

Show with Compliance Responses

# CHF Audit - Gang File Entries

## Section: Gang File Entries

Section Instructions: Please answer for each record being asked to review.

### 1). Please enter the LEADS number of the Gang File record being reviewed.

**1). Completeness:** Prior to entry, agencies are required to conduct prerequisite inquiries to obtain additional information to pack the record. Compare information in prerequisite inquiries to that entered in the record. Was all applicable information obtained through prerequisite inquiries included in the record?

- Yes
- No

**2). Use of Caution:** Review all documentation for caution circumstances. Are caution indicators included with the message key (MKE) when supportive documentation and/or CHRI indicate caution should be used? Is the reason for caution entered as the first item in the MIS field?

- Yes
- No

**3). OCA Field:** Does the OCA field contain the three character county code designating the county of residence for the gang member or the county where encountered if the gang member resides out of state?

- Yes
- No

**4). Accuracy:** Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?

- Yes
- No

**5). Validation:** If this record has been validated, what justification was used to validate the record?

» (Choose One Answer Only)

- Evidence of recent gang activity
- Validated without evidence of recent gang activity
- This record has not yet come up for validation

### 2). Please enter the LEADS number of the Gang File record being reviewed.

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