



Request for Research and Data From the Administrative Office of the Courts and Probation

Requestor's Contact and General Information

Name: _____ Area or Division: _____
 Date: _____ Project Title: _____
 Date Needed: _____ Phone: _____
 Priority of Request: Critical High Low Email: _____
 Other: _____

In the space below, please write a description of the research project and specific data requested, research methods (if applicable) and the intended use. Further, what question, or questions are you trying to answer with this research?

Please identify your role (select all that apply):

AOC/P Department, please identify: _____ Other Government Agency, please identify: _____	Academic Institution, please identify: _____ Other, please identify: _____
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What type of data will you need?

Adult Court Data
 Adult Probation Data
 Problem Solving Court Data

Are you requesting access to psychiatric examinations, substance abuse evaluations, and/or presentence investigations? Yes No

Please provide a detailed description of the data elements you are requesting, including years or timeframes needed.

Juvenile Court Data Juvenile Probation Data Problem Solving Court Data
 Juvenile Court Records (Non-Sealed) – Publically Available Information
 Probation Data / Information – Non-Identifiable (Aggregate)
 Juvenile Court / Probation Records – Sealed and/or Confidential Information
 (Requires Court Order Authorizing Release)

Please explain how the request is in compliance with [Neb. Rev. Stat. § 43-2,108.05\(3\)\(g\)](#) regarding Juvenile sealed records or [Neb. Rev. Stat. §§ 29-2261.\(7\)](#) and [29-3523](#) regarding Adult records.

Please provide a detailed description of the data elements you are requesting, including years or timeframes needed.

Note: Medical, psychological, psychiatric, and social welfare reports and the records of juvenile probation officers as they relate to individual proceedings in the juvenile court shall not be open to inspection, without order of the court.

Which courts/districts/counties will you need data from?

All
 Specifically: _____

How will the research and/or data be disseminated? (Select all that apply)

AOC/P Department Internal use only Not publicly, but shared with other agencies Public dissemination	External to AOC/P Agency report, not publicly shared Public dissemination as report Public dissemination as refereed article
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General Agreement – Required of all External Agencies and all Internal Departments. Please initial on the line at the beginning of each statement to agree to the following:

_____ Data will be aggregated so that individuals cannot be identified. This includes those individuals with court cases, probationers, probation officers, and judges.

_____ Any information shared outside the AOC/P will be reviewed and approved by the Court Administrator, Probation Administrator, or their designee prior to release.

_____ There may be a cost associated with this request. This will include the time required to build programming queries, the time for running queries, and consulting/staff time that may occur. Cost estimates will be provided for approval prior to completing data requests.

_____ A record of the analyses processes must be maintained for a minimum of 2 years and can be requested for review by the AOC/P at any time during those two years.

For Internal Use only:
 The above request for Research and data has been
 ___ approved by: _____ date: _____
 ___ denied by: _____ date: _____