

Jury Statistics Report - Supplemental Worksheet

This supplemental worksheet was designed to help courts submit the annual Jury Statistics Report (SCAO 73) to SCAO. Courts are not required to complete the worksheet, but it may assist with the calculations needed for the report.

Juror Yield Section

Only jury boards or circuit courts should be qualifying jurors, so only circuit courts use this section. This section should be reported for all courts in the county. Each juror is counted only once per each field. District/probate courts skip to page 2 - Utilization Section.

- | | |
|---|-----|
| 1. JQQs Mailed/Sent Out
Report number of Juror Qualification Questionnaires [JQQs] mailed or otherwise sent to prospective jurors, including those directed to fill out a JQQ online.
<i>(Carry to SCAO 73. Should equal line 6.)</i> | 1. |
| 2. JQQs Returned Complete
Report number of JQQs completed fully and returned to the court either by mail or online. Include any JQQs that were able to be corrected. <i>(Carry to SCAO 73.)</i> | 2. |
| 3. JQQs Returned Incomplete
Report number of JQQs returned incomplete and were not able to be corrected. | 3. |
| 4. JQQs Returned By USPS as Undeliverable
Report number of JQQs returned by the USPS as undeliverable or unknown. | 4. |
| 5. JQQs Not Returned/No Response
Report number of JQQs that were not returned to the court or otherwise failed to respond. | 5. |
| 6. Total of lines 2 through 5
<i>(Should equal line 1.)</i> | 6. |
| 7. Jurors Determined to be Disqualified or Unqualified as a Juror
Report number of jurors who were not qualified to serve (non-citizen, non-resident, non-English, less than 18 years old, served last 12 months, physical or mental condition, felony conviction) | 7. |
| 8. Jurors Who Claimed and Were Granted an Exemption
Report number of jurors who claimed AND were granted an exemption (either 70 years or older, nursing mother, active military) and did not want to serve. | 8. |
| 9. Jurors Excused or Deferred
Report number of jurors who were excused from service or deferred to another jury term (if either a one-step process or PRIOR to summoning in a two-step process). | 9. |
| 10. Jurors Qualified and Able to Serve
Report number of JQQs returned completed AND were qualified and able to serve as a juror. <i>(Carry to SCAO 73.)</i> | 10. |
| 11. Total of lines 7 through 10
<i>(Should equal line 2.)</i> | 11. |

Jury Statistics Report - Supplemental Worksheet

This supplemental worksheet was designed to help courts submit the annual Jury Statistics Report (SCAO 73) to SCAO. This worksheet is not required to be completed but may assist courts with the calculations needed for the report.

Juror Utilization Section

All courts must report in this section. If two or more courts share a juror pool, the circuit court should report the combined numbers for those courts. There are checkboxes in the Jury Statistics application on MCAP for you to indicate that the court shares a juror pool.

A. Jurors Summoned

If two-step process, report total summonses mailed. If one-step process, report total qualified and able to serve. This number totaled for all courts in county should not exceed total jurors qualified and available to serve for county. *(Carry to SCAO 73.)*

A.

B. Told to Report to Court

Report all jurors expected to report for jury service. Exclude jurors who were cancelled before they appeared in court because they were not needed. Exclude jurors who were excused or deferred after being summonsed, but do not exclude jurors who were already excluded during the qualification process (step 9 on page 1). *(Carry to SCAO 73.)*

B.

C. Total Who Reported to Court for Service

This number plus D, should equal B above. *(Carry to SCAO 73.)*

C.

D. Failed to Report/No Show for Service

Report all jurors expected to report but who did not report. This number plus C should equal B above.

D.

E. Sent to a Courtroom for a Case

If court has no jury assembly room and all jurors are sent into a courtroom, only count those who remain in courtroom when a case is called. If no cases were called and jury selection was not begun, then count zero for that day. *(Carry to SCAO 73.)*

E.

F. Questioned in Voir Dire (In Jury Box)

Include jurors who were selected and placed in the jury box for voir dire. Do not include jurors who were asked questions posed to the whole group outside the jury box, unless they were excused by judge for the rest of voir dire. *(Carry to SCAO 73.)*

F.

Updated 2/12/19