



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone (517) 373-0128

Milton L. Mack, Jr.
State Court Administrator

MEMORANDUM

DATE: June 20, 2016

TO: Probate Judges
Circuit Judges
Probate Registers and County Clerks
Court Administrators
Authorized Users of the Caseload Reporting System
Case Management System Providers

FROM: Milton L. Mack, Jr.

RE: Amendment of Administrative Order No. 2013-12: Probate Time Guidelines
Revised Caseload Reporting Forms and Instructions

In 2014, a probate time guidelines workgroup¹ was formed to consider whether to revise the probate time guidelines based on comments received by courts. The workgroup's main goal was to ensure that the guidelines provide valuable information to probate courts as a means of encouraging timely disposition of cases, which is the foundation of an efficient and effective justice system. The recommendations of the workgroup were submitted to the Michigan Supreme Court for consideration and posted for public comment. On May 25, 2016, the Court adopted the revised guidelines as recommended by the probate time guidelines workgroup. The amended [Administrative Order No. 2013-12](#) takes effect September 1, 2016.

The following are the revised guidelines as ordered by the Court:

1. Estate Proceedings. 75% of all cases should be adjudicated within 35 days from the date of the initial filing, 90% within 182 days, and 98% within 364 days.

¹ The probate time guidelines workgroup consisted of probate judges, probate registers, and attorneys from around the State of Michigan.

2. Guardianship, Conservatorship, and Protective Order Proceedings. 75% of all matters should be adjudicated within 90 days from the date of the initial filing and 95% within 364 days.
3. Mental Illness Proceedings; Judicial Admission Proceedings. 90% of all petitions should be adjudicated within 14 days from the date of filing and 98% within 28 days.
4. Civil Proceedings and Trusts Proceedings. 70% of all cases should be adjudicated within 364 days from the date of case filing and 95% within 728 days.

The revised case types were grouped together to reflect procedural similarities and requirements. All probate cases will be counted under the new guidelines, whether contested or uncontested. These guidelines apply to probate court, but also to cases filed in the circuit court as [ancillary proceedings](#).

Each court should review its local administrative order (LAO) for caseload management and, if your court has listed each time guideline in the LAO, submit a new LAO that reflects the time guidelines revisions by September 1, 2016.

The 2016 caseload report shall be submitted using the current time guidelines. The 2017 caseload report, and subsequent reports, shall be submitted using the revised instructions, which correspond to the revised AO. Case management system providers may need to update systems before January 1, 2017, to capture the new information. For programming and reporting details, see the revised Probate Court Caseload (SCAO 22) form and instructions, the revised Circuit Court Caseload (SCAO 31) form and instructions, and the updated file formats for uploading the reports to [MCAP](#).

If you have reporting questions, please contact Kimberly Tody at 517-373-5538 or todyk@courts.mi.gov. If you have any other questions, please contact Robin Eagleson at 517-373-5542 or TrialCourtServices@courts.mi.gov.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

General Reporting Instructions: Case age measurement occurs at different stages of a case depending on the case type. Refer to the specific instructions to determine the measurement criteria for each type of case.

Each judge of a court shall report their case data individually by bar number. When cases from a judge's caseload are assigned to a judge of another court by the SCAO, the court must still report them; however, it is at their discretion whether they report assigned cases under the bar number of the original judge or under the bar number of the assigned judge. Do not report them under both.

SECTION A: ESTATES

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section A) occurs.

Line	CASE TYPE	DA	DE	DH
1	Disposed 0-35 Days			
2	Disposed 36-182 Days			
3	Disposed 183-364 Days			
4	Disposed + 364 Days			
5	Pending 0-35 Days			
6	Pending 36-182 Days			
7	Pending 183-364 Days			
8	Pending +364 Days			

Line 1: Count the number of cases disposed within 35 days.

Line 2: Count the number of cases disposed from 36 to 182 days.

Line 3: Count the number of cases disposed within 183 to 364 days.

Line 4: Count the number of cases disposed after 364 days.

Line 5: Count the number of pending cases with an age through 35 days.

Line 6: Count the number of pending cases with an age from 36 to 182 days.

Line 7: Count the number of pending cases with an age from 183 to 364 days.

Line 8: Count the number of pending cases with an age over 364 days.

SECTION A: TRUSTS

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section A) occurs.

Line	CASE TYPE	TT	TV
1	Disposed 0-364 Days		
2	Disposed 365-728 Days		
3	Disposed + 728 Days		
4	Pending 0-364 Days		
5	Pending 365-728 Days		
6	Pending + 728 Days		

Line 1: Count the number of cases disposed within 364 days.

Line 2: Count the number of cases disposed from 365 to 728 days.

Line 3: Count the number of cases disposed after 728 days.

Line 4: Count the number of pending cases with an age through 364 days.

Line 5: Count the number of pending cases with an age of 365 to 728 days.

Line 6: Count the number of pending cases with an age over 728 days.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

SECTION D: GUARDIANSHIPS, CONSERVATORSHIP

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section D) occurs.

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	LG	PO
1	Disposed 0-90 Days								
2	Disposed 91-364 Days								
3	Disposed + 364 Days								
4	Pending 0-90 Days								
5	Pending 91-364 Days								
6	Pending +364 Days								

Line 1: Count the number of cases disposed within 90 days.

Line 2: Count the number of cases disposed from 91 to 364 days.

Line 3: Count the number of cases disposed after 364 days.

Line 4: Count the number of pending cases with an age through 90 days.

Line 5: Count the number of pending cases with an age from 91 to 364 days.

Line 6: Count the number of pending cases with an age over 364 days.

**File Formats for the Submission of
Electronic Caseload Data**
Caseload Reporting System – Probate Courts

1 Introduction

This document describes the record layout for submitting data electronically to the Caseload Reporting System (CRS). Data so submitted will be imported into an Oracle database, and that data will then be used for generating reports. Courts with a caseload management system may be able to create the data file with relative ease, but the data file must conform to the following record layout in order for the CRS to understand the data and store it properly.

1.1 Submission Mechanism

The CRS project has determined requirements for the technique to be used by courts to submit electronic data files. The following describes the technique to be employed.

The CRS includes web-based functionality to submit the data file online, meaning a court must be connected to the public Internet or the Supreme Court intranet. The user attempting to submit the data file will sign on to an application using a web browser. The user will enter a drive, path, and filename to select the file to be submitted, and the application will transfer the file to a JIS-based server. The submission will be recorded in a database, and the file will be processed. The user will then be able to view submitted data using web-based data entry screens.

2 Electronic Data File Format

2.1 General Format

All data submitted electronically shall be in ASCII format, enclosed in quotes, and comma delimited; i.e., "xxxxxx", "xxxxxx", and so on. An empty field ("") is considered null. Each record in the file will represent a single data value. A record is a series of ASCII characters terminated with a carriage return-linefeed character. The elements of each record will identify which data value it represents, so that the type of data (Probate court) and the quarter, year, county, court code, as well as the part, section, bar number (Part 4 only), action, and case type combine to refer to a single field on a particular caseload report form. The bar number is required for Part 4; for Parts 1 and 2, the field for the bar number should appear as a value of 0. This record layout will require data to be written out redundantly, but allows each record to be dealt with independent of any other record in the file.

2.2 Record Format

The format shall be as follows:

"TYPE","QTR","YEAR","COURT","COUNTY","PART","SECTION","BAR
NUMBER","ACTION","CASETYPE","VALUE"

2.2.1 Field Definitions

"TYPE" = Data Type: "P" (probate)
"QTR" = Report Quarter "1", "2", "3", or "4" ("4" indicates full year data)
"YEAR" = Report Year "2002", "2003", etc.
"COURT" = Court Number as defined below
"COUNTY" = County Name that, along with the court number, identifies a specific court jurisdiction
"PART" = "1", "2", or "4"
"SECTION" = "A", "B", "C", etc.
"BAR NUMBER" = A 7 digit code as defined below
"ACTION" = A 2 to 4 digit code as defined below

"CASE TYPE" = A 2 digit code as defined below
 "VALUE" = Null value ("") or whole number value of 0 or greater

Examples:

"P","4","2003","P82","Wayne", "1","A","0","BP","DA","0"
 "P","4","2003","P82","Wayne", "2","A","0","GR","DA","1"
 "P","4","2003","P82","Wayne", "4","A","P000000","DP1","DA","1"

The first example is for probate data ("P"), full year ("4"), year 2003, Wayne County Probate ("P82"), Part 1, Section A, 0 (since there is no Bar Number for Part 1), action Beginning Pending ("BP"), case type DA, with a value of zero.

The second example is for probate data ("P"), full year ("4"), year 2003, Wayne County Probate ("P82"), Part 2, Section A, 0 (since there is no Bar Number for Part 2), action Petition Granted ("GR"), case type DA, with a value of 1.

The third example is for probate data ("P"), full year ("4"), year 2003, Wayne County Probate ("P82"), Part 4, Section A, Bar Number (as required for Part 4), contested matter resolved within 182 days ("DP1"), case type DA, with a value of 1.

This format provides flexibility when submitting the data so that there are no expectations about groups of records; each one is considered independently. It is possible, though improbable, that probate, circuit, and district data can be intermixed, record by record, and that the values can be listed in no particular order regarding their section, part, action, or case type. It is likely that the reports used to create a data file will create the records in sequence; for example all the part 1 data listed from section A through the last section, and all the actions and case types grouped together. This approach duplicates what might be considered header information on every detail line.

2.2.2 Field Names, Attributes, and Length

Field Name	Attributes	Max Length
TYPE	Alphabetic	1
QTR	Numeric	1
YEAR	Numeric	4
COURT	Alphabetic, Numeric, -	5
COUNTY	Alphabetic	25
PART	Numeric	1
SECTION	Alphabetic	1
BAR NUMBER	Alphabetic, Numeric	7
ACTION	Alphabetic	4
CASETYPE	Alphabetic	2
VALUE	Numeric	6

2.2.3 Submission of Files

The electronic files may be submitted repeatedly in order to correct or complete the data. That is, if a particular field is missing, or has a null value (""), the submission will be accepted, and the data available will be processed.

Subsequent submissions will be appended to the existing values in the database. If a field in the submitted file has a null value ("") it will be ignored, and the existing value in the database, if any, will remain unchanged. Similarly, missing values in subsequent submissions will not affect existing values in the database.

2.2.4 Court Codes and Counties

The following table lists probate court codes and their counties which together create a unique identifier for each jurisdiction. Data must be submitted for the jurisdiction, as listed below.

2.2.4.1 List of Unique Court Code and Location Name Combinations

Code	County	Jurisdiction	Code	County	Jurisdiction
P01	Alcona	Alcona County	P50	Macomb	Macomb County
P03	Allegan	Allegan County	P51	Manistee	Manistee County
P04	Alpena	Alpena County	P52	Marquette	Marquette County
P05	Antrim	Antrim County	P53	Mason	Mason County
P06	Arenac	Arenac County	P55	Menominee	Menominee County
P07	Baraga	Baraga County	P56	Midland	Midland County
P08	Barry	Barry County	P57	Missaukee	Missaukee County
P09	Bay	Bay County	P58	Monroe	Monroe County
P10	Benzie	Benzie County	P59	Montcalm	Montcalm County
P11	Berrien	Berrien County	P60	Montmorency	Montmorency County
P12	Branch	Branch County	P61	Muskegon	Muskegon County
P13	Calhoun	Calhoun County	P62	Newaygo	Newaygo County
P14	Cass	Cass County	P63	Oakland	Oakland County
P16	Cheboygan	Cheboygan County	P64	Oceana	Oceana County
P17	Chippewa	Chippewa County	P65	Ogemaw	Ogemaw County
P19	Clinton	Clinton County	P66	Ontonagon	Ontonagon County
P20	Crawford	Crawford County	P68	Oscoda	Oscoda County
P21	Delta	Delta County	P69	Otsego	Otsego County
P22	Dickinson	Dickinson County	P70	Ottawa	Ottawa County
P23	Eaton	Eaton County	P71	Presque Isle	Presque Isle County
P25	Genesee	Genesee County	P72	Roscommon	Roscommon County
P27	Gogebic	Gogebic County	P73	Saginaw	Saginaw County
P28	Grand Traverse	Grand Traverse County	P74	St. Clair	St. Clair County
P29	Gratiot	Gratiot County	P75	St. Joseph	St. Joseph County
P30	Hillsdale	Hillsdale County	P76	Sanilac	Sanilac County
P31	Houghton	Houghton County	P78	Shiawassee	Shiawassee County
P32	Huron	Huron County	P79	Tuscola	Tuscola County
P33	Ingham	Ingham County	P80	Van Buren	Van Buren County
P34	Ionia	Ionia County	P81	Washtenaw	Washtenaw County
P35	Iosco	Iosco County	P82	Wayne	Wayne County
P36	Iron	Iron County	P83	Wexford	Wexford County
P37	Isabella	Isabella County	PD05	Alger	Alger County
P38	Jackson	Jackson County	PD05	Schoolcraft	Schoolcraft County
P39	Kalamazoo	Kalamazoo County	PD06	Luce	Luce County
P40	Kalkaska	Kalkaska County	PD06	Mackinac	Mackinac County
P41	Kent	Kent County	PD07	Charlevoix	Charlevoix County
P42	Keweenaw	Keweenaw County	PD07	Emmet	Emmet County
P43	Lake	Lake County	PD17	Clare	Clare County
P44	Lapeer	Lapeer County	PD17	Gladwin	Gladwin County
P45	Leelanau	Leelanau County	PD18	Mecosta	Mecosta County
P46	Lenawee	Lenawee County	PD18	Osceola	Osceola County
P47	Livingston	Livingston County			

2.3 Probate Court Specifications

2.3.1 Action Code Definitions

2.3.1.1 Part 1: New Filings, Reopened Cases, and Other Matters

- BP = Beginning Pending
- NF = New Filings
- RE = Reopened
- OP = Number of open estates, testamentary trusts, inter vivos trust, guardianship, and conservatorship cases as of January 1 of each year [This field is submitted only once each year, in the first quarter report]
- WS = number of wills filed for safekeeping
- PSO = Petition for Second Order
- PCO = Petition for Continuing Order
- AP = Applications
- PAO = Petition for Assisted Outpatient Treatment

2.3.1.2 Part 2: Record or Method of Disposition/Record of Closed Cases

- GR = Petition was Granted
- DE = Petition was Denied
- TR = Petition was Transferred
- WD = Petition was Withdrawn or Dismissed
- TC = Case Type Code on the Petition was Changed
- ODT = Order Determining Testacy when associated with DE
- ODH = Order Determining Heirs when associated with DH
- OD = Other Disposition when associated with CZ
- AC = Case was Administratively Closed
- CC = Case was Closed other than Administratively
- OS = The individual who was the subject of the case is no longer in the system
- JV = Jury Verdict
- BV = Bench Verdict
- UDS = Uncontested, Default, Settled
- TR = Transferred
- DP = Dismissed by Party
- DC = Dismissed by Court
- IS = Inactive Status
- DF = Deferred
- SOG = Second Order Granted
- SOD = Second Order Denied
- COG = Continuing Order Granted
- COD = Continuing Order Denied
- AOG = Petition for AOT Granted
- AOD = Petition for AOT Denied

2.3.1.4 Part 4: Case Age

Section A

- DP5 = Disposed within 364 days
- DP22 = Disposed from 365 to 728 days
- DP8 = Disposed after 728 days
- DP27 = Disposed within 35 days
- DP28 = Disposed from 36 to 182 days
- DP29 = Disposed from 183 to 364 days
- DP30 = Disposed after 364 days
- PE5 = Pending through 364 days

- PE22 = Pending from 365 to 728 days
- PE8 = Pending over 728 days
- PE27 = Pending through 35 days
- PE28 = Pending from 36 to 182 days
- PE29 = Pending from 183 to 364 days
- PE30 = Pending over 364 days

Section C

- DP5 = Disposed within 364 days
- DP22 = Disposed from 365 to 728 days
- DP8 = Disposed after 728 days
- PE5 = Pending through 364 days
- PE22 = Pending from 365 to 728 days
- PE8 = Pending over 728 days

Section D

- DP77 = Disposed within 90 days
- DP78 = Disposed from 91 to 364 days
- DP79 = Disposed after 364 days
- DP15 = Disposed within 14 days, no demand
- DP16 = Disposed from 15 to 28 days, no demand
- DP17 = Disposed after 28 days, no demand
- DP18 = Disposed within 14 days, demand
- DP19 = Disposed from 15 to 28 days, demand
- DP20 = Disposed after 28 days, demand
- PE77 = Pending through 90 days
- PE78 = Pending from 91 to 364 days
- PE79 = Pending over 364 days
- PE15 = Pending through 14 days, no demand
- PE16 = Pending from 15 to 28 days, no demand
- PE17 = Pending after 28 days, no demand
- PE18 = Pending through 14 days, demand
- PE19 = Pending from 15 to 28 days, demand
- PE20 = Pending over 28 days, demand

2.3.2 Case Type Code Definitions

All authorized case type codes are defined in the Case File Management Standards, Component 39. They have been reproduced in this manual.

2.3.3 Possible Combinations of Action Codes and Case Type Codes

The following are the possible combinations of action codes and case type codes by Part and Section.

2.3.3.1 Part 1: New Filings, Reopened Cases, and Other Matters

Section A: Estates, Trusts - New Filings, Reopened Cases, and Other Matters

BPDA	BPPE	NFDA	NFPE	NFTV	REPE	OPTT
BPDE	BPTT	NFDE	NFTR	REDA	OPDA	OPTV
BPDH	BPTV	NFDH	NFTT	REDE	OPDE	

Section B: Wills - New Filings, Reopened Cases, and Other Matters

WSWS

Section C: Civil, Other Matters - New Filings, Reopened Cases, and Other Matters

BPCZ BPML NFBR NFCZ NFML RECZ

Section D: Guardianships, Conservatorships, Admissions, Mental Health Commitments – New Filings, Reopened Cases, and Other Matters

BPCA BPGL BPMI NFDD NFJA REMI OPGA PSOMI
BPCY BPGM BPPO NFGA NFLG OPCA OPGL PCOMI
BPDD BPJA NFCA NFGL NFMI OPCY OPGM APMI
BPGA BPLG NFCY NFGM NFPO OPDD OPLG PAOMI

2.3.3.2 Part 2: Record Or Method Of Disposition And Record Of Closed Cases

Section A: Estates, Trusts - Record or Method of Disposition and Record of Closed Cases

GRDA ODTDE DEPE TRTT WDPE ACDA CCDE
GRDE ODHDH DETT TRTV WDTT ACDE CCTT
GRPE DEDA DETV WDDA WDTV ACTT CCTV
GRTT DEDE TRDA WDDE TCDA ACTV SADA
GRTV DEDH TRDE WDDH TCDE CCDA

Section C: Civil, Other Matters - Record or Method of Disposition and Record of Closed Cases

JVCZ UDSCZ DPCZ ISCZ GRML TRML
BVCZ TRCZ DCCZ ODCZ DEML WDML

Section D: Guardianships, Conservatorships, Admissions, Mental Health Commitments – Record or Method of Disposition and Record of Closed Cases

GRCA GRPO DELG TRGM WDGA TCCA TCPO OSCY
GRCY SOGMI DEMI TRJA WDGL TCCY ACCA OSDD
GRDD DECA DEPO TRLG WDGW TCDD ACCY OSGA
GRGA DECY SODMI TRMI WDJA TCGA ACDD OSLG
GRGL DEDD TRCA TRPO WDLG TCGL ACGA OSGM
GRGM DEGA TRCY COGMI WDMI TCGM ACGL OSLG
GRJA DEGL TRDD WDCA WDPO TCJA ACGM AOGMI
GRLG DEGM TRGA WDCY CODMI TCLG ACLG AODMI
GRMI DEJA TRGL WDDD DFMI TCMI OSCA

2.3.3.4 Part 4: Case Age

Section A: Estates, Trusts – Case Age

DP5TT DP27DA DP28DH DP30DA PE22TT PE27DH PE29DA PE30DH
DP5TV DP27DE DP28PE DP30DE PE22TV PE27PE PE29DE PE30PE
DP22TT DP27DH DP29DA DP30DH PE8TT PE28DA PE29DH
DP22TV DP27PE DP29DE DP30PE PE8TV PE28DE PE29PE
DP8TT DP28DA DP29DH PE5TT PE27DA PE28DH PE30DA
DP8TV DP28DE DP29PE PE5TV PE27DE PE28PE PD30DE

Section C: Civil, Other Matters – Case Age

DP5CZ PE5CZ
DP22CZ PE22CZ
DP8CZ PE8CZ

Section D: Guardianships, Conservatorships, Admissions, Mental Health Commitments – Case Age

DP77CA DP77CY DP77DD DP77GA DP77GL DP77GM DP77LG DP77PO

DP78CA	DP79CA	DP15MI	DP19MI	PE77GL	PE78GL	PE79GL	PE17MI
DP78CY	DP79CY	DP15JA	DP19JA	PE77GM	PE78GM	PE79GM	PE17JA
DP78DD	DP79DD	DP16MI	DP20MI	PE77LG	PE78LG	PE79LG	PE18MI
DP78GA	DP79GA	DP16JA	DP20JA	PE77PO	PE78PO	PE79PO	PE18JA
DP78GL	DP79GL	DP17MI	PE77CA	PE78CA	PE79CA	PE15MI	PE19MI
DP78GM	DP79GM	DP17JA	PE77CY	PE78CY	PE79CY	PE15JA	PE19JA
DP78LG	DP79LG	DP18MI	PE77DD	PE78DD	PE79DD	PE16MI	PE20MI
DP78PO	DP79PO	DP18JA	PE77GA	PE78GA	PE79GA	PE16JA	PE20JA

CIRCUIT COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

General Reporting Instructions: Case age measurement occurs at different stages of a case depending on the case type. Refer to the specific instructions to determine the measurement criteria for each type of case. **Except as otherwise noted, disposition is based on the definitions in Part 2.**

Each judge of a court shall report his/her case data individually by bar number (including cases that are handled by referees). When cases from a judge's caseload are assigned to a judge of another court by the SCAO, the court must still report them; however, it is at the court's discretion whether they report assigned cases under the bar number of the original judge or under the bar number of the assigned judge. Do not report them under both. For any case that is reassigned internally, the court must report the case under the bar number of the judge to whom it is assigned at the time the case is disposed, or under the bar number of the judge to whom it is assigned if the case remains pending at the end of the reporting period.

Cases that have been reported disposed under "Inactive Status" (as defined by that line in Part 2 of the caseload instructions) **are not adjudicated and shall not be reported on these case age reports under either the column for pending or for disposition.** After a case that has been on "inactive status" qualifies for reporting as "reopened" based on the instructions in Part 1, it must be reported on these case age reports as either pending or disposed according to its status as of December 31 of the reporting year; however, when calculating the age of the case, **subtract the time that particular case was out of the court's control on "inactive status."**

Inactive Status defined: A case is on "inactive status" when it has been disposed as inactive based upon the guidelines in Part 2. "Inactive status" is available only to cases reported in Sections A, B, C, D, and E. Delays caused for any other reason shall not be subtracted from the time. As stated previously, the age of a case while on **inactive status** shall not be reported under columns for pending or for disposition.

In all other situations when a case (except DL, TL, and NA case types) is reopened, it must be reported on these case age reports as either pending or disposed according to its status as of December 31 of the reporting year with the age calculated by **subtracting the time from the original disposition of that particular case to the reopen date.**

Although case type codes are organized in groupings, cases associated with each case type code are to be reported separately throughout this entire report. For example, although AA, AE, AL, and AP are combined, AA cases should be reported under its own column, AE cases should be reported under its own column, etc.

NOTE: Except for DL, TL, DJ, and NA case types and Section I, disposed cases reported in Part 4 must equal disposed cases reported in Part 2 less cases disposed by methods "Inactive Status" and "Case Type Change," and pending cases reported in Part 4 must equal ending pending cases calculated from the data provided in Parts 1 and 2.

CIRCUIT COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

SECTION I: ANCILLARY PROCEEDINGS (GUARDIANSHIPS, CONSERVATORSHIPS)

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section I) occurs.

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	LG	PO
1	Disposed 0-90 Days								
2	Disposed 91-364 Days								
3	Disposed + 364 Days								
4	Pending 0-90 Days								
5	Pending 91-364 Days								
6	Pending +364 Days								

Line 1: Count the number of cases disposed within 90 days.

Line 2: Count the number of cases disposed from 91 to 364 days.

Line 3: Count the number of cases disposed after 364 days.

Line 4: Count the number of pending cases with an age through 90 days.

Line 5: Count the number of pending cases with an age from 91 to 364 days.

Line 6: Count the number of pending cases with an age over 364 days.

**File Formats for the Submission of
Electronic Caseload Data**
Caseload Reporting System – Circuit Courts

1 Introduction

This document describes the record layout for submitting data electronically to the Caseload Reporting System (CRS). Data so submitted will be imported into an Oracle database, and that data will then be used for generating reports. Courts with a caseload management system may be able to create the data file with relative ease, but the data file must conform to the following record layout in order for the CRS to understand the data and store it properly.

1.1 Submission Mechanism

The CRS includes web-based functionality to submit the data file online, meaning a court must be connected to the public Internet or the Supreme Court intranet. The user attempting to submit the data file will sign on to the application using a web browser. The user will enter a drive, path, and filename to select the file to be submitted, and the application will transfer the file to a JIS-based server. The submission will be recorded in a database, and the file will be processed. The user will then be able to view the submitted data using web-based data entry screens.

2 Electronic Data File Format

2.1 General Format

All data submitted electronically shall be in ASCII format, enclosed in quotes, and comma delimited; i.e., "xxxxxx", "xxxxxx", and so on. An empty field (") is considered null. Each record in the file will represent a single data value. A record is a series of ASCII characters terminated with a carriage return-linefeed character. The elements of each record will identify which data value it represents, so that the type of data (Circuit court) and the quarter, year, county, court code, as well as the part, section, bar number (Part 4 only), action, and case type combine to refer to a single field on a particular caseload report form. The bar number is required for Part 4; for Parts 1 and 2, the field of the bar number should appear as a value of 0. This record layout will require data to be written out redundantly, but allows each record to be dealt with independent of any other record in the file.

2.2 Record Format

The format shall be as follows:

"TYPE","QTR","YEAR","COURT","COUNTY","PART","SECTION","BAR NUMBER","ACTION","CASETYPE","VALUE"

2.2.1 Field Definitions

"TYPE"	= Data Type: "C" (circuit)
"QTR"	= Report Quarter "1", "2", "3", or "4" ("4" indicates full year data)
"YEAR"	= Report Year "2002", "2003", etc.
"COURT"	= Court Number as defined below
"COUNTY"	= County Name that, along with the court number, identifies a specific court jurisdiction
"PART"	= "1", "2", or "4"
"SECTION"	= "A", "B", "C", etc.
"BAR NUMBER"	= A 7 digit code as defined below
"ACTION"	= A 2 to 4 digit code as defined below
"CASETYPE"	= A 2 digit code as defined below
"VALUE"	= Null value (") or whole number value of 0 or greater

Examples:

"C","4","2003","C10","Saginaw","1","E","0","BP","DL","5"
"C","4","2003","C10","Saginaw","2","E","0","BV","DL","12"
"C","4","2003","C10","Saginaw","4","E","P000000","DP1","DL","2"

The first example is for circuit data ("C"), full year ("4"), year 2003, 10th Circuit Court ("C10"), the county of Saginaw, Part 1, Section E, 0 (since there is no Bar Number for Part 1), action Beginning Pending ("BP"), case type DL, with a value of 5.

The second example is for circuit data ("C"), full year ("4"), year 2003, 10th Circuit Court ("C10"), the county of Saginaw, Part 2, Section E, 0 (since there is no Bar Number for Part 2), action Bench Verdict ("BV"), case type DL, with a value of 12.

The last example is for circuit data ("C"), full year ("4"), year 2003, 10th Circuit Court ("C10"), the county of Saginaw, Part 4, Section E, Bar Number (as required for Part 4), action dismissed within 84 days, juvenile detained ("DP1"), case type DL, with a value of 2.

This format provides flexibility when submitting the data so that there are no expectations about groups of records; each one is considered independently. It is possible, though improbable, that probate, circuit, and district data can be intermixed, record by record, and that the values can be listed in no particular order regarding their section, part, action, or case type. It is likely that the reports used to create a data file will create the records in sequence; for example all the Part 1 data listed from Section A through the last section, and all the actions and case types grouped together. This approach duplicates what might be considered header information on every detail line.

2.2.2 Field Names, Attributes, and Length

Field Name	Attributes	Max Length
TYPE	Alphabetic	1
QTR	Numeric	1
YEAR	Numeric	4
COURT	Alphabetic, Numeric	5
COUNTY	Alphabetic	25
PART	Numeric	1
SECTION	Alphabetic	1
BAR NUMBER	Alphabetic, Numeric	7
ACTION	Alphabetic	4
CASETYPE	Alphabetic	2
VALUE	Numeric	6

2.2.3 Submission of Files

The electronic files may be submitted repeatedly in order to correct or complete the data. That is, if a particular field is missing, or has a null value (""), the submission will be accepted, and the data available will be processed.

Subsequent submissions will be appended to the existing values in the database. If a field in the submitted file has a null value ("") it will be ignored, and the existing value in the database, if any, will remain unchanged. Similarly, missing values in subsequent submissions will not affect existing values in the database.

2.2.4 Court Codes and Counties

The following table lists the court codes and their corresponding counties; jurisdictions are included to further define each court. The court code and county together create a unique identifier for each

jurisdiction. Data will be reported for each of the jurisdictions; however, totals will not be combined for multi-county courts; i.e. "C19", which contains data submitted from two counties.

2.2.4.1 List of Unique Court Code and Location Name Combinations

Code	County	Jurisdiction	Code	County	Jurisdiction
C01	Hillsdale	Hillsdale County	C28	Wexford	Wexford County
C02	Berrien	Berrien County	C29	Clinton	Clinton County
C03	Wayne	Wayne County	C29	Gratiot	Gratiot County
C04	Jackson	Jackson County	C30	Ingham	Ingham County
C05	Barry	Barry County	C31	St. Clair	St. Clair County
C06	Oakland	Oakland County	C32	Gogebic	Gogebic County
C07	Genesee	Genesee County	C32	Ontonagon	Ontonagon County
C08	Ionia	Ionia County	C33	Charlevoix	Charlevoix County
C08	Montcalm	Montcalm County	C34	Ogemaw	Ogemaw County
C09	Kalamazoo	Kalamazoo County	C34	Roscommon	Roscommon County
C10	Saginaw	Saginaw County	C35	Shiawassee	Shiawassee County
C11	Alger	Alger County	C36	Van Buren	Van Buren County
C11	Luce	Luce County	C37	Calhoun	Calhoun County
C11	Mackinac	Mackinac County	C38	Monroe	Monroe County
C11	Schoolcraft	Schoolcraft County	C39	Lenawee	Lenawee County
C12	Baraga	Baraga County	C40	Lapeer	Lapeer County
C12	Houghton	Houghton County	C41	Dickinson	Dickinson County
C12	Keweenaw	Keweenaw County	C41	Iron	Iron County
C13	Antrim	Antrim County	C41	Menominee	Menominee County
C13	Grand Traverse	Grand Traverse County	C42	Midland	Midland County
C13	Leelanau	Leelanau County	C43	Cass	Cass County
C14	Muskegon	Muskegon County	C44	Livingston	Livingston County
C15	Branch	Branch County	C45	St. Joseph	St. Joseph County
C16	Macomb	Macomb County	C46	Crawford	Crawford County
C17	Kent	Kent County	C46	Kalkaska	Kalkaska County
C18	Bay	Bay County	C46	Otsego	Otsego County
C19	Benzie	Benzie County	C47	Delta	Delta County
C19	Manistee	Manistee County	C48	Allegan	Allegan County
C20	Ottawa	Ottawa County	C49	Mecosta	Mecosta County
C21	Isabella	Isabella County	C49	Osceola	Osceola County
C22	Washtenaw	Washtenaw County	C50	Chippewa	Chippewa County
C23	Alcona	Alcona County	C51	Lake	Lake County
C23	Arenac	Arenac County	C51	Mason	Mason County
C23	Iosco	Iosco County	C52	Huron	Huron County
C23	Oscoda	Oscoda County	C53	Cheboygan	Cheboygan County
C24	Sanilac	Sanilac County	C53	Presque Isle	Presque Isle County
C25	Marquette	Marquette County	C54	Tuscola	Tuscola County
C26	Alpena	Alpena County	C55	Clare	Clare County
C26	Montmorency	Montmorency County	C55	Gladwin	Gladwin County
C27	Newaygo	Newaygo County	C56	Eaton	Eaton County
C27	Oceana	Oceana County	C57	Emmet	Emmet County
C28	Missaukee	Missaukee County			

2.3 Circuit Court Specifications

2.3.1 Action Code Definitions

2.3.1.1 Part 1: New Filings and Reopened Cases

BP	= Beginning Pending
NF	= New Filings
RE	= Reopened
BPC	= Number of Children associated with Beginning Pending
NFC	= Number of Children associated with New Filings
REC	= Number of Children associated with Reopened
TPO	= Termination Petitions; Original or Amended
TPC	= Number of Children in Termination Petitions; Original or Amended
TPS	= Termination Petitions; Supplemental
TPSC	= Number of Children in Termination Petitions; Supplemental
SP	= Supplemental Petitions
SPC	= Number of Children in Supplemental Petitions
PCJ	= Number of Children in New Filings with Prior Court Jurisdiction as NA
PFCI	= Petitions for Confidential Intermediary
RFRI	= Requests for Release of Information
GC	= Guardianships Created
GT	= Guardians Terminated
GR	= Guardianships Revoked

2.3.1.2 Part 2: Methods of Disposition

OE	= Order Entered
DS	= Dismissed
TC	= Case Type Change
JV	= Jury Verdict
BV	= Bench Verdict
GP	= Guilty Plea
NP	= Nolle Prosequi
DC	= Dismissed by Court
DI	= Dismissed Incompetent
TR	= Transferred
IS	= Inactive Status
UDS	= Uncontested/Default/Settled
DP	= Dismissed by Party or Petitioner
OD	= Other Disposition
ANC	= Admission/No Contest
PW	= Prosecutor Waiver
TW	= Traditional Waiver
CC	= Consent Calendar
DNA	= Diversion/Not Authorized
DG	= Designation Granted
NC	= Not Charged
OEP	= Orders Issued Ex Parte
OAH	= Orders Issued After Hearing
DSE	= Dismissed/Denied Ex Parte
DSH	= Dismissed/Denied After Hearing
OR	= Orders Rescinded
OI	= Orders Issued After Denial
NA	= Not Authorized
DW	= Dismissed/Withdrawn

WD = Withdrawn/Dismissed
F = Finalized
WP = Withdrawn by Petitioner
RG = Recission Granted
RDW = Recission Denied/Withdrawn
GR = Granted
DE = Denied
CS = Juveniles Under Court Supervision associated with DL/TL/DJ
FS = Juveniles Under FIA Supervision associated with DL/TL/DJ
DCJ = Juveniles Under DCJ Supervision (in Wayne county only) associated with DL/TL/DJ
PA = Juveniles Pending Adjudication associated with DL/TL/DJ
TCW = Children who are Temporary Court Wards associated with NA
TSW = Children who are Temporary State Wards associated with NA
PW = Children who are Permanent Wards associated with NA
PA = Children Pending Adjudication associated with NA

2.3.1.4 Part 4: Case Age

Section A

DP1 = Disposed within 182 days
DP2 = Disposed after 182 days
DP3 = Disposed within 35 days
DP4 = Disposed from 36 to 91 days
DP5 = Disposed after 91 days
PE1 = Pending through 182 days
PE2 = Pending over 182 days
PE3 = Pending through 35 days
PE4 = Pending from 36 to 91 days
PE5 = Pending over 91 days

Section B

DP6 = Disposed within 91 days
DP7 = Disposed from 92 to 154 days
DP8 = Disposed from 155 to 301 days
DP9 = Disposed after 301 days
PE6 = Pending through 91 days
PE7 = Pending from 92 to 154 days
PE8 = Pending from 155 to 301 days
PE9 = Pending over 301 days

Section C

DP10 = Disposed within 364 days
DP66 = Disposed from 365 to 728 days
DP13 = Disposed after 728 days
PE10 = Pending through 364 days
PE66 = Pending from 365 to 728 days
PE13 = Pending over 728 days

Section D

DP67 = Disposed within 182 days
DP68 = Disposed from 183 to 364 days

DP17 = Disposed after 364 days
DP69 = Disposed within 301 days
DP20 = Disposed from 302 to 364 days
DP21 = Disposed within 147 days
DP22 = Disposed from 148 to 238 days
DP23 = Disposed after 238 days
PE67 = Pending within 182 days
PE68 = Pending from 183 to 364 days
PE17 = Pending after 364 days
PE69 = Pending within 301 days
PE20 = Pending from 302 to 364 days
PE21 = Pending through 147 days
PE22 = Pending from 148 to 238 days
PE23 = Pending over 238 days

Section E

DP24 = Disposed within 84 days, Juvenile Detained
DP25 = Disposed from 85 to 98 days, Juvenile Detained
DP26 = Disposed after 98 days, Juvenile Detained
DP27 = Disposed within 119 days, Juvenile not Detained
DP70 = Disposed from 120 to 210 days, Juvenile not Detained
DP30 = Disposed after 210 days, Juvenile not Detained
DP31 = Disposed within 63 days
DP71 = Disposed from 64 to 126 days
DP34 = Disposed after 126 days
DP35 = Disposed within 154 days
DP36 = Disposed from 155 to 301 days
DP37 = Disposed after 301 days
DP38 = Disposed within 1 day, ex parte
DP39 = Disposed after 1 day, ex parte
DP40 = Disposed within 14 days, not ex parte
DP41 = Disposed from 15 to 21 days, not ex parte
DP42 = Disposed after 21 days, not ex parte
PE24 = Pending through 84 days, Juvenile Detained
PE25 = Pending from 85 to 98 days, Juvenile Detained
PE26 = Pending over 98 days, Juvenile Detained
PE27 = Pending through 119 days, Juvenile not Detained
PE70 = Pending from 120 to 210 days, Juvenile not Detained
PE30 = Pending over 210 days, Juvenile not Detained
PE31 = Pending through 63 days
PE71 = Pending from 64 to 126 days
PE34 = Pending over 126 days
PE35 = Pending through 154 days
PE36 = Pending from 155 to 301 days
PE37 = Pending over 301 days
PE38 = Pending through 1 day, ex parte
PE39 = Pending over 1 day, ex parte
PE40 = Pending through 14 days, not ex parte
PE41 = Pending from 15 to 21 days, not ex parte
PE42 = Pending over 21 days, not ex parte

Section F

- N1 = Disposed 0-119 Days, Child not in Placement
- N9 = Disposed 120-210 Days, Child not in Placement
- N4 = Disposed +210 Days, Child not in Placement
- N5 = Pending 0-119 Days, Child not in Placement
- N10 = Pending 120-210 Days, Child not in Placement
- N8 = Pending +210 Days, Child not in Placement
- P1 = Disposed 0-84 Days, Child in Placement
- P2 = Disposed 85-98 Days, Child in Placement
- P3 = Disposed +98 Days, Child in Placement
- P4 = Pending 0-84 Days, Child in Placement
- P5 = Pending 85-98 Days, Child in Placement
- P6 = Pending +98 Days, Child in Placement

Section G

- DP43 = Disposed within 287 days
- DP44 = Disposed from 288 to 364 days
- DP45 = Disposed after 364 days
- DP46 = Disposed within 91 days
- DP47 = Disposed after 91 days
- PE43 = Pending through 287 days
- PE44 = Pending from 288 to 364 days
- PE45 = Pending over 364 days
- PE46 = Pending within 91 days
- PE47 = Pending over 91 days

Section H

- DP48 = Disposed within 91 days
- DP49 = Disposed after 91 days
- DP50 = Disposed within 5 days
- DP51 = Disposed after 5 days
- DP52 = Disposed within 273 days
- DP53 = Disposed after 273 days
- DP54 = Disposed within 1 day, ex parte
- DP55 = Disposed after 1 day, ex parte
- DP56 = Disposed within 14 days, not ex parte
- DP57 = Disposed from 15 to 21 days, not ex parte
- DP58 = Disposed after 21 days, not ex parte
- DP72 = Disposed within 126 days
- DP73 = Disposed after 126 days
- DP75 = Disposed within 21 days
- DP76 = Disposed after 21 days
- PE48 = Pending through 91 days
- PE49 = Pending over 91 days
- PE50 = Pending through 5 days
- PE51 = Pending over 5 days
- PE52 = Pending through 273 days
- PE53 = Pending over 273 days
- PE54 = Pending through 1 day, ex parte
- PE55 = Pending over 1 day, ex parte
- PE56 = Pending through 14 days, not ex parte

PE57 = Pending from 15 to 21 days, not ex parte
 PE58 = Pending over 21 days, not ex parte
 PE72 = Pending within 126 days
 PE73 = Pending after 126 days
 PE75 = Pending through 21 days
 PE76 = Pending over 21 days

Section I

DP77 = Disposed within 90 days
 DP78 = Disposed from 91 to 364 days
 DP79 = Disposed after 364 days
 DP63 = Disposed within 14 days
 DP64 = Disposed from 15 to 28 days
 DP65 = Disposed after 28 days
 PE77 = Pending through 90 days
 PE78 = Pending from 91 to 364 days
 PE79 = Pending over 364 days
 PE63 = Pending through 14 days
 PE64 = Pending from 15 to 28 days
 PE65 = Pending after 28 days

2.3.2 Case Type Code Definitions

All authorized case type codes are defined in the Caseload of Michigan Trial Courts: Reporting Forms and Instructions manual.

2.3.3 Possible Combinations of Action Codes and Case Type Codes

The following are the possible combinations of action codes and case type codes by Part and Section.

2.3.3.1 Part 1: New Filings And Reopened Cases

Section A: Appeals, Administrative Review, Extraordinary Writs - New Filings and Reopened Cases

BPAA	BPAV	BPAW	NFAR	NFAS	REAP	REAL
BPAE	BPAH	NFAA	NFAV	NFAW	REAR	REAS
BPAP	BPAL	NFAE	NFAH	REAA	REAV	REAW
BPAP	BPAS	NFAP	NFAL	REAE	REAH	

Section B: Criminal - New Filings and Reopened Cases

BPAX	BPFH	NFAX	NFFH	REAX	REFH
BPFC	BPFJ	NFFC	NFFJ	REFC	REFJ

Section C: Civil - New Filings and Reopened Cases

BPCB	BPCR	BPNS	NFCD	NFND	NFPC	RECF
BPCC	BPCZ	BPNZ	NFCE	NFNF	NFPD	RECH
BPCD	BPND	BPPC	NFCF	NFNH	NFPR	RECK
BPCE	BPNF	BPPD	NFCH	NFNI	NFPS	RECL
BPCF	BPNH	BPPR	NFCK	NFNM	NFPZ	RECP
BPCH	BPNI	BPPS	NFCL	NFNO	RECB	RECR
BPCK	BPNM	BPPZ	NFCP	NFNP	RECC	RECZ
BPCL	BPNO	NFCB	NFCR	NFNS	RECD	REND
BPCP	BPNP	NFCC	NFCZ	NFNZ	RECE	RENF

RENH	RENM	RENP	RENZ	REPD	REPS
RENI	RENO	RENS	REPC	REPR	REPZ

Section D: Domestic Relations - New Filings and Reopened Cases

BPDC	BPDS	NFDC	NFDS	REDC	REDS
BPDM	BPDZ	NFDM	NFDZ	REDM	REDZ
BPDO	BPUD	NFDO	NFUD	REDO	REUD
BPDP	BPUE	NFDP	NFUE	REDP	REUE

Section E: Juvenile - New Filings and Reopened Cases

BPDJ	BPPJ	NFDJ	NFPJ	REDJ	REPJ
BPDL	BPTL	NFDL	NFTL	REDL	RETL

Section F: Child Protective - New Filings and Reopened Cases

BPNA	NFNA	RENA	TPONA	TPSNA	SPNA	PCJNA
BPCNA	NFCNA	RECNA	TPCNA	TPSCNA	SPCNA	

Section G: Adoption - New Filings and Reopened Cases

BPAB	BPAM	NFAC	NFAN	READ	REAO
BPAC	BPAN	NFAD	NFAO	REAF	REAY
BPAD	BPAO	NFAF	NFAY	REAG	PFCI
BPAF	BPAY	NFAG	REAB	REAM	RFRI
BPAG	NFAB	NFAM	REAC	REAN	

Section H: Miscellaneous - New Filings and Reopened Cases

BPEM	BPPH	BPVP	NFNC	NFVF	RENB	GCJG
BPID	BPPP	NFEM	NFPH	NFVP	REPH	GTJG
BPNB	BPPW	NFID	NFPP	REEM	REPP	GRJG
BPNC	BPVF	NFNB	NFPW	REID	REPW	

Section I: Ancillary Proceedings - New Filings and Reopened Case

BPCA	BPGA	BPJA	BPPO	NFDD	NFGM	NFMI
BPCY	BPGL	BPLG	NFCA	NFGA	NFJA	NFPO
BPDD	BPGM	BPMI	NFCY	NFGL	NFLG	

2.3.3.2 Part 2: Method Of Disposition

Section A: Appeals, Administrative Review, Extraordinary Writs - Method of Disposition

OEAA	OEAL	DSAR	TRAA	TRAL	ISAR	TCAR
OEAE	OEAS	DSAV	TRAE	TRAS	ISAV	TCAV
OEAP	OEAW	DSAH	TRAP	TRAW	ISAL	TCAH
OEAR	DSAA	DSAL	TRAR	ISAA	TCAA	TCAL
OEAV	DSAE	DSAS	TRAV	ISAE	TCAE	TCAS
OEAH	DSAP	DSAW	TRAH	ISAP	TCAP	TCAW

Section B: Criminal - Method of Disposition

JVAX	BVFC	GPFH	NPFJ	TRAX	ISFC	TCFH
JVFC	BVFH	GPFJ	DCAX	TRFC	ISFH	TCFJ
JVFH	BVFJ	NPAX	DCFC	TRFH	ISFJ	
JVFJ	GPAX	NPFC	DCFH	TRFJ	TCAX	
BVAX	GPFC	NPFH	DCFJ	ISAX	TCFC	

Section C: Civil - Method of Disposition

JVCB	BVCP	UDSNO	TRPZ	DCCL	ISNM	ODPS
JVCC	BVCR	UDSNP	DPCB	DCCP	ISNO	ODPZ
JVCD	BVCZ	UDSNS	DPCC	DCCR	ISNP	TCCB
JVCE	BVND	UDSNZ	DPCD	DCCZ	ISNS	TCCC
JVCF	BVNF	UDSPC	DPCE	DCND	ISNZ	TCCD
JVCH	BVNH	UDSPD	DPCF	DCNF	ISPC	TCCE
JVCK	BVNI	UDSPR	DPCH	DCNH	ISPD	TCCF
JVCL	BVNM	UDSPS	DPCK	DCNI	ISPR	TCCH
JVCP	BVNO	UDSPZ	DPCL	DCNM	ISPS	TCCK
JVCR	BVNP	TRCB	DPCP	DCNO	ISPZ	TCCL
JVCZ	BVNS	TRCC	DPCR	DCNP	ODCB	TCCP
JVND	BVNZ	TRCD	DPCZ	DCNS	ODCC	TCCR
JVNF	BVPC	TRCE	DPND	DCNZ	ODCD	TCCZ
JVNH	BVPD	TRCF	DPNF	DCPC	ODCE	TCND
JVNI	BVPR	TRCH	DPNH	DCPD	ODCF	TCNF
JVNM	BVPS	TRCK	DPNI	DCPR	ODCH	TCNH
JVNO	BVPZ	TRCL	DPNM	DCPS	ODCK	TCNI
JVNP	UDSCB	TRCP	DPNO	DCPZ	ODCL	TCNM
JVNS	UDSCC	TRCR	DPNP	ISCB	ODCP	TCNO
JVNZ	UDSCD	TRCZ	DPNS	ISCC	ODCR	TCNP
JVPC	UDSCE	TRND	DPNZ	ISCD	ODCZ	TCNS
JVPD	UDSCF	TRNF	DPPC	ISCE	ODND	TCNZ
JVPR	UDSCH	TRNH	DPPD	ISCF	ODNF	TCPC
JVPS	UDSCK	TRNI	DPPR	ISCH	ODNH	TCPD
JVPZ	UDSCL	TRNM	DPPS	ISCK	ODNI	TCPR
BVCB	UDSCP	TRNO	DPPZ	ISCL	ODNM	TCPS
BVCC	UDSCR	TRNP	DCCB	ISCP	ODNO	TCPZ
BVCD	UDSCZ	TRNS	DCCC	ISCR	ODNP	
BVCE	UDSND	TRNZ	DCCD	ISCZ	ODNS	
BVCF	UDSNF	TRPC	DCCE	ISND	ODNZ	
BVCH	UDSNH	TRPD	DCCF	ISNF	ODPC	
BVCK	UDSNI	TRPR	DCCH	ISNH	ODPD	
BVCL	UDSNM	TRPS	DCCK	ISNI	ODPR	

Section D: Domestic Relations - Method of Disposition

BVDC	UDSDC	TRDC	DPDC	DCDC	ISDC	TCDC
BVDM	UDSDM	TRDM	DPDM	DCDM	ISDM	TCDM
BVDO	UDSDO	TRDO	DPDO	DCDO	ISDO	TCDO
BVDP	UDSDP	TRDP	DPDP	DCDP	ISDP	TCDP
BVDS	UDSDS	TRDS	DPDS	DCDS	ISDS	TCDS
BVDZ	UDSDZ	TRDZ	DPDZ	DCDZ	ISDZ	TCDZ
BVUD	UDSUD	TRUD	DPUD	DCUD	ISUD	TCUD
BVUE	UDSUE	TRUE	DPUE	DCUE	ISUE	TCUE

Section E: Juvenile - Method of Disposition

JVDL	ANCTL	DCDL	CCTL	DGDL	TCDL	NPDJ
JVTL	PWDL	DCTL	TRDL	ISDL	TCTL	DCDJ
BVDL	TWDL	DIDL	TRTL	ISTL	JVDJ	DIDJ
BVTL	NPDL	DITL	DNADL	NCDL	BVDJ	ISDJ
ANCDL	NPTL	CCDL	DGTL	NCTL	GPDJ	NADJ

OEPPJ	TRPJ	DSHPJ	ORPJ	CSJV	PAJV
OAHPJ	DSEPJ	DPPJ	OIPJ	FSJV	DCJJV

Section F: Child Protective - Method of Disposition

JVNA	ANCNA	TRNA	TCWNA	PWNA
BVNA	DWNA	NANA	TSWNA	PANA

Section G: Adoption - Method of Disposition

FAB	FAO	WPAM	DCAF	TRAC	TRAY	TCAG
FAC	FAY	WPAN	DCAG	TRAD	RGAY	TCAM
FAD	WPAB	WPAO	DCAM	TRAF	RDWAY	TCAN
FAF	WPAC	WPAY	DCAN	TRAG	TCAB	TCAO
FAG	WPAD	DCAB	DCAO	TRAM	TCAC	TCAJ
FAM	WPAF	DCAC	DCAJ	TRAN	TCAD	
FAN	WPAG	DCAD	TRAB	TRAO	TCAF	

Section H: Miscellaneous Family - Method of Disposition

OEPID	OAHNC	TRNB	DSEPH	DSHPW	DPPW	TCNB
OEPNB	OAHPH	TRNC	DSEPP	DSHVP	DPVP	TCNC
OEPPH	OAHPH	TRPH	DSHEM	DPEM	ORPH	TCPH
OEPPP	OAHPW	TRPP	DSHID	DPID	ORPP	TCPP
OEPVF	OAHVF	TRPW	DSHNB	DPNB	OIPH	TCPW
OAHEM	OAHVP	TRVP	DSHNC	DPNC	OIPP	TCVF
OAHD	TREM	DSEID	DSHPH	DPPH	TCEM	TCVP
OAHNB	TRID	DSENB	DSHPH	DPPP	TCID	

Section I: Ancillary Proceedings - Method of Disposition

GRCA	GRMI	DEJA	TRGL	WDDD	DFMI	TCLG
GRCY	GRPO	DELG	TRGM	WDGA	TCCA	TCMI
GRDD	DECA	DEMI	TRJA	WDGL	TCCY	TCPO
GRGA	DECY	DEPO	TRLG	WDGM	TCDD	
GRGL	DEDD	TRCA	TRMI	WDJA	TCGA	
GRGM	DEGA	TRCY	TRPO	WDLG	TCGL	
GRJA	DEGL	TRDD	WDCA	WDMI	TCGM	
GRLG	DEGM	TRGA	WDCY	WDPO	TCJA	

2.3.3.4 Part 4: Case Age

Section A: Appeals, Administrative Review, Extraordinary Writs – Case Age at Disposition and Pending Case Age

DP1AA	PE2AA	DP1AR	DP2AV	DP5AS	PE2AE	PE3AW
DP2AA	PE3AH	DP1AV	DP3AS	PE1AE	PE2AL	PE4AS
DP3AH	PE4AH	DP2AE	DP3AW	PE1AL	PE2AP	PE4AW
DP4AH	DP1AE	DP2AL	DP4AS	PE1AP	PE2AR	PE5AS
DP5AH	DP1AL	DP2AP	DP4AW	PE1AR	PE2AV	PE5AW
PE1AA	DP1AP	DP2AR	DP5AW	PE1AV	PE3AS	PE5AH

Section B: Criminal – Case Age at Disposition and Pending Case Age

DP6AX	DP6FJ	DP7FH	DP8FC	DP9AX	DP9FJ	PE6FH
DP6FC	DP7AX	DP7FJ	DP8FH	DP9FC	PE6AX	PE6FJ
DP6FH	DP7FC	DP8AX	DP8FJ	DP9FH	PE6FC	PE7AX

PE7FC	PE7FJ	PE8FC	PE8FJ	PE9FC	PE9FJ
PE7FH	PE8AX	PE8FH	PE9AX	PE9FH	

Section C: Civil – Case Age at Disposition and Pending Case Age

DP10CB	DP10PR	DP66NZ	DP13NO	PE10NH	PE66CZ	PE13CL
DP10CC	DP10PS	DP66PC	DP13NP	PE10NI	PE66ND	PE13CP
DP10CD	DP10PZ	DP66PD	DP13NS	PE10NM	PE66NF	PE13CR
DP10CE	DP66CB	DP66PR	DP13NZ	PE10NO	PE66NH	PE13CZ
DP10CF	DP66CC	DP66PS	DP13PC	PE10NP	PE66NI	PE13ND
DP10CH	DP66CD	DP66PZ	DP13PD	PE10NS	PE66NM	PE13NF
DP10CK	DP66CE	DP13CB	DP13PR	PE10NZ	PE66NO	PE13NH
DP10CL	DP66CF	DP13CC	DP13PS	PE10PC	PE66NP	PE13NI
DP10CP	DP66CH	DP13CD	DP13PZ	PE10PD	PE66NS	PE13NM
DP10CR	DP66CK	DP13CE	PE10CB	PE10PR	PE66NZ	PE13NO
DP10CZ	DP66CL	DP13CF	PE10CC	PE10PS	PE66PC	PE13NP
DP10ND	DP66CP	DP13CH	PE10CD	PE10PZ	PE66PD	PE13NS
DP10NF	DP66CR	DP13CK	PE10CE	PE66CB	PE66PR	PE13NZ
DP10NH	DP66CZ	DP13CL	PE10CF	PE66CC	PE66PS	PE13PC
DP10NI	DP66ND	DP13CP	PE10CH	PE66CD	PE66PZ	PE13PD
DP10NM	DP66NF	DP13CR	PE10CK	PE66CE	PE13CB	PE13PR
DP10NO	DP66NH	DP13CZ	PE10CL	PE66CF	PE13CC	PE13PS
DP10NP	DP66NI	DP13ND	PE10CP	PE66CH	PE13CD	PE13PZ
DP10NS	DP66NM	DP13NF	PE10CR	PE66CK	PE13CE	
DP10NZ	DP66NO	DP13NH	PE10CZ	PE66CL	PE13CF	
DP10PC	DP66NP	DP13NI	PE10ND	PE66CP	PE13CH	
DP10PD	DP66NS	DP13NM	PE10NF	PE66CR	PE13CK	

Section D: Domestic Relations – Case Age at Disposition and Pending Case Age

DP67DO	DP21DP	DP22DS	DP23DZ	PE69DM	PE21UE	PE23DC
DP68DO	DP21DS	DP22DZ	DP23UD	PE20DM	PE22DC	PE23DP
DP17DO	DP21DZ	DP22UD	DP23UE	PE21DC	PE22DP	PE23DS
DP17DM	DP21UD	DP22UE	PE67DO	PE21DP	PE22DS	PE23DZ
DP69DM	DP21UE	DP23DC	PE68DO	PE21DS	PE22DZ	PE23UD
DP20DM	DP22DC	DP23DP	PE17DO	PE21DZ	PE22UD	PE23UE
DP21DC	DP22DP	DP23DS	PE17DM	PE21UD	PE22UE	

Section E: Juvenile Delinquency – Case Age at Disposition and Pending Case Age

DP24DL	DP30DL	DP36DJ	DP41PJ	PE27DL	PE34TL	PE39PJ
DP25DL	DP31TL	DP37DJ	DP42PJ	PE70DL	PE35DJ	PE40PJ
DP26DL	DP71TL	DP38PJ	PE24DL	PE30DL	PE36DJ	PE41PJ
DP27DL	DP34TL	DP39PJ	PE25DL	PE31TL	PE37DJ	PE42PJ
DP70DL	DP35DJ	DP40PJ	PE26DL	PE71TL	PE38PJ	

Section F: Child Protective – Case Age at Disposition and Pending Case Age

N1NA	N4NA	N10NA	P1NA	P3NA	P5NA
N9NA	N5NA	N8NA	P2NA	P4NA	P6NA

Section G: Adoption – Case Age at Disposition and Pending Case Age

DP43AB	DP43AD	DP43AG	DP43AN	DP43AY	DP44AC	DP44AF
DP43AC	DP43AF	DP43AM	DP43AO	DP44AB	DP44AD	DP44AG

DP44AM	DP45AF	DP47AY	PE43AN	PE44AG	PE45AD	PE46AY
DP44AN	DP45AG	PE43AB	PE43AO	PE44AM	PE45AF	PE47AY
DP44AO	DP45AM	PE43AC	PE43AY	PE44AN	PE45AG	
DP44AY	DP45AN	PE43AD	PE44AB	PE44AO	PE45AM	
DP45AB	DP45AO	PE43AF	PE44AC	PE44AY	PE45AN	
DP45AC	DP45AY	PE43AG	PE44AD	PE45AB	PE45AO	
DP45AD	DP46AY	PE43AM	PE44AF	PE45AC	PE45AY	

Section H: Miscellaneous Family – Case Age at Disposition and Pending Case Age

DP48EM	DP51PW	DP56PP	DP76VF	PE50PW	PE55PH	PE75VF
DP48ID	DP52NB	DP56PH	PE48EM	PE51PW	PE56PP	PE76VF
DP72NC	DP53NB	DP57PP	PE48ID	PE52NB	PE56PH	
DP49EM	DP54PP	DP57PH	PE72NC	PE53NB	PE57PP	
DP49ID	DP54PH	DP58PP	PE49EM	PE54PP	PE57PH	
DP73NC	DP55PP	DP58PH	PE49ID	PE54PH	PE58PP	
DP50PW	DP55PH	DP75VF	PE73NC	PE55PP	PE58PH	

Section I: Ancillary – Case Age at Disposition and Pending Case Age

DP77CA	DP78CY	DP79DD	DP64JA	PE77LG	PE78PO	PE63MI
DP77CY	DP78DD	DP79GA	DP65MI	PE77PO	PE79CA	PE63JA
DP77DD	DP78GA	DP79GL	DP65JA	PE78CA	PE79CY	PE64MI
DP77GA	DP78GL	DP79GM	PE77CA	PE78CY	PE79DD	PE64JA
DP77GL	DP78GM	DP79LG	PE77CY	PE78DD	PE79GA	PE65MI
DP77GM	DP78LG	DP79PO	PE77DD	PE78GA	PE79GL	PE65JA
DP77LG	DP78PO	DP63MI	PE77GA	PE78GL	PE79GM	
DP77PO	DP79CA	DP63JA	PE77GL	PE78GM	PE79LG	
DP78CA	DP79CY	DP64MI	PE77GM	PE78LG	PE79PO	