

Civil TJIS Q & A

1. The Child Support Magistrate signs the order, and the judge signs a confirmation. The Magistrate's name is used for all the dismissals. Whose name should be reported to us?
The trial judge has to sign an order of confirmation. The judge who signed the final order is who should be reported to us. That would be the trial court judge.
2. What is the correct way to re-open a case, when multiple filings are filed throughout the life of the case?
For each docket number, there can only be one re-open or original case pending at any given time. Until the original filing is disposed, do not report additional filings to the AOC. Once re-opened do not file subsequent filings until the original reopened filing is disposed.
3. *For child support contempt cases* - When the contempt is heard that filing should be disposed for TJIS purposes. You can still set a review hearing for the child support, without the TJIS case being open. This allows other matters, when they arise, such as modifications, etc., to be reopened and reported correctly.
4. A case was sent to TJIS by a county in as a Reopened "Other" Type filing. The original child support case was disposed in a different county and transferred only for child support payment review. There has been no petition filed in the county that the case was transferred to. Should this be reported by the county that got the transferred case?
No, this case was transferred for Child Support Payment Review only. If there is no other activity on the case in the county where it was transferred, enter into your case management system and unmark the TJIS filing and disposition, so they do NOT report to TJIS.
5. A young lady had a baby and does not know who the father is. She is terminating her parental rights. The grandmother is going to adopt the baby. How do you report the case, as a surrender, termination of parental rights or adoption?
(364) Surrender
6. In a Circuit Civil Court, they have type suit (451-Medical Malpractice) cases that are closed as a minor settlement (#3), the insurance company's attorney later files an order of dismissal (#6) once monies are paid. Do we send in a correction for the original disposition?
No, the case was disposed of as a court approved settlement (#3). For TJIS purposes, that case is now disposed. If they enter a dismissal for insurance purposes once the monies have been paid, this entry would only be made on your case management system and not re-reported to TJIS.
7. How should multiple petitions being filed at the same time be reported to TJIS?
One petition should be filed to open the case. All other petitions would be part of that filing to open the case. For weighted caseload purposes, you should choose the petition with the most case weight as the initial filing to open the case.
8. How do we dispose a case that was moved to Federal Court.
If the judge heard anything on the case, he/she should be the judge disposing the case. If the case was moved before it came to trial, it should not be reported to TJIS. Just enter a close date on the date you transferred it. Make notes in the Rule Docket Entry as to what happened. Uncheck the box to report to TJIS. If we already have the case in TJIS send Cindy the docket number and she will remove it.