Pennsylvania Commission on Crime and Delinquency

Summary Information on Juveniles Held at Police Departments

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Police Department |  | County |  | ORI # |  | Reporting Period |  |
| Chief of Police |  | | Point of Contact |  | | Telephone |  |
| Chief of Police Email |  | | Point of Contact Email |  | |  |  |

Complete the following information for each juvenile held at your department. Please spell out “Yes” or “No”

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Identifying Number,  Case Number, etc. | Name | Reason Held  (Enter  statute number only,  e.g. 5503, 6103, etc.) | Race:  Asian  Black  N. Amer  N.Pacific  White | Hispanic  Yes  No | D.O.B  and  Sex  (m/f) | In Station | | | Securely Detained | | | | | Outcome (Released to:) | ChildLine Reporting |
| Date | Time Entered Dept | Time Left Dept | Time in Secure Custody | Time Out Secure Custody | Total Time (Hrs. & Mins.) | Was it necessary to securely detain juvenile to a stationary object or hold in a locked room/cell? | | P = parent/responsible adult  SH = shelter facility  JD = juvenile detention  JP = juvenile probation  CYS = county youth services  O = other (specify) | If Juvenile was held over 6 hours,  was this reported to ChildLine? 800-932-0313  Yes  No |
| Yes  No | Location Held |
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Telephone reporting system information is provided on the reverse side of this form.

Please submit electronically or print, using ink

Pennsylvania Commission on Crime and Delinquency

Telephone Reporting System Information

*If it appears that a securely held juvenile at your Police Department will not be released within the six (6) hour limit,*

*please call the Department of Human Services ChildLine toll-free number (800) 932-0313 and report the following basic information:*

* Your Name
* Your Telephone Number
* Name and Location of your Police Department

When you call ChildLine, a staff person will answer and take the basic report information noted above. The ChildLine toll‑free number has coverage 24 hours a day, seven days a week.

By the fifth day of the month following the month for which the log (*JH2016*) is being submitted, please submit electronically or return the original log form (please make a copy for your departmental records) to PCCD at the below listed address:

Wendy Poston

Office of Juvenile Justice and Delinquency Prevention

Pennsylvania Commission on Crime and Delinquency

P.O. Box 1167

Harrisburg, PA 17108-1167

Email: [ra-pdjuvreports@state.pa.us](mailto:ra-pdjuvreports@state.pa.us)

If you have any questions concerning completion of this form, please call Seth Bloomquist at (717) 477-1704.

If you do not already have the log form electronically, please contact Wendy Poston at (717) 265-8459 or (800) 692‑7292, or via email at: [ra-pdjuvreports@state.pa.us](mailto:ra-pdjuvreports@state.pa.us).