

GOVERNANCE

Goals

- The court continually reviews and re-calibrates its CFM goals.
- The court has adopted its own CFM goals.
- The court has adopted mandated goals for CFM.
- The court has not set or adopted CFM goals.

Standards

- The court has adopted CFM standards and publishes this information for internal and external users.
- The court has adopted CFM standards and monitors these internally.
- The court has adopted mandated performance standards.
- The court has not adopted CFM performance standards.

Leadership

- The chief judge or judges take a leadership role in the criminal justice community to promote caseflow management.
- The bench as a whole has endorsed caseflow management goals and practices.
- Individual judges have endorsed caseflow goals and practices.
- Judges have not indicated support for caseflow management.

Adoption of Performance Measures

- The court regularly monitors its performance and takes steps to improve performance based on the results.
- The court regularly monitors its CFM performance measures.
- The court reports required CFM performance measures.
- The court has not established CFM performance measures.

Performance Data

- The court reviews and publishes individual judge CFM performance data.
- Judges review their individual CFM performance results.
- CFM performance results by judge are available.
- Individual judge CFM performance is not measured.

CFM Training

- Staff receives updated training and/or information about CFM.
- Court staff has received information/training about CFM.
- Administrative and/or lead staff are aware of CFM goals and practices.
- Staff has not received training or information about CFM.

PRACTICE

Case Supervision

- The court supervises cases from filing to disposition in all matters.
- The court supervises cases from filing to disposition in most cases.
- The court supervises cases from filing to disposition in complex or problem cases.
- Attorneys and litigants are responsible for case progress.

Discovery Management

- The court/bench has a standard discovery practice and provides regular feedback to the bar regarding compliance.
- The bench has an agreed-upon practice for requiring completion of discovery.
- Individual judges set a date certain for discovery in some cases.
- Judges do not set a date certain for discovery.

Control of Continuances

- The court actively takes steps to reduce continuances based on available data.
- The court monitors continuances and the reasons for them.
- The court is aware of the number of continuances.
- The court does not monitor continuances.

Court Control

- The court actively monitors case progress and sets timelines for completion.
- The court monitors case progress as a general policy.
- Individual judges may monitor case progress.
- The court/judges do not monitor individual case progress.

Utilization of ADR

- The court actively promotes and enforces the use of ADR .
- The court has adopted policies for use of ADR.
- The court refers cases to ADR if requested by parties.
- The court does not/or is unable to refer cases to ADR.

Future Action Dates

- The court actively monitors and takes action to ensure that all pending cases have a future action date.
- The court sets future dates for pending cases.
- The court sets future dates for most pending cases, but leaves it up to the parties in some cases.
- The court does not have a practice regarding future action dates.

CFM Policies

- The court has published CFM policies/procedures for staff and the public.
- The court has published CFM policies/procedures for staff use.
- The court has general guidelines for CFM.
- The court has not established policies/procedures for CFM.

INFORMATION

Utilization of CFM Information

- The court uses CFM information in planning and policy development.
- The court generates basic caseflow management reports including clearance rates, pending backlogs, and case aging.
- The court generates clearance rate and filing/disposition information.
- The court generates basic information on filings and dispositions only.

Aging Information

- The CMS provides event interval aging which can be tracked at the individual case level.
- The CMS provides event interval aging by case type.
- The court has limited case aging information.
- The court is not able to generate case aging information.

Continuance Monitoring

- Continuance data can be sorted and displayed by type, judge, case type, and other criteria.
- The reasons for continuances are recorded and reported.
- Staff can indicate on the record when an event is continued.
- The court cannot separately identify continuances.

Pending Caseload Monitoring

- The court monitors, takes action, and projects pending caseloads.
- The court monitors and takes action on pending cases.
- Individual judges are responsible for monitoring pending caseloads.
- The court does not monitor the pending caseload.

CFM Reports

- The court's information system can provide both standard and ad hoc CFM reporting capability.
- The court generates regular, standard CFM reports.
- The court's information system generates limited CFM reports.
- The court's information system does not generate CFM reports.

Post-Judgment

- The court is able to monitor post-judgment activity.
- The court monitors post-judgment activity to ensure compliance.
- The court monitors post-judgment activity as required by rule or statute.
- Post-judgment monitoring is up to the parties.

COLLABORATION

Consultation with the Bar

- Court leadership meets on a regular basis with the bar regarding CFM issues.
- The court has consulted with the bar regarding CFM policies and goals.
- The court has notified the bar of its CFM policies.
- The court has not engaged or consulted the bar in CFM issues.

Inter-Agency Information Sharing

- The court routinely exchanges caseflow management information with other agencies to improve program effectiveness.
- The court regularly publishes caseflow management statistics and information.
- The court makes case statistical information available on request.
- The court does not share case statistics with outside agencies.

Policy Collaboration

- The court collaborates with its partners to improve CFM policies & practices.
- The court has regular meetings with justice system partners regarding CFM issues and goals.
- The court has notified justice system partners of its CFM policies.
- The court does not involve other agencies in CFM policies or practice.

Jail Population Management

- The court actively monitors jail population information and works with corrections to manage the pretrial population.
- The court takes additional steps to reduce pretrial detention populations when requested.
- The court schedules in-custody cases to reduce pretrial detention time.
- The court does not consider custody status when scheduling cases.