

## Magistration and the Public Safety Report System (PSRS)

Order	PSRS Process	Description	Person Responsible Is/Could Be:
1	Person is arrested. (defendant)		Law Enforcement Officer
2	Defendant is processed.		Law Enforcement Jail
3	Defendant is entered into the PSRS. TCIC/NCIC is queried for Criminal History Record Information (CHRI) to produce the Public Safety Report (PSR) in the PSRS.	<p>The PSRS will have the ability to query TCIC/NCIC for CHRI. Only PSRS users with a TLETS user ID that has the required permissions, per DPS, will have that level of access. At a minimum the TLETS Mobile Access Certification must be obtained.</p> <p>The PSRS will generate the PSR based on the information queried in TCIC/NCIC through the PSRS. Therefore, the PSRS users who enters the defendant information into the system must be a user with access to TCIC/NCIC through TLETS, such as a local law enforcement official.</p>	<p>Magistrate Court Staff Local Law Enforcement Jail</p> <p>*This should be decided at the local level.</p>
4	Defendant's PSR is presented to the magistrate.	<p>The magistrate will access the PSR and full CHRI on the defendant directly from the PSRS or in the form of a physical copy printed from the PSRS.</p> <p>The magistrate shall consider the PSR before setting bail.</p> <p>*Note that the PSRS may not be the only item relied on when making a bail decision.</p>	<p>Court Staff Local Law Enforcement Jail</p> <p>*This should be decided at the local level.</p>
5	Defendant is presented to the magistrate without unnecessary delay, but <b>no more than 48 hours</b> after arrest.	<a href="#">Art. 15.17 Hearing Flowchart Link</a>	<p>Local Law Enforcement Jail</p> <p>*This should be decided at the local level.</p>
6	Bail type, amount, and conditions are decided.	Magistration is completed.	Magistrate
7	Bail decisions are entered into the PSRS and Bail Form is generated.	<p>The defendant's bail type, amount, and conditions will be entered into the PSRS. This can be done as the decisions are being made or entered afterwards. Once the bail decisions are entered for the defendant into the PSRS, the magistrate or an individual of their choice will certify that the information provided in the PSRS was considered for setting bail.</p> <p>Upon certification, the Bail Form is generated and submitted to OCA, the defendant's record in the PSRS is completed, and the defendant's CHI is removed from the system. The bail form must be completed no later than 72 hours after the time the defendant's bail is set.</p>	<p>Magistrate Court Staff Local Law Enforcement</p> <p>*This should be decided at the local level.</p>
8	Bail Form is published on a public website by OCA.	<p>The following information will be published on the Bail Form:</p> <ul style="list-style-type: none"> <li>- Defendant's cause number (if available), name, DOB, and offense(s) leading to arrest.</li> <li>- Name and office/position of person setting bail.</li> <li>- Bail type, amount, and conditions.</li> </ul>	OCA

### Additional Information

Any individual who accesses either hard or electronic copies that contain CHRI (ex: the PSR and CHRI) must obtain and maintain a Criminal Justice Practitioner (CJP) certification through the Texas Department of Public Safety.

Any individuals with access to Criminal Justice Information (ex. PSR and CHRI) must take the Criminal Justice Information (CJIS) Security Awareness Training.