**Static 99-R Coding Criminal History Worksheet**

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| Offender Name:  |        | DOC Number:        | Evaluator: |       |

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| **Index Sex Offense(s)** | **Key Terms** |
| Last Date OfSexual Offending | **GAP 1** | FirstDetection Date  | **GAP 2** | Last Date Of Criminal Justice Processing | Pre Gap 1 | The period of time prior to the last date of sexual offending |
| Gap 1 | The period of time between the last date of sexual offending and first detection date |
| Gap 2 | The period of time between the last date of detection  |
| Post Gap 2 | The period of time after the date of index criminal justice processing |
| **Steps to Coding Criminal History** |
| Step 1: Identify the index sex offense(s). Within the index sex offense(s) list the last date of sexual offending, first date of detection, and the last date of the criminal justice processing. |
| Step 2: List criminal history below, not including the index sex offense(s), by sentencing date |
| Step 3: Review all offense dates. Determine what offenses where the entirety of the criminal history occurred in Post Gap 2. Mark and code the offense(s) as Post-Index.  |
| Step 4: Review all remaining sentencing dates. Determine what sentencing dates occurred Pre Gap 1. Mark and code the offense(s) as Prior. |
| Step 5: Review all remaining sentencing dates. Determine what sentencing dates occurred in Gap 2 or Post Gap 2. Mark and code the offense(s) as Index  |
| Step 6: Review all remaining offense dates. Determine what offense dates occurred in Gap 2. Mark and code the offense(s) as Index |
| Step 7: If any of the criminal history met the criteria for Steps 5 and 6, the remaining criminal history will be coded as Priors. If none of the criminal history met the criteria for Steps 5 and 6, move to Step 8 |
| Step 8: Review all remaining criminal history. Code the most recent sentencing occasion as index. All other remaining offense(s) will be coded as priors. |

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| **Offense** | **Sentence** |  |
| **Offense Date**  | **Pre Gap 1** | **Gap****1** | **Gap 2** | **Post Gap 2** | **Sentence****Date** | **Pre Gap 1** | **Gap 1** | **Gap 2**  | **Post Gap 2** | **Charge** **(List for Sex Offenses)** | **Crime Title** | **Coding Score** | **Sent.** **Occ.** |
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