



*New York State Archives*

**New York State Department of Correctional Services Otisville  
Correctional Facility Inmate Case Files W0042**

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	Otisville Correctional Facility, located in Orange County, N.Y., is a medium 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>	Otisville Correctional Facility inmate case files
<b>Quantity:</b>	40 cubic feet
<b>Inclusive Date:</b>	1976-1996, 2003-2004
<b>Series:</b>	W0042

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## Arrangement

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W0042-05, W0042-13: Roughly numerical by DIN number.

W0042-97A: Chronological by release date.

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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 Otisville 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.

W0042-97A: In addition to a 2% case file sample, files for prisoners receiving life sentences, prisoners of certain ethnic groups, prisoners who died in custody, and sex offenders are also included. Many of the inmates categorized as having received life sentences actually received two years to life and were generally released on parole after serving a minimum sentence.

W0042-05: This accretion contains a 2% sample of case files for inmates incarcerated in Otisville Correctional Facility. Files for inmates of Asian or Native American ethnicity are also included.

W0042-08: This accretion contains a 2% sample of case files of inmates incarcerated in Otisville 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.

W0042-21: 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

W0042-97A, W0042-05, W0042-13: Folder list is available at the repository.

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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.

## Administrative Information

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### Acquisition Information

This subseries was transferred under RDA 14610 by the Department of Corrections and Community Supervision.

W0042-21: This accretion was transferred under RDA 16112.

### Processing Information

W0042 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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- Otisville (N.Y.)
- Administering correctional facilities
- New York (State)
- Orange County (N.Y.)
- Monitoring prisoners
- Case files
- Incarcerating criminals
- Correctional institutions
- Prison sentences
- Prisons
- Corrections
- Criminals
- Prisoners
- Inmates of institutions
- Otisville Correctional Facility