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*Circuit Criminal Filing Event  
Updates and Bug Fixes  
-Court Release Notes-*

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*Version 1.0  
January 10, 2018*



## New Features/ Enhancements

### Purpose

The purpose of this document is to notify the Circuit Courts using the MEC system that several updates to certain criminal filing events are being made to accommodate additional data entry elements. In addition, both the Circuit and Chancery courts should note the Case Transfer event updates and the bug fixes section of this document. The changes made to the MEC system are detailed below.

### Criminal Events

#### ➤ Updated Events

##### 1. Capias Returned

- Two new date entry fields have been added to the “Unseal Case” screen within the Capias Returned filing event:
  - Date of Return of Capias
  - True Bill Date
- These fields are optional (do not require input).
- The new dates will be displayed in the docket text on the docket sheet if these dates are entered by the clerk within the event.

##### 2. Sentencing Order

- Four new data entry fields have been added to the “Count Disposition” screen within the Sentencing Order filing event:
  - Trial Start Date
  - Trial End Date
  - Trial Type
  - Sentencing Statute/Code Citation
    - Ability to Search statutes (Search Box)
- These fields are optional (do not require input).
- These fields can be modified with the Utilities->Maintain Case Data->Edit Counts and Intervals->Modify Disposition utility.
- If data is input in the new fields (within the Sentencing Order event), the information will be included in the docket text for the filing on the docket sheet.
- If data is entered or modified using the “Modify Disposition” Utility, the clerk user must manually modify the docket text to reflect the current information.
- The modification to the Count Disposition screen also applies to the Terminate Case Utility event (Criminal->Utility Events->Terminate Case Utility).

##### 3. Bond Information Utility

- One new data entry field has been added to the Bond Information screen:
  - Bond 2%
- This new field will allow the clerk user to input the 2% Bond on applicable cases.
- The Bond Information Utility event is located in the Criminal->Utility Events->Bond Information Utility.



- The 2% bond data may be modified after entry using the same Bond Information Utility event and selecting the “Edit Data” option.

#### 4. Judgment Nisi

- Three new date entry fields have been added to the Judgment Nisi filing event:
  - Judgment Nisi Issued
  - Returnable Date
  - Clerk Due Date
- These fields are required. Clerk must input dates.
- The dates will be included in the docket text for the filing on the docket sheet.

#### 5. Writ of Scire Facias

- One new data entry field has been added to Writ of Scire Facias filing event:
  - Writ of Scire Facias Issued
- The clerk user must select the “defendant case” (not the main criminal case, if a defendant case is available), or the event will prompt the user to return to the case selection screen.
- This date field is required. Clerk must input date.
- This event requires the user to link the Writ of Scire Facias to the ‘Judgment Nisi’ filing. If there is no Judgment Nisi filed in the case, the user cannot proceed.
- The Writ of Scire Facias “Issued Date” will display in the docket text for the filing on the docket sheet.

#### 6. “Grand Jury Term Date” – New (optional field)

- The following existing criminal events on the Criminal->Indictment, Information, Complaint List have a new date entry field “Grand Jury Term Date” added on the “Add Counts” screen:
  - Bill of Information
  - Bill of Information (Sealed)
  - Indictment
  - Indictment (Sealed)
  - Notice of Appeal (From Lower Court)
  - Waiver of Indictment
- The new “Grand Jury Term Date” field has also been added to the “Add Counts” screen on the following Criminal->Utility Event:
  - Add Counts
- If a date is input in the “Grand Jury Term Date” field, it will be included in the docket text for the filing on the docket sheet.

### ➤ New Events

#### 1. Writ of Scire Facias Returned (New Event)

- This new event has been added to allow docketing of the returned Writ of Scire Facias.
- Event is located on the Criminal->Service of Process List.
- This event is only available to court users.
- The clerk user must select the “defendant case” (not the main criminal case, if a defendant case is available), or the event will prompt the user to return to the case selection screen.
- This new fields are required. Clerk must input data.



- This event requires the user to link the Writ of Scire Facias to the 'Judgment Nisi' filing. If there is no Judgment Nisi filed in the case, the user cannot proceed.
- The Writ of Scire Facias "Issued Date" will display in the docket text for the filing on the docket sheet. The Writ Issued Date is a required field.

## 2. Edit Judgment Nisi & Writ of Scire Facias Data (New Utility)

- This new event has been added to allow editing of the Judgment Nisi and Writ of Scire Facias data entries.
- The event is located on the Utilities->Maintain Case Data->Edit Judgment Nisi & Writ of Scire Facias Data menu.
- This event is only available to court users.

## Civil Events

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### ➤ Updated Events

#### 1. Case Transferred In – District Transfer

- Event Renamed – “Case Transferred In”
- Event removed from the Civil->Complaints, Other Initiating Documents list, added to the Civil->Utility Events list.
- Event is designed to process Non-MEC to MEC case transfers received from other courts (paper, mail, fax, etc.)
  - Courts should follow the normal electronic transfer case process with MEC to MEC transfers. Use of the Case Transferred In event is not required in this situation.

#### 2. Case Transferred Out

- Several minor updates made to existing event:
  - Case Close prompt: if case has not already been closed prior to use of this event, the event will prompt the user to dispose of the case.
  - Event prompt added to designate type of case transfer (paper (i.e. hand delivery), mail, fax, email, MEC to MEC).
  - Event designed to make a note on the case docket once the case has been sent to another court (for example, if MEC to MEC Transfer – user should Extract the Case and send an email to the other court, then docket the Case Transferred Out event).

#### 3. Case Transferred In – Divisional Transfer

- Event removed. Consolidated functionality into the updated “Case Transferred In” event.



## Bug Fixes

- New Calendar Events Report – fixed an issue where certain filter combinations would not produce results.
- Case Transfer Utility – fixed an issue that was encountered when the utility was used multiple times on the same case.
- Citation list error – fixed an issue where when a user selects a citation while adding counts, they received “This citation has been repealed by the Legislature” message for citations which are not currently repealed by the legislature.
- Conflict Checking Report – fixed an issue where automated conflict checking report emails are not sent in certain situations.
- Fee Report – fixed an issue where the “Sort By” options for Nature of Suit and Case Flags were not giving results.
- Fee Report-Circuit-Civil – fixed an issue where the “Sort By” options for Nature of Suit and Case Flags were not giving results.