


CASE PROCESSING

The Justice Management Institute



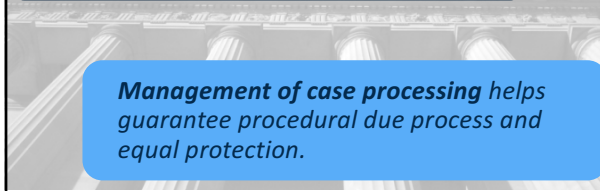

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Overview

***Caseflow management** is the court supervision of the progress of all cases filed in that court.*

***Management of case processing** helps guarantee procedural due process and equal protection.*

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Case Management Goals

- ❖ Litigant-centric viewpoint;
- ❖ Timely disposition;
- ❖ Advocacy for measurable outcomes;
- ❖ Enhanced quality of the adjudication process
- ❖ Manageable caseloads & reduced costs
- ❖ Better utilization of limited resources




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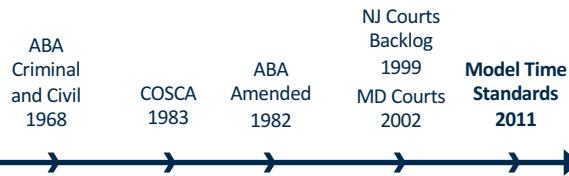
Key Elements

- Practice & policy
 - Early court intervention
 - Establishment of meaningful case events
 - Reasonable timeframes for events/disposition
 - Judicial system that is predictable to users of the system
- Qualitative & quantitative data analysis
 - Case processing practices
 - Local adjudication/court culture
 - Case processing statistics



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History of National Time Standards



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ABA, CCJ, COSCA, NCSC, NACM

TABLE OF MODEL TIME STANDARDS

Case Category	Case Type	COSCA Standard	ABA Standard	Model Standard
CRIMINAL	Felony	100% within 180 days	90% within 120 days	75% within 90 days
			98% within 180 days	90% within 180 days
			100% within 365 days	98% within 365 days
	Misdemeanor	100% within 90 days	90% within 30 days	75% within 60 days
	Traffic and Local Ordinance		100% within 90 days	90% within 90 days
CIVIL	General Civil	100% of non-jury within 12 months 100% jury trials within 18 months	90% within 30 days	75% within 60 days
			98% within 180 days	90% within 180 days
	Summary Matters		90% within 30 days	75% within 60 days



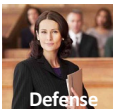
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Case Management Systems Approach

What it takes:

- Leadership
- Accountability – Standards for outcomes
- Information - diagnosis



Defense



Judge



Prosecutor



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Essential Stakeholders

- Presiding judge and executive committee
- Core group of judges
- Leadership staff (executive team)
- Bar Association
- Prosecutor and Public Defender
- Law Enforcement
- Service Providers



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Moving Toward Case Management

- Local legal culture
- Quantitative data analysis
- Principles and practice



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LOCAL LEGAL CULTURE

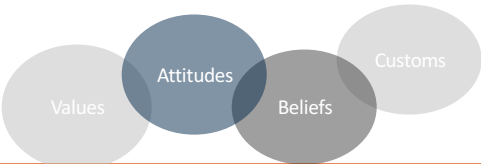
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“established expectations, practices and informal rules of behavior of judges and attorneys.”

“For want of a better term, we have called this cluster of related factors the ‘local legal culture.’
(Church, et al., 1978)




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Practitioner norms governing case handling and participant behavior in court.

These norms relate to the pace and mode of disposition and to the sentences imposed in court cases.
(Church, 1986)



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Foundation of Local Culture

- Leadership
- Judicial commitment
- Goals or standards
- Information
- Communication
- Case processing practices
- Education
- Accountability
- Backlog reduction

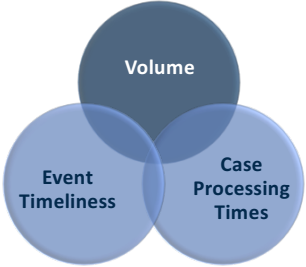
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Quantitative Analyses



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Basic Data Categories



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Basic Premises

1 Settle/resolve most cases.

2 Settle cases when prepared.

3 Prepare for significant events.

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Improving Caseflow Objectives

- ❖ Early –continuous judicial supervision
- ❖ Credible hearing/trial dates
- ❖ Control of continuances postponements
- ❖ Time standards and goals
- ❖ Information system
- ❖ Consultation with Bar and justice agencies

BJA, Improving Criminal Caseflow, Maureen Solomon

Values Attitudes Beliefs Customs

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Standards

Macro For the system as a whole

Micro For individual dockets and cases

Targeted For key performance

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Caseflow Management Plan – Practice

- Develop a vision of the future
- Develop a mission and goals statement
- Establish objectives
- Set performance targets and indicators
- Formulate implementation plans and strategies



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