

# Shift Log

Electronic Records Management



# Black Creek Shift Log

Black Creek's **Shift Log** app allows you to wirelessly record shift activity instantly in a searchable and historical database. Using an Android device, you can enter unlimited log entries including housing activity, inmate incidents, cell checks, inmate grievances, area and equipment inspections, damaged property, injuries, narratives and much more.

Use the tablet's camera to attach photos and videos directly to log entries. Create custom QR codes that match your facility's operations and use the tablet's scanner to quickly and efficiently make log entries. The system supports mobile and desktop shift log entries.

The Shift Log app can easily be integrated with Black Creek's **SallyPort® Jail Management System, Watch Tour Manager®**, and the **Super Display® Touchscreen System**.



## Common Search Fields

The comprehensive search feature allows you to search through hundreds of thousands of shift logs in a matter of seconds. You can use common search fields to quickly drill down and locate specific information. These search fields include:

- Criminal history number
- Wildcard - keyword search
- Inmate name
- Officer name
- Location
- Date/Time of entry

## COMMON USES FOR SHIFT LOG

### Photo and Video of Activity/Incidents

Attach videos and photos to shift log entries for documentation or investigative purposes with the tablet's high-resolution camera. For example, during watch tours, officers can document inmate status with a photo at each checkpoint, and the photos are stored with each checkpoint's log record.

Document evidence, such as property damage, bruises and cuts from fights, graffiti, etc.

### Inmate Tracking and Movement

Ensure all inmates are accounted for by scanning QR codes on ID badges or wristbands during head counts or when moving inmates from one location to another.

### Officer Tracking

Time stamp and verify all officer shift activity such as shift change, cell checks and searches, meals served, and housing inspections just to name a few. An unlimited number of shift activities can be documented using shift log.

## COMPREHENSIVE SEARCHING AND REPORTING

Quickly search hundreds of thousands of log entries and find information instantly. There is no need to pull information from a closet of archives, as decades of information can be queried immediately from the Shift Log management application. Out-of-the-box reports allow you to quickly print or export your data for portability and detailed analysis. These reports increase officer accountability and are an invaluable tool in denial of services claims, inmate disciplinary activity, and information requests.

## CREATING SHIFT LOG ENTRIES

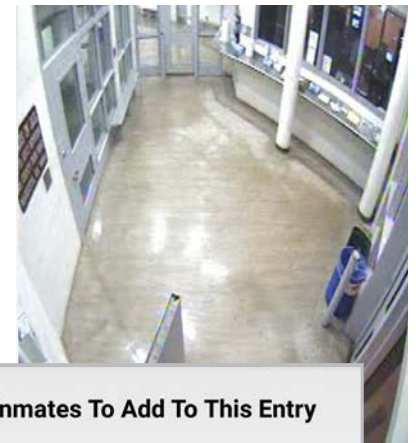
Making log entries into the system couldn't be easier. Simply scan the inmate's wristband or ID card or an activity QR code, make as many notes as desired, and save the log entry. The log entry is immediately recorded to the Shift Log and can be accessed instantly for decades to come. When the system is first installed and set up, activity QR codes will be created that match your facility's activities. You can then use these activity codes to document an unlimited number of activities in your facility. Log entries can be made from desktop computers, and the system also supports RFID inmate wristbands.

## EASY TO USE, WEB-BASED INTERFACE

Deploy your application to hundreds of users in seconds. Simply publish the URL to shift log application, and users with the appropriate permissions can log in and create logs, search for logs, and run reports. Most common browsers are supported, such as Edge, Chrome, and Firefox. In addition to making logs and running reports, the administrators can also use the web-based application to create users, assign user permissions, and make configuration changes to the shift log application.

## COMPLETE TOUCHSCREEN INTEGRATION WITH ANDROID TABLETS

Use an Android device for complete touchscreen security control of your facility. Features include door control, video surveillance, utility control, and intercom calling all directly from the tablet. Additionally, when integrated with Shift Log, the tablet has full shift log access including data entry via standardized fields. Inmate data display is available on the tablet and appears either by scanning the inmate's wristband/ID badge or selecting the inmate from a list of inmates within the scope of control of device. The integration of the tablet with Shift Log is ideal for the direct supervision dayrooms, allowing the officer to interact with inmates and document events in accordance with the direct supervision model.



**Select The Inmates To Add To This Entry**

Search	
Curry, Arthur	(+)
Hill, Jason	(+)
Gold, Melissa	(+)
Stephens, Edward	(+)
Richards, Reed	(+)

## INTEGRATION WITH SALLYPORT®

Integration with Black Creek's **SallyPort® Jail Management System** streamlines facility operations and allows your inmate information and shift activity to be accessible from one unified system. Inmate and staff names are automatically integrated with the shift log, thereby eliminating the need for duplicate data entry. Integration with **SallyPort®** allows seamless data exchange of the following information:

- Officer information
- Activity categories
- Inmate information
- Color coding of entries based on administrative preferences
- Locations and standard activity codes
- Ad-hoc entries utilizing a keyboard

When integrated with the **SallyPort® Jail Management System**, any information documented with Shift Log is automatically accessible within the inmate's booking record. The following information is transferred and attached to an inmate's record immediately when the shift log entry is made:

- Medical information
- Inmate movement and headcount
- Grievances or incidents
- Photos and videos

## SEAMLESS INTEGRATION WITH COMMON REPORTING TOOLS

In addition to the comprehensive "out-of-the-box" reports that are packaged with the shift log system, agencies can create an unlimited number of ad-hoc reports using common reporting tools such as Crystal Reports or SQL Server Reporting Services (SSRS). The back-end database uses SQL Server, so the reporting capabilities are endless when it comes to extracting data from the system.

The image shows two overlapping software forms. The top form is titled "ADD SHIFT LOG ENTRY" and features a table with columns for "Criminal History Number", "Full Name", and "Cell". Below the table is an "Add Inmates" button. To the left of the table are several dropdown menus for "Location", "Category", and "Standard Entry". The bottom form is titled "INMATE SEARCH PARAMETERS" and contains a grid of input fields for various identifiers: Booking Number, Last Name, First Name, Middle Name, Date of Birth, SSN, and Tattoo. It also includes fields for Criminal History #, AKA, Suffix, Group Affiliation, Cell, NYSID, Scars/Marks, FBI #, and Alien #. On the right side of this form are three checkboxes for "In Custody Only", "Last Seq. # Only", and "Sealed Recs. Only", along with a "County" dropdown menu.



### BLACK CREEK INTEGRATED SYSTEMS CORP.

Post Office Box 101747, Irondale, AL 35210

T 205.949.9900 | F 205.949.9910

www.blackcreekisc.com

sales@blackcreekisc.com



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