



Promising Practices for Improved Record Reporting

Many states faced challenges in creating state estimates for the NIAA records report over the three years of data collection. Often, these challenges in estimating were direct results of structural or reporting problems of actual NICS records. This brief presents a strategy that at least one state has implemented to address that problem.

Estimation Problem

Lack of a complete picture of the multiple sources of data at local and state level and the reporting paths the data follows leads to incomplete records estimates.

Reporting Problem

Confusion about where the data resides locally, how it is transmitted to the state level, and where it is reported at the Federal level results in incomplete reporting of relevant records.

Strategy

Create visual flow charts that show what data exists at each level and how it is transmitted.

Using Visual Flow Charts to Document "As Is" Data Flow

About this strategy

In order to create a shared understanding about where data resides and how it is transmitted to NCIC, III, and the NICS Index, business analysts developed flow charts that document current "as is" business processes from local to state to federal levels.

- **Who it may work for:** All states seeking to create a common, statewide view of NICS-relevant records reporting
- **Costs:** Cost of business analysts to document current practices
- **Timeframe for implementing:** For each NICS records category, 3 months to document the current practice.

Why this strategy makes a difference

Visual references can eliminate misunderstanding quickly and clarify processes that often involve multiple organizations within a state. Each organization tends to only understand its part of the process.

Identifying where records exist and how they move through the state system will allow gaps and impasses to be identified and resolved, leading to more records being made available to NICS.

Who's Doing It? Connecticut

Connecticut received a NARIP grant to improve their NICS reporting and created charts for all seven NICS records categories.

For more information:

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[More on CT's project](#)

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