Instructions for Completion

If no deaths occurred in 2015:
- You do not need to report anything at this time.
- At the beginning of 2016, you will be asked to complete a summary form whether or not you had a death occurrence in 2015.

If you had more than one death in 2015:
- Make copies of this form for each additional death.
- Complete the entire form for each inmate death.
- Once your death records are complete, there are several ways to submit a death report:

  ONLINE: Complete the report online at: https://bjsdcrp.rti.org
  E-MAIL: bjsdcrp@rti.org
  FAX (TOLL-FREE): (866) 800-9179

If you need assistance, contact Matt Bensen of RTI International toll-free at (800) 344-1387 or bjsdcrp@rti.org

What deaths should be reported?

INCLUDE deaths of ALL persons…

- Confined in your jail facilities, whether housed under your own or another jurisdiction
- Under your jurisdiction but housed in special jail facilities (e.g., medical/treatment/release centers, halfway houses, or work farms); or on transfer to treatment facilities
- Under your jurisdiction but out to court
- In transit to or from your facilities while under your jurisdiction

EXCLUDE deaths of ALL persons...

- Confined in facilities operated by two or more jurisdictions or those held in privately operated jails
- Under your jurisdiction but in nonresidential community-based programs run by your jails (e.g., electronic monitoring, house arrest, community service, day reporting, work programs)
- Under your jurisdiction but AWOL, escaped, or on long-term transfer to another jurisdiction
- In the process of arrest by your agency, but not yet booked into your jail facility

BURDEN STATEMENT

Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid OMB control number. The burden of this collection is estimated to average 30 minutes per each reported death, including reviewing instructions, searching existing data sources, gathering necessary data, and completing and reviewing this form. Send comments regarding this burden estimate or any aspect of this survey, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531. Do not send your completed form to this address.
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. What was the inmate's name?</td>
<td></td>
</tr>
<tr>
<td>2. On what date did the inmate die?</td>
<td></td>
</tr>
<tr>
<td>3. What was the name and location of the correctional facility involved?</td>
<td></td>
</tr>
<tr>
<td>4. What was the inmate's date of birth?</td>
<td></td>
</tr>
<tr>
<td>5. What was the inmate's sex?</td>
<td></td>
</tr>
<tr>
<td>6. Was the inmate of Hispanic, Latino, or Spanish origin?</td>
<td></td>
</tr>
<tr>
<td>7. In addition, what was the inmate's race?</td>
<td></td>
</tr>
<tr>
<td>8. On what date was the inmate admitted to a facility under your jurisdiction?</td>
<td></td>
</tr>
<tr>
<td>9. Was the inmate being confined in your jail facility on behalf of any of the following?</td>
<td></td>
</tr>
<tr>
<td>10. For what offense(s) was the inmate being held?</td>
<td></td>
</tr>
<tr>
<td>11. What was the inmate's legal status at time of death?</td>
<td></td>
</tr>
<tr>
<td>12. Since admission, did the inmate ever stay overnight in a mental health observation unit or an outside mental health facility?</td>
<td></td>
</tr>
</tbody>
</table>
13. Where did the inmate die?
- In a general housing unit within the jail facility or on jail grounds
- In a segregation unit
- In a special medical unit/infirmary within the jail facility
- In a special mental health services unit within the jail facility
- In a medical center outside the jail facility
- In a mental health center outside the jail facility
- While in transit
- Elsewhere

14. Are the results of a medical examiner's or coroner's evaluation (such as an autopsy, postmortem exam, or review of medical records) available to establish an official cause of death?
- YES — CONTINUE TO Q15
- Evaluation complete—results are pending
- No evaluation is planned — CONTINUE TO Q15

15. What was the cause of death? *** Please SPECIFY cause of death—it is critical information ***
- Illness—Exclude AIDS-related deaths [Specify]
- Acquired Immune Deficiency Syndrome (AIDS)
- Accidental alcohol/drug intoxication [Describe]
- Accidental injury to self [Describe]
- Accidental injury by other (e.g., vehicular accidents during transport) [Describe]
- Suicide (e.g., hanging, knife/cutting instrument, intentional drug overdose) [Describe]
- Homicide [Describe]
- Other cause(s) [Specify]

16. Where did the incident (e.g., accident, suicide, or homicide) causing the death take place?
- NOT APPLICABLE—Cause of death was illness, intoxication, or AIDS-related
- In the jail facility or on the jail grounds
  - In the inmate's cell/room
  - In a temporary holding area/lockup
  - In a common area within the facility (e.g., yard, library, cafeteria)
  - In a segregation unit
  - In a special medical unit/infirmary
  - In a special mental health services unit
  - Elsewhere within the jail facility
- Outside the jail facility (e.g., while on work release or on work detail)
- Elsewhere

**AGENCY ID**
17. When did the incident (e.g., accident, suicide, or homicide) causing the death occur?
   - NOT APPLICABLE—Cause of death was illness, intoxication, or AIDS-related
   - Morning (6 am to Noon)
   - Afternoon (Noon to 6 pm)
   - Evening (6 pm to Midnight)
   - Overnight (Midnight to 6 am)

18. Excluding emergency care provided at the time of death, did the inmate receive any of the following medical services for the medical condition that caused his/her death after admission to your correctional facilities?
   - NOT APPLICABLE—Cause of death was accidental injury, intoxication, suicide, or homicide

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>DON'T KNOW</th>
</tr>
</thead>
</table>
   a. Evaluation by physician/medical staff | o   | o   | o            |
   b. Diagnostic tests (e.g., X-rays, MRI) | o   | o   | o            |
   c. Medications | o   | o   | o            |
   d. Treatment/care other than medications | o   | o   | o            |
   e. Surgery | o   | o   | o            |
   f. Confinement in special medical unit | o   | o   | o            |

   **PLEASE PROVIDE A RESPONSE FOR EACH ITEM (a–f)**

19. Was the cause of death the result of a pre-existing medical condition or did the inmate develop the condition after admission? (If multiple conditions caused the death and any of the conditions were pre-existing, mark “Pre-existing medical condition.”)
   - NOT APPLICABLE—Cause of death was accidental injury, intoxication, suicide, or homicide
   - Pre-existing medical condition
   - Deceased developed condition after admission
   - Could not be determined

---

**Please add any additional notes regarding this death here:**