



*New York State Archives*

**New York State Department of Correctional Services Elmira  
Correctional Facility Inmate Case Files W0018**

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## Overview of the Records

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| <b>Repository:</b>     | New York State Archives   |
| <b>Summary:</b>        | Elmira Correctional Facility, located in Chemung County, N.Y., is a maximum security correctional facility for male felons. Inmate case files describe in great detail the family and social background, arrest, confinement, and release/parole of incarcerated men. |
| <b>Creator:</b>        | New York (State). Department of Correctional Services   |
| <b>Title:</b>          | Elmira Correctional Facility inmate case files  |
| <b>Quantity:</b>       | 559 cubic feet  |
| <b>Inclusive Date:</b> | 1916-2004   |
| <b>Series:</b>         | W0018   |

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## Arrangement

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Roughly numerical by DIN number. W0018-21: None.

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## Scope and Content Note

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This subseries of the general inmate case files series, Series 14610, consists of inmate case files relating to men who were incarcerated in Elmira Correctional Facility. Inmate case files describe in great detail the family and social background, arrest, confinement, and release/parole of inmates. The content of the case files reflects the role of each institution.

Beginning with inmates released after 1956, only the following case files categories were transferred to the State Archives: inmates who died in custody, sex offenders, inmates of certain minority ethnic groups, inmates who received life sentences, and a 2% sample of all inmates who were released from any correctional facility. All other case files were destroyed.

W0018-81: This accretion consists of approximately 19,000 partial inmate case files relating to inmates confined at Elmira Reformatory from 1916 to 1939. The records relate to classification

of inmates with Elmira consecutive numbers between #26190 and #44163. (There are also about thirty case files relating to defective delinquent inmates confined from approximately 1918 to 1934.) These Elmira classification case files were filed separately from Elmira's general inmate case file records, many of which were subsequently sent to the State Archives (W0018-88A).

From 1916 to 1931, these records were compiled by Elmira's Department of Research or Department of Psychiatry. From 1931 to 1939, they were compiled by Elmira's Classification Clinic. The records primarily consist of typical classification records found in corrections case files (including staff progress reports, psychiatric and psychological reports, reports of intelligence and achievement tests, and correspondence relating to the inmate's background). In addition, some case files after 1931 include some other records such as pre-sentencing probation reports, receiving blotters, and inmate photographs.

W0018-88A: This accretion consists of approximately 22,000 partial inmate case files relating to inmates confined at Elmira Reformatory during the period 1920 to 1956. The accretion reflects that Elmira inmate medical records and classification records were filed separately from the general inmate case file folder.

Boxes 1-131 consist of general inmate case files of approximately 4,000 inmates confined at Elmira from 1937 to 1956 and having consecutive numbers between #42,785 and #55,193. These folders do not contain the inmate's medical records or classification records.

Boxes 132-200 contain solely inmate medical case files of approximately 18,000 inmates confined at Elmira from approximately 1920 to 1950 and having consecutive numbers between #30,100 to #49,226. Some of the medical records missing from boxes 1-131 can be found in these medical case files.

Some of the classification records missing from case files in this accretion can be found in an earlier accretion of case file records from Elmira's Classification Clinic (W0018-81). This earlier accretion contains classification records for inmates confined at Elmira from 1916 to 1939 with consecutive numbers between #26,190 and #44,163.

W0018-94A: This accretion contains a 2% sample of case files of inmates released from Elmira Reformatory/Correctional Facility after 1956.

W0018-08: This accretion contains a 2% sample of case files of inmates incarcerated in Elmira Correctional Facility, the majority of whom were released from 1988-1992. In addition to the sampled case files, prisoners receiving life sentences, sex offenders, inmates who died in custody, and inmates of Asian and Native American ethnicity are included when available.

W0018-21: This accretion documents inmates whose sentences reached maximum expiration dates in 2003-2004. Records only document inmates categorized under specific felony and central monitoring classes: Class A-1, CMC A status; Arson (1st, 2nd); Kidnapping (1st, 2nd); Conspiracy (1st); Coercion (CMC A, class D only).

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## Other Finding Aids

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### Available at Repository

Folder lists are available at the repository.

### Online Index

The [index to series W0018](#) includes names of inmates confined in Elmira Reformatory (later Elmira Correctional Facility) between approximately 1920 and 1956.

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## Use of Records

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### Access Restrictions

Summary information on adult inmates is disclosable under law. State Archives staff will review records containing probation, parole, medical, and juvenile criminal history data and disclose information pursuant to the Freedom of Information Law and Personal Privacy Protection Law. The identity of victims of sex crimes is not disclosable. Unless a specific law forbids disclosure indefinitely, all records must be disclosed after 75 years.

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## Administrative Information

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### Acquisition Information

This subseries was transferred under RDA 14610 by the Department of Corrections and Community Supervision. W0018-21: This accretion was transferred under RDA 16112.

### Processing Information

W0018 is formally part of Series 14610, Department of Corrections and Community Supervision Inmate Case Files. To improve access, Series 14610 was divided into "W" subseries corresponding to individual correctional facilities.

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## Access Terms

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- Prison sentences--New York (State)
- Administering correctional facilities
- Chemung County (N.Y.)
- New York (State)
- Elmira (N.Y.)
- Monitoring prisoners
- Case files
- Incarcerating criminals
- Correctional institutions
- Corrections
- Prisons
- Criminals
- Prisoners
- Inmates of institutions
- Elmira Correctional Facility
- New York State Reformatory (Elmira, N.Y.)