



Five Useful Bits of Information for WSACC Conference

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Did you know that AOC has developed a Brio query to pull up any drug charge convictions for defendants under the age of 21? (The query is smart enough to calculate the defendant's age at time of resolution of the case) The name of the query is "05-SW-SC-03 Query for Defendant under Age 21 convicted of Drug Offenses" and is located in the Statewide AOC Saved Queries folder. This query will allow your court to find the under age 21 drug cases to report to DOL for license suspension.

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Did you know that there are several local optional settings for SCOMIS and calendars in SCOMIS? See the following chart for some of the optional settings. These are in the MCAL and COPT tables. Contact AOC customer services line 3 if you want to see what your counties' options currently are at this time.

<p>Calendar Setting Options</p>	<ol style="list-style-type: none"> 1. Cutoff days for edit (0/9)(0=No Edit, 1=Same Day Notice) 2. Sequence Continuation Lines (Y,N) 3. Sequence Pro Se Cases Last (Y,N) 4. Report Format – Opt 1 or 2 <table border="1" data-bbox="787 850 1360 982"> <tr> <td>Option 1</td> <td></td> <td>Option 2</td> <td></td> </tr> <tr> <td>Pltf</td> <td>ATP</td> <td>Pltf</td> <td>vs Deft</td> </tr> <tr> <td>vs</td> <td></td> <td>ATP</td> <td>vs ATD</td> </tr> <tr> <td>Deft</td> <td>ATD</td> <td></td> <td></td> </tr> </table> <ol style="list-style-type: none"> 5. Sequence Number Position (L,R,N) 6. Print Third Parties For Option 1 above on Civil Cases (Y/N) 7. Number Blank Lines Between Cases (01-30) 8. Form Length (# of Lines on page 66,88,48) 9. Dashed Case Separator Line (Y,N) 10. Title Line Before Date Line (Y,N) 11. Case Number Position (Left or Center) 12. Suppress Criminal Consolidated Case Numbers (Y,N) 13. Print Adoption Petitioners (Y,N) 14. King Co. Special Headings (Y,N) 15. Extra Margin on First Page (Y,N) 16. Blank Adoption Old Names (Y,N) 17. Dissolution 90 Day Heading (Y,N) 18. Combine Criminal Settings for the Same Case (Y,N) 19. Attorney Cross-Reference (Y,N) – this creates a separate report with an alphabetical list of attorneys and their cases for a given day. 20. Print Case Type with Pre-Scomis Case Numbers (Y,N) 21. Blank Mental Incompetent Names? (Y,N) 22. Blank Dependency Dependent Names? (Y,N) 23. Blank Paternity & Termination Names? (Y,N) 	Option 1		Option 2		Pltf	ATP	Pltf	vs Deft	vs		ATP	vs ATD	Deft	ATD		
	Option 1		Option 2														
Pltf	ATP	Pltf	vs Deft														
vs		ATP	vs ATD														
Deft	ATD																
<p>Juvenile Flag (c=no Juv/j=juv/s=juv&sep Print):</p>	<p>This option is used if county needs juvenile file labels printed separate and sent to another print domain</p>																

Fiche Break (c=on County/t=on Type):	County can request to have separate microfiche for each case type by selecting "T" otherwise it is all combined in one microfiche
Fbi-label Flag Setting (y/n):	Indicates if the WSP/FBI disposition report flag is to be set automatically whenever charge/sentencing information is changed in SCOMIS
County Uses Judge-id Field (y/n):	Judge ID flag appears on SCOMIS screen which allows court to input a judge's name per case
Does County Use Docket Sub Numbers (y/n):	Y
Are Docket Sub Numbers Edited (y/n):	Courts can have the sub numbers edited for valid numbers and missing numbers in a sequence
Is Last Docket Sub Number Displayed (y/n):	If yes, the last sub number used displays in the docket screen and when paging forward to a new screen
Should Docket Calendaring Entries Be Edited (y/n):	If yes, the dates will be edited for validity and holidays
Does County Get Judgment Names Index (y/n):	Y
Is Filed Date Auto Filled W/ Today's Date (y/n):	If yes, today's date is pre-filled in the Add Basic screen when entering a new case
Case Folder Labels By Type(9*(y/n)):	123456789
Case Index Flags - By Case Type (11*(y/n)):	123456YYYYNY, A series of 11 yes/no flags indicating which case types and sub-case type reports are produced by the case/names index report. Flags 1-8 correspond to SCOMIS case type numbers. Flag 9 is the Paternity cases index, flag 10 is the Diversion cases index, and flag 11 is the Probate w/decedent only names index.
Is This An Arbitration County (y/n):	If yes, this court is a mandatory arbitration court
Is County Archiving Old Cases? (y/n):	N
Is This A Mediation County (y/n):	N
Display Archiving Information Always? (y/n):	If yes, the archiving information from the case basic record is always displayed. This flag may be set to Yes whether or not the court is using the archiving sub-system or not.
Include Track Section In Add Case Sequence? (y,n):	A yes/no flag indicating if the Add TRACK sub-command is included in the Add Case sequence. It also applies to the VERIFY CASE command.
Does County Use Case Tracking? (y,n):	A yes/no flag indicating if the court is using the Caseflow management subsystem.
Case Folder Filing Sequence (d=terminal Digit, T=case Type/case No):	T
Does The County Assign Cases To Regional Justice Centers? (y/n):	
Date County Started Case Collection:	The date the court began entry of case type 1-6 on SCOMIS
Date County Started Judgment Case Collection:	The date the court began entering judgments in SCOMIS

Date County Started Juvenile Case Collection:	The date the court began entering juvenile case types in SCOMIS
County Name Left Justified:	COWLITZ
Clerk's Name (name, Title):	RONI A. BOOTH, COUNTY CLERK (this appears on Clerks Case Dismissal Report)
Clerk's Address (city, Wa Zip):	KELSO, WA 98626 (this appears on Clerks Case Dismissal Report)
Regional Justice Center Default:	
Add Case Command (y = Ok To Add Case Type In Scomis):	1YYYYYYY8Y01234567890

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Did you know why certain orders are added to JIS?

RCW 26.50.160 Judicial information system – Data base (as amended by 2000 c 51).

To prevent the issuance of competing protection orders in different courts and to give courts needed information for issuance of orders, the judicial information system shall be available in each district, municipal, and superior court by July 1, 1997, and shall include a data base containing the following information:

(1) The names of the parties and the cause number for every order of protection issued under this title, every criminal no-contact order issued under chapter 10.99 RCW, every antiharassment order issued under chapter 10.14 RCW, every dissolution action under chapter 26.09 RCW, every third-party custody action under chapter 26.10 RCW, ~~((and))~~ every parentage action under chapter 26.10 RCW, and every order for protection issued under chapter 74.34 RCW;

(2) A criminal history of the parties; and

(3) Other relevant information necessary to assist courts in issuing orders under this chapter as determined by the judicial information system committee.

[2000 c 51 § 1; 1995 c 246 § 18.]

RCW 26.50.160 Judicial information system – Data base (as amended by 2000 c 119)

To prevent the issuance of competing protection orders in different courts and to give courts needed information for issuance of orders, the judicial information system shall be available in each district, municipal, and superior court by July 1, 1997, and shall include a data base containing the following information:

(1) The names of the parties and the cause number for every order of protection issued under this title, every criminal no-contact order issued under chapters 9A.46 and 10.99 RCW, every antiharassment order issued under chapter 10.14 RCW, every dissolution action under chapter 26.09 RCW, every third-party custody action under chapter 26.10 RCW, ~~((and))~~ every parentage action under chapter ~~((26.10))~~ 26.26 RCW, every restraining order issued on behalf of an abused child or adult dependent person under chapter 26.44 RCW, every foreign protection order filed under chapter 26.52 RCW, and every order for protection of a vulnerable adult under chapter 74.34 RCW. When a guardian or the department of social and health services has petitioned for

relief on behalf of an abused child, adult dependent person, or vulnerable adult, the name of the person on whose behalf relief was sought shall be included in the data base as a party rather than the guardian or department;

(2) A criminal history of the parties; and

(3) Other relevant information necessary to assist courts in issuing orders under this chapter as determined by the judicial information system committee.

[2000 c 119 § 25; 1995 c 246 § 18.]

Notes: **Reviser's note:** RCW 26.50.160 was amended twice during the 2000 legislative session, each without reference to the other. For rule of construction concerning sections amended more than once during the same legislative session, see RCW 1.12.025.

Application -- 2000 c 119: See note following RCW 26.50.021.

Severability -- 1995 c 246: See note following RCW 26.50.010.

RCW 26.50.165 Judicial information system – names of adult cohabitants in third-party custody actions.

In addition to the information required to be included in the judicial information system under RCW 26.50.160, the data base shall contain the names of any adult cohabitant of a petitioner to a third-party custody action under chapter 26.10 RCW.

[2003 c 105 § 4.]

RCW 26.10.135 Custody orders – Background information to be consulted.

(1) Before granting any order regarding the custody of a child under this chapter, the court shall consult the judicial information system, if available, to determine the existence of any information and proceedings that are relevant to the placement of the child.

(2) Before entering a final order, the court shall:

(a) Direct the department of social and health services to release information as provided under RCW 13.50.100; and

(b) Require the petitioner to provide the results of an examination of state and national criminal identification data provided by the Washington state patrol criminal identification system as described in chapter 43.43 RCW for the petitioner and adult members of the petitioner's household.

[2003 c 105 § 1.]

Reminder on Paternity Judgment orders – some courts do not initiate a paternity case in JIS and file it only in SCOMIS. Upon the court issuing a paternity judgment, the court should then convert the case to JIS in order to record the order for the judicial officers to have statewide access through JABS or JIS search screens.

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Did you know that Sentencing Guidelines Commission (SGC) only needs judgment and sentences and amended judgment and sentences? And that they can be E-mailed instead of snail mailed?

SGC reports that they are getting sent orders of dismissals, orders setting restitution and orders of modification from the Superior Courts and they do not need them. Courts that have imaging systems or scanners are encouraged to send judgment and sentences and amended judgment and sentences via e-mail. Call 360 407 1050 to set up the ability to e-mail to them.

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Did you know that the P (Pending) result code should rarely ever be used in Juvenile Cases?

The Pending code used to be regularly entered as a result for juvenile deferred prosecution cases but the procedure was changed. Please make sure juvenile data entry staff review the following excerpt from the SCOMIS Code Manual result code section:

Juvenile Deferred Disposition Case Processing

When a Deferred Disposition Agreement is signed, use the Change Resolution command to record information on the Basic, Charge, and Docket screens.

- On the Basic screen, record the Resolution Code **DDSP** with the Resolution Date being the date the deferred disposition agreement was signed.
- On the Charge screen, record a Result Code of **G** (guilty) for each primary charge or numbered count covered in the deferred disposition agreement with the Result Date being the date the agreement was signed.
- On the Docket screen, record the Docket Code **ORDFD** (Order of Deferred Disposition). This docket code changes the case management status to CON (Begin on Continued Prosecution – a suspended status).

At the conclusion of the deferral period and upon a finding by the court of compliance with conditions of supervision and payment of restitution, take the following actions in SCOMIS:

- On the Charge screen, change the G (Guilty) Result Code to D (Dismissed) with the Result Date being the date the Order of Dismissal was signed.