

Survey of Case Management / Tracking Systems

1. Name and jurisdiction of your agency or system:

2. Does your agency (or any component of it) have any type of case management/tracking system for juvenile or adult clients?

_____ Yes _____ No

If not, are you presently taking any steps to develop a case management/tracking system?

_____ Yes _____ No

3. Please identify the person(s) primarily responsible for your current or developing case management/tracking system? Please indicate if there is a separate person responsible for juvenile.

Name: _____
Job Title: _____
Phone: _____
Email: _____

Name: _____
Job Title: _____
Phone: _____
Email: _____

Name: _____
Job Title: _____
Phone: _____
Email: _____

Name: _____
Job Title: _____
Phone: _____
Email: _____

4. How extensively is information gathered by your case management/tracking system across and throughout your public defense system?

A. Most jurisdictions have a primary public defense system and one or more secondary/conflict systems. Please answer for your system.

_____ Gather information *only* for your primary public defense system

_____ Gather information *only* for your conflict public defense system

_____ Gather information for both the primary public defense system *and* the secondary/conflict system(s)

_____ Other

Explanation if needed: _____

B. Many jurisdictions provide more than one type of substantive representation, and may gather information only for some of those types of representation. For each of the following types of representation, please let us know: whether you provide it, and whether your case management/tracking system gathers information on it.

	<u>Provide service:</u>	<u>Gather Information:</u>
Juvenile Detention Hearing	_____	_____
Juvenile Transfer to adult jurisdiction/sentence	_____	_____
Juvenile-other than misd/fel-Adjudication	_____	_____
Juvenile-Misdemeanor-Adjudication	_____	_____
Juvenile-Felony-Adjudication	_____	_____
Juvenile Disposition	_____	_____
Juvenile-Appeals	_____	_____
Juvenile-Probation Revocation	_____	_____
Juvenile-Parole Revocation	_____	_____
Juvenile-State Habeas	_____	_____

	<u>Provide service:</u>	<u>Gather Information:</u>
Juvenile-Specialty Courts (drug, gun, treatment, etc.)	_____	_____
Adult-Misdemeanor-Trial	_____	_____
Adult-Felony-Trial	_____	_____
Adult-Death Penalty-Trial	_____	_____
Adult-Misdemeanor-Appeals	_____	_____
Adult-Felony-Appeals	_____	_____
Adult-Death Penalty-Appeals	_____	_____
Adult-Probation Revocation	_____	_____
Adult-Parole Revocation	_____	_____
Adult-State Habeas	_____	_____
Adult-Specialty Courts (drug, gun, treatment, etc.)	_____	_____
Holistic/Community oriented defending	_____	_____
Extradition proceedings	_____	_____
Sex Offender Registry proceedings	_____	_____
Civil Commitments-Mental Health proc.	_____	_____
Civil Commitments-Sexually dangerous Predator proc.	_____	_____
Child Support-paying parent	_____	_____
Child Support-collecting parent	_____	_____
Child in need of care-offending parent	_____	_____
Child in need of care-non-offending parent	_____	_____
Child in need of care -child	_____	_____

	<u>Provide service:</u>	<u>Gather Information:</u>
Family court-non-custodial parent	_____	_____
Family court-custodial parent	_____	_____
Family court-child	_____	_____
Other	_____	_____

Explanation if needed: _____

5. How is your case management/tracking system accessed?

- _____ Hand-written or typed information, maintained in physical files
- _____ Computerized information, maintained on individual attorney & staff computers
- _____ Computerized information, maintained on networked computers accessible throughout by only by those networked computers
- _____ Computerized information, maintained on a web-based system accessible from any computer through the internet
- _____ Other

Explanation: _____

10. Please tell us the extent to which your public defense case management system is integrated with the overall criminal justice case management system in your jurisdiction for both adult and juvenile cases. For case & client tracking, do you have access to and do you share information with:

	Share your info with:	Can access info of:
Law enforcement/arresting agencies	_____	_____
Jails	_____	_____
Clerks of court	_____	_____
Prosecutors	_____	_____
Probation/Parole	_____	_____
Trial courts	_____	_____
Appellate courts	_____	_____
Administrative office of the courts	_____	_____
Corrections/prisons	_____	_____
Juvenile detention centers	_____	_____
Juvenile training schools	_____	_____
Mental health specialists	_____	_____
Schools / Educational system	_____	_____
Other	_____	_____

Explanation: _____

11. Have you developed any sort of training program to teach your attorneys & staff how to use your case management/tracking system?

_____ Yes

_____ No

If yes, please tell us a little bit about your training program for case management. Please send any training materials or outlines to p.mann@nlada.org.

What difficulties, if any, are you encountering in getting attorneys & staff to use your case management/tracking system?

12. Have you used any outside experts, academics, technology specialists, or others to help you in developing and/or implementing case management systems who might be helpful?

Name: _____
Job Title: _____
Organization: _____
Subject area: _____
Phone: _____
Email: _____

Name: _____
Job Title: _____
Organization: _____
Subject area: _____
Phone: _____
Email: _____

Name: _____
Job Title: _____
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Phone: _____
Email: _____

Name: _____
Job Title: _____
Organization: _____
Subject area: _____
Phone: _____
Email: _____

Your thoughts, comments, concerns, and suggestions are welcome! Please provide them here.

May we contact you to follow up on the information you have provided? _____

If yes, please provide your name and contact information:

Please email your responses to p.mann@nlada.org.