

## **Appendix A**

### **Data Collection Instrument**

# Province/Territory

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## A One-Day Snapshot Of All Inmates "On-Register" In Federal And Provincial / Territorial Adult Correctional Facilities At Saturday Midnight, October 5th, 1996

**Confidential when completed**

Please **print clearly** the answer for each question in the boxes provided, or **place an X** in the appropriate circles.

Version française disponible.



### Part 1: Profile of Facilities

1.1 Location – Name Of Province/Territory	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> </tr> </table>	0	7							
0	7									
1.2 Federal Or Provincial/ Territorial Facility	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">2</td> </tr> </table>	2								
2										
1.3 Name Of Facility (See codes in Appendix A)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>									
1.4 Type Of Facility	<p>03 <input type="radio"/> Ontario - jail/ detention centre</p> <p>04 <input type="radio"/> Ontario - correctional centre (sentenced inmates only)</p> <p>05 <input type="radio"/> New Brunswick - jail (small and limited programming)</p> <p>06 <input type="radio"/> correctional centre</p> <p>07 <input type="radio"/> remand centre</p> <p>08 <input type="radio"/> community residential centre</p> <p>09 <input type="radio"/> day detention centre</p> <p>10 <input type="radio"/> treatment centre</p> <p>11 <input type="radio"/> training centre/residence</p> <p>12 <input type="radio"/> camp</p> <p>13 <input type="radio"/> farm</p>									
1.5 Security Level Of Facility	<p>1 <input type="radio"/> maximum</p> <p>2 <input type="radio"/> medium</p> <p>3 <input type="radio"/> minimum</p> <p>4 <input type="radio"/> multi-level</p>									
1.6 Special Features Of Facility (Record up to 5 features.)	<p>02 <input type="radio"/> special handling unit</p> <p>03 <input type="radio"/> protective custody unit</p> <p>04 <input type="radio"/> punitive / admin. segregation unit</p> <p>05 <input type="radio"/> mental health / psychiatric unit</p> <p>06 <input type="radio"/> dormitory - for inmates serving intermittent sentences</p> <p>07 <input type="radio"/> dormitory - for full-time inmates</p> <p>08 <input type="radio"/> police lock-up / holding cells</p> <p>09 <input type="radio"/> adult inmates plus some YOs</p> <p>10 <input type="radio"/> alcohol treatment facility</p>									
1.7 Operational Capacity Of Facility	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> <p><b>(Operational Capacity = number of 'permanent' beds in the facility.)</b></p>									
1.8 Gender Of Inmate Population	<p>1 <input type="radio"/> male only</p> <p>2 <input type="radio"/> female only</p> <p>3 <input type="radio"/> males and females</p>									
1.9 Number Of Inmates On-Register	<p>Number Of Males _____ <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table></p> <p>Number Of Females _____ <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table></p> <p>Total Number Of Inmates _____ <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table></p>									



**3.4a Aboriginal Status - If The Inmate Was Identified As Being A North American Indian / Aboriginal In 3.4 On Previous Page.**

- 1  Non-Status Indian
- 2  Status Indian
- 0  unknown

**3.5 Marital Status At Time Of Initial Admission**

- 1  single (never married)
- 2  common law
- 3  married
- 4  Ontario - separated or divorced
- 5  separated
- 6  divorced
- 7  widowed
- 0  unknown

**3.6 Citizenship**

- 1  Canadian
- 2  Canadian and other
- 3  American
- 4  W. European country
- 5  E. European country/Russia
- 6  Asian country
- 7  Caribbean country
- 8  other
- 0  unknown

**3.7 Home Language**

- 1  English
- 2  French
- 3  Aboriginal dialect
- 4  other
- 0  unknown

**3.8 Employment Status At Time Of Initial Admission**

- 01  unemployed
- 02  New Brunswick - unemployed (on Social Assistance)
- 03  New Brunswick - unemployed (on Employment Insurance)
- 04  employed part-time (non-seasonal)
- 05  employed part-time (seasonal)
- 06  employed full-time
- 07  retired - not employed
- 08  student - not employed
- 09  homemaker - not employed
- 10  not employable - disabled, medical reasons, etc.
- 00  unknown.

**Part 4: Legal Status / Hold Reason**

**4.1 Legal Status / Hold Reason - Provincial / Territorial Facilities**

- 13  Ontario - pure remand (regular)
- 14  Ontario - pure remand (psychiatric)
- 15  **pure remand**
- 16  **pure fine default/victim surcharge default - full sentence**
- 17  pure fine default/victim surcharge default - intermittent
- 18  **pure prov. sentence - full time**
- 19  pure prov. sentence - intermittent
- 20  prov. sentence - suspension/revocation of Conditional Sentence Order
- 21  prov. sentence and remand status
- 22  **beginning to serve federal sentence - still in 15 - day awaiting transfer period (CCAs. 12)**
- 23  serving federal sentence under an Exchange Of Service Agreement (ESA)
- 24  serving provincial sentence or federal sentence under an ESA - currently on day parole, requiring daily return to community corrections centre
- 25  Review Board Order (old LGW)
- 26  temporary detention - federal parole or statutory release suspension
- 27  temporary detention - provincial parole suspension
- 28  re-admit re: provincial parole revocation
- 29  re-admit re: violation of conditions of early release TA
- 30  other e.g. arrestee, immigration hold, material witness, prisoner in transit, etc.

**Part 5: Offence Information Re: Current Status / Hold Reason**

**5.1 Total Number Of Offences**

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**5.2 The Five Most Serious Offences**

- For each of the five most serious offences, please record the offence source as listed below, and the number of "counts" for each offence.
- Then, for each CCC, NCA, and FDA offence also record the Section, Sub-Section, Paragraph, and Sub-Paragraph.
- The Seriousness Index used to score MSO for the Centre's UCR Survey is presented in Appendix B.

**Offence Source :**    1 CCC                    3 FDA                    5 Prov./Terr. Statute  
                                  2 NCA                    4 Other Fed. Statute    6 Municipal By-Law

	Source	Counts	Section	Sub-Sec.	Para. / Sub-Para.
5.2a Offence 1	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.2b Offence 2	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.2c Offence 3	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.2d Offence 4	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5.2e Offence 5	<input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**5.4 Offender-Victim Relationship Re: The Most Serious Of The Five Offences Recorded In 5.2 Above.**

**The Victim was the Inmate's: (Record up to 3 victims.)**

- |  |  |
|--|--|
| <p>01 <input type="radio"/> spouse (married)</p> <p>02 <input type="radio"/> spouse (common law)</p> <p>03 <input type="radio"/> ex-spouse (married)</p> <p>04 <input type="radio"/> ex-spouse (common law)</p> <p>05 <input type="radio"/> child under 14 years - inmate's own child or part of extended family</p> <p>06 <input type="radio"/> child 14 - 17 years - inmate's own child or part of extended family</p> <p>07 <input type="radio"/> child under 14 years - inmate was in a position of trust</p> <p>08 <input type="radio"/> child 14 - 17 years - inmate was in a position of trust</p> <p>09 <input type="radio"/> parent</p> <p>10 <input type="radio"/> aunt or uncle</p> | <p>11 <input type="radio"/> grandmother or grandfather</p> <p>12 <input type="radio"/> other immediate family</p> <p>13 <input type="radio"/> close friend</p> <p>14 <input type="radio"/> stranger - adult</p> <p>15 <input type="radio"/> stranger - child under 14 years</p> <p>16 <input type="radio"/> stranger - child 14 - 17 years</p> <p>17 <input type="radio"/> <u>no victim</u> - e.g. simple impaired driving, drug use, etc.</p> <p>18 <input type="radio"/> <u>no victim</u> - e.g. administrative offence - breach, etc.</p> <p>19 <input type="radio"/> other</p> <p>00 <input type="radio"/> unknown</p> |
|--|--|

**Part 6: Sentencing Data And Time Left To Serve**

**6.1 Date Of Initial Admission**

year				month		day	

**6.2 Date Of Sentence Commencement**

year				month		day	

- leave blank if not applicable (i.e. the inmate is not under sentence)

**6.3 Total Aggregate Custodial Sentence (Days)**

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"LIFE" = life sentence

- leave blank if not applicable (i.e. the inmate is not under sentence)

**6.4 Warrant Expiry Date**

year				month		day	

- leave blank if not applicable (i.e. the inmate is not under sentence)

**Part 7: Location Of The Inmate At Midnight On Snapshot Day**

**7.1 At The Facility Or Not**

- 1  at the facility
- 2  on-register **but** not at the facility

**7.2 At The Facility Or Where**

- 1  was at the facility
- 2  Temporary Absence
- 3  Removal Warrant (at medical or psychiatric facility)
- 4  serving intermittent sentence on week days
- 5  day parole - resident outside facility at which inmate is on-register
- 6  escaped / UAL (including inmates who are "no-shows" at time of Snapshot i.e. not arriving to serve intermittent sentence, or not returning from a TA, or day parole)
- 7  temporarily in other correctional facility or other jurisdiction re: court appearance
- 8  other

**Part 8: Security And Accommodation**

Leave the questions in Part 8 "blank" and skip to Part 9 - if the Inmate was on: an "early release TA" at the time of the Snapshot, or on day parole not requiring daily return to the facility at which he/she is on-register.

**8.1 Supervision/Security Concerns (Record up to 5 concerns.)**

- 01  none
- 02  assaultive or violent
- 03  threat to other inmates and/or staff
- 04  institutional misconduct - e.g. disobey orders, fighting, cause disturbance, damage to property
- 05  "absent without leave" - while in facility, the inmate is not always at his/her assigned location e.g. classroom, shop, work detail, etc.
- 06  protective custody
- 07  escape risk
- 08  fire risk
- 09  gambling
- 10  smuggling
- 11  theft
- 12  possession of contraband
- 13  affiliation with organized crime, gangs, terrorists
- 14  suicide risk
- 15  medical segregation
- 16  substance abuse
- 17  mental illness - cannot function in general inmate population
- 18  physical disability

**8.2 Inmate's Current Accommodation**

- 1  inmate is alone in single cell
- 2  inmate is double-bunked - sharing **single cell** with **one other inmate**
- 3  inmate is in "shared accommodation" (i.e. larger cell, cottage, dormitory, etc. with **more than one other inmate**)

**8.2a Total Number Of Inmates In The Same Unit Of "Shared Accommodation" With This Inmate Re: Category "3" Above**

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**8.3 In General Population Or Segregated**

- 1  in general remand population
- 2  in general sentenced population
- 3  segregated
- 4  punitive/disassociation seg.
- 5  administrative segregation
- 6  voluntary segregation

**9.3 Main Purpose Of TA**

- 01  administrative - early release
- 02  administrative - weekend over-crowding
- 03  administrative - other reason
- 04  family visit
- 05  parental responsibilities
- 06  compassionate / humanitarian reasons
- 07  personal development / socialization / recreation
- 08  medical
- 09  outside hospital (physical)
- 10  outside hospital (psychiatric)
- 11  attend counselling / treatment program
- 12  seeking employment
- 13  attend employment
- 14  perform volunteer work / community service work
- 15  educational / vocational training

**Part 9: Information About Temporary Absence (TA)**

Leave the items in Part 9 "blank" and skip to Part 10 - if the Inmate was not on a TA at the time of the Snapshot.

**9.1 Length Of TA**

**9.1a TA for less than one-day - specify no. of hours**

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 hours

**9.1b One-day TA including overnight - specify no. of hours**

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 hours

**9.1c A single full TA for more than one day - specify the total number of nights that inmate is permitted to be absent from the facility**

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 nights

**9.1d More than one full TA "back-to-back" - specify the total number of nights that inmate is permitted to be absent from the facility**

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 nights

**9.2 Individual Or Group TA**

- 1  individual
- 2  as part of a group (2 or more inmates)
- 0  unknown

**9.4 Supervision While On TA**

- 1  none - unsupervised
- 2  escorted - supervised
- 3  supervised - e.g. John Howard Society, probation, or parole services do periodic checks
- 4  electronic monitoring
- 0  unknown

**9.5 Main Condition(s) Of TA (Record up to 3 conditions.)**

- 1  house arrest
- 2  attend work or school
- 3  perform community service work
- 4  abstinence from drugs and alcohol
- 5  attend counselling / treatment program
- 6  no contact with certain persons
- 7  other
- 0  unknown

## Important Note

**Part 10 Risk Assessment Information and Part 11 Needs Assessment Information should not be collected for all Inmates In the Snapshot.**

- Exclude pure remands and all other "non-sentenced" inmates.
- Include all inmates serving a total aggregate sentence of more than 30 days.

### **Part 10: Risk Assessment Information Re: At Time Of Initial Admission**

#### **10.1 Young Offender Record - No. Of Previous Convictions In Youth Court**

- 1  no convictions in Youth Court - **skip to 10.5**
- 2  1 conviction
- 3  2 to 4 convictions
- 4  5 to 9 convictions
- 5  10 to 14 convictions
- 6  15 or more convictions
- 0  unknown

#### **10.2 Young Offender Record - MSO For Previous Convictions**

Using the **Uniform Crime Reporting Seriousness Index** in Appendix B, record the UCR "Violation Code" for the inmate's MSO re: previous convictions in Youth Court.

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0000 = unknown

#### **10.3 Young Offender Record - Types Of Previous Dispositions (Record up to 4 types.)**

- 9  not applicable - no previous convictions in Youth Court
- 1  community supervision
- 2  open custody
- 3  secure custody
- 4  other
- 0  unknown

#### **10.4 Young Offender Record - Previous Disposition Outcomes (Record up to 5 outcomes.)**

- 9  not applicable - no previous convictions in Youth Court
- 1  problem-free outcome/completion
- 2  failure during community-based supervision
- 3  disciplinary transfers from open to secure custody
- 4  disciplinary reports while in secure custody
- 5  attempt escape/UAL/escape from secure custody
- 6  transfer from secure custody to adult facility
- 0  unknown

#### **10.5 Adult Record - No. Of Previous Convictions in Adult Court**

- 1  no convictions in Adult Court - **skip to Part 11.**
- 2  1 conviction
- 3  2 to 4 convictions
- 4  5 to 9 convictions
- 5  10 to 14 convictions
- 6  15 or more convictions
- 0  unknown

#### **10.6 Adult Record - MSO For Previous Convictions**

Using the **Uniform Crime Reporting Seriousness Index** in Appendix B, record the UCR "Violation Code" for the inmate's MSO re: previous convictions in Adult Court.

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0000 = unknown

#### **10.7 Adult Record - Types Of Previous Dispositions (Record up to 4 types.)**

- 9  not applicable - no previous convictions in Adult Court
- 1  community supervision
- 2  provincial term of incarceration
- 3  federal term of incarceration
- 4  other
- 0  unknown

#### **10.8 Adult Record - Previous Disposition Outcomes (Record up to 5 outcomes.)**

- 9  not applicable - no previous convictions in Adult Court
- 1  problem-free outcome/completion
- 2  failure during community - based disposition
- 3  segregation for disciplinary infractions
- 4  attempt escape/UAL/escape
- 5  re-classified to higher level of custody
- 6  failure on conditional release
- 0  unknown

### 10.9 Crime-Free Periods

- 1  no previous convictions in Youth Court or Adult Court
- 2  less than 6 months since last incarceration
- 3  6 - 12 months since last incarceration
- 4  more than 1 year since last incarceration
- 0  unknown

### 11.2 Marital/Family Need

#### - Observations/Impressions

- 1  **pattern of stable and supportive relationships**  
(There is evidence of very positive relationships and considerable support of either parents, relatives, or spouse.)
- 2  **no current difficulties**  
(There is evidence of a satisfying and caring relationship within a marriage and/or family, which has resulted in no current difficulties while in the community.)
- 3  **occasional instability in relationships**  
(There is evidence of uncaring, hostility, arguments, fighting, or indifference in the marital/family relationships causing occasional instability.)
- 4  **very unstable pattern of relationships**  
(Any of the aforementioned has been causing a very unstable pattern of marital/family relationships.)

## Part 11: Needs Assessment Information Re: At Time Of Initial Admission

### 11.1 Employment Need

#### - Observations/Impressions

- 1  **stable pattern of employment**  
(Employment has been stable, and has played an important role for the offender.)
- 2  **no current difficulties**  
(Neither employment, under-employment, sporadic employment, nor chronic unemployment have interfered with daily functioning.)
- 3  **employment situation causing minor adjustment problems**  
(Any of the aforementioned have caused **minor** adjustment problems in the community.)
- 4  **employment situation causing major adjustment problems**  
(Any of the aforementioned has caused **serious** adjustment problems.)
- 5  **not applicable**  
(Inmate is a student, retired, disabled, etc.)

### 11.3 Associate/Social Interaction Need

#### - Observations/Impressions

- 1  **pattern of non-criminal and/or positive associations**  
(There is evidence of the offender having had positive personal associations and considerable support.)
- 2  **mostly non-criminal and/or positive associations**  
(There is evidence of the offender having had mostly non-criminal and/or positive associates.)
- 3  **some criminal and/or negative associations**  
(Evidence indicates that there has been a lack of positive associates and/or some negative companions, e.g. criminal.)
- 4  **mostly criminal and/or negative associations**  
(Either of the aforementioned has been interfering consistently with the offender's performance in the community.)

#### 11.4 Substance Abuse Need

##### - Observations / Impressions

- 1  **no current difficulties**  
(The extent, nature, and patterns of alcohol and/or drug consumption by the offender while in the community has had no influence on his/her adjustment, e.g. abstinence, social drinking.)
- 2  **some substance usage causing moderate adjustment problems**  
(Alcohol and/or drug consumption has caused **moderate adjustment problems** while in the community.)
- 3  **frequent or un-controlled usage causing serious adjustment problems**  
(Substance abuse has caused serious adjustment problems in the community.)

#### 11.6 Personal/Emotional Organization Need

##### - Observations/Impressions

- 1  **no current difficulties**  
(None of the offender's "characteristics or patterns" have been interfering with daily functioning in the community - i.e. self-concept, cognition, behavioral, sexual behaviour, mental ability, and/or mental health.)
- 2  **personal/emotional problems indicate some need for assistance**  
(The offender's characteristics or patterns of personal/emotional orientation have caused minor interferences while in the community.)
- 3  **personal/emotional problems indicate significant need for assistance**  
(Any of the aforementioned has seriously interfered with daily functioning in the community.)

#### 11.5 Community Functioning Need

##### - Observations/Impressions

- 1  **pattern of satisfactory adjustment**  
(While in the community, the offender has been effectively managing his/her "situation" - i.e. accommodation, employment, health, finance, communication, leisure, support.)
- 2  **no current difficulties**  
(The offender has the knowledge and necessary skills for daily living in the community.)
- 3  **deficient skills limit but do not prohibit independent functioning**  
(Any of the aforementioned has been causing situational or minor difficulties while in the community.)
- 4  **deficient skills severely limit independent functioning**  
(The offender has considerable difficulties functioning in the community.)

#### 11.7 Attitude Need

##### - Observations/Impressions

- 1  **actively involved and responding consistently well to assistance**  
(There is evidence of a very positive attitude and considerable involvement in pro-social activities - e.g. work, school, family, treatment, supervision.)
- 2  **motivated to change, and has attitudes receptive to assistance**  
(The offender's attitude toward justice, society, property, violence and life style have not been interfering with daily functioning in the community.)
- 3  **recognizes problem areas, but has attitudes not receptive to assistance**  
(Attitudes have caused minor interferences while in the community.)
- 4  **unable to recognize problem areas and has attitudes not receptive to assistance**  
(Any of the aforementioned has seriously interfered with daily functioning in the community.)

## Appendix B

### Methodology

#### Data Collection Process

The data for the "One-Day Snapshot" were collected manually in six jurisdictions – Newfoundland, Prince Edward Island, New Brunswick, Manitoba, Yukon, and the Northwest Territories. Data were made available as extracts from automated information systems for Quebec, Ontario, Saskatchewan, Alberta, British Columbia, and Correctional Service Canada. In Nova Scotia, conducting the Snapshot involved a mixture of manual data collection and extracting data from an automated system.

#### Data Collected

The data describe all inmates who were "on-register" in federal and provincial/territorial facilities at midnight on Saturday, October 5th, 1996. The "on-register" population refers to the number of inmates who have been placed in a facility to serve their sentence. In addition, counts of the "actual-in" population (i.e., the total number of inmates who were physically located at the correctional facility on Snapshot day, excluding inmates who were away from the facility on temporary absence, serving an intermittent sentence in the community, or away for medical reasons, court appearances, etc.) were collected in order to examine over-crowding. No further information is available on the "actual-in" population.

The One-Day Snapshot survey included 11 modules. The range of data captured for most jurisdictions included: a profile of facility characteristics; type of accommodation (i.e., single, double-bunked, shared accommodation); demographic and background information on inmates (e.g., marital status, education, employment experience, language, and citizenship); security concerns and use of segregation; legal status, offence, and sentence length data on each inmate; temporary absences; and, a risk and needs profile data for sentenced inmates. In light of resource limitations at local levels, data for some components of the survey could not be provided by some jurisdictions.

In instances where data were not available from all jurisdictions, the following notes which jurisdictions provided data. In addition, definitions of some variables are included:

- Type of accommodation – data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Manitoba, Yukon, the Northwest Territories, and CSC (not available from Quebec, Ontario, Saskatchewan, Alberta, and British Columbia).
- The five most serious offences – data were available from all jurisdictions except Ontario. For Ontario, only the most serious offence (MSO) was available.
- Educational level – data were available from all jurisdictions except British Columbia and Yukon. In addition, educational data were not available for a large proportion (64%) of CSC inmates.
- Employment situation at the time of the most recent admission to custody – data were available from all jurisdictions except Quebec and Ontario. In addition, employment data were not available for a large proportion (81%) of CSC inmates. Percent unemployed refers to those not employed and seeking work. It does not include those who report that they would like work, but who have stopped searching because they believe no work is available.
- Language – data were available from all jurisdictions except Saskatchewan.
- Criminal history – full criminal history data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Manitoba, and Yukon. Ontario, Quebec and the Northwest Territories were able to provide some criminal history data (Ontario - prior probation, prior provincial/territorial incarceration; Quebec - prior convictions, prior probation, prior provincial/territorial incarceration; the Northwest Territories – prior convictions, prior probation, prior provincial/territorial incarceration; prior federal incarceration). Saskatchewan, Alberta, British Columbia and CSC were not able to provide criminal history data. The Snapshot survey gathered data on young offender history. However, the data could not be used because they were not reported consistently by jurisdictions.

- Offender-victim relationship - data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Manitoba, Yukon, and the Northwest Territories.
- Risk – data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Ontario, Manitoba, Yukon, the Northwest Territories, and CSC. However, because data from Ontario and CSC were based on a different instrument than other jurisdictions, they may not be comparable.
- Needs – data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Ontario, Manitoba, Yukon, the Northwest Territories, and CSC. However, because data from Ontario were based on a different rating method than other jurisdictions, they could not be compared.
- Security concerns – data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Manitoba, Yukon, and the Northwest Territories. Quebec also provided some data which was extracted from electronic databases. However, the data were not used because they were not comparable with the other jurisdictions. Categories included: assault/threat (assaultive or violent, threat to other inmates and/or staff); escape risk, gang affiliation (affiliation with organized crime, gangs or terrorists); medical/physical (medical segregation, physical disability); mental illness; protective custody; substance abuse; suicide risk; and, other security risks (institutional misconduct, absent without leave, fire risk, gambling, smuggling, theft, possession of contraband).
- Segregation - data were available from Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Quebec, Manitoba, Yukon, the Northwest Territories, and CSC. The use of segregation takes into account reasons such as protective custody, observation, disciplinary dispositions, and safety and security of inmates and staff.

Discussion of offences is based primarily on the “most serious offences” (MSO) for which inmates were currently incarcerated. In addition, detailed information was available from all jurisdictions (except Ontario) for up to five of the MSOs for which the inmates were currently incarcerated. The MSO is based on the Seriousness Index of the Revised Uniform Crime Reporting (UCR) Survey Violation Coding Structure that defines seriousness in terms of length of maximum sentence and the degree of injury or threat of injury to the victim. Offences are grouped into the following major offence categories: Crimes Against the Person (e.g., homicide/attempt murder, sexual assault, serious assault, minor assault, robbery, and other violent); Property Offences (e.g., break and enter, theft, fraud, and other property); and Other *Criminal Code* and Federal Statute Offences (e.g., weapons offences, administration of justice offences, impaired driving offences, other *Criminal Code* and Federal Statute offences) (see Appendix C for offence categories).

It should be noted that a detailed analysis of sentence lengths for major offence categories was not possible with data from the Snapshot. Information on sentence length was based on the aggregate sentence (i.e., the sum of all sentences that the offender must serve for the current incarceration). An offender can be convicted of multiple charges and a judge may order that various prison sentences be served either consecutively to, or concurrently with, one another. With data from the Snapshot, it was not possible to discern what sentence was received for which offence.

## Risk/Needs Data

In the Snapshot, measures of both criminal history and criminogenic needs were combined into a composite risk index. The method for determining level of risk in the Snapshot modeled risk assessment developments that have been made generally in Canadian corrections. In particular, the methodology borrowed from methods employed by Ontario Correctional Services and in Correctional Service Canada.

For the seven jurisdictions which employed manual data collection methods for assembling risk/need data (Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Manitoba, Yukon, and the Northwest Territories), an overall index of risk combined information regarding extent of criminal history with ratings on seven need dimensions. This index is referred to as the “Snapshot Risk Index” in the description of scoring outlined below. The scoring used to derive the measure was based on file reviews conducted specifically for the Snapshot. The Ontario risk/needs data were based entirely on the LSI-OR - a version of the well-validated Level of Supervision Inventory (LSI) which has been constructed specifically for use with offenders by the province of Ontario. The scores were derived from electronic databases used to store the LSI-OR assessments completed by Ministry staff. The risk scores provided by CSC represent an overall score that combines results from the risk and needs assessment modules and the professional judgement of the intake assessment officer. The risk/needs data for federal inmates were supplied by CSC through an extract of the Offender Management System (OMS). The data were based on the “Offender Information Assessment” (OIA) system which was developed specifically for use with federal offenders. These scale scores are provided by case management staff during assessments of inmates at admission.

### Scoring of the Snapshot Risk Index

The Snapshot Risk Index was based on one criminal history and seven criminogenic need sub-scales which were combined to form an overall risk index. The seven need dimensions that were assessed included: employment problems, marital/family problems, social interaction needs (criminal or negative social associations), substance abuse, community functioning needs (e.g., lack of skills to manage life in the community), personal/emotional problems (e.g., mental ability, sexual behaviour, cognitive skills), and attitude (e.g., unmotivated to change, pro-criminal values).

The criminal history sub-scale is scored as follows:

Risk Items	Score
1 prior conviction	1
2 or more prior convictions	2
Previous probation	1
Previous incarceration	2
2 or more current offences	1
Failure on probation	1
Failure on conditional sentence	1
Escape	1

The criminal history risk sub-scale yields a total score ranging from 0 to 9.

The seven criminogenic sub-scales were formed on the basis of ratings completed by file reviewers for the provincial/territorial jurisdictions. The ratings were completed by case management assessment teams for CSC inmates. The rating scale was based on the methods employed by CSC using the Risk/Needs Management Scale. The following table shows the rating scheme used to derive scores for each need sub-scale:

Need Sub-Scale	Descriptor	Rating <sup>1</sup>
Employment	• stable pattern of employment	0
	• no current difficulties	1
	• employment situation causing minor adjustment problems	2
	• employment situation causing major adjustment problems	3
Marital/Family	• pattern of stable and supportive relationships	0
	• no current difficulties	1
	• occasional instability in relationships	2
	• very unstable pattern of relationships	3
Social Interaction	• pattern of non-criminal and/or positive association	0
	• mostly non-criminal and/or positive associations	1
	• some criminal and/or negative associations	2
	• mostly criminal and/or negative associations	3
Attitude	• actively involved and responding consistently well to assistance	0
	• motivated to change and has attitudes receptive to assistance	1
	• recognizes problem areas but has attitudes not receptive to assistance	2
	• unable to recognize problem areas and has attitudes not receptive to assistance	3
Community Functioning	• pattern of satisfactory adjustment	0
	• no current difficulties	1
	• deficient skills limit but do not prohibit independent functioning	2
	• deficient skills severely limit independent functioning	3
Personal/Emotional	• no current difficulties	0
	• personal/emotional problems indicate some need for assistance	1
	• personal/emotional problems indicate significant need for assistance	2
Substance Abuse	• no current difficulties	0
	• some substance usage causing moderate adjustment problems	1
	• frequent uncontrolled usage causing serious adjustment problems	2

<sup>1</sup> For the purpose of scoring the need sub-scales from the original ratings (shown in the survey instrument, Appendix A), scales were recoded to permit a value of "0" for the lowest rating.

Before summing the criminal history sub-scale and the seven criminogenic need sub-scales, two of the need sub-scales were weighted to reflect greater magnitude of potential predictive power. The substance abuse sub-scale was weighted by 3 (i.e., x3) and the employment sub-scale was weighted by 2 (i.e., x2). These weightings modeled the scoring system for the LSI-OR since this instrument has been well-validated with provincial inmates. The summed criminal history and need sub-scales yielded a total score which ranged from 0 to 35.

A five-level risk classification was used to summarize the scores for the Snapshot Risk Index. The proportional distribution for the LSI-OR for Ontario inmates was used to form cut-off scores for classifying the five groups. The LSI-OR distribution and risk grouping labels was used because the latter scoring conventions have been used with large samples of provincial inmates, was well-validated, and provided a standard for classifying provincial/territorial inmates in the other jurisdictions. The following table presents the cut-off scores that were used to replicate the LSI-OR proportional distribution:

Risk Groupings	Cut-off Scores	LSI-OR Distribution
Very Low	0-3	3.4
Low	4-10	13.5
Medium	11-18	33.9
High	19-25	35.8
Very High	26+	13.4

For most analyses, a three group classification was used: low (combining “very low and low”); medium (same as above); and, high (combining “high” and very high”).

## Appendix C

### Offence Categories

The Snapshot survey produced information for up to five of the most serious current offences for provincial/territorial and CSC inmates<sup>1</sup>. The offences were sorted and classified according to the Seriousness Index for the Revised UCR Violation Coding Structure. The following offence categories were created in order to present the offence data in a tabular format:

Offence Category	Violation Code	Description
<b>Crimes Against the Person</b>		
Homicide/Attempt Murder	1110	Murder 1st Degree
	1120	Murder 2nd Degree
	1130	Manslaughter
	1140	Infanticide
	1150	Criminal Negligence Causing Death
	1160	Other Related Offences Causing Death
	1210	Attempted Murder
	1220	Conspire to Commit Murder
Sexual Assault	1310	Aggravated Sexual Assault
	1320	Sexual Assault with a Weapon
	1330	Sexual Assault
	1340	Other Sexual Crimes
Serious Assault	1410	Aggravated Assault – Level 3
	1420	Assault with Weapon on Causing Bodily Harm – Level 2
	1440	Unlawfully Causing Bodily Harm
	1450	Discharge Firearm with Intent
	1470	Criminal Negligence Causing Bodily Harm
Minor Assault	1430	Assault – Level 1
	1460	Assault Against Peace-Public Officer
	1480	Other Assaults
Robbery	1610	Robbery
Other Violent Offences	1510	Kidnapping
	1520	Hostage-Taking
	1530	Abduction Under 14
	1540	Abduction Under 16
	1550	Abduction Contravening a Custody Order
	1560	Abduction – No Custody Order
	1620	Extortion
	1625	Criminal Harassment
	1630	Other Violent Violations

<sup>1</sup> Only the most serious offence (MSO) was available for Ontario.

Offence Category	Violation Code	Description
<b>Crimes Against Property</b>		
Break and Enter	2120	Break and Enter
Theft	2130	Theft Over
	2140	Theft Under
Fraud	2160	Fraud
Other Property	2110	Arson
	2150	Have Stolen Goods
	2170	Mischief
<b>Other <i>Criminal Code</i> Violations and Federal Statutes</b>		
Offensive Weapons	3310	Explosives
	3320	Prohibited
	3330	Restricted
	3340	Firearm Transfers/Serial Numbers
	3350	Other Offensive Weapons
	3720	Firearms & Other Offensive Weapons (Part III CC)
Administration of Justice	3410	Bail Violations
	3440	Escape Custody
	3480	Prisoner Unlawfully at Large
	3510	Failure to Appear
	3520	Breach of Probation
3730	Offences Against the Admin of Law & Justice (Part IV CC)	
Impaired Offences	9210	Impaired Operation/Related Violations – Causing Death
	9220	Impaired Operation/Related Violations – Causing Bodily Harm
	9230	Impaired Operation/Related Violations – Operation over 80 mg
	9240	Failure to Provide Breath Sample
	9250	Failure to Provide Blood Sample
Drug Offences	4110	Possession – Heroin
	4120	Possession – Cocaine
	4130	Possession – Other NCA
	4140	Possession – Cannabis
	4210	Trafficking – Heroin
	4220	Trafficking – Cocaine
	4230	Trafficking – Other NCA
	4240	Trafficking – Cannabis
	4310	Importation – Heroin
	4320	Importation – Cocaine
	4330	Importation – Other NCA
	4340	Importation – Cannabis
	4440	Cultivation – Cannabis
	5120	Possession – Restricted Drugs
	5210	Trafficking – Controlled Drugs
5220	Trafficking – Restricted Drugs	

Offence Category	Violation Code	Description
Other CC Offences	3110	Prostitution – Bawdy House
	3120	Prostitution – Procuring
	3130	Prostitution – Other
	3210	Gaming & Betting – Betting House
	3220	Gaming & Betting – Gaming House
	3230	Gaming & Betting – Other
	3420	Counterfeiting Currency
	3430	Disturb the Peace
	3450	Indecent Acts
	3460	Public Morals
	3470	Obstruct Public Peace Officer
	3490	Trespass at Night
	3530	Threatening/Harassing Phone Calls
	3710	Offences Against Public Order (Part II CC)
	3740	Sexual Offences, Public Morals & Disorderly Conduct (Part V CC)
	3750	Invasion of Privacy (Part VI CC)
	3760	Disorderly Houses, Gaming & Betting (Part VII CC)
	3770	Offences Against the Person & Reputation (Part VIII CC)
	3780	Offences Against the Rights of Property (Part IX CC)
	3790	Fraudulent Transactions Relating to Contracts & Trade (Part X CC)
	3810	Willful & Forbidden Acts in Respect of Certain Property (Part XI CC)
	3820	Offences Related to Currency (Part XII CC)
	3830	Attempts, Conspiracies, Accessories (Part XIII CC)
	3890	All other CC (includes Parts XII.1, XII.2 CC)
	9110	Dangerous Operation – Causing Death
	9120	Dangerous Operation – Causing Bodily Harm
	9130	Dangerous Operation of MV, Vessel or Aircraft
	9310	Other CC Traffic Violations – Failure to Stop or Remain
	9320	Other CC Traffic Violations – Driving while Prohibited
	9330	Other CC Traffic Violations – Other CC
Other Federal Statutes	6100	Bankruptcy Act
	6150	Income Tax Act
	6200	Canada Shipping Act
	6250	Public Health Act
	6300	Customs Act
	6350	Competition Act
	6400	Excise Act
	6450	Young Offenders Act
	6500	Immigration Act
	6900	Other Federal Statutes



## Appendix D

### Overview of Features in Correctional Facilities in Canada

	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Yukon	N.W.T.	CSC
<b>Number of Facilities</b>	<b>6</b>	<b>2</b>	<b>9</b>	<b>10</b>	<b>19</b>	<b>47</b>	<b>8</b>	<b>15</b>	<b>10</b>	<b>19</b>	<b>2</b>	<b>4</b>	<b>48</b>
<b>Security Levels</b>													
Minimum	2	-	1	3	-	4	2	11	2	10	1	2	12
Medium	1	-	-	1	-	5	-	-	4	2	-	-	20
Maximum	-	-	-	-	-	37	1	-	2	7	-	1	10
Multi-Level	3	2	8	6	19	1	5	4	2	-	1	1	6
<b>Gender Accommodation</b>													
Male Only	5	-	1	6	17	22	3	11	3	16	1	3	40
Female Only	1	-	-	-	1	1	1	3	-	2	-	1	5
Mixed	-	2	8	4	1	24	4	1	7	1	1	-	3
<b>Facility Types</b>													
Penitentiary	-	-	-	-	-	-	-	-	-	-	-	-	45
Psychiatric Centre	-	-	-	-	-	-	-	-	-	-	-	-	3
Correctional Centre	5	2	9	2	17	9	6	7	6	9	2	4	-
Jail/Detention Centre	-	-	-	5	-	36	-	-	-	-	-	-	-
Remand Centre	-	-	-	-	1	-	1	-	4	2	-	-	-
Community Residential Centre	-	-	-	2	-	-	-	6	-	2	-	-	-
Day Detention Centre	-	-	-	-	1	-	-	-	-	-	-	-	-
Treatment Centre	-	-	-	-	-	2	-	-	-	-	-	-	-
Training Centre/Residence	-	-	-	-	-	-	-	-	-	-	-	-	-
Camp	1	-	-	-	-	-	1	2	-	6	-	-	-
Farm	-	-	-	1	-	-	-	-	-	-	-	-	-
<b>Special Features</b>													
Reception Units	-	-	-	-	-	-	-	-	-	-	-	-	7
Special Handling Units	1	2	-	2	16	6	2	-	1	7	-	-	1
Protective Custody Units	3	2	2	4	18	43	3	-	3	8	1	1	27
Punitive/Administrative Segregation	3	2	6	8	18	47	4	-	9	8	1	2	30
Psychiatric Units	-	-	-	-	1	7	2	-	4	7	-	-	8
Dorm - Intermittents	3	-	5	5	-	3	1	4	1	4	1	1	-
Dorm - Full-Time Inmates	3	-	8	8	-	8	4	4	2	8	-	3	-
Police Lock-up/Holding Cells	-	2	6	-	-	-	3	-	-	-	-	-	-
Adult Inmates and Young Offenders	1	2	5	1	17	13	6	-	2	1	1	-	-
Alcohol Treatment Facility	-	-	2	-	-	-	-	-	-	-	-	-	-

**Source:** The Canadian Centre for Justice Statistics. A One-Day Snapshot of Inmates in Canada's Adult Correctional Facilities Survey (1996).  
- nil or zero.



## Appendix E

### Population Figures

Jurisdiction	Canadian Adult Population (Age 18 and Over) – 1996					
	Aboriginal			All Adult Canadians		
	Male	Female	Total	Male	Female	Total
Newfoundland	6,735	6,475	13,210	200,655	209,345	410,000
Prince Edward Island	505	410	915	47,350	50,195	97,545
Nova Scotia	5,855	6,130	11,985	328,010	354,905	682,915
New Brunswick	4,885	4,990	9,875	268,270	284,550	552,820
Quebec	34,520	34,840	69,360	2,600,770	2,771,700	5,372,470
Ontario	66,080	70,775	136,855	3,863,760	4,142,825	8,006,585
Manitoba	62,935	64,135	127,070	392,660	416,505	809,165
Saskatchewan	53,745	55,795	109,540	342,075	358,395	700,470
Alberta	58,790	61,790	120,580	960,975	976,695	1,937,670
British Columbia	66,200	68,695	134,895	1,371,065	1,434,285	2,805,350
Yukon	2,885	3,115	6,000	11,300	10,675	21,975
Northwest Territories	19,990	19,520	39,510	20,750	19,155	39,905
<b>Total Canada</b>	<b>383,120</b>	<b>396,670</b>	<b>779,790</b>	<b>10,407,645</b>	<b>11,029,240</b>	<b>21,436,885</b>
CSC	383,120	396,670	779,790	10,407,645	11,029,240	21,436,885

*Source: Statistics Canada, 1996 Census of Population.*