



## COURT CASE MANAGEMENT

*The E\*Justice Systems™ (E\*Justice) Court Case Management module eliminates labor intensive processes and automates dozens of manual procedures for forms processing, case filing, and information retrieval for Court Clerks, Attorneys, Judges, and Probation Officers.*

The E\*Justice Court Case Management module manages court case information in both small and large jurisdictions. E\*Justice Systems™ is a commercial-off-the-shelf (COTS) web-based product that offers powerful features that streamline and improve data integration and sharing throughout the justice community. The E\*Justice solution eliminates redundant data entry, streamlines workflows, improves data integrity and security, and allows for automatic data verification. Our proven technologies deliver advanced functionality including:

- role-based security access;
- web-enabled technology;
- total integration with other E\*Justice Systems modules;
- user-definable workflow automation;
- table-driven user/system set-up;
- scaleable and modular architecture;
- image-enabled;
- multiple reporting capabilities;
- context-sensitive on-line help facility;
- seamless integration with external systems; and
- interfaces with CAD, XML, external search systems, data import/export, and e-mail.

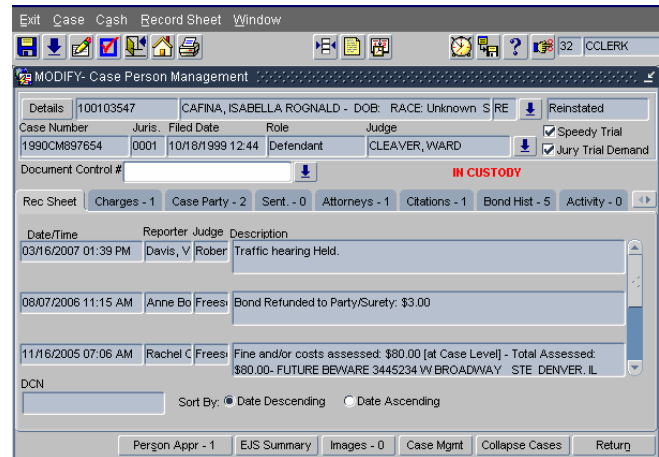
The E\*Justice System™ provides functionality used throughout all modules of the application. This system features an array of powerful search utilities including master name and master address indexes and a narrative search capability that searches and retrieves E\*Justice features based on a word or text string. Other available options include broadcast messaging; file attachment, a record audit option that can produce an audit trail of all transactions made in the system; and a user-defined data feature to capture data not currently part of the E\*Justice application or its core database structure.

**The E\*Justice Court Case Management module offers the following capabilities:**

Create and Manage Criminal, Civil, and Juvenile Cases



Record data related to the processing of civil cases and criminal intake reports for adults and juveniles. Initiate case proceedings against an individual or business and electronically file with the Court. Record case party data; charges, warrants, and bond data; record sheet entries; associate



incident reports; generate court papers; track hardcopy case files; process fines, costs, and penalties; record legal search actions; automatically assign a judge; process cases en masse; and collapse case person and court case information.

Automatically notify other users about case activity or those who need to continue working with the case data. Print a wide range of court documents and reports from the active screen.

Process Court Papers Individually or En Masse

Create court documents for individuals and/or businesses individually or en masse. Electronically push data to the process service unit for tracking of service/return information, including fees and cash accounting. Process a court paper created in another jurisdiction. Enter pertinent information to the case record sheet.

Manage Case Record Sheet Data

Record and maintain case data such as involved parties, court events, dispositions, document filings, related images, financial transactions, judge initials, and file date stamps. Enter data en masse using information via barcode values.

Create/Update Court Schedules/Calendars

Update and maintain court case assignments, hearing types, judges, activity records, and appearance information. Electronically pass data to other E\*Justice modules for continued data processing.

Use the Pick-A-Date scheduling conflict resolution option to simplify entry of single or multiple future deadlines and



court dates per case. Set up calendars by blocking/unblocking dates for weekends, holidays and individual judicial calendars.

Schedule appointments using the daily appointments feature. View scheduled court appearances or view personal schedule information. Query and print court dockets based on a variety of case data.

### Create and Track Warrants

Electronically create and issue warrants from case actions or criminal or juvenile intake initiation. Process warrants individually or en masse. Push data to Law Enforcement for tracking and service purposes. Print official warrant, warrant reports, and service jacket with image of offender. Warrant alerts notify users during name queries/and update of records.

### Query Court Case Information

Conduct on-line queries using multiple court case criteria with data returned in several dynamic formats with various sort options to allow for quick access to case details.

### Record Legal Search Data

Record information related to eavesdropping, search warrants, etc. and associate data to the court case.

### Review Court Case Evidence and Chain of Custody Record

Manage evidence records and associate to one or more cases. Relate evidence to a case party or role; record new property; associate existing property or case incident property, define exhibit numbers, print court evidence labels, and record ordered/scheduled disposition dates. Review evidence chain of custody.

### Record and Track Case Disposition and Sentencing

Record and track case sentencing including jail time; probation cases, activity, and schedules; work programs; and other sentencing programs. Update case disposition and sentencing data individually or en masse.

### Manage Support Orders

Manage Child Support and Spousal Maintenance Orders associated with a court case including account information, obligation amounts, scheduling, billing, payment, and termination information for all case parties.

### Process Case Information En Masse

Process multiple defendants with a single action -- update court event data (status, courtroom, judge), schedule appearances, update case data or issue warrants or notices (driver license suspensions).

### Manage Traffic Cases

Manage traffic and ordinance violation cases from initiation through disposition. Capture and maintain citation information including type, officer, location, vehicle, violation, incident, bond, and court appearance information. Attach additional information, such as images or other documents. Relate court cases, people, businesses, other citations, and incidents to a citation. Merge related traffic and criminal cases.

Automatically notify other users and departments of related information necessary to manage and complete the processing of other case elements.

### Review and Manage Attorney Caseload

As a supervisor, review and manage attorney caseloads and assignments from a central screen. As an attorney, view your personal caseload, enter work product and case record data, and track statuses of a case for statistical reporting. Schedule court appearances and manage attorney calendar. Process multiple cases in a series, request warrants, generate court papers, review case party information and case record sheet entries

### Review and Manage Judge Caseload

As a court clerk, maintain judge information (e.g., associated case type, jurisdiction, judge ID, electronic signature, etc.) and automatically assign a judge to a court case based on jurisdiction, case type, and judge case rotation. As a judge, manage and view personal case load.

### Track Physical Case Files

Track the movement of physical files checked in and out of the court clerk's office.

### Collapse Case Information

Collapse case information from one court case into another court case. View the collapse history for information such as the collapse date and time, who performed the collapse, the kept/collapsed IDs, record summary, and collapse reason.

### Manage Probation and Community Correction Cases

Automatically create an intake from a system notification from the court case. Capture and organize probation case information including recommended orders, needs assessments, pre-sentence investigations, drug/ alcohol testing, administrative locations, compliance with ordered programs and services, financial payments, employee workload management, and order violations. Schedule and track events and related activities; generate court papers individually or en masse.

As a probation supervisor, you are automatically notified when an individual on probation is involved in a new incident, citation, traffic accident, active warrant/court paper or arrest.



Manage community service cases and case-related data for inmates who have been sentenced to a community corrections program (e.g., DWI, drug and substance abuse programs, community custody, community service, electronic monitoring, etc.). Easy access to the Cash Management module allows officers to check on fines and restitution payments.

#### Manage Financial Data

Manage cashiers and bank accounts as well as disbursement and reconciliation of funds and financial reporting. Assess fines and costs; schedule the issuing of payments and payment due dates; disburse cash to specific agencies or funds; maintain payor and payee information; manage bonds including posting, refunding, and overpayments; administer restitution data including terms of joint and several liability; reconcile bank statements; receipt money received; track collections activities; and automatically create finance-related case record sheet entries. Print statistical, management, and administrative reports.

#### Generate Documents and Attach Files to the Case Record

Generate forms, letters, and brief reports. Produce reports or documents that notify individuals of events and other actions. Attach digital files to the court case, probation case, traffic case, person, and property records.

#### Maintain Personnel and Training Records

Maintain employee information including personal data, electronic signatures, employee photos, service history, languages spoken, training history, skills/risk level qualifications, and program/work schedules.

Manage employee and non-employee training including enrollment status, scheduling, courses, credit hours, grades, required training, degrees/certifications, and weapon-related codes.

