Offender Based Information System

NAME

MATCH

FUNCTION

12-22-92
Default-Denial
MFI
2-9-93

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Letter to the User:

This brochure has been prepared to provide you with a comprehensive guide to the OBIS Name Match function. With it you will have all of the information you will need to use and understand the Name Match function.

This brochure is one in a series of user oriented guides and is part of an ongoing effort to maximize the use of the information systems provided to the Department by the Information Systems Branch. In this Age of Information, CDC through the Information Systems Branch is continually striving to tap the vast and ever advancing world of information systems technology. To use this technology, communic. - tion and cooperation within CDC are primary ingredients for any successful implementation. This brochure is a small but significant step toward these primary ingredients and with it a small but significant step in meeting the ever changing challenge to CDC of fulfilling its duty to the people of California.

Information Systems Branch
Evaluation and Compliance Division
California Department of Corrections

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OFFENDER BASED INFORMATION SYSTEM NAME MATCH

Table of Contents

INTRODUCTION TO OBIS

The Offender Based Information System (OBIS) captures information regarding commitment, offenses, cases, movement between prisons and descriptive data. Additionally, the system provides the user the ability to track parolees returned to custody both to CDC and local facilities, to admit and track interstate cooperative parolees, and provide local law enforcement agencies with information concerning the location and status of parolees in their area. The system enables the user to monitor an inmate's current release date under either Indeterminate Sentence Law (ISL) or Determinate Sentence Law (DSL) with a system to record Good Time credit or Work/Training credit respectively.

OBIS operates under the services of the State's largest management service facility, the Stephen P. Teale Data Center (Teale). Teale services about 160 client agencies including CDC. Of the services offered by Teale, OBIS uses timesharing, communications network, data base management packages, remote job entry, and data security. These along with related services provide CDC with a reliable, secure, and centralized environment for its information systems needs, while at the same time providing state-wide access at every institution and parole regional office.

OVERVIEW OF THE NAME MATCH FUNCTION

The Name Match Function was developed to help OBIS users determine the CDC number of any individual previously entered into the OBIS System. By entering all or part of a name, the function will produce on-line a list of names and descriptor information, including the CDC number that matches the entry. The list is generated from the master file of OBIS, the Offender File.
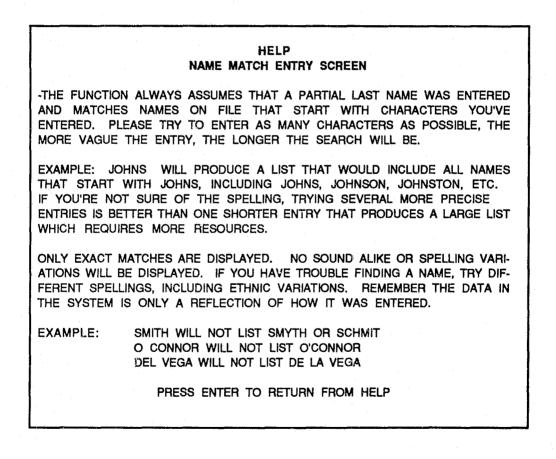
The Name Match software uses the fourth generation programming language, Natural version 2.1. Natural runs under the MVS/ESA operating system and the teleprocessing monitor, CICS. The OBIS data is maintained using a database management system called ADABAS. Natural and ADABAS are products of Software AG of North America, Inc. MVS/ESA and CICS are products of the IBM Corporation.

Using the Function

To access the function, similar to other OBIS on-line functions, enter "KCMS" (without quotes) on a CICS cleared screen. The following screen appears:

```
                              NAME   MATCH


   LAST   NAME   ------------------------------->   __ __ __ __ __ __ __ __
            FIRST   NAME   (OPTIONAL)-------------->   __ __ __ __ __ __ __ __

   TYPE IN A FULL OR PARTIAL LAST NAME AND OPTIONALLY A FULL OR PARTIAL
   FIRST NAME, THEN PRESS ENTER.  A LIST OF CORRESPONDING CDC NUMBERS
   AND SELECTED DESCRIPTOR INFORMATION WILL BE PRODUCED.  REDUCE COSTS
   OF USE FOR THIS FUNCTION BY ENTERING AS MUCH OF THE NAME AS POSSIBLE.

   NOTE:
   -HYPHENS(-), APOSTROPHES('), AND  SPACES  ARE  VALID  CHARACTERS.
   -TO SEARCH ON A PARTIAL LAST NAME THAT INCLUDES OR EXCLUDES A
    TRAILING SPACE, END WITH AN '*'.

   EXAMPLES:

   'MC *'  WILL RETRIEVE NAMES FROM 'MC AAA...' THRU 'MC ZZZ '
   'MC*'   WILL RETRIEVE NAMES FROM 'MCAAA...' THRU 'MCZZZ '
   'MC'    WILL RETRIEVE NAMES FROM 'MC AAA...' THRU 'MCZZZ '

            PRESS  PF1 (HELP) FOR MORE INFORMATION ON THIS FUNCTION.
     Enter PF1-- PF2-- PF3-- PF4-- PF5-- PF6-- PF7-- PF8-- PF9--PF10--PF11--PF12
          HELP                                      RENTR        QUIT
```

This screen is used to input the full or partial name you wish to find. The screen has two input lines: one for a 15 character last name and one for a 10 character first name. Although the system actually keeps larger first and last names, the name fields have been reduced here for the sake of efficiency. While on this screen, additional help information can be accessed by pressing PF1 (HELP). This help screen is shown below:

HELP
NAME MATCH ENTRY SCREEN

-THE FUNCTION ALWAYS ASSUMES THAT A PARTIAL LAST NAME WAS ENTERED AND MATCHES NAMES ON FILE THAT START WITH CHARACTERS YOU'VE ENTERED. PLEASE TRY TO ENTER AS MANY CHARACTERS AS POSSIBLE, THE MORE VAGUE THE ENTRY, THE LONGER THE SEARCH WILL BE.

EXAMPLE: JOHNS WILL PRODUCE A LIST THAT WOULD INCLUDE ALL NAMES THAT START WITH JOHNS, INCLUDING JOHNS, JOHNSON, JOHNSTON, ETC.
IF YOU'RE NOT SURE OF THE SPELLING, TRYING SEVERAL MORE PRECISE ENTRIES IS BETTER THAN ONE SHORTER ENTRY THAT PRODUCES A LARGE LIST WHICH REQUIRES MORE RESOURCES.

ONLY EXACT MATCHES ARE DISPLAYED.   NO SOUND ALIKE OR SPELLING VARI- ATIONS WILL BE DISPLAYED. IF YOU HAVE TROUBLE FINDING A NAME, TRY DIF- FERENT SPELLINGS, INCLUDING ETHNIC VARIATIONS.   REMEMBER THE DATA IN THE SYSTEM IS ONLY A REFLECTION OF HOW IT WAS ENTERED.

EXAMPLE: SMITH WILL NOT LIST SMYTH OR SCHMIT
             O CONNOR WILL NOT LIST O'CONNOR
             DEL VEGA WILL NOT LIST DE LA VEGA

PRESS ENTER TO RETURN FROM HELP

You may exit Name Match at any time by pressing PF12 (QUIT), which will return you to CICS.

To use the function, type in (left justified) a full or partial last name and, optionally, a full or partial first name and then press the ENTER key. The function will search the Offender File for names that exactly match the characters you have entered. Hyphens, apostrophes and imbedded spaces are accepted as valid name characters in the OBIS system; therefore, if the name you wish to find has any of these, you will have to include them in your search input (refer to Example, page 11).

If matching names are found, the Name Match Display Screen will be displayed. The message at the bottom of the Display Screen indicates the status of the search. The possible messages are as follows:

MESSAGE 1 :

'********** PRESS ENTER TO CONTINUE *********

More than one full screen of names was found. You can press ENTER to continue the search and display more names, press PF10 (RENTR) to return to the Input Screen, or PF12 (QUIT).

```
                              NAME  MATCH

   CDC     NAME                    ETH  BIRTHDATE  CO  ADMITTED  LOC    WANT DCH DATE

   D50500 SACK,SAD                 OTH  01/01/50  SAC  04/20/87  NRC
   C66666 SAMPLE,SIX               WHI  05/01/46  SAC  11/05/85  NRC
   D26088 SANCHEZ,SAM              WHI  04/01/45       05/13/89  REG1
   N43272 SANCHEZ,STANLEY          MEX  00/00/51       11/30/76  CRC   WANT
   B70507 SATTERFIELD,SAM          WHI  03/04/52  MON            REG2 WANT
   B81863 SCHULTS,STOUT-MALT                      SD             RCC
   B06845 SCOTT,SAM                BLA  05/03/40                 CRC
   D87777 SEVENS,SOME              OTH  01/01/50  SAC  04/01/87  NRC
   C40017 SEVENTEEN,SIMPERING      AMI  07/07/27  LA   09/01/88  CTF-C
   D07777 SEVENTY,SEVENS,SEVEN     OTH  01/01/50  SAC  04/01/87  NRC
   D00777 SEVERN,STEVEN            OTH  01/01/50  SAC  04/01/87  NRC
   B79594 SHIVELY,SAM              WHI  11/16/55  SBD            CTF-C
   C60036 SHOTGUN,SHAWN            WHI  04/01/45  SAC  12/11/89  NRC
   D86666 SIXS,SOME                OTH  01/01/50  SAC  04/01/87  NRC
   C40016 SIXTEEN,SILLY,SERVES     HAW  06/06/66  LA   09/01/88  CTF-C
   B56865 SMITH,SAM                WHI  01/21/54  LA             REG3
   I00004 SMITH,SAN                WHI  05/03/50       02/01/85  REG1
   W00002 SMITH,SANDY              JPN  01/01/90       12/01/89  ISPU
      Enter— PF1— PF2— PF3— PF4— PF5— PF6— PF7— PF8— PF9— PF10— PF11— PF12—
            HELP                                         RENTR      QUIT
            ********** PRESS ENTER TO CONTINUE **********
```

MESSAGE 2:

'9999 RECORDS READ, LAST READ 'SMITH,STEVE',
PRESS ENTER TO CONTINUE'

This message appears if the search is taking a long time to fill the screen. This will usually happen when input for a first name is used. If you had specified a full last name, in most cases the name you are looking for will have already been displayed prior to this message. However, if you had specified a partial last name, you may receive this message before finding the correct name, in which case you will need to search using a more precise spelling of the last name. Displayed are the number of records found matching the last name along with the name on the last record read. At this point the function has stopped searching and is waiting for your reply. Press ENTER to continue the search, in which case the function will continue the search and try to fill the remainder of the screen, or press PF10 (RENTR) to return you to the Input Screen to try a different search name, or PF12 (QUIT). (See sample below.)
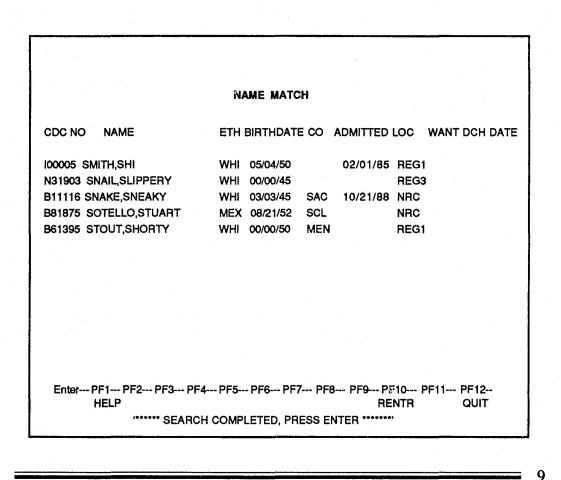
NAME MATCH

CDC NO	NAME	ETH	BIRTHDATE	CO	ADMITTED	LOC	WANT	DCH DATE
D50500	SACK,SAD		01/01/50	SAC	01/01/50	NRC		
C66666	SAMPLE,SIX	WHI	05/01/46	SAC	11/05/85	NRC		
D26088	SANCHEZ,SAM	WHI	04/01/45		05/13/89	REG1		
N43272	SANCHEZ,STANLEY	MEX	00/00/51		11/30/76	CRC	WANT	
B70507	SATTERFIELD,SAM	WHI	03/04/52	MON		REG2	WANT	
B81863	SCHULTS,STOUT-MALT			SD		RCC		
B06845	SCOTT,SAM	BLA	05/03/40			CRC		
D87777	SEVENS,SOME	OTH	01/01/50	SAC	04/01/87	NRC		

```
Enter— PF1— PF2— PF3— PF4— PF5— PF6— PF7— PF8— PF9— PF10— PF11— PF12—
        HELP                                              RENTR      QUIT
    40 RECS READ, LAST READ 'SEVENTEEN,GEORGE', PRESS ENTER TO CONTINUE
```

MESSAGE 3:

'****** SEARCH COMPLETED, PRESS ENTER *******'
This message appears after all the matching records have been displayed. Press
ENTER to return to the Input Screen or PF12 (QUIT).

```
                              NAME MATCH


    CDC NO    NAME              ETH BIRTHDATE CO  ADMITTED LOC   WANT DCH DATE


    I00005  SMITH,SHI           WHI  05/04/50        02/01/85  REG1
    N31903  SNAIL,SLIPPERY      WHI  00/00/45                  REG3
    B11116  SNAKE,SNEAKY        WHI  03/03/45   SAC  10/21/88  NRC
    B81875  SOTELLO,STUART      MEX  08/21/52   SCL            NRC
    B61395  STOUT,SHORTY        WHI  00/00/50   MEN            REG1














    Enter--- PF1--- PF2--- PF3--- PF4--- PF5--- PF6--- PF7--- PF8--- PF9--- PF10--- PF11--- PF12--
             HELP                                         RENTR         QUIT
             ****** SEARCH COMPLETED, PRESS ENTER *******'
```

To see additional online information about the Display Screen press PF1 (HELP). The screen pictured below will appear. From this Help Screen press ENTER to return to the Display Screen.

```
                              HELP

                  NAME   MATCH   DISPLAY   SCREEN


     -THE NAMES ARE LISTED IN ALPHABETICAL ORDER OF THE LAST THEN FIRST NAME
     ONLY.  THOSE WITH THE SAME FIRST AND LAST NAMES ARE NOT ALPHABETIZED BY
     MIDDLE NAMES.

     -WHEN THERE ARE MORE NAMES TO BE DISPLAYED YOU CAN EITHER PRESS ENTER TO
      CONTINUE THE SEARCH OR PF10 (RENTR) TO RETURN TO THE INPUT SCREEN.

     -IF A SEARCH FOR A NAME MATCH IS TAKING A LONG TIME TO FILL A SCREEN, THE
      SEARCH  IS INTERRUPTED AND THE MESSAGE AT THE BOTTOM WILL SHOW A COUNT OF
     THE NUMBER OF RECORDS READ ALONG WITH THE NAME ON THE LAST RECORD READ.

     EXAMPLE: '698 RECS READ, LAST READ 'SMITH,STEVE' PRESS  ENTER TO CONTINUE'

     YOU CAN THEN PRESS ENTER TO CONTINUE THE SEARCH OR PRESS PF10 (RENTR) TO
      RETURN TO THE INPUT SCREEN.  IF YOU PRESS ENTER, THE REMAINDER OF THE
     SCREEN WILL BE FILLED, WITH THE EXISTING INFORMATION REDISPLAYED.



                     HIT ENTER TO RETURN FROM HELP
```

EXAMPLES

If you enter:

LAST NAME ─────────────────> SMITH
FIRST NAME (OPTIONAL) ───────> JOHN
This entry will retrieve all last names that start with SMITH, including any SMITHS, SMITHERS, SMITHSON, etc., and have the first name of JOHN. A case like this of a common first and last name combination will produce a large number of matching names.

LAST NAME ─────────────────> DE LA *
FIRST NAME (OPTIONAL) ───────>
This is an example of how to search on a partial last name that has an imbedded space and a space as the last character. The search will find names that could include DE LA CRUZ and DE LA VEGA. It will not find names like DEL CRUZ or DE LANTANA.

LAST NAME ─────────────────> S
FIRST NAME (OPTIONAL) ───────> X
This entry will retrieve all last names that start with 'S' and have a first name that starts with 'X'. This extreme example of a partial last and first name search would be an impractical selection due to the large number of names that would match the input (see user notes). Since there are few if any first names that start with 'X' and thousands of last names that start with 'S', this search would be expensive and take a long time to complete.

USER NOTES:

The names are always searched by last name. If a first name is included the computer actually reads all of the matching last names and then displays only those matching the first name. It is best to include as much of the last name as possible. Searching on an unusual first name with a generic last name is possible and may be necessary. However, it will be expensive.

Spaces, hyphens, apostrophes, and letters 'A' through 'Z' are valid characters, and the names are sorted in this sequence (' ', '-', '`', 'A', 'B', 'C', ...'Z'). The following is an example of names in the order they would appear from the system.

1. D AGUSTO
2. D-AGUSTO
3. D'AGUSTO
4. DAGUSTO
5. O CONNOR (O comes after D)
6. O DAY
7. O'CONNOR
8. OCONNOR
9. ODAY

HELP SECTION

General assistance in the use of an OBIS terminal should be sought from the primary user or supervisor of that terminal. For specific problems with OBIS hardware or software call the Operations Unit, Information Systems Branch at (916) 324-0287 (ATSS 454-0287).