



# Oregon Judicial Department Oregon eCourt

*Community Partner Update*





# Outline

- Vision
- Background / History
- Statewide Roll Out Approach
- Implementation Information
- Access to Case Information
- Changes You Need to Be Aware Of
- File and Serve General Information
- Oregon eCourt Case Information Demo
  - Accessing Dockets / Cases / Documents



# The Vision

Oregon eCourt

*“Oregon eCourt will give courts and judges the tools they need to provide just, prompt, and safe resolution of civil disputes; to improve public safety and the quality of life in our communities; and to improve the lives of children and families in crisis.”*

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Better Access

Better Information

Better Outcomes

# Rollout By Quarter



Oregon eCourt

Quarter	2012	2013	2014	2015	2016
1 <sup>st</sup>		Jackson (March) ✓	Benton Polk (January) ✓	Lane Lincoln (March) ✓	Washington Tax Court (March 7) ✓
2 <sup>nd</sup>	Yamhill (June) ✓		Multnomah (May) ✓	Deschutes Klamath Lake (June) ✓	Baker Grant Harney Malheur Morrow Umatilla Union Wallowa  (June 6)
3 <sup>rd</sup>		Clatsop Columbia Tillamook (August) ✓		Coos Curry ✓ Hood River Wasco Gilliam Wheeler Sherman  (September)	
4 <sup>th</sup>	Crook Jefferson Linn ✓ (December)		Douglas Josephine Marion ✓ (December)	Clackamas (December 7) ✓	



# Implementation Process

## Process Begins 15 Months Out from Go Live:

- The go-live court documents all current paper processes
- A core group of court staff receive Odyssey Training
- The core group identifies and works with the Office of Education, Training, and Outreach (OETO) and Tyler Technologies staff to identify and document electronic workflows
- The core group tests and reviews numerous data conversions from OJIN to Odyssey test environment
- The court works with Tyler and OETO staff to identify local configuration of Odyssey in the areas of docketing & calendaring, local work processes & timing, local reporting, local data needs, and local partner integrations

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# Implementation Process

## End User Training for Court Judges & Staff:

- Begins around 3-4 weeks prior to Go-Live date with approximately 1/4 of staff in training at any given time until implementation begins
  - Each staff person may receive up to 50 hours of training
- Court schedule during training – Will slow down especially when judges are in training
  - Judges training start approximately two (2) weeks prior to Go-Live

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# Implementation Process



## Go-Live:

- Manual processes begin the week prior to Go-Live
  - OJIN for the go-live Circuit Court is no longer updated
- All data entry for the week prior occurs in Odyssey over the weekend before Go-Live
- Go Live w/Odyssey occurs on scheduled date
- Approximately two (2) weeks after Go-Live – OECI cases and access to documents will be available to OJCIN OnLine subscribers and at courthouse public terminals

# Accessing Case Information



- **OJCIN OnLine**
  - OJCIN OnLine subscribers have Internet access to case records
  - Subscription gives access to the OJIN case management system and the new Oregon eCourt Case Information (OECI) System
  - OJCIN OnLine is a paid subscription service unless you are a designated government user
  - OECI ONLY: Case documents (non-confidential) are available to authorized users through a subscription service

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# Access To Case Information

Oregon eCourt

- **Courthouse Public Access Terminals:**
  - Free access to both OJIN and OEI systems
  - Public documents are viewable on non-confidential case types
- **Court Records / Information Counters:**
  - Physically go to the courthouse and request to see a pre-Odyssey case file



# Access to Confidential Case Types

- The OECl system does not automatically give attorneys of record access to their juvenile and mental health case types
  - Even if you had access in OJIN
- All OJCIN subscribers that had access to juvenile or mental health cases were sent a new Restricted Access Request form
  - If it has been lost or misplaced, another form can be requested through OJCIN OnLine Services
  - Call 1-800-858-9658 or email: [OJIN.Online@ojd.state.or.us](mailto:OJIN.Online@ojd.state.or.us)



# Requesting OJIN / OECI OnLine Access Through OJCIN

- If an attorney or agency does not have an active OJIN / OECI subscription:
  - Request an account through the OJCIN Online home page by going to  
<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/getstarted.aspx>

Oregon eCourt



# Two OJCIN Systems: OJIN and OECI

Oregon eCourt

- **OJIN** – circuit court case information for courts that have **NOT** migrated to Oregon eCourt
- **OECI** – circuit court case information for courts that **HAVE** migrated to Oregon eCourt
- You will need an OJCIN OnLine subscription to access circuit court case information for both systems or use the Public Access Terminals at the courthouse
- When a court implements Oregon eCourt it will be added to the drop down list of available courts in OECI



# Training?

Oregon eCourt

- The Oregon eCourt Case Information system (OECI) is user-friendly and easy to navigate
- A **Quick Reference Guide** and Frequently Asked Questions (**FAQs**) are available on the OJCIN OnLine website at the following link under support in the Quick Links Section on the top right of the page:

<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>

# Information Displayed in OECl



- Case Number
- Case Caption
- Case Type / File Date / Court Location
- Party and Attorney Information (**only year of birth will show - no month or day**)
- Charges
- Disposition(s)
- Events / Hearings and comments related to the event or hearing
- Financial Summary



# Notices

- Once a court is live with Oregon eCourt attorneys will receive electronic notification of hearings, trials, and judgment entry
- **The electronic notice will only be sent to the email address on file with the Oregon State Bar (OSB)**
  - Be sure it is up-to-date!
- To change your email address you must submit the change to the OSB, not to the court



# Addresses Notices Sent From

- [Court\\_Notification@ojd.state.or.us](mailto:Court_Notification@ojd.state.or.us)
- [Hearing\\_scheduled@ojd.state.or.us](mailto:Hearing_scheduled@ojd.state.or.us)
- [Hearing\\_rescheduled@ojd.state.or.us](mailto:Hearing_rescheduled@ojd.state.or.us)
- [Hearing\\_cancelled@ojd.state.or.us](mailto:Hearing_cancelled@ojd.state.or.us)
- [Judgment@ojd.state.or.us](mailto:Judgment@ojd.state.or.us)
- [efilingmail@tylerhost.net](mailto:efilingmail@tylerhost.net)

# Supplementary Local Rule 24



- SLR Chapter 24 will become effective prior to Oregon eCourt implementation in your local circuit court
- **At a minimum it will:**
  - ✓ Designate electronic documents filed with the court, or those documents manually imaged by the court, as the official court record
  - ✓ Allow the court to electronically sign documents
  - ✓ Prohibit combined motions and orders



# Case Numbering

Oregon eCourt

- The case numbering system in the Oregon eCourt system is uniform statewide
- Case numbers are assigned in chronological order throughout the state
- **Cases converted from OJIN to Odyssey will retain their OJIN case number**
- Felonies and misdemeanors have the same schema, there is no differentiation in the case number (e.g. 13CR#####)



# Case Categories

- Cases will fall under one of four broad case categories in OECl
  - Criminal, Civil, Family, and Mental Health/Probate
- Biggest Change
  - Juvenile *Delinquency* cases fall under Criminal
  - Juvenile *Dependency* cases fall under Family



# File and Serve – eFiling

- File and Serve is a product of the Odyssey system used to electronically file documents
- Some case / document exceptions:
  - ✓ No ability to initiate a criminal or juvenile delinquency case
    - subsequent filings in current criminal and juvenile delinquency cases is acceptable
  - ✓ Cannot accept requests for fee waivers / deferrals

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# File and Serve – eFiling

Oregon eCourt

- Currently available in:
  - ✓ Yamhill, Crook, Jefferson, Linn, Jackson, Clackamas, Clatsop, Columbia, Tillamook, Benton, Polk, Douglas, Josephine, Marion, Lane, Lincoln, Deschutes, Klamath, Lake, Coos, Curry, 7<sup>th</sup> District, and Multnomah Circuit Courts
- Registration and training is required prior to using the system – go to:  
<http://courts.oregon.gov/ojd/pages/index.aspx>
- File and Serve Implementation
  - ✓ Permissive eFiling begins 30 business days after go-live
  - ✓ Mandatory eFiling for attorneys begins 60 business days after go-live
  - ✓ OJD will provide a presentation to both the pilot firms and local attorneys on the File and Serve (eFiling) system



# Dockets / Calendars

Oregon eCourt

- General public OECl Circuit Court Calendars – for courts who have gone live with Oregon eCourt – will be unavailable for approximately 5 days during implementation
- OJCIN subscribers will have access to the go-live court's calendars within 2 weeks of go-live
- OJIN Circuit Court Calendars – for courts who have NOT migrated to Oregon eCourt – will be available
  - OJIN services will not be affected by implementation activities



# Oregon eCourt Calendars

Oregon eCourt

- Allows the user to select a county then narrow their search to select a calendar for a specific attorney, a case number, a judicial officer, a party or defendant name, or for a date range
- Expand / limit search to one or more of the four main case categories:
  - Criminal, Civil, Family, or Mental Health/Probate

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# Oregon eCourt Calendars

- Results can be sorted: Case number, defendant, hearing type, judicial officer, plaintiff, or date and time
- **OJCIN OnLine subscribers:** Calendars in OECl include hot links to the register of actions for a case and document access for attorneys and Designated Government Users.

<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>

Oregon eCourt



# What You Can Do Now

- If you wish to access documents remotely register for OJCIN OnLine
- Set up your email to automatically forward Electronic Notices to all firm / agency staff that should receive them
- Go to the courthouse to access the public terminal or go to OJCIN Online if you are a subscriber and become familiar with how OECI looks and works

Oregon eCourt

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# What You Can Do Now

- Review the User Guide and Frequently Asked Questions (FAQs) available on the OJCIN Online webpage under “Support”
- Go to calendars on the OJD webpage and see how they work
- If not already doing so, submit motion and orders as separate documents

Oregon eCourt

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# What You Can Do Now

Oregon eCourt

- Become familiar with how File and Serve Works
  - Go to the File and Serve webpage, take the web or self study training and review the various help documents