Juvenile Justice Order file cluster

Exported from METEOR (AIHW's Metadata Online Registry)

Juvenile Justice Order file cluster

Identifying and definitional attributes

Metadata item type:	Data Set Specification
METEOR identifier:	680151
Registration status:	Youth Justice, Superseded 23/08/2022
DSS type:	Data Element Cluster
Scope:	The Order file cluster contains information about the supervised orders handed down by courts and parole boards to young people under youth justice supervision. All supervised orders, even if they are concurrent, are captured in the order file.

Collection and usage attributes

Guide for use:	Data elements in this cluster assist in describing the types of supervision young people under the youth justice system experience. For example, the information provided in the order file aids in analysing how many youth justice orders were:

- active during the year
- had by a young person under supervision (on average)
- for community-based supervision
- for detention
- sentenced
- unsentenced.

The person identifier in the order file cluster is used to link with the client file cluster, in order to connect information on the characteristics of young people with the types of orders they experienced.

The order end reason data elements in this file provides information on why an order ended, including reasons such as completed, revoked, cancelled and stayed pending appeal. This aids in describing how a young person exited a period of supervision.

The last known postcode of the young person in this file is used to describe whether the young person lived in a major city, regional, or remote area prior to receiving the order, as well as whether the young person was from areas of lowest or highest socioeconomic status.

The order file is also used to create episodes of community-based supervision (in combination with the detention file), based on the order start and end dates (and detention start and end dates).

Source and reference attributes

Submitting organisation:	Australian Youth Justice Administrators (AYJA)

Relational attributes

Related metadata references:	Supersedes Juvenile Justice Order file cluster Youth Justice, Superseded 24/03/2023
	Has been superseded by Youth Justice Order file cluster Youth Justice, Superseded 23/08/2022

Implementation in Data Set Specifications:

Metadata items in this Data Set Specification

Seq No.	Metadata item	Obligation	Max occurs
1	Person—person identifier, XXXXXX[X(14)]	Mandatory	1

DSS specific information:

The person identifier is a jurisdictionally-specific code that uniquely identifies a young person (youth justice client) within the State or Territory youth justice department responsible for the young person.

A State or Territory identifier should be the first character of the person identifier according to the following:

1 New South Wales

2 Victoria

3 Queensland

4 South Australia

5 Western Australia

6 Tasmania

7 Northern Territory

8 Australian Capital Territory

9 Other territories (e.g. Christmas Island)

2	Order—order identifier, X[X(49)]	Mandatory	99

DSS specific information:

For the purposes of the JJ NMDS, this unique identifier is retained across collection periods. The identifier is assigned by the State or Territory youth justice department.

In the order file, the order identifier will in most cases be unique. However, where a single order specifies multiple types of supervision, for example a blended order that specifies a period in detention followed by a period of community-based supervision, the information relating to each type of supervision will comprise a separate record but the order identifier will remain the same.

In the example below, order #10001 is a blended order that comprises a period in detention from 1/1/08 to 1/6/08 followed by a period in the community from 1/6/08 to 1/12/08. Order #10002 is an unrelated remand order.

Person identifier	Order identifier	Order start date	Order end date	Order type-national	Order end reason	Comment
1	10001	01/01/08	01/06/08	35 (sentenced detention)	completed	blended order part 1
1	10001	01/06/08	01/12/08	32 (sentenced community-based with additional mandated requirements)	completed	blended order part 2
1	10002	15/01/09	20/01/09	21 (remand)	completed	unrelated order

Queensland: Don't count detention orders that are followed by a period of supervised release as blended orders.

Business rules

- If the order identifier matches the order identifier of another record and the person identifiers are the same, the order end date of the first record should equal the order start date of the second record.
- The order identifier (charge file) must be in the order file.
- If the order type (order file) is an unsentenced order then there must be a record in the charge file with a matching order identifier.
- The order identifier (offence file) must be in the order file.

3 [Order—order start date, DDMMYYYY](#) Mandatory 99

DSS specific information:

Guide for use

This date may not necessarily be the date that supervision began; for example, if a sentence of detention is backdated to the start of the young person's remand period, the order start date will be before the period of sentenced detention actually began.

Orders may be concurrent and overlap; that is, the order start date may be before the order end date of the previous order.

The order start date is the date the order first comes into effect, which may not necessarily be the same as the date the court handed down the order. Orders that are handed down by a court to take effect in the future should not be backdated to the date they were handed down.

Business rules

- The [order start date](#) must be on or before the order end date.
- The young person must be aged at least 10 years (based on date of birth) at the order start date.
- The young person should be aged 10-25 years at the order start date.
- The [order start date](#) must be on or before the end of the reporting period.
- If the order end reason for a previous order was 3 (death) there must not be any subsequent orders.
- If the [order identifier](#) matches the order identifier of another record and the [person identifiers](#) are the same, the [order end date](#) of the first record should equal the order start date of the second record.

Seq No.	Metadata item	Obligation	Max occurs
4	[Order—order end date, DDMMYYYY](#)	Mandatory	99

DSS specific information:

Guide for use

The order end date is the date the order ceases to be in effect, as specified on the order.

If a young person ceases to be under the supervision relating to the order, but the order is still in effect, the order does not end. For example, if a young person is given a sentenced detention order with an end date of 1 December but is released on supervised release or parole on 1 November, the order end date remains 1 December unless the court varies the end date of the order.

If the court varies the end date of the order, the new (varied) end date is the order end date.

If an order is revoked or cancelled, the order end date is the date that the order was revoked or cancelled. This includes orders that are revoked or cancelled due to re-offending or failure to comply with conditions and orders that are cancelled, quashed or varied on appeal.

If an order extends over two or more reporting periods and the order end date changes because the order was revoked, cancelled, quashed or varied, the order end date and the order end reason will differ between data submissions. The changed order end date should be supplied in the reporting period in which the order was revoked, cancelled, quashed or varied; however, a related record supplied in a previous data submission should not be updated. For example, a record relating to order ID 101 was supplied for the reporting period 2009–10 with an end date of 1/6/11 (that is, the order end date was after the end of the reporting period). A record relating to the same order was supplied in the following reporting period, 2010–11, but the order had been varied and now has an end date of 1/7/09. It is sufficient to report this new end date in the 2010–11 reporting period; a 'fix' is not required for the records relating to this order supplied in previous data submissions.

When an order end date is after the end of the reporting period (e.g. for the 2009–10 reporting period, after the 30/06/2010) or if the order end date is null in the local data system, supply the order end date or insert the dummy date (22/02/2222) if the order end date is unknown. Do not end the order at the end of the reporting period.

Business rules

- The order end date must be on or after the start of the reporting period.
- The [order start date](#) must be on or before the order end date.
- If the order end date is on or before the end of the reporting period, the [order end reason](#) must be a reason other than 0 (not applicable).
- If the [order identifier](#) matches the order identifier of another record and the [person identifiers](#) are the same, the order end date of the first record should equal the order start date of the second record.

Seq No.	Metadata item	Obligation	Max occurs
5	[Order—order type, national youth justice legal order code NN](#)	Mandatory	99
6	[Order—order end reason, youth justice order end reason code N[N]](#)	Mandatory	99

| 7 | Address—suburb/town/locality name, text X[X(45)] | Mandatory | 99 |

DSS specific information:

This item is collected for the young person's last known home address before entering youth justice supervision.

Guide for Use

Use the Australian Post postcode file.

Leave the field blank if:

- the last known home address is unknown
- the last known home address is outside Australia
- the young person had no fixed address.

| 8 | Address—Australian postcode, code (Postcode datafile) NNNN | Mandatory | 99 |

DSS specific information:

This item is collected for the young person's last known home address before entering youth justice supervision.

Guide for Use

A Suburb/Town/Locality may be a town, city, suburb or commonly used location name such as a large agricultural property or Aboriginal community. The name should be spelt correctly and consistently and should not be a youth justice detention facility.

Enter 'UNKNOWN' where the locality name or geographic area is not known.

Enter 'NO FIXED ADDRESS' where the young person has no fixed address or is homeless.

Suburb/Town/Locality should be sourced from the Australia Post Standard postcode file for the relevant year, available on the Australia Post website.

| 9 | Person—Australian state/territory identifier, code N | Mandatory | 99 |

DSS specific information:

This item is collected for the young person's last known home address before entering youth justice supervision.

Guide for Use

Leave the field blank if:

- the last known home address is unknown
- the last known home address is outside Australia
- the young person had no fixed address.