



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
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Lansing, Michigan 48909
517-373-0128

Thomas P. Boyd
State Court Administrator

MEMORANDUM

DATE: June 29, 2020

TO: Judges
Court Administrators
Probate Registers

CC: Authorized Users of MCAP Applications

FROM: Thomas P. Boyd

RE: Reporting Deadlines – Revised Deadlines for 2020

In April, SCAO announced suspensions for numerous reporting requirements. This memo provides the revised deadlines for the remainder of the reports due in 2020. If you have any difficulty submitting these reports by the revised deadlines, please contact your regional administrator.

When your court does submit these reports, the time period covered by the report remains unchanged. For example, the Delay in Criminal Proceedings Report that is normally due in April will still cover activity in January-March. Further, if you are able to submit any reports early, the MCAP applications and SCAO staff are available to receive those.

Thank you for your dedicated service during these very stressful times.

June 29, 2020

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Original Deadline	2020 Deadline	Report Name	Applicability	Authority
March 31	November 30	Court Costs Imposed and Collected (CCIC)*	Circuit & District Cts	MCL 769.1k(8)
March 31	November 30	Court Security Reporting	All Trial Courts	AO 2019-1
March 31	November 30	Jury Statistics Report (JSR)*	All Trial Courts	
March 31	November 30	Permanency Indicators Reports (PIR)*	Circuit Courts**	MCL 712A.22
April 30	December 11	PIR Verification*	Circuit Courts	MCL 712A.22
April 10	July 15	Delay in Matters Submitted to Judge (DMS)* -Report covering January-March	All Judges	MCR 8.107(B)
July 10	August 12	-Report covering April-June		
October 12	October 12	-Report covering July-September		
April 7	July 15	Delay in Criminal Proceedings (DCP)* -Report covering January-March	Circuit & District Cts	MCR 8.110(C)(6)
July 7	August 12	-Report covering April-June		
October 7	October 7	-Report covering July-September		
April 15	July 15	Financial Report	All Judges, Referees, and Magistrates	Canon 6c
July 30	November 30	Collections Data System (CDS)*	Circuit, Family, and District Courts	
July 30	November 30	Deficiencies in Guardianship/ Conservatorship Administration	Chief Probate Judges	
August 1	November 30	FOC Statutory Review	Chief Circuit Judges	MCL 552.524
October 31	October 31	Report of Jury Fees*	All Trial Courts	MCL 600.151d

*Submitted through MCAP to SCAO.

**Courts that manage child protective cases using a JIS system are not required to submit a PIR report. See the March 22, 2019 [memo](#) for additional details.