**R356. Governor, Criminal and Juvenile Justice (State Commission on).**

**R356-1. Procedures for Administering the County Correctional Facility Reimbursement Program.**

**R356-1-1. Authority.**

This rule is authorized by Subsection 64-13e-104(5).

**R356-1-2. Purpose.**

The purpose of this rule is to establish requirements and procedures for collecting data from counties to complete the calculations necessary to determine reimbursement for facilities.

**R356-1-3. Definitions.**

Terms used in this rule are found in Section 63-13e-102, in addition:

(1) "facility" means a county correctional facility;

(2) "inmate" means a state probationary inmate or state parole inmate; and

(3) "JRLL" means the Jail Reimbursement Local program on the Utah Criminal Justice Information System (UCJIS) system.

**R356-1-4. Information Required for Reimbursement.**

(1) When requesting reimbursement for eligible bed days spent by an inmate in a facility, a county shall provide sufficient information for the commission to verify whether the county is entitled to reimbursement.

(2)(a) Information submitted by a county for reimbursement shall be submitted into JRLL, including the:

(i) law enforcement agency's originating agency identifier (ORI);

(ii) inmate's state identification number (SID); and

(iii) date the inmate was:

(A) booked into the facility; and

(B) subsequently released from the facility.

(b) Before the final submission of the information described in Subsection (2)(a), the county shall verify that the inmate's full name and date of birth are correct.

(c) The commission may not accept information from a county in any other format.

(3)(a) A county shall submit all information for the preceding month by the 15th day of the next month.

(b) The commission may not accept any information or supporting documentation from a county for the preceding fiscal year after August 1st.

**R356-1-5. Auditing of the Information Submitted by the Counties.**

(1) A county shall be responsible for maintaining documentation that supports the county's request for reimbursement for eligible bed days spent by an inmate in a facility.

(2) The commission may perform periodic reviews of the information submitted by the counties for reimbursement.

(3) Upon request, a county shall provide the commission with documentation to support the county's request for reimbursement.

(4) If a county cannot provide the supplemental documentation requested by the commission or if the supplemental documentation submitted by the county does not support the county's request for reimbursement, the county may not be reimbursed for those unsupported bed days.

(5) If the commission determines that the county was reimbursed for bed days that were not eligible for reimbursement after the county has already been reimbursed for those days, the amount that is determined to be ineligible for reimbursement shall be deducted from the county's reimbursement in the next fiscal year.

**KEY: jail reimbursement, state probationary inmates, state parole inmates**

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