

## KANSAS SENTENCING COMMISSION

# Arrest-Related Death Report

Formerly known as Death in Custody Law Enforcement Death Report

**November 1, 2011**

This is to inform you that the Kansas Sentencing Commission has been assigned in CY2011 to collect data on the deaths in custody which occur in the state of Kansas during the process of arrest, en route to a medical facility or booking center, etc. as specified on forms CJ-11 and CJ-11A. The Bureau of Justice Statistics has changed the collection frequency of the Arrest - Related Death Report, formerly known as the Death in Custody Report (CJ-11 & CJ-11A) to an **ANNUAL BASIS**. This means that you will only need to report once a year. You will report after **December 31<sup>st</sup>** and **before February 1<sup>st</sup>** any deaths that occurred during the 2011 calendar year.

**WE CURRENTLY HAVE RECEIVED ALL THE REPORTS FOR THE 2010 CALENDAR YEAR!  
PLEASE KNOW YOU ARE REQUIRED TO REPORT FOR THE 2011 CALENDAR YEAR ONLY.**

After the last collection, many agencies positively responded to the ease of being able to e-mail the CJ-11 and CJ-11A forms. If you would prefer to receive an actual paper copy of the form, please contact our office. Otherwise, the Kansas Sentencing Commission will continue to send the Arrest - Related Death Report forms by email as it is more cost efficient. Your forms may be transmitted in one of three ways: by U.S. mail, fax or E - Mail to [office@sentencing.ks.gov](mailto:office@sentencing.ks.gov). Please note that you can directly email from the form on our website.

In order to comply with federal legislation, if any person in your agency or municipality has been granted powers of arrest, you must fully complete and return the **CJ-11 and CJ-11A** forms for calendar year 2011. If you have no deaths to report, you will need to complete the CJ-11 form. If you have a death(s) to report, you will need to complete the CJ-11A form. If your agency **does not** have a death to report, simply complete the one page CJ-11 form – filling in zero male and zero female deaths. If you **do** have a death to report, then you must complete **all three pages** of forms CJ-11 and CJ-11A. **\*Please note that these forms are different than form CJ-9 (reporting deaths while incarcerated).**

Forms are available at: <http://www.accesskansas.org/ksc/deathincustody.shtml>

## **What deaths should be reported?**

The law enforcement custodial death report includes death of ALL persons “in process of arrest”

- Killed by any use of force by law enforcement officers.
- At crime/arrest scene or medical facility prior to booking.
- While in transit to or from law enforcement facilities.
- While confined in lockups or booking centers (facilities from which arrestees are usually transferred within 72 hours and not held beyond arraignment).
- In the physical custody, or under the physical restraint of law enforcement officers, even if the person was not formally under arrest at the time.

If you have questions please call our office at: (785) 296-0923 or email: [office@sentencing.ks.gov](mailto:office@sentencing.ks.gov)  
If you need to fax your form(s), please fax to: (785) 296-0927

**Thank you for your support.**