

# Laser Fax

Modification 5  
 Modification 5.77  
 July 31, 2008

## PAYMENT CASE SELECTION, PREVIOUS CASE SEARCH, AND PAYMENT CASE SEARCH ENHANCEMENTS

Changes have been made to the Payment Case Selection, Previous Case Search, and Payment Case Search screens to provide consistency in the application, maximize efficiency and improve workflow when you use these screens.

### **PAYMENT CASE SELECTION:**

The Payment Case Selection screen includes new functions and information to assist you when selecting a case. The new options D=Docket Inq and N=Case Notes have been added to help you obtain information before you select the case for payment entry. The following screen displays the information and options now available to you on the Payment Case Selection screen. Cases will display in expanded view by default as shown below.

```

CSS10D01          MAGISTERIAL DISTRICT JUDGE SYSTEM          7/24/08
QPADEV00BK       Payment Case Selection                    09-3-03

C=Case Profile  I=IP Inq  P=Payment Inq  T=Time Payment Schedule  X=Process
D=Docket Inq.  B=Bail History Inq.  N=Case Notes

Line      Name      DOB      Docket#      Cit/Compl #
Amount Due  Date Due  Balance  Pay Code     ECOL      DL38  Status
-----
] WADDELL, NATHAN JAMES      09/15/71  TR-0000006-94  C079218
   $179.00      $179.00  FP           $ .00  PRTR  FILE
] SFRENGEU, DOREL           10/23/80  TR-0000007-03  K0450626-1
   $ .00        $ .00    FP           $ .00  PRTR  FILE
] PATTERSON, PHILLIP B.     07/27/61  TR-0000013-92  A116065
  $126.00      $126.00  FP           $ .00  PRTR  FILE
] ARMOLD, JENNIFER UNI      04/23/79  TR-0000013-98  A2351361-5
  $142.00      $142.00  FP           $ .00  PRTR  FILE
] JOHNSON, THOMAS W        11/02/32  TR-0000015-95  0703023
   $94.00      $94.00  FP           $ .00  PRTR  FILE
] SINGH, JASWINDER         10/15/66  TR-0000017-99  A3449758-4
   $ .00        $ .00    FP           $ .00  PRTR  FILE  +

F3=Exit  F5=Expand/Contract  F12=Previous  * Indicates Case Notes
    
```

Please note, this screen will only display TR, NT, PC, and CR cases in FILE status with or without a case balance and DISP status only if there is a case balance. Additionally, only Remitter and Defendant IP records will display on this screen.

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Once a payment has been made and you press ENTER to proceed to the Payment Verification Screen, you will have the following receipt options.

- ? F7 (Print receipt) will work as it usually does, to print a receipt and return you to the Payment Case Search screen.
- ? F24 (Print receipt/Process Case) will print receipt and take you to the Actions Menu inside the case. Once inside the case, F3 will take you to the Case Processing screen and F12 will take you back to the Payment Case Search screen. (Note: F24 will only display when you arrive here from the Payment Case Selection screen.)

## PREVIOUS CASE SEARCH AND PAYMENT CASE SEARCH:

The search options have been modified on the Previous Case Search and Payment Case Search screens to provide consistency when you use each of these screens in the MDJS. The following screens display the options which are now available when performing a Previous Case Search and a Payment Case Search in the MDJS. Notice the OTN field has been renamed to OTN/LOTN to allow you to search for both an OTN and LOTN. You will also be able to search for Criminal cases from both screens when searching on a Complaint Number.

### Previous Case Search Screen:

```

CSS05D01      MAGISTERIAL DISTRICT JUDGE SYSTEM      7/24/08
QPADEVO08K      Previous Case Search                  09-3-03

Enter Selection(s):

Docket No      _____      Status      _____

Citation/Complaint No _____

Name
Last           _____      First           _____      Middle           _____
Date of Birth  0/00/00

Operator's License No _____

Social Security No 00-00-0000

OTN/LOTN      _____

State ID      _____

F3=Exit F4=List F12=Previous
    
```

### Payment Case Search Screen:

```

CSS10D01      MAGISTERIAL DISTRICT JUDGE SYSTEM      7/24/08
QPADEVO08K      Payment Case Search                  09-3-03

Enter Selection(s):

Docket No      _____      Status      _____

Citation/Complaint No _____

Name
Last           _____      First           _____      Middle           _____
Date of Birth  0/00/00

Operator's License No _____

Social Security No 00-00-0000

OTN/LOTN      _____

F3=Exit F12=Previous
    
```

When using the Payment Case Search screen, you will be taken directly to the Actions Menu inside a Case when searching using a docket number or a unique Complaint/Citation number. If the case has an active pre-warrant or DL-38, you will have the option to cancel the warrant or DL-38 then enter the case to complete further case processing actions.