assists other agencies to keep their records accurate.

Central registry of sex offenders

DPSCS is required to maintain a central registry of sex offender registrants pursuant to the Criminal Procedure Article, §§ 11-701—11-721³. Criminal Justice officials across the state obtain registration statements from the registrants and forward them to the Sex Offender Registry Unit. Information about registered offenders along with photographs can be viewed on the Department's website: www.dpscs.state.md.us. The website also contains detailed information about Maryland's Registration Program. General questions concerning sex offender registration and related issues may be submitted via email to sor@dpscs.state.md.us.

Private Provider Network

The Private Provider Network is authorized by Criminal Procedure Article § 10-221, Annotated Code of Maryland, regulations (COMAR 12.15.05) and has been designed to enable private businesses or organizations to purchase livescan equipment to submit electronic applications in order to obtain criminal history record information. Private Providers do not receive criminal history record information, the results of the background check are returned to the requesting individual or organization as required under current law. Private Providers are required to collect and submit any fees related to the background check and submit those fees to the DPSCS. Private Providers are allowed to set and retain a service fee.

Documents, forms and information regarding the Private Provider Program can be found: http://www.dpscs.state.md.us/publicservs/fingerprint.shtml.

FINGERPRINTING SERVICES FOR THE GENERAL PUBLIC

CJIS Central Repository Customer Storefront Suite 102 6776 Reisterstown Road Baltimore, MD 21215

Hours:

Monday - Friday 8:30 AM - 5:00 PM

For more information, please contact CJIS Central Repository Customer Service Representatives 410-764-4501 1-888-795-0011 (toll free)

FINGERPRINT TRAINING

All agencies that submit fingerprint cards are encouraged to take advantage of free CJIS training in how to obtain clear, legible fingerprints.

Fingerprint training courses are offered periodically. Call 410-764-4501 or 1-888-795-0011 for information concerning the next available class.

²Effective October 1, 2001; formerly Article 27, §§ 735—741.

³Effective October 1, 2001; formerly Article 27, § 792.

OFFICIAL CRIMINAL HISTORY RECORDS DEPEND UPON

FINGERPRINTS



The best **POSITIVE** identifier available

Lawrence J. Hogan, Jr Governor Boyd K. Rutherford Lt. Governor



Department of Public Safety and Correctional Services Stephen T. Moyer Interim Secretary

Information Technology and Communication Division Kevin Combs, Chief Information Officer

CJIS Central Repository—Contact Information

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CJIS Customer Services General Information 410-764-4501 1-888-795-0011 STATE OF MARYLAND

Department of Public Safety and Correctional Services Information Technology and Communications Division

Criminal

Justice

Information

System

Central Repository

PRIMARY SERVICES