



Michigan Supreme Court

State Court Administrative Office
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Milton L. Mack, Jr.
State Court Administrator

MEMORANDUM

DATE: January 21, 2016

TO: Circuit and Probate Judges
cc: Circuit Court, Family Division, and Probate Court Administrators
Probate and Juvenile Registers
Circuit Court Clerks
Case Management System Providers

FROM: Milton L. Mack, Jr.

RE: Permanency Indicators Report (PIR) – Reporting Forms and Instructions

In 2011, the State Court Administrative Office (SCAO) implemented mandatory reporting requirements for the Permanency Indicators Report. This report, which collects hearing and trial data regarding children who have been removed from their homes, provides the courts and SCAO with statistical data for determining compliance with statutes and court rules. The report will also be used to prepare a statewide report for the Legislature, as required by MCL 712A.22, when reliable and accurate data is available. In preparation for accomplishing that task, SCAO has been analyzing the reported data for the past several years.

As a result of its evaluation, SCAO identified several problems related to the uniformity and consistency of the reported data that could be resolved through amended court rules. The Court recently adopted amendments of MCR 3.963, 3.966, and 3.974 to standardize practices and help courts accurately report time frames for hearings on children removed from the home after authorization of a petition but before disposition.¹

In light of the court rule revisions, the forms and instructions have also been revised. Attached are Reporting Forms and Instructions for Permanency Indicators Reports, amended December, 2015. In addition to incorporating the court rule amendments adopted by the Supreme Court, the

¹ These amendments were considered in ADM File No. 2014-37, and became effective September 1, 2015.

instructions have been clarified. Case management system providers should review the [reporting forms and instructions](#) and make any necessary programming changes. Court staff should begin entering the relevant hearing and trial data into case management systems as soon as possible. See also a [summary of the court rule amendments and FAQs](#) for further details.

The first annual report to be submitted in accordance with these amended instructions is due March 31, 2017, for the calendar year 2016. When submitting 2015 reports (due March 31, 2016), courts should follow the previous court rules and reporting instructions.

Courts and case management system providers are encouraged to contact Trial Court Services with questions or comments about the programming requirements. Please send these questions or comments to Noah Bradow or Amy Garoushi at TrialCourtServices@courts.mi.gov.