

**Diagram key**

- New Court (NC) (401)** The Court in which the new charges have been filed.
- Initial Court (IC) (403)** A Court with a case where the defendant is initially charged and released on conditions of release when the new charge(s) are filed.

**Defendant In-Custody**; and has an initial pending Enumerated Misdemeanor or Felony Case where Conditions of Release have been set.

**New Arrest (403.C.2)** with qualifying Enumerated Misdemeanors or Felony Charges.

If a qualifying (or multiple) case(s) are located, the **NC (401)** shall:

1. File a Temporary Detention Order on all qualifying initial cases.
2. The NC shall notify the respective detention center of the hold(s).
3. The NC shall send a copy of the temporary detention order to the Initial Court(s) (IC) to advise them of the holds and to schedule hearings.
4. Docket the following event: **(4403) ORD - 403 Temporary Detention** in the new case.

**New Court (NC)**: The Court in which the new charges have been filed, review BIR, run the CMR - 403 Pretrial New Charge Report, and/or conduct a thorough party search in Odyssey for pending charges with conditions of release on a felony or qualifying misdemeanor charge in any court.

If defendant is not on COR in any pending cases with qualifying charge; proceed with normal arraignment procedures.

During arraignment, the court sets release conditions if no 5-409 motion exists. The defendant remains in custody until their hearing by the Initial Court.

**IC (403) Court**: Upon receiving a copy of the temporary detention order:

1. The IC (403) shall docket the hold(s) utilizing **4403 ORD - 403 Temporary Detention**
2. Schedule the initial hearing as a Conditions of Release Violation Hearing (CRVH) hearing within **5 days if the defendant is detained, or 10 days if the defendant is out of custody.**

**Conditions of Release Violation Hearing (CRVH)**

1. Shall use form Admin-1037: Order on Violation of Release Hearing **OR** Order Setting Conditions of Release (OSCR)
2. Docket the event code that documents the Judge's finding regarding the COR.

**No Modification to the COR**

1. The "no change" box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4408 ORD: Conditions of Release - No Change** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.

**Modification to the COR**

1. The "modified" box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4406 ORD: Conditions of Release - Modified** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.

**Revocation**

1. The "revoked" box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4407 ORD: Revoking Conditions of Release/Order of Detention** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.

**Diagram key**

- New Court (NC) (401)** The Court in which the new charges have been filed.
- Initial Court (IC) (403)**: A Court with a case where the defendant is initially charged and released on conditions of release when the new charge(s) are filed.

**Defendant Out of Custody**; and has an initial pending Enumerated Misdemeanor or Felony Case where Conditions of Release have been set.

**New Arrest (403.C.2)** with qualifying Enumerated Misdemeanors or Felony Charges.

If a qualifying (or multiple) case(s) are located, the NC (401) shall:

1. Court shall prepare and send a copy of the **Notice of 403 Initial Finding** to the IC (403) Court
2. Docket the following event: **(4405) ORD - 403 Initial Finding** and scan the notice into the event in the new case.

**New Court (NC) (401)**: The Court in which the new charges have been filed, will run the **CMR - 403 Pretrial New Charge Report**, and/or conduct a thorough party search in Odyssey for pending charges with conditions of release on a felony or qualifying misdemeanor charge in any court.

If defendant is not on COR in any pending cases with qualifying charge; proceed with normal procedures to set for a future arraignment.

**IC (403) Court**: Upon receiving a copy of the Initial Finding notice:

1. The **IC (403)** shall docket the hold(s) utilizing **4405 NTC - 403 Initial Findings** in the initial case.
2. Issue a summons or bench warrant. If the defendant is not in custody the hearing shall be held no later than 10 days after the motion or notice of alleged violation.
3. Hearing should be calendared as **Conditions of Release Violation Hearing (CRVH)**.

**Conditions of Release Violation Hearing (CRVH)**

1. Shall use form Admin-1037: Order on Violation of Release Hearing **OR** Order Setting Conditions of Release (OSCR)
2. Docket the event code that documents the Judge's finding regarding the COR.

**No Modification to the COR**

1. The **"no change"** box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4408 ORD: Conditions of Release - No Change** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.

**Modification to the COR**

1. The **"modified"** box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4406 ORD: Conditions of Release - Modified** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.

**Revocation**

1. The **"revoked"** box should be selected on the Order on Violation of Conditions of Release Hearing **OR** the OSCR form.
2. Update the Conditions Tab to reflect the conditions.
3. Docket **4407 ORD: Revoking Conditions of Release/Order of Detention** in the events tab of the case and scan document into the event.
4. Send copy of updated order to the detention center.