

Laser Fax

Modification 5
Modification 5.66
March 6, 2008

SUMMARY CASES INVOLVING JUVENILES

Improvements have been made to the MDJS in the way summary cases with juvenile defendants are processed.

Case Entry

As you know, the MDJS compares the defendant's DOB against the offense date to determine if the defendant is a juvenile. If the defendant is a juvenile, you must maintain a guardian (GRDN) Interested Party record on the case. Since the court often does not receive information about the juvenile's parent or guardian, many court staff members enter a name similar to "Parent/Guardian of John Smith" and the defendant's address for the GRDN Interested Party record.

Improvements have been implemented to make it easier for you to maintain a GRDN IP record when the defendant is a juvenile. Prior to accessing the GRDN IP entry screen, a pop-up will now display with the question, "Does the defendant live with parents or guardian?". This question will default to "Y". When you press ENTER to accept the "Y" default, the address and telephone fields on the GRDN IP entry screen will populate with the information from the defendant record. You only need to add the name.

Case Processing

Pre-disposition

Pa.R.Crim.P. 403(B)(4)(a) states that failure to respond to the citation within the 10 day time period shall result in the issuance of a summons when the defendant is under 18 years of age. Therefore, summary cases with juvenile defendants will now tickle for a 10-day summons when "Def Copy Attached?" = N on the Citation Entry screen. After 10 days, these cases will display on the "Summonses to Issue" batch list and nightly report if the defendant does not respond to the citation.

Post-disposition

Cases with juvenile defendants will tickle for an Impending Notice of Juvenile Certification (AOPC 608C) based upon the defendant's age on the date of default on payment. To avoid circumstances of printing an Impending Notice for a defendant now 18 or older, be sure to work your Juvenile Actions Report daily. However, if a case already has a pre-warrant or active warrant for failure to pay and the defendant is a juvenile, you will need to cancel the warrant in order to get the case to appear on the Juvenile Actions batch list and nightly report.

Also, a future payment determination hearing and alternate sentence or community service with a future end date will keep cases off of the Juvenile Actions batch list and nightly report. Please call the MDJS Help Desk if you have questions regarding the improvements to the MDJS regarding juvenile summary case processing.

Laser Fax

Modification 5
Modification 5.66
March 6, 2008

“WC” (WINDOW/CITATION) SOURCE CODE

A new “WC” (Window/Citation) code is now available when you press F4 in the Source Code field on the Payment Entry screen. Although you will see the new code in the F4 list on all Payment Entry screens; it will only be valid and accepted in the MDJS when you are processing a fast track traffic or non-traffic full payment.

As you know, fast track payments can be processed in the MDJS when there is a set fine, a guilty plea, and a full payment is receipted. The new “WC” code can be used when the defendant is making the payment at the window with their citation copy available with a signed guilty plea. If you use the new WC source code, the Guilty Plea Colloquy (AOPC 408B) and Pleas of Guilty Before Issuing Authority (AOPC 408A) will no longer print, however the receipt will continue to print with “Paid by Window/Citation” as the source label on the receipt.