

LETHALITY ASSESSMENT PROGRAM

VER. 6 USER MANUAL

Connecticut Coalition
on Domestic Violence (CCADV)

Forms ▾

Extra ▾

Register

Connecticut's Lethality Assessment Program



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PURPOSE

The purpose of this website data collection program is to allow for a single collection point of all Lethality Assessment forms completed in the field, to gather the data from the forms into an industry standard database, and to supply forms and information to the end users of this website. This will allow for the generation of various reports that can assist the user with accurate and timely data, and a resource of tools available for the officers in the field and the Domestic Violence Agency personnel.

OPERATION

The Lethality Assessment Program website allows for the entry of data and generation of reports to ensure that Domestic Violence victims are receiving the support necessary.

- The program allows for data entry of Lethality Assessment forms from the police agencies that are the first to encounter the victims.
- The program allows Domestic Violence Agencies to add additional information to the forms, and to verify that the entries from the police agencies are accurate.
- The program allows all users to generate reports to assist in the development of services and available resources.
- The program offers various resources to the officers in the field and the Domestic Violence Agency personnel.

OVERVIEW OF PROGRAM

WEBSITE

This website will be a single access point for all agencies involved in the Lethality Assessment Program. This program is a program of the Connecticut Coalition Against Domestic Violence (CCADV). This website will provide an effective and efficient way of collecting data regarding domestic violence screenings performed by the police services of the state, and a resource of tools available to all end users.

SECURITY

Access to all aspects of this program will be security dependent. Members logging into the website will be given authorization by an Administrator(s), which will regulate what actions can be performed by the end users. Security authorizations will range from end users to administrators.

No personal identifiable information of domestic violence victims is collected on this site.

HOME PAGE

This page is the initial page that will be accessible to registered users on the website. Those with accounts to log into the site will have additional resources they may access including Data Entry, Reports, and Graphs. From this initial page, you can access training on how to utilize this site.

Each associated page with this program can be accessed from this page by clicking on the menu bar and selecting from the dropdown menus, or by selecting one of the card buttons displayed on the page.

Some resources associated to the Lethality Assessment Program can be accessed simply by clicking on the available dropdown menus or the icons on the page.



CT LAP A program of the Connecticut Coalition Against Domestic Violence (CCADV) Log In

Connecticut's Lethality Assessment Program

Welcome to CCADV's LAP Database!

This is the secure platform where law enforcement officers and domestic violence advocates enter data related to lethality assessment screens and services provided to victims of intimate partner violence. Data may be entered while law enforcement is still on scene or after a LAP screen has been completed. This information supports CCADV, domestic violence advocates, and law enforcement in strengthening Connecticut's coordinated response to domestic violence and ensuring survivors have access to the services they need to stay safe.

New User Registration:

If you are a new law enforcement officer or domestic violence advocate responsible for entering LAP data into this system, please click "login" in the top right corner of this page and use the registration link on the login page to register. Registration is typically approved within 1–3 business days. Training materials and videos related to the CT LAP process—including how to use this database—are available on our public LAP website, [under Police + Advocate Tools section](#).

Please note, registration will only be approved for police officers and domestic violence advocates. If you are a survivor or member of the public looking for information about what CT LAP is and its statistics, what to expect when the police are called, or what types of domestic violence services are available across Connecticut, please visit our public LAP website, [About CT LAP](#).

USER REGISTRATION

Prior to having access to the program, users must first register their information with the website. By clicking on Login on the top right of the menu bar of the Home page, and then clicking on Register as a new user (see Fig. 1).

CT Lethality Assessment Program is a program of the Connecticut Coalition Against Domestic Violence (CCADV). Have questions about the site or instructions? Please contact Andrea Deyo at: adeyo@ctcadv.org

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FIG. 1

You will be directed to a Registration page where you must enter the following information (see Fig 2):

CTLAP A program of the Connecticut Coalition Against Domestic Violence (CCADV) Forms Extra Register for Access Log In

Register

First Name	<input type="text"/>	
Last Name	<input type="text"/>	
User ID	<input type="text"/>	(Please don't use the characters !, &, ", ', or ()
Select Agency	<input type="text" value="CCADV Staff"/>	(Departments/Troops select your Town/Troop, Agencies select your Agency)
Telephone Number	<input type="text"/>	(Please enter just 10 numbers #####, no -)
Email	<input type="text"/>	(Please enter a valid Email address jsmith@email.com)
Password	<input type="password"/>	(Minimum 6 to Maximum of 16 characters)
Confirm password	<input type="password"/>	(Must be the same as the password above)

***Need Help Registering? - Click [HERE](#) to watch the video.

FIG. 2

First Name – Your first name (No special characters should be used)

Last Name – Your last name (No special characters should be used)

User ID – Choose a User ID that you can remember

Agency – All Police Departments, Domestic Violence Agencies must select from the dropdown list provided to choose your agency. (see Fig. 3)

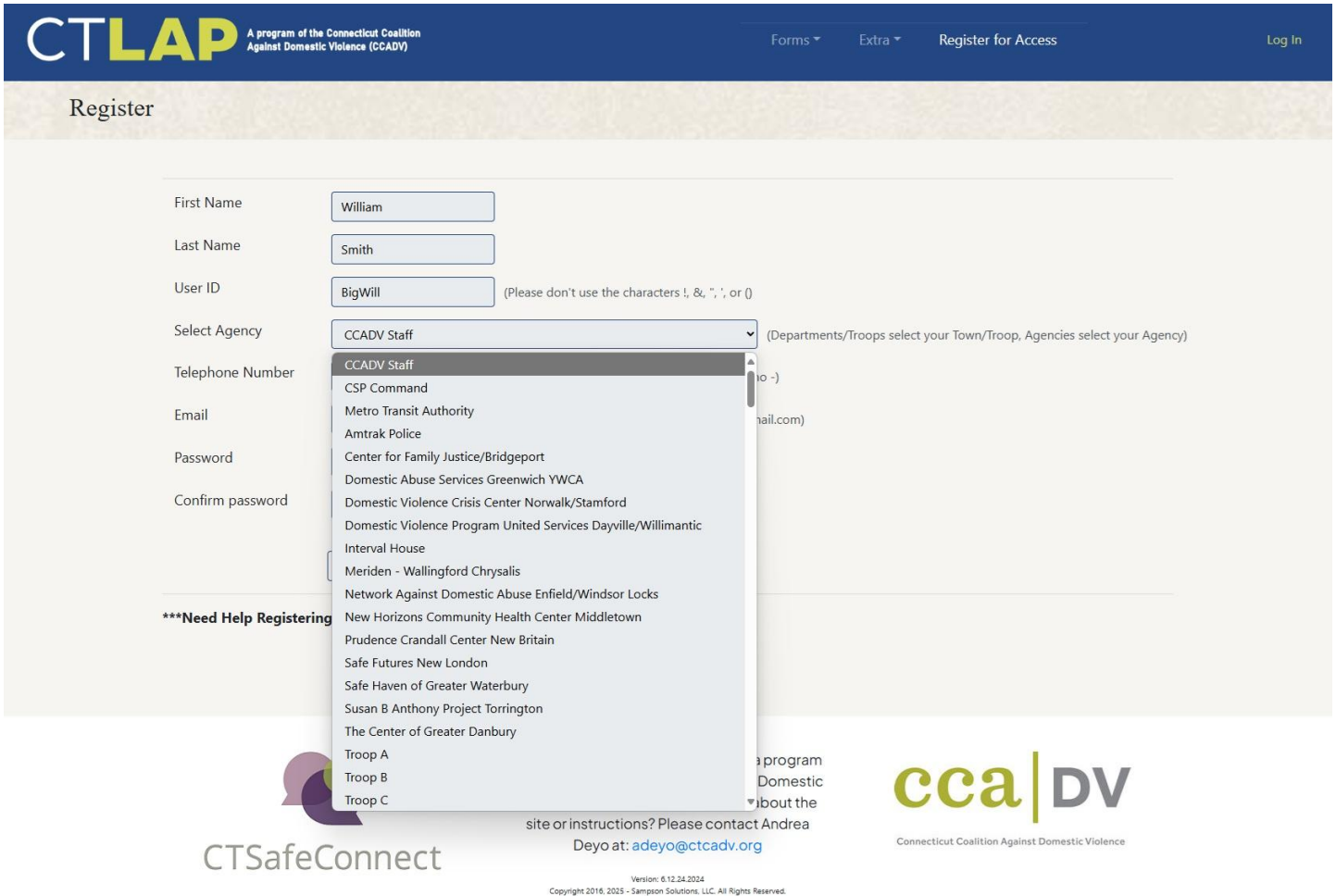


FIG. 3

Telephone Number – 10-digit telephone number with no extension (i.e., 2035551212)

Email – Email address that you can receive information from the program/administrator

Password – min of 6, max of 16 characters including upper- and lower-case letters, numbers and special characters. Passwords are case sensitive (please do not use / ' &)

Once all the appropriate fields have been entered, click on the Register button at the bottom of the screen (see Fig 4).

If you need assistance with How to Register, click on the link and you will be brought to the Training Page where you can watch a video that will guide you through the process.

Register

First Name	<input type="text" value="William"/>	
Last Name	<input type="text" value="Smith"/>	
User ID	<input type="text" value="BigWill"/>	(Please don't use the characters !, &, ", ', or {})
Select Agency	<input type="text" value="Ansonia"/>	(Departments/Troops select your Town/Troop, Agencies select your Agency)
Telephone Number	<input type="text" value="2035551212"/>	(Please enter just 10 numbers #####, no -)
Email	<input type="text" value="bigwill@myemail.com"/>	(Please enter a valid Email address jsmith@email.com)
Password	<input type="password" value="*****"/>	(Minimum 6 to Maximum of 16 characters)
Confirm password	<input type="password" value="*****"/>	(Must be the same as the password above)
<input type="button" value="Register"/>		

***Need Help Registering? - Click [HERE](#) to watch the video.



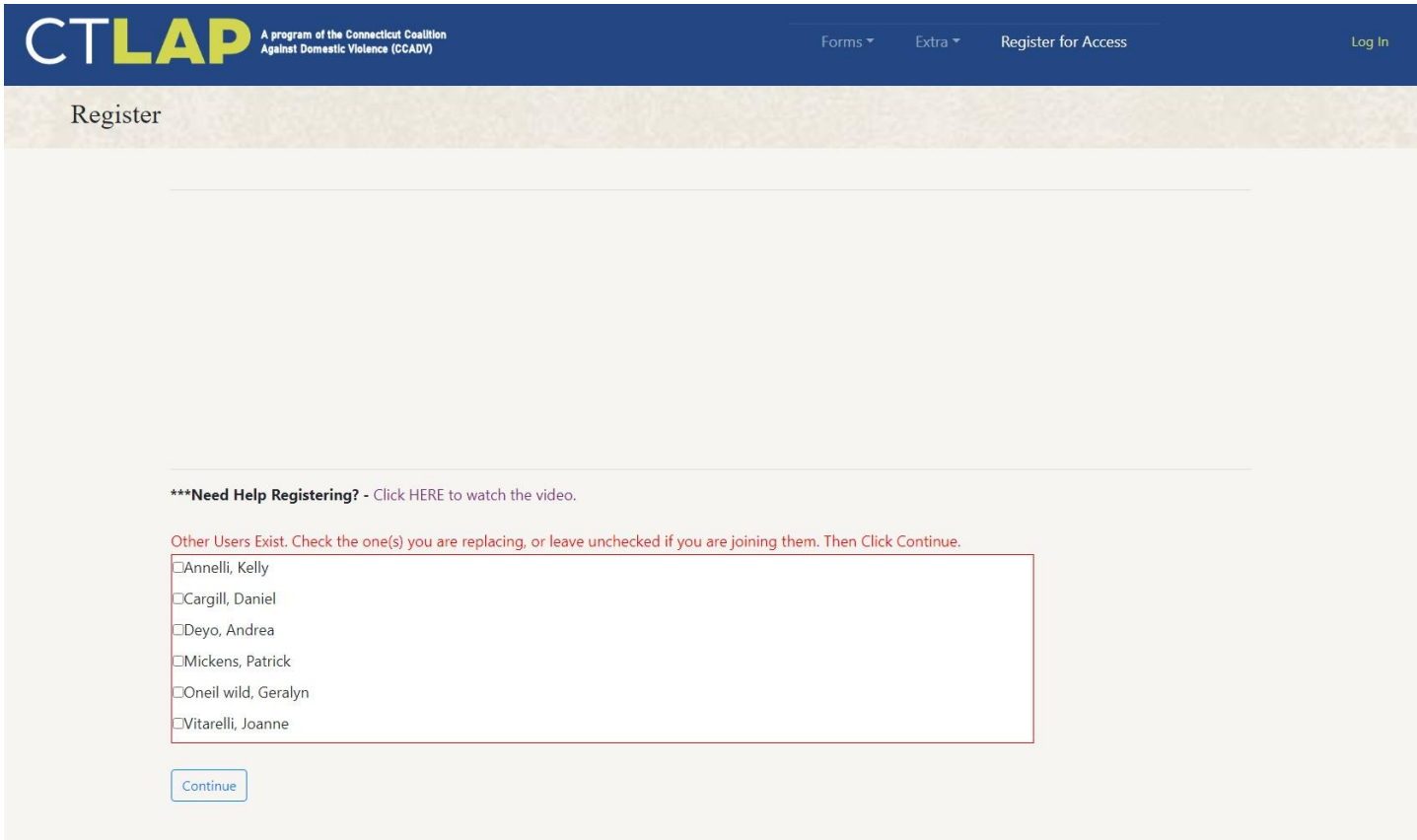
CT Lethality Assessment Program is a program of the Connecticut Coalition Against Domestic Violence (CCADV). Have questions about the site or instructions? Please contact Andrea Deyo at: adeyo@ctcadv.org



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FIG. 4

If there is more than one person from your agency registered, you will see a page to ask if you are being added as a Coordinator, or the other person no longer needs access.



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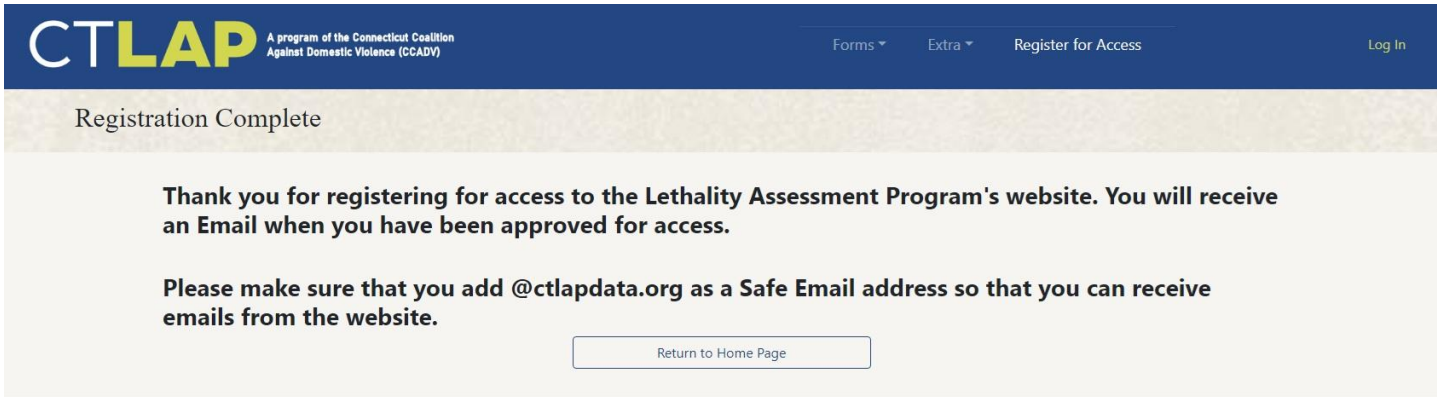
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FIG. 4A

If you are adding yourself to the Coordinators list for your Department/Agency, then just click Continue.

If you are taking the place of the other registered Coordinator, then click the check box next to the other person's name, and click Continue. The other person will have their access revoked by the CCADV Administrator(s).

After registration is completed, you will see a registration page from the website alerting you that your request for access has been sent to the Administrator(s) (see Fig. 5)



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FIG. 5

The Administrator(s) of the program will receive an email from the system and then authorize the user for access to the system. Once the user is authorized by the Administrator, you will receive an email at the Email Address that you entered during your registration letting you know that you can now go in and access the system.

Please make sure that you allow emails from the sender domain @ctlapdata.org. If you do not see the email, check your Clutter or Junk folder and set up your email to not block the sender. Many of the emails sent by the system are sent from postmaster@ctlapdata.org.

Access will then be granted through the Login Page, which can be reached from the Home Page.

USER LOGIN

From the Home Page, or from the CTCADV page, click on the Login button on the top right of the page. You will then be directed to the Login page (see Fig. 6).

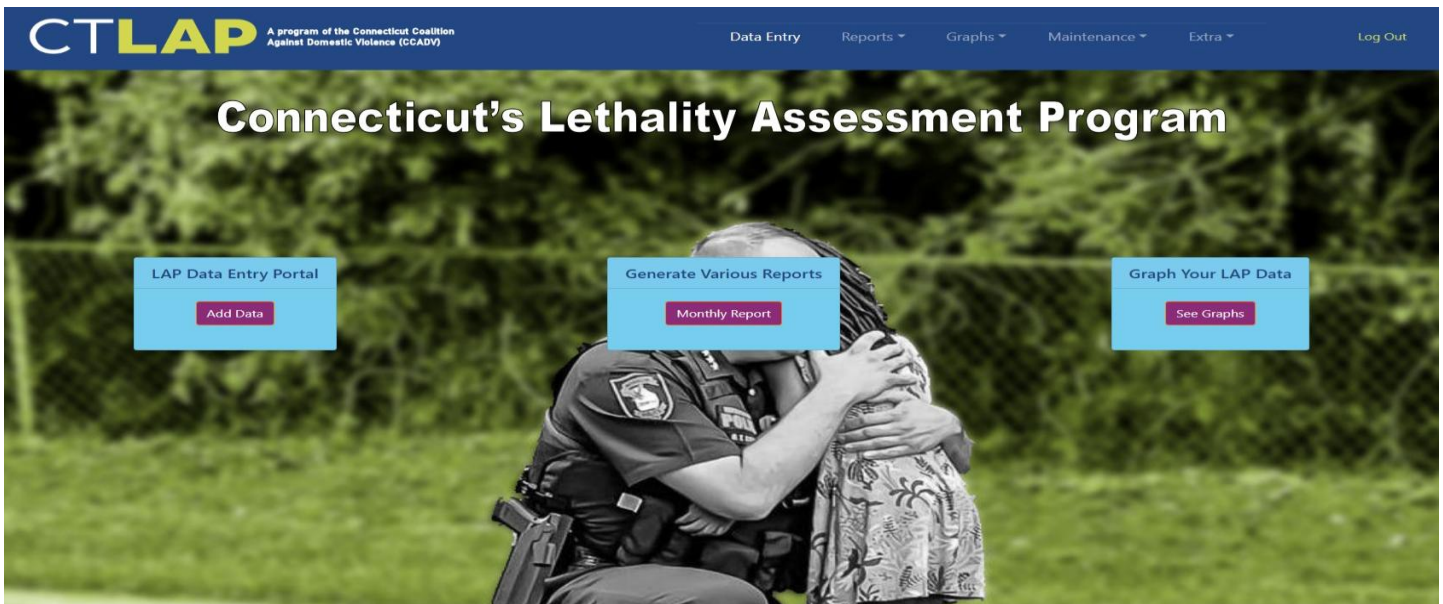
The screenshot shows the login page for the CT Lethality Assessment Program (CTLAP). The header is dark blue with the CTLAP logo on the left, which includes the text "A program of the Connecticut Coalition Against Domestic Violence (CCADV)". On the right side of the header are links for "Forms", "Extra", "Register for Access", and "Log In". Below the header, the word "Login" is centered. The main content area is light beige and contains the instruction "Enter your User ID and Password to login." followed by a purple-bordered login form. The form has two input fields: "UserID" and "Password", and a "Log in" button. Below the form are two links: "Register as a new user by clicking here" and "Forgot your Password? Enter your User ID and click here." The footer contains three logos: "CTSafeConnect" on the left, "CT Lethality Assessment Program is a program of the Connecticut Coalition Against Domestic Violence (CCADV). Have questions about the site or instructions? Please contact Andrea Deyo at: adeyo@ctcadv.org" in the center, and "cca|DV Connecticut Coalition Against Domestic Violence" on the right. Small text at the bottom center reads "Version: 6.12.24.2024 Copyright 2016, 2025 - Sampson Solutions, LLC. All Rights Reserved."

FIG. 6

Enter your User ID and Password, then click on the Log In button on the bottom of the page.

(*Note: Passwords are case sensitive)

You will be returned to the Home Page, and based upon your security level, you will be capable of accessing more items either from the menu at the top of the page or the card buttons on the page to navigate through the program (see Fig. 7)



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FIG. 7

FORGOT PASSWORD

If you have forgotten your password, then it can be reset by you. At the bottom of the Login page, you will see a link that says, "Forgot your Password, Enter Your User ID and Click Here" (See Fig. 8)

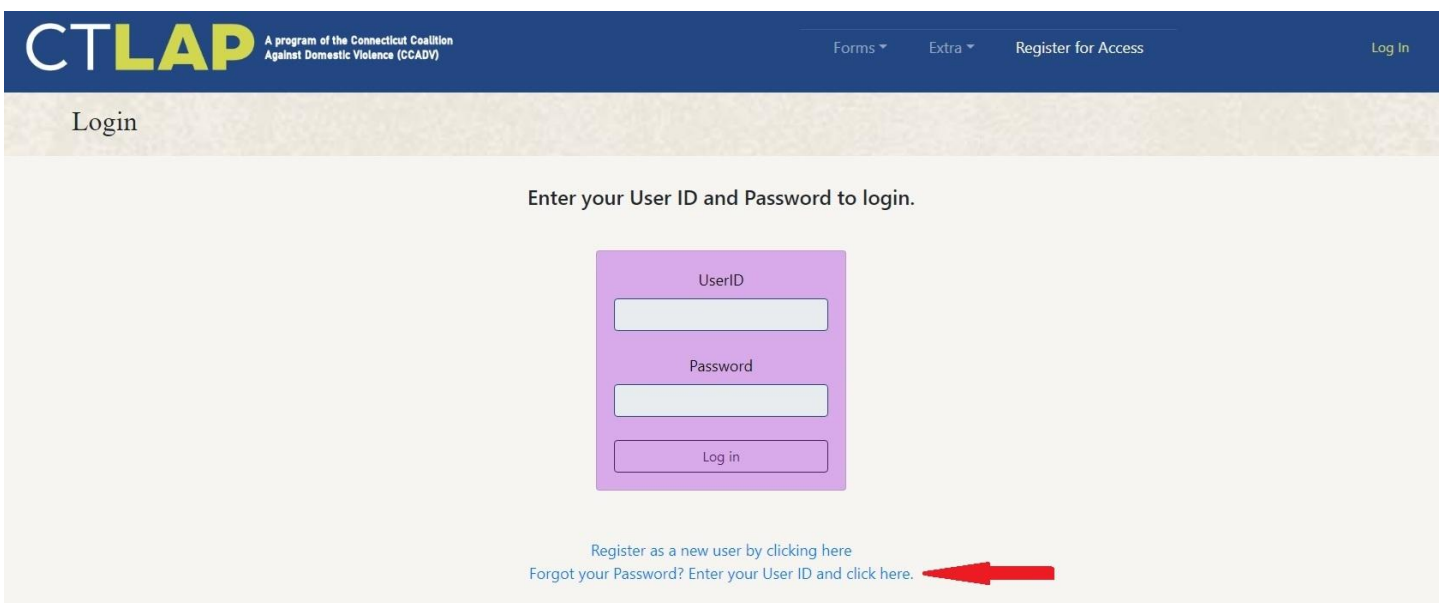
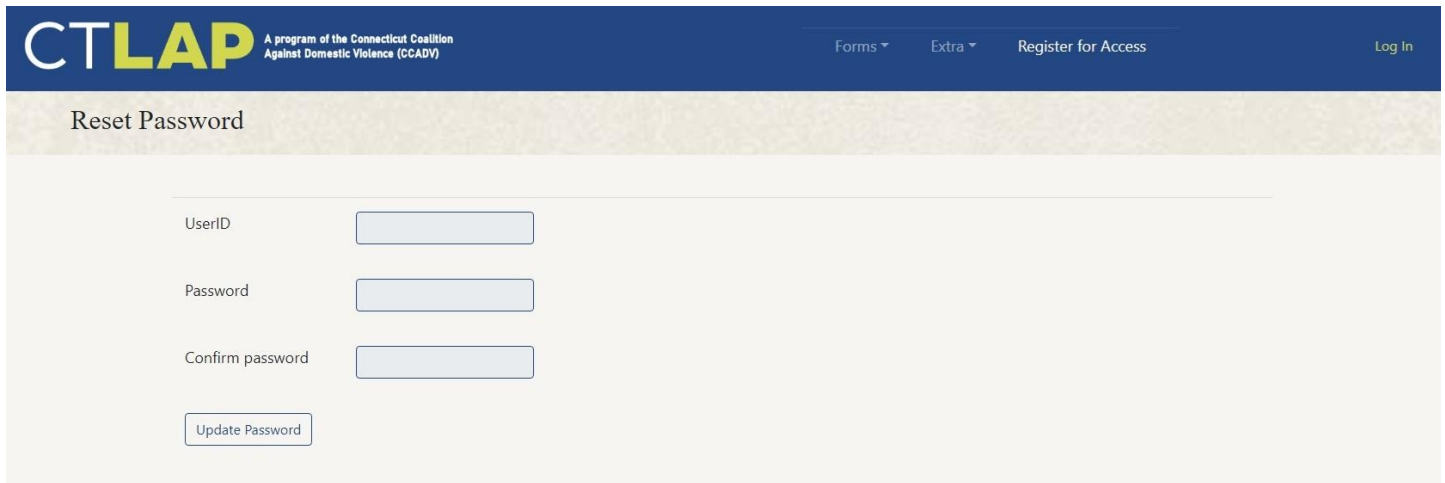


FIG. 8

By entering just your User ID, and clicking on that link, you will receive a Temporary Password in your Email account that you entered when you registered. Once you have that Temporary Password, go back to the

Login page and enter your User ID, Temporary Password, and click on the Login button. You will be directed to a page to re-enter your password (see Fig. 9).



The screenshot shows the CTLAP website's 'Reset Password' page. The header is dark blue with the CTLAP logo on the left, which includes the text 'A program of the Connecticut Coalition Against Domestic Violence (CCADV)'. On the right side of the header are links for 'Forms', 'Extra', 'Register for Access', and 'Log In'. The main content area has a light beige background and is titled 'Reset Password'. It contains three input fields: 'UserID', 'Password', and 'Confirm password', each with a corresponding text label to its left. Below these fields is a button labeled 'Update Password'.

FIG. 9

You can reset your password by entering your new password in the New Password field and the Confirm Password field and clicking on the Update Password button (*Note: Passwords are case sensitive). This will now change your password, and you can go back to the Login page and login to access the system.

DATA ENTRY

This page is the basic data entry page for all Police Agencies and Domestic Violence Agencies to add the Lethality Screen data based upon the month, and year the LAP Screen was done. (see Fig 10).

The screenshot shows the CTLAP Data Entry interface. At the top, there is a navigation bar with the CTLAP logo and the text "A program of the Connecticut Coalition Against Domestic Violence (CCADV)". The navigation bar includes links for "Data Entry", "Reports", "Graphs", "Maintenance", "Forms", "Extra", and "Log Out". Below the navigation bar, the page title "Data Entry" is displayed. The main content area features a form with three dropdown menus: "Select Year:" (set to 2024), "Select Month:" (set to Dec), and "Select Agency:" (set to Center for Family Justice/Bridgeport). Below these menus is a button labeled "Add Other Towns". The main data area is titled "You are Entering Data for Dec - 2024" and contains a table with the following columns: Town, Lethality Screens, High Danger, Non-High Danger, Did Not Answer, Spoke to Worker, Officer Calls, Service During Call, and Service After Call. Each row represents a different town and includes an "Edit" button. A total row at the bottom of the table shows a sum of 12 for the Lethality Screens column.

Town	Lethality Screens	High Danger	Non-High Danger	Did Not Answer	Spoke to Worker	Officer Calls	Service During Call	Service After Call	Edit
Bridgeport	18	13	5	0	12	12	7	0	Edit
Easton	0	0	0	0	0	0	0	0	Edit
Fairfield	4	3	1	0	3	3	3	0	Edit
Fairfield University	0	0	0	0	0	0	0	0	Edit
Housatonic Community College	0	0	0	0	0	0	0	0	Edit
Monroe	0	0	0	0	0	0	0	0	Edit
Stratford	10	5	3	2	1	1	0	0	Edit
12									

FIG. 10

The entry of data is also restricted based upon the security level of the user's access. Data entry for the following fields can be completed by the Police Agency:

- High Danger Screens
- Non-High Danger Screens
- Did Not Answer
- Spoke to Hotline Worker

Data entry for the following fields can be completed by the Domestic Violence Agency:

All listed above plus:

- Officer Calls
- Went to Service
- Services After Call

ENTRY CRITERIA

This is set up in the program so that data is not capable of being changed after a certain period of time. This is a date in the current month that will only allow you to change the prior month until this date passes. Police Agencies have a grace period of up to ten (10) days, while Domestic Violence Agencies have a grace period of fifteen (15) days.

To enter data, click on the Data Entry tab on the top of the Home Page. You will then be directed to the Data Entry page. This page will automatically be filled with the town(s) you are responsible for. You will see town names highlighted in light blue if data has not been entered for the month selected (see Fig. 10).

At the top of the page, you will see dropdown lists for the Year, and the Month you want to enter data for (see Fig. 11). By choosing the appropriate Year/Month, you can select which month you are entering the data for, based upon Entry Criteria.

The screenshot shows the CTLAP Data Entry interface. At the top, there is a navigation bar with the CTLAP logo and a program description: "A program of the Connecticut Coalition Against Domestic Violence (CCADV)". The navigation menu includes "Data Entry", "Reports", "Graphs", "Maintenance", "Forms", "Extra", and "Log Out".

The main content area is titled "Data Entry". It features three dropdown menus: "Select Year:" (set to 2024), "Select Month:" (set to Dec), and "Select Agency:" (set to Center for Family Justice/Bridgeport). Below these is a green button labeled "Add Other Towns".

Below the filters, a heading reads "You are Entering Data for Dec - 2024". A table displays the following data:

Town	Lethality Screens	High Danger	Non-High Danger	Did Not Answer	Spoke to Worker	Officer Calls	Service During Call	Service After Call	Edit
Bridgeport	18	13	5	0	12	12	7	0	Edit
Easton	0	0	0	0	0	0	0	0	Edit
Fairfield	4	3	1	0	3	3	3	0	Edit
Fairfield University	0	0	0	0	0	0	0	0	Edit
Housatonic Community College	0	0	0	0	0	0	0	0	Edit
Monroe	0	0	0	0	0	0	0	0	Edit
Stratford	10	5	3	2	1	1	0	0	Edit

At the bottom left of the table, there is a small blue box containing the number "12".

FIG. 11

By clicking on the Edit button on the right side of the town you would like to update, you can then edit the numbers for the month/year selected (see Fig. 12).

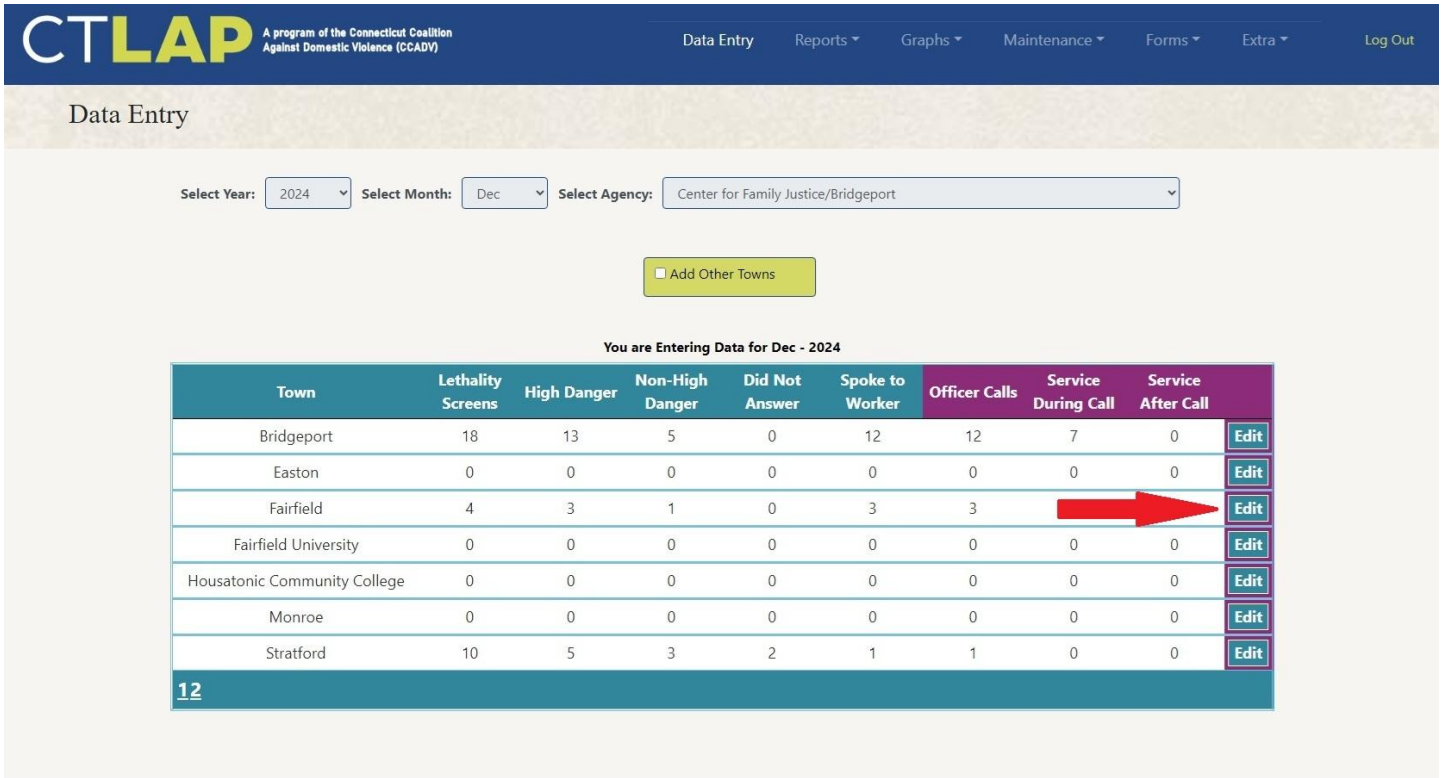


FIG. 12

Upon clicking on the Edit button, the data fields will become visible so that new figures can be added to the database. By clicking on each box inside the town, you can change the values to those that need to be entered. If the value is zero (0), then leave it in the box and it will automatically be saved when you click on Update. You can then click on the Update button on the right to save the data, or the Cancel button to disregard any changes (see Fig. 13).

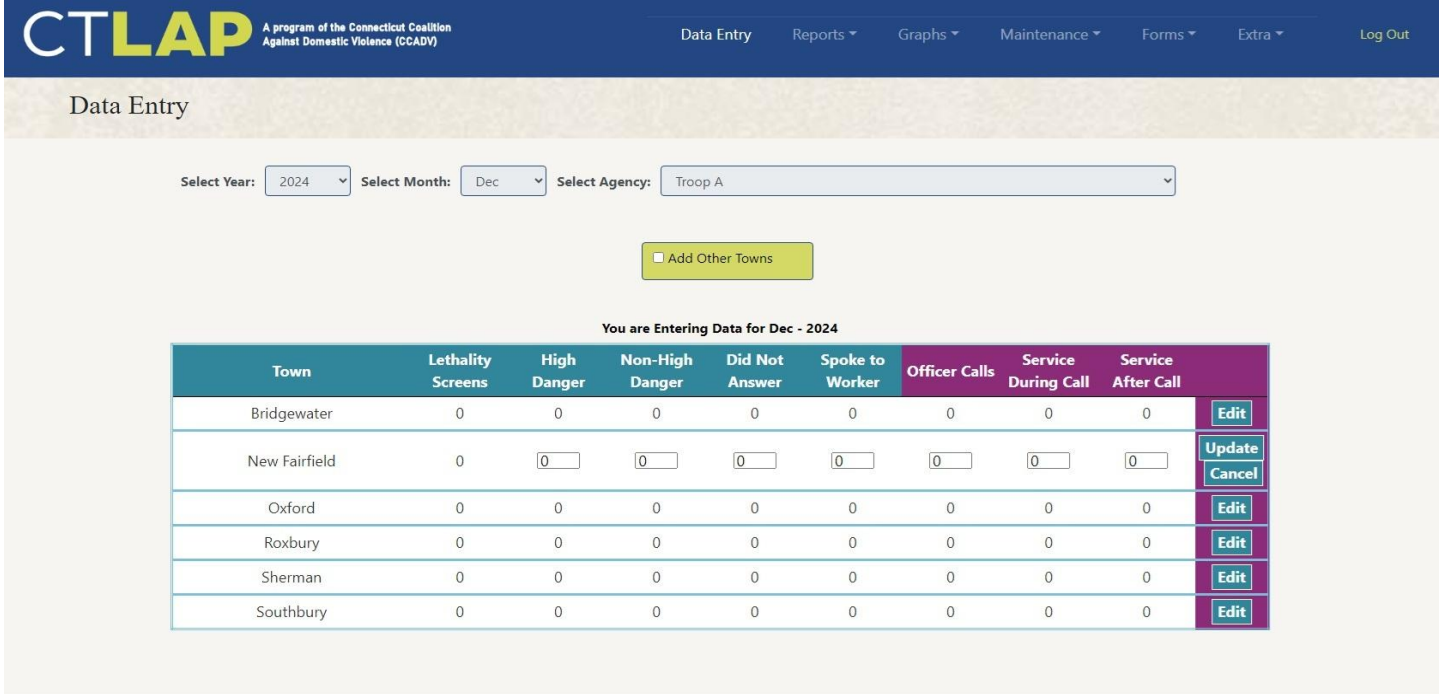


FIG. 13

(*Note: Even if a town has no Lethality data to enter for a month, you must still Edit the town, and then click Update to record the zero values.)

You can edit the numbers in any town that you are responsible for up until the Entry Criteria is met. It is recommended that you enter data daily or weekly for each month to ensure that data is entered prior to the Entry Criteria date. Once the Entry Criteria date is passed, then an Agency representative can change the data for that town, and in the case of an Agency, only the Administrator can change data once your Entry Criteria is passed.

AGENCY DATA ENTRY

Agencies can enter data the same way as a Police Department. Agencies will also have access to the Officer Calls and Went to Service fields during data entry for each town they are responsible for.

If for some reason the Officer Calls field for a town is less than the number of High Danger Calls for that town, then additional information is required to be entered prior to the data being saved. An error message will be displayed to warn you that there is a discrepancy in the data entered (see Fig. 14).

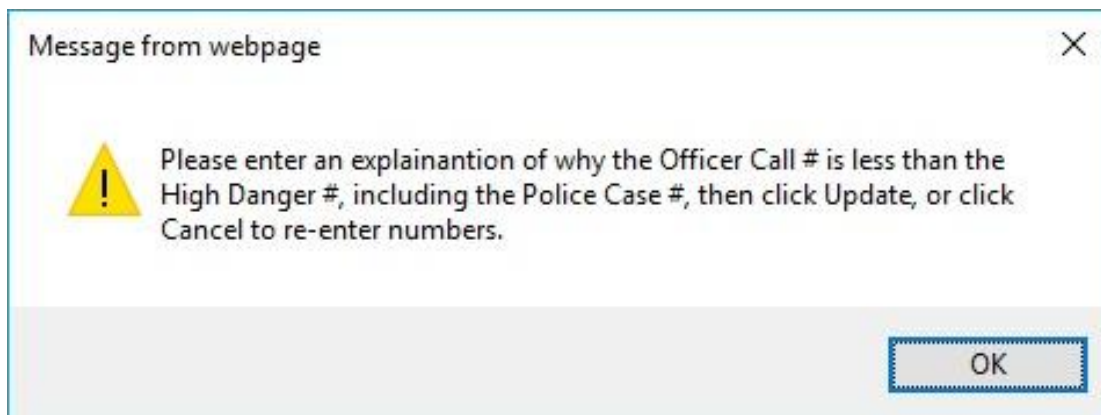


FIG. 14

The Agency must enter information in the Explanation field that will show below the list of towns or adjust the data in the appropriate fields. Once the explanation has been entered in the Reason field, click the Update button to save the data. Explanations must include a short reason and the Police Case #, if possible (see Fig. 15).

Data Entry

Select Year: 2024 Select Month: Dec Select Agency: Center for Family Justice/Bridgeport

Add Other Towns

You are Entering Data for Dec - 2024

Town	Lethality Screens	High Danger	Non-High Danger	Did Not Answer	Spoke to Worker	Officer Calls	Service During Call	Service After Call	
Bridgeport	18	13	5	0	12	12	7	0	Edit
Easton	0	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="9"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	Update Cancel
Fairfield	4	3	1	0	3	3	3	0	Edit
Fairfield University	0	0	0	0	0	0	0	0	Edit
Housatonic Community College	0	0	0	0	0	0	0	0	Edit
Monroe	0	0	0	0	0	0	0	0	Edit
Stratford	10	5	3	2	1	1	0	0	Edit

12

CAUTION: Officer Calls is less than High Danger value.

Explanation:

FIG. 15

REPORTS

This program will allow you to view the data and then generate reports based upon the data that has been entered. These reports can be output to an Excel Spreadsheet form.

Reports available to you are based upon your user security level. You can generate several reports from the system to track your entries, and your Lethality Screens. These reports include:

- Monthly Reports
- Stats by Month/Year
- Total Stats by Date
- DV Contacts
- Task Report
- Email by Date

Clicking on the Reports Drop Down Menu on the Home Page will bring you to the available reports (see Fig 16).

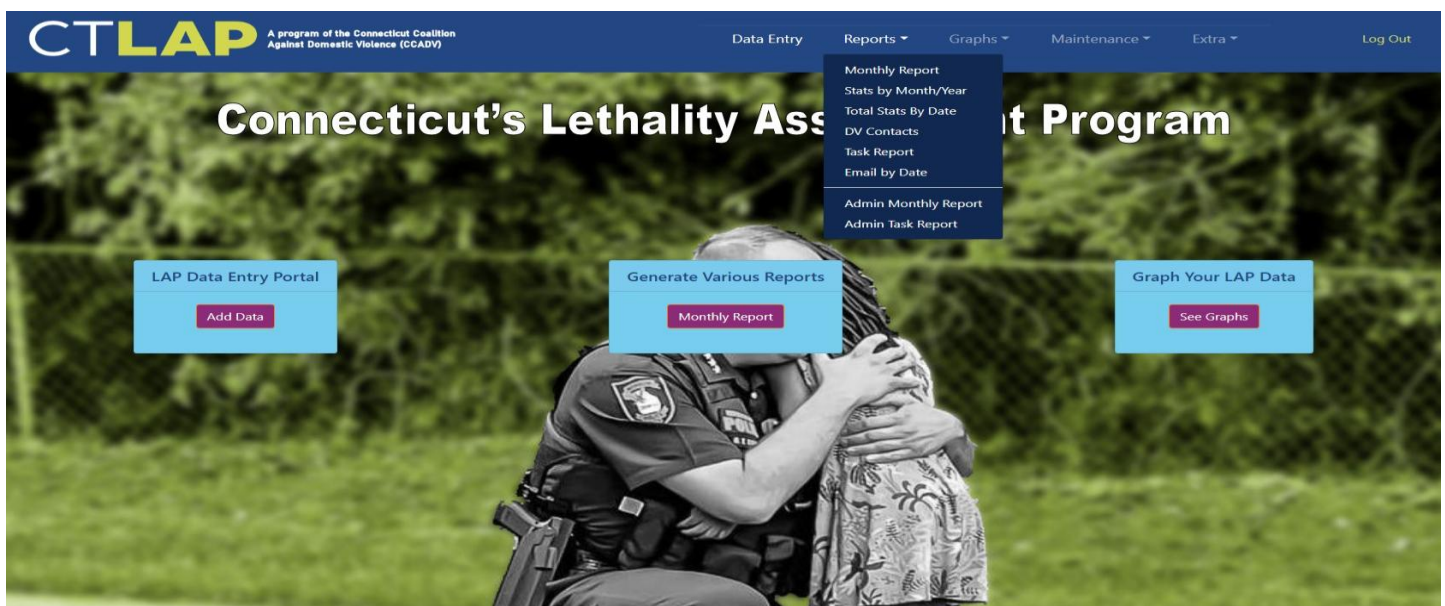


FIG. 16

MONTHLY REPORTS

Clicking on the Monthly Reports button will allow you to track your data entry on a per month basis. This report will show you each month that is entered as you select the month/year from the dropdown fields (see Fig. 17, 18, 19, 20). Those towns highlighted in yellow did not report for the given time period of the report.

TOWN MONTHLY REPORT



FIG. 17

STATE POLICE TROOP MONTHLY REPORT

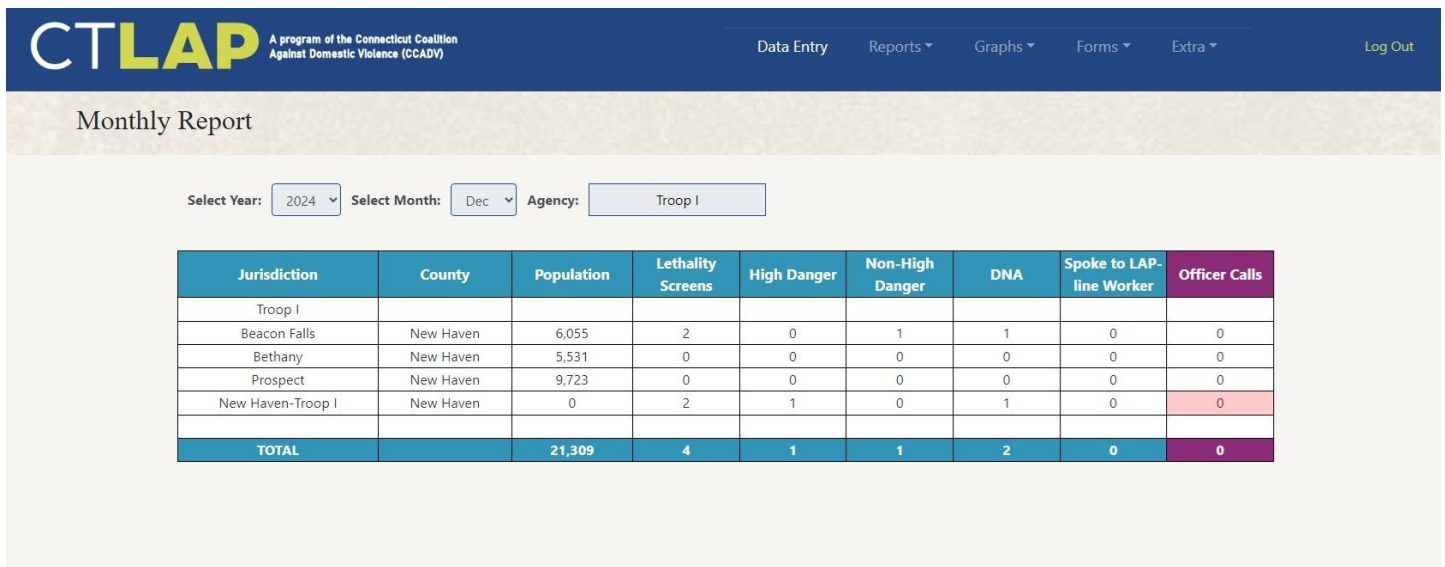


FIG. 18

CT STATE POLICE COMMAND MONTHLY REPORT

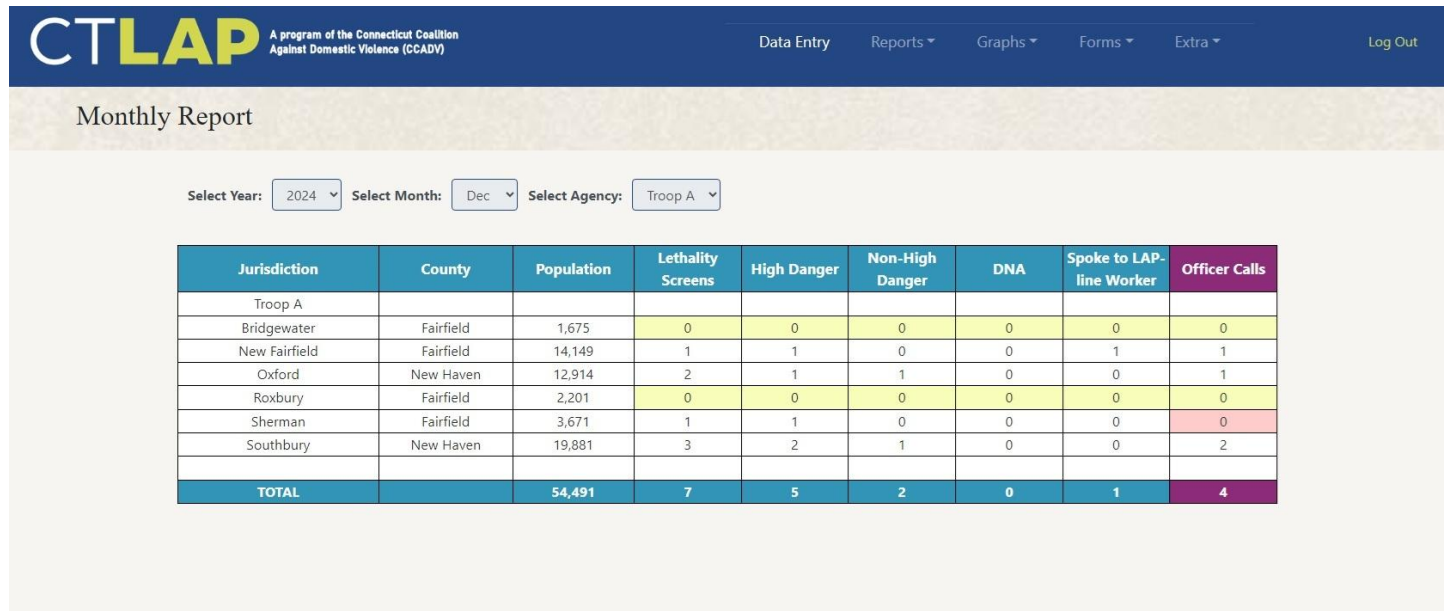


FIG. 19

DOMESTIC VIOLENCE AGENCY MONTHLY REPORT

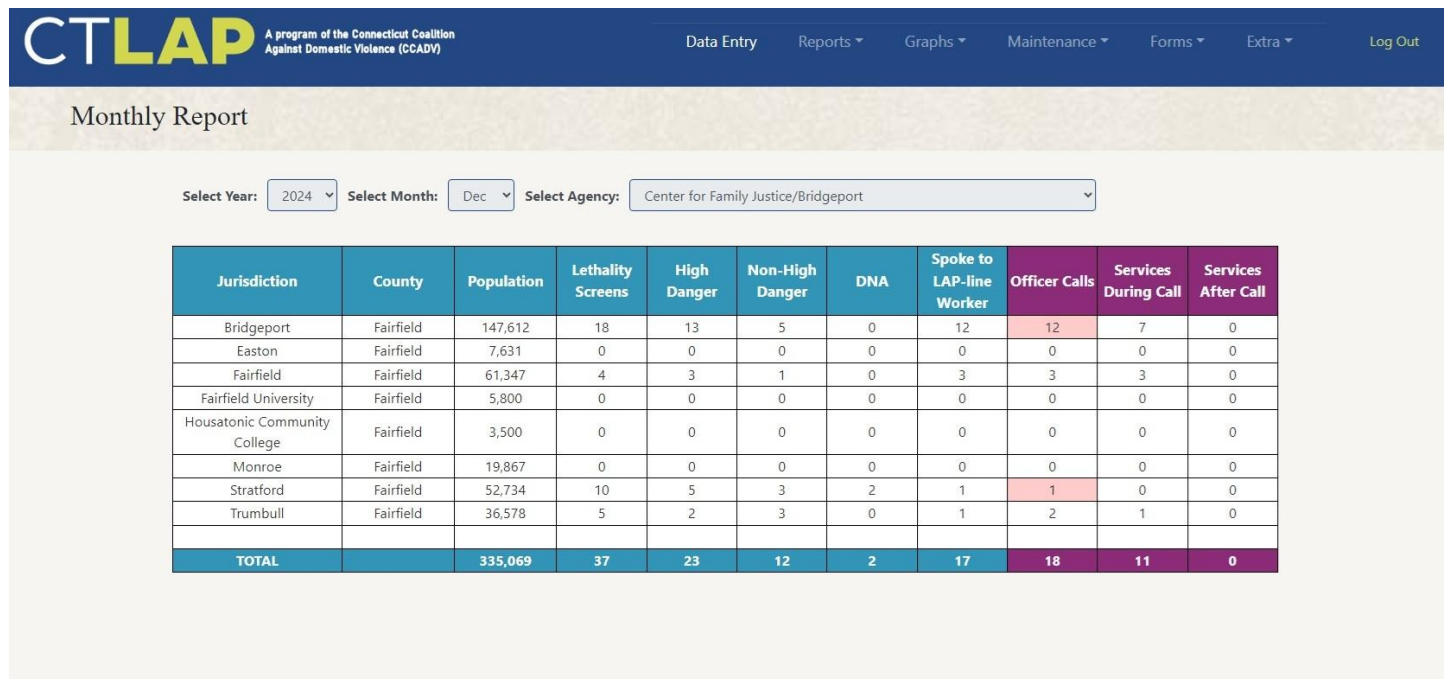


FIG. 20

EXPORT REPORTS

Each of these reports can be exported to an Excel spreadsheet by clicking on the Export to Basic Excel Spreadsheet button on the bottom of the screen (see Fig. 21).

The screenshot shows the CTLAP (Connecticut Lethality Assessment Program) interface. At the top, there is a navigation bar with 'Data Entry', 'Reports', 'Graphs', 'Maintenance', and 'Extra' menus, along with a 'Log Out' link. Below the navigation bar, the page title is 'Monthly Report'. There are three dropdown menus: 'Select Year' (set to 2024), 'Select Month' (set to Aug), and 'Select Agency' (set to Center for Family Justice/Bridgeport). Below these is a table with 11 columns: Jurisdiction, County, Population, Lethality Screens, High Danger, Non-High Danger, DNA, Spoke to DV Advocate, High Danger Officer Calls, Services During Call, and Services After Call. The table contains data for various jurisdictions in Fairfield County, including Bridgeport, Easton, Fairfield, Fairfield University, Housatonic Community College, Monroe, Stratford, and Trumbull, along with a 'TOTAL' row. Below the table, a button labeled 'Export to Excel Spreadsheet' is highlighted with a red rectangular box.

Jurisdiction	County	Population	Lethality Screens	High Danger	Non-High Danger	DNA	Spoke to DV Advocate	High Danger Officer Calls	Services During Call	Services After Call
Bridgeport	Fairfield	147,612	25	21	3	1	15	18	6	0
Easton	Fairfield	7,631	2	2	0	0	1	0	0	0
Fairfield	Fairfield	61,347	6	3	3	0	3	3	1	0
Fairfield University	Fairfield	5,800	0	0	0	0	0	0	0	0
Housatonic Community College	Fairfield	3,500	0	0	0	0	0	0	0	0
Monroe	Fairfield	19,867	0	0	0	0	0	0	0	0
Stratford	Fairfield	52,734	11	7	2	2	1	2	1	0
Trumbull	Fairfield	36,578	6	1	5	0	0	0	0	0
TOTAL		335,069	50	34	13	3	20	23	8	0



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FIG. 21

STATS BY MONTH/YEAR

You can generate a report that will show activity for your town(s)/agency that you are responsible for by month or year. By selecting the beginning date, end date, and clicking on the Update Report button, a report will be generated for that town during that time period. (see Fig. 22)

FIG. 22

Depending upon the date range selected, two different reports will be generated. If the date range is within a 12-month period, then a report covering each month will be generated (see Fig. 23). If the date range is greater than 12 months, a yearly report will be generated (see Fig. 24).

Time Line	Population	Lethality Screens	# Days	Screens / Day	Screens / Pop	High Danger	% High Danger	Non-High Danger	% Non-High Danger	DNA	% DNA	Spoke to LAP-line Worker	% Spoke to LAP-line Worker	Officer Calls	% High Danger Officer Calls
Jan	18,959	4	363	0.01	0.0002	4	100%	0	0%	0	0%	1	25%	4	100%
Feb		10	363	0.03	0.0005	2	20%	8	80%	0	0%	1	50%	2	100%
Mar		2	363	0.01	0.0001	2	100%	0	0%	0	0%	1	50%	2	100%
Apr		2	363	0.01	0.0001	2	100%	0	0%	0	0%	2	100%	2	100%
May		5	363	0.01	0.0003	1	20%	4	80%	0	0%	1	100%	1	100%
Jun		1	363	0.00	0.0001	1	100%	0	0%	0	0%	0	0%	1	100%
Jul		4	363	0.01	0.0002	3	75%	1	25%	0	0%	0	0%	3	100%
Aug		4	363	0.01	0.0002	4	100%	0	0%	0	0%	1	25%	4	100%
Sep		9	363	0.02	0.0005	8	89%	0	0%	1	11%	7	88%	8	100%
Oct		6	363	0.02	0.0003	6	100%	0	0%	0	0%	2	33%	6	100%
Nov		2	363	0.01	0.0001	2	100%	0	0%	0	0%	2	100%	2	100%
Dec		0	363	0.00	0.0000	0	0%	0	0%	0	0%	0	0%	0	0%
TOTAL		49	363	0.13	0.0026	35	71%	13	27%	1	2%	18	51%	35	100%

FIG. 23

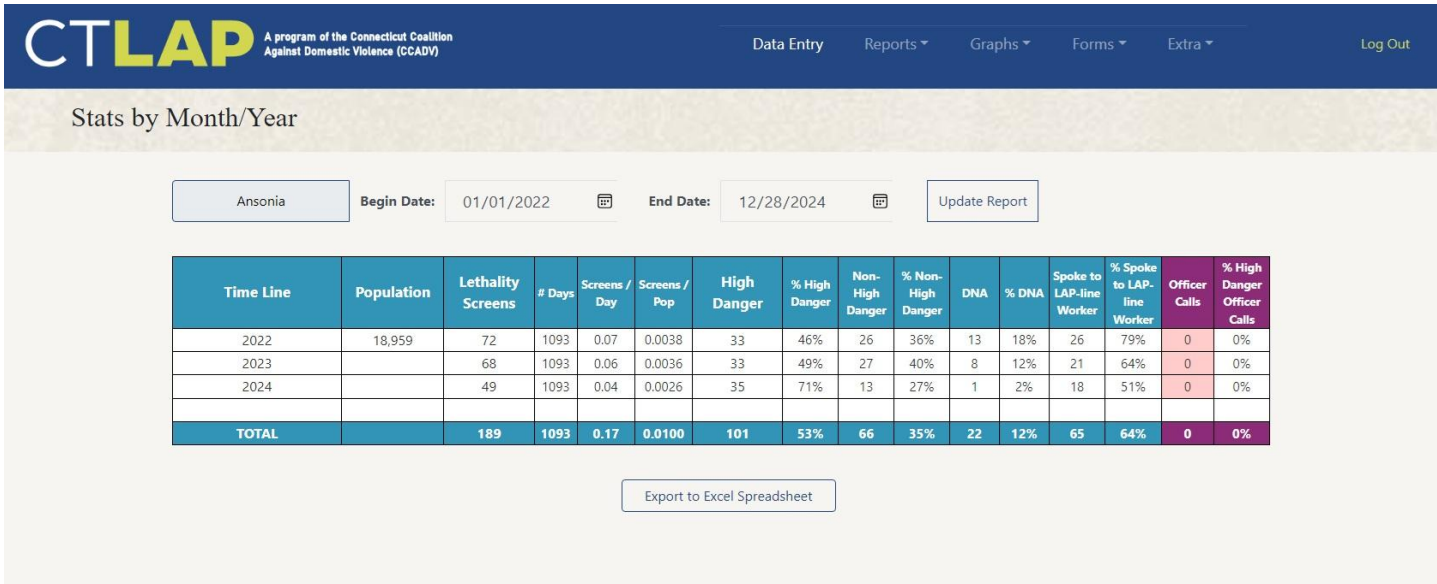


FIG. 24

AGENCY STATS BY MONTH/YEAR

The same types of reports are available to Domestic Violence Agencies as the Stats by Month/Year Reports.

Depending upon the date range selected, two different reports will be generated. If the date range is within a 12-month period, then a report covering each month will be generated (see Fig. 23). If the date range is greater than 12 months, a yearly report will be generated (see Fig. 24). These reports will contain all the towns covered by the DV Agency.

TOTAL STATS BY DATE RANGE

You can generate a report that will show activity for your town(s) that you are responsible for by a date range. By selecting the town, beginning date, end date, and clicking on the Update Report button, a report will be generated for that town during that time period chosen. (see Fig. 25)

FIG. 25

A report showing the selected town will be generated for the date range you chose (see Fig. 26).

Jurisdiction	County	Population	Lethality Screens	# Days	Screens / Day	Screens / Pop	High Danger	% High Danger	Non-High Danger	% Non-High Danger	DNA	% DNA	Spoke to LAP-line Worker	% Spoke to LAP-line Worker	Officer Calls	% High Danger Officer Calls	Services During Call	% Services During Call	Services After Call	% Services After Call
State Police																				
Troop K Colchester	Tolland	3,272	2	363	0.01	0.0006	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
TOTAL		3,272	2	363	0.01	0.0006	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%

FIG. 26

DV CONTACTS

As a Town/City/Troop, you can generate a list of Domestic Violence Agency contacts that you report to, and the associated department contacts that also report to the same DV Agency. It will give you the name, telephone number, and email address of the contacts so that you may address any issues directly with either the DV Agency or other peers to get the answers to the issue at hand.

As a DV Agency user, you can see each town that reports to you and their contact information. (see Fig. 27)

DV Contacts

This is your DV Agency Contact(s) and Peer information For your Department

Contact Town/Agency	Contact Name	Contact Tel. #	Contact Email
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Umbrella Center for Domestic Violence Services Ansonia/North Haven			
Ansonia			
Ansonia			
Branford			
Branford			
Branford			
Branford			
Branford			
Branford			
Derby			
Derby			

FIG. 27

You may export this list to an Excel spreadsheet for your records..

TASK REPORT – DV AGENCIES ONLY

The Task Report will generate a report that will alert a Domestic Violence Agency when no data has been entered for a specific police agency associated to a town. This report will then allow the Agency to automatically send an email to the police agency.

Clicking on Task Report from the Report Menu page will show you if data is missing from a specific town for the month/year selected (see Fig. 28).

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Data Entry Reports Graphs Forms Extra Log Out

Task Manager

Select Year: 2024 Select Month: Jul Agency: Interval House

Jurisdiction	Notes	Send Email
Canton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Capital Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Manchester Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Capitol	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Supreme Court	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Trinity College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of Hartford	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of St Josephs	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Troop K	Your Troop's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Andover	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Bolton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Hebron	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Marlborough	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email

Send Selected Emails

FIG. 28

On the right-hand side of the report, is an accessible checkbox feature that you can select who to send an email to. By clicking on the Send Email checkbox next to a town, this will add that town as a recipient of the email (see Fig. 29).

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Data Entry Reports Graphs Forms Extra Log Out

Task Manager

Select Year: 2024 Select Month: Jul Agency: Interval House

Jurisdiction	Notes	Send Email
Canton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Capital Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Manchester Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Capitol	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Supreme Court	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Trinity College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of Hartford	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of St Josephs	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Troop K	Your Troop's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Andover	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Bolton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Hebron	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Marlborough	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email

Send Selected Emails

FIG. 29

By clicking on the Send Selected Email button on the bottom of the page, you will send a brief email to each town selected that will alert them to the fact that no data has been entered (see Fig. 30).

The screenshot shows the CTLAP Task Manager interface. At the top, there is a navigation bar with 'Data Entry', 'Reports', 'Graphs', 'Forms', and 'Extra' menus, and a 'Log Out' link. Below the navigation bar, the page title is 'Task Manager'. There are filters for 'Select Year: 2024', 'Select Month: Jul', and 'Agency: Interval House'. The main content is a table with three columns: 'Jurisdiction', 'Notes', and 'Send Email'. The table lists various jurisdictions, each with a 'Send Email' checkbox. A red box highlights the 'Send Selected Emails' button at the bottom of the table.

Jurisdiction	Notes	Send Email
Canton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Capital Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Manchester Community College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Capitol	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
State Supreme Court	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Trinity College	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of Hartford	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
University of St Josephs	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Troop K	Your Troop's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input checked="" type="checkbox"/> Send Email
Andover	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Bolton	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Hebron	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email
Marlborough	Your Town's monthly CT LAP statistics for 7/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you.	<input type="checkbox"/> Send Email

FIG. 30

A message box will advise you as to the towns that will successfully receive the email. If there is no police agency contact information, then you will be notified that the specified town has no contact information.

EMAIL REPORT – DV AGENCIES ONLY

The Email Report is a list of all the emails that have been generated by the program. This report will show you if you have sent email(s) from your Agency to a specific town, who received the email, the subject matter of the email, the message in the email, and what date/time the email was sent. (Fig. 31)

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Data Entry Reports Graphs Maintenance Forms Extra Log Out

Email by Date

All

Sent From	Sent To	Message	Date Sent
Network Against Domestic Abuse Enfield/Windsor Locks	Windsor - East Windsor	This Email is from: Jaime Ingaran. Your Town's monthly CT LAP statistics for 2/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you. - East Windsor	2/6/2024 9:08:31 AM
Network Against Domestic Abuse Enfield/Windsor Locks	Windsor - East Windsor	This Email is from: Jaime Ingaran. Your Town's monthly CT LAP statistics for 2/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you. - East Windsor	2/6/2024 9:08:31 AM
Network Against Domestic Abuse Enfield/Windsor Locks	Suffield	This Email is from: Jaime Ingaran. Your Town's monthly CT LAP statistics for 2/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you. - Suffield	2/6/2024 9:08:31 AM
Network Against Domestic Abuse Enfield/Windsor Locks	Windsor Locks	This Email is from: Jaime Ingaran. Your Town's monthly CT LAP statistics for 2/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you. - Windsor Locks	2/6/2024 9:08:31 AM
Network Against Domestic Abuse Enfield/Windsor Locks	Troop C	This Email is from: Jaime Ingaran. Your Troop's monthly CT LAP statistics for 2/2024 are due by midnight on the 10th. Please ensure data entry is complete. Thank you. - Troop C	2/6/2024 9:08:31 AM

FIG. 31

GRAPH TOOL

The new graph tools allow you to graph your data based upon a date range. These graphs can show you your data entry values so that you can analyze your town/agencies data. All graphs can be exported allowing you to incorporate them into your own reports.

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Data Entry Reports Graphs Maintenance Forms Extra Log Out

Graph Data

Center for Family Justice/Bridgeport

December 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

CT SafeConnect

CT Lethality Assessment of the Connecticut Coalition Against Domestic Violence (CCADV). Have questions about the site or instructions? Please contact Andrea Deyo at: adeyo@ctcadv.org

cca|DV Connecticut Coalition Against Domestic Violence

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FIG. 32

Three different types of graphs are created automatically (linear, bar, spline). Each category can be turned on or off by clicking on the checkbox on the left within that category's title. By right clicking on the graph, you can save it away on your local computer or paste it into a custom report. (Fig. 33)

Graph Data

Center for Family Justice/Bridgeport **Begin Date:** 01/01/2024 **End Date:** 12/28/2024

<input checked="" type="checkbox"/> Total Screens	450
<input checked="" type="checkbox"/> High Danger	257
<input checked="" type="checkbox"/> Non-High Danger	174
<input checked="" type="checkbox"/> Did Not Answer	19
<input checked="" type="checkbox"/> Spoke to LAP Line Worker	168
<input checked="" type="checkbox"/> Officer Calls	193
<input checked="" type="checkbox"/> Service During Call	89
<input checked="" type="checkbox"/> Service After Call	0

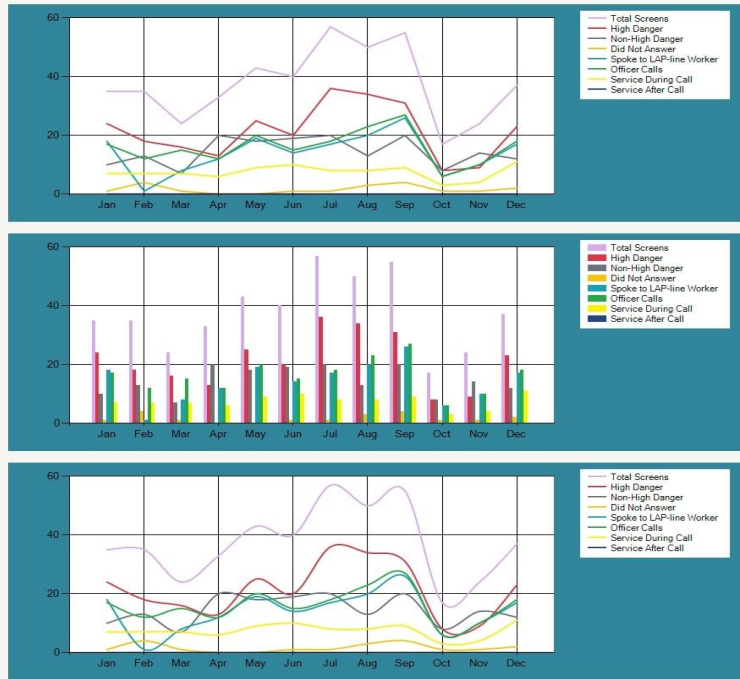


Fig. 33

HELP PAGE

The Help page can be accessed by clicking on the Extra button and selecting Help from the dropdown menu. This page will give you the Instructions/Definitions for the fields you will find on the Data Entry and Report pages. By clicking on the button, you will see the instructions/definition of that field, which will assist you during Data Entry or the various Reports that the system outputs.

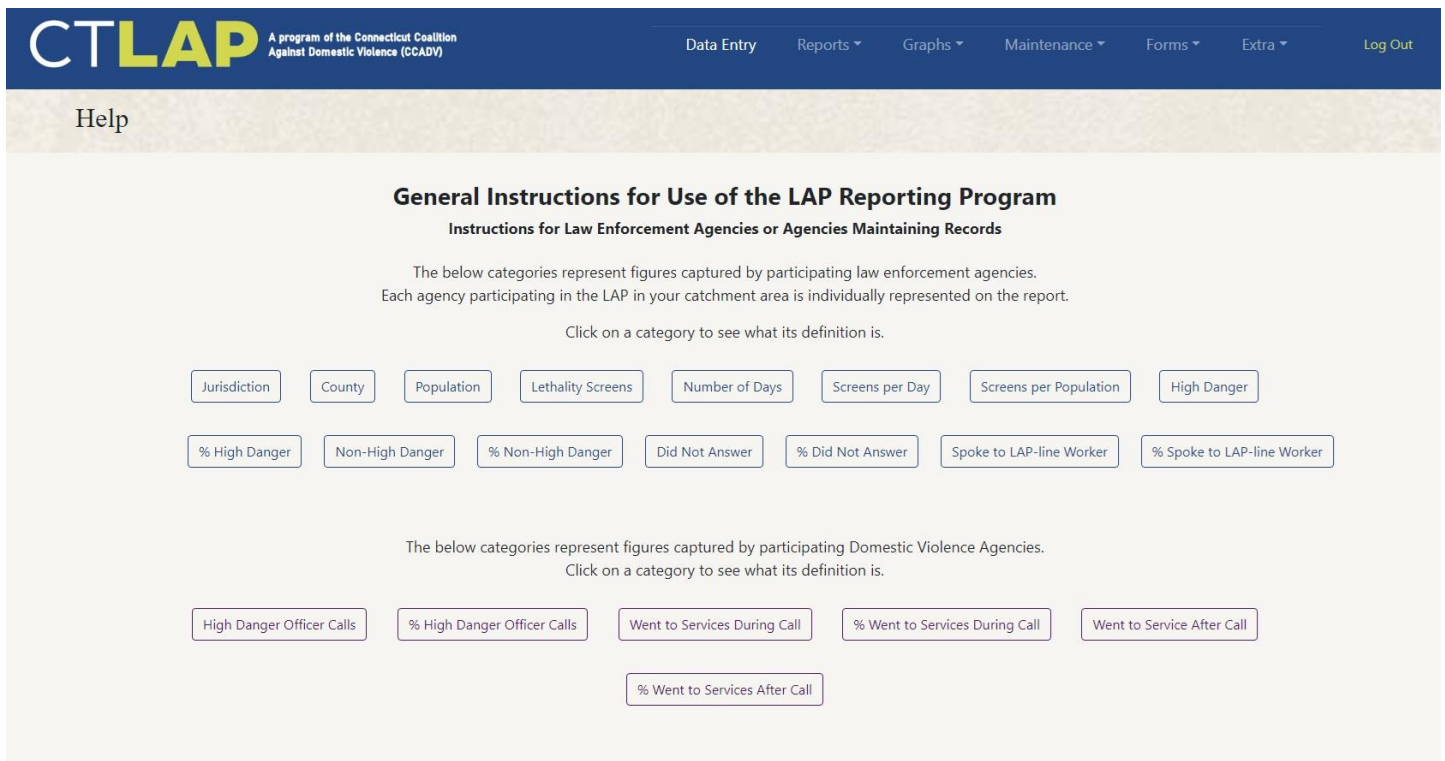


FIG. 34

The blue outlined buttons are for officers in the field to utilize for instructions/definitions for Data Entry or Reports in the system.

The purple outlined buttons are available for the Domestic Violence Agency personnel to utilize for instructions/definitions for Data Entry or Reports in the system.

CONTACT PAGE

The Contact page can be accessed by clicking on the Extra button and selecting Contact from the dropdown menu. This page will give you the contact information for the Connecticut Coalition Against Domestic Violence Law Enforcement contact, and the program’s technical support contact information.

You can either call or email the CCADV’s Law Enforcement Liaison for any information or issues with the website.

The program’s technical support person is also available to assist if you encounter an issue or errors attempting to perform an action on this site.

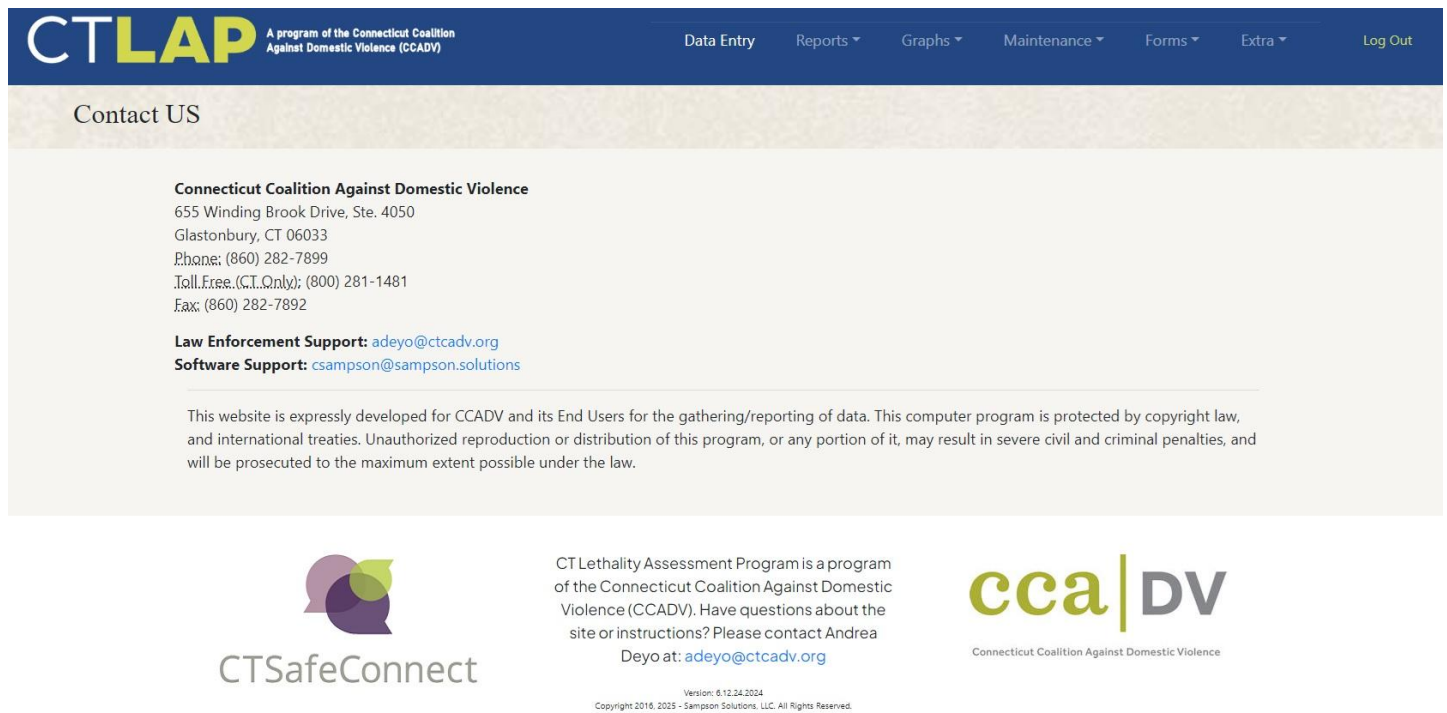


FIG. 35