

M E M O R A N D U M

November 20, 1997

TO: CHIEF JUDGES  
cc: Court Administrators

FROM: John D. Ferry, Jr.  
State Court Administrator

SUBJ: Administrative Memorandum 1997-1; DATA STANDARDS

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The Michigan Supreme Court has entered Administrative Order 1997-8, relating to the establishment of court data standards. The order follows recommendations of the Court Data Standards Task Force.

Pursuant to that order, the SCAO is distributing court data standards to all courts for implementation. A copy of the data standards is enclosed. These data standards contain data elements for reports that courts are required to submit to state agencies and that were developed in conjunction with the Court Data Standards Task Force.

**Implementation Timeline**

Standards should be implemented by **December 1, 1999**.

**Deferred Data Elements**

Implementation of selected data elements which are included in the standards is deferred to accommodate concerns of several state executive branch agencies. In the published standards, those elements are boxed and carry a comment of "**to be defined.**" The SCAO will work with state agency personnel to resolve these concerns. You will be notified when those issues are resolved.

### Scope of Implementation

Successful implementation of these standards does not require that the data elements be immediately implemented on court computer systems. The standards require that systems be able to report in the format prescribed in the data standards.

If you have any questions, please contact Dan Voss, (517) 373-4835, or e-mail **vossd@state.mi.us**.

cc: Chief Justice Conrad L. Mallett, Jr.  
County Clerks  
Regional Administrators  
System providers

Enclosures: Supreme Court Administrative Order 1997-8  
Data Standards, November 13, 1997  
Data Standards Task Force Final Report