

Understanding Rap Sheets, Automation & SWIFT!

(3 Hours – Approved for 3 CLE & VIDC Re-certification)

The understanding rap sheets and automation seminar is designed for the attorney or criminal justice professional who prepares or uses Virginia's Sentencing Guidelines. This seminar will review how to interpret and apply convictions on Identity History Summaries "Rap Sheets" to Virginia's Sentencing Guidelines. Participants will complete exercises on reading out-of-state criminal histories and scoring the offenses on the appropriate sentencing guidelines. Participants will also review how to use SWIFT, the automated sentencing guidelines application and the VCSC mobile manual and web. Register by completing the form and submit to the Commission. **Cost \$50.00** (Paralegals \$25.00), **Purchase manual separately.** (Fee waived for Judges, Comm. Attorneys, P&P, Public Defenders & Staff. Limited fee waivers are available for attorneys)

4/19/2018 Abingdon

Southwest Virginia Higher Education Center
9:00 AM #631

5/15/2018 Danville

Danville Community College
9:00 AM (#632) or 1:00 PM (#633)

5/16/2018 Lynchburg

Central Virginia Community College, Main Campus
9:00 AM (#634) or 1:00 PM (#635)

5/23/2018 Fredericksburg

Germanna Community College
9:00 AM (#636) or 1:00 PM (#637)

5/30/2018 Chesterfield

Workforce Alliance, Midlothian Center
9:00 AM (#638) or 1:00 PM (#639)

5/31/2018 Hopewell

Hopewell Library
1:00 PM (#640)

6/5/2018 Portsmouth

Portsmouth Department of Social Services
9:00 AM (#641) or 1:00 PM (#642)

6/6/2018 Norfolk

Norfolk Police Training Center
9:00 AM (#643) or 1:00 PM (#644)

6/8/2018 Hampton

Thomas Nelson Community College
9:00 AM (#645) or 1:00 PM (#646)

6/14/2018 Wytheville

Wytheville Community College
9:00 AM (#647) or 1:00 PM (#648)

Understanding Rap Sheets (Cont.)

6/15/2018 Roanoke

Roanoke Higher Education Center
9:00 AM (#649) or 1:00 PM (#650)

6/19/2018 Fairfax

Fairfax County Government Center
9:00 AM (#651) or 1:00 PM (#652)

6/20/2018 Winchester

Shenandoah University
9:00 AM (#653) or 1:00 PM (#654)

6/21/2018 Weyers Cave/Harrisonburg

Blue Ridge Community College (Plecker Center)
9:00 AM (#655) or 1:00 PM (#656)



Introduction

to Sentencing Guidelines

(6 Hours – Approved for 6 CLE & VIDC Re-certification)

The introduction seminar is designed for the attorney or criminal justice professional who is new to Virginia's Sentencing Guidelines. The seminar will begin with general background information and progress to detailed information on scoring each of the guidelines factors to include changes beginning July 1, 2018. Register by completing the form and submit to the Commission. **Cost \$125.00** (Paralegals \$62.50). **Purchase manual separately.** (Fee waived for Judges, CAs, Public Defenders, P&P and staff. Limited fee waivers are available for attorneys) Same content as in previous years.

4/18/2018 Abingdon

SW Virginia Higher Education Center 9:30 AM (#630)

8/1/2018 Henrico

Henrico Police and Fire Training Center 9:30 AM (#658)

8/7/2018 Fairfax

Fairfax County Government Center 9:30 AM (#659)

9/18/2018 Lynchburg

Central Virginia Community College 9:30 AM (#660)
Main Campus

9/25/2018 Chesapeake

Chesapeake Sheriff's Office 9:30 AM (#661)

11/29/2018 Henrico

Henrico Police and Fire Training 9:30 AM (#664)

Introduction (Cont.)

12/4/2018 Roanoke

Roanoke Higher Education Center 9:30 AM (#665)

12/6/2018 Portsmouth

Dept. of Social Services 9:30 AM (#666)

12/11/2018 Fairfax

Fairfax County Government Center 9:30 AM (#667)

Sentencing Guidelines Knowledge & Skills

Evaluation (Including Ethics Issues)

(5 Hours – Approved for 5 CLE -1 Ethics & VIDC Re-certification)

The evaluation course is designed for the experienced user of Virginia's Sentencing Guidelines. Attendees will complete a knowledge and skills exercise that will determine the topics covered in this seminar. Attendees will participate in a discussion-oriented workshop addressing common errors and complex scoring issues. Ethics Council with the Virginia State Bar will lead the discussion and answer questions related to ethical responsibilities relating to the Sentencing Guidelines. Register by completing the form and submit to the Commission. **Cost \$100.00 for 5 hours seminar** (Paralegals \$50.00) **or \$40 for ethics portion only. Purchase manual separately.** (Fee waived for Judges, Comm. Attorneys, P&P, Public Defenders & Staff. Limited fee waivers are available for attorneys) Same content as in previous years.

7/24/2018 Chesterfield

Workforce Alliance, Midlothian Center 9:30 AM 657
Ethics Portion Only (1 Hour – 1 CLE) 9:30 AM 668

10/17/2018 Abingdon

SW Virginia Higher Education Center 9:30 AM 662
Ethics Portion Only (1 Hour – 1 CLE) 9:30 AM 669

10/18/2018 Roanoke (Please note start times)

Roanoke Higher Education Center 10:30 AM 663
Ethics Portion Only (1 Hour – 1 CLE) 4:00 PM 670

☞ Register using the mobile app or complete the form on the other side and mail, fax or email to swift@vcsc.virginia.gov. Directions and confirmation letters will be mailed. ☞

Order Your 21st Edition Manual Today

Order a Manual Today
2018-19 Shipping and Registration Information

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State: _____ Zip: _____

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Cell (Text): _____

Fax: _____

E-Mail _____

Bar # or DOC ID# _____

21st Edition Manual Selection (Effective July 1, 2018)

- Update from ANY Edition \$80.00
- Complete Manual with Binder & Tabs\$155.00

2018 Seminar Selection (CLEs Half Price for Paralegals)

A Sentencing Guidelines Manual is required for the seminars

- Intro to Guidelines.....Seminar # _____ .. \$125.00
- Rap Sheets/Automation.Seminar # _____ .. \$50.00
- Knowledge & Skills (Includes 1 CLE Ethics)
.....Seminar # _____ .. \$100.00
- Ethics Portion Only.....Seminar # _____ .. \$40.00

MAIL TO:
Virginia Criminal Sentencing Commission
100 N. 9th Street – 5th Floor
Richmond, VA 23219

Make Checks Payable to the Treasurer of Virginia
Fees are waived for Judges, Cas. Public Defenders, P&P and staff.
Limited scholarships are available for private attorneys.

APPLY FOR A *SWIFT!* ACCOUNT

SWIFT! is a system that is connected to existing court data. This data is used to populate fields on the sentencing guidelines form.

In the future, this connection will allow sentencing guidelines preparers to electronically share copies of guidelines with one another and to submit the final guidelines to the sentencing courts. Even then, the system can generate paper copies for jurisdictions that require paper.

Existing technology will still allow preparers to modify the worksheets up until the court accepts the electronic copy.

The system will calculate the guidelines recommendations and populate the coversheets every time the final scores are modified.

In the future, the system will assist users in preparing the sentencing guidelines as it checks for common errors on the worksheets. In all cases, the preparer will make the final call on how a factor is scored.

This is the beginning of the automation process. Beginning July 1, 2018, SWIFT! will be the only way to complete sentencing guidelines and to print paper copies of the worksheets.

Establish a Free & Private Account

REQUIRED INFO

Same as provided under Shipping & Registration:

Name: Mr. Ms. Mrs. _____

Office: _____

Address: (Street Address for UPS Delivery): _____

City: _____ »

State: _____ Zip: _____

**Primary Court: _____

Email: _____

Bar Number (Attorneys Only): _____

5 Virginia Criminal Sentencing Commission (VCSC)
Significant Changes Apply to Sentencings July 1, 2018 and After

1. Policy Change: Probation Violations are Not Scored as Additional Offenses. Both the Sentencing Guidelines & the Revocation Report Must be Submitted to the Court

- Probation violations will no longer be scored as an additional offense when sentenced at the same time with a felony guidelines offense. Cases may be sentenced in the same event, but the guidelines will reflect the recommendation for the new offense(s) and there will be no sentence recommendation for the probation violation based on a new conviction, suspended sentence or good behavior violation. The court must receive both the sentencing guidelines and the sentencing revocation report and submit both to the VCSC.

2. Technology Change: Beginning July 1, 2018, the Official Guidelines Must be Completed Using SWIFT!

The application will allow users to complete guidelines forms online, give users the ability to save guidelines information and recall it later. (Apply for an account using this form.)

3. Legislative Change: Effective for Crimes Committed July 1, 2018, and After, the Threshold for Grand Larceny Increases from \$200 to \$500.

The immediate impact on sentencing guidelines is that prior record factors are scored based on Virginia's current penalty structure.

4. New Guidelines Offenses: Unlawfully Discharge a Firearm, etc., in or at an Occupied Building (§18.2-279), Possession of a Wireless Device by a Prisoner, and Providing a Wireless Device to a Prisoner (§18.2-431.1).

The new guidelines apply to anyone sentenced July 1, 2018 or after. Discharging a firearm offense is on the Weapon/Offense worksheet and providing or possessing wireless device in prison is on the Miscellaneous/Other worksheet.

5. Revised Guidelines Scores: Increased Scores for Kidnapping and Burglary Offenses.

On the Kidnapping, Section C worksheet, the primary offense score has increased for abduction with intent to defile (§ 18.2-48). Points are modified on the Burglary/Dwelling and Burglary/Other, Section C, for the factor "Type of Additional Offense." Points are modified when the additional offense is murder with a statutory maximum of 20 years or less.