

This tool helps court leaders evaluate current practices and the importance of this topic. For each statement, rate the level of importance or practice in your court or work unit.

1. Court leadership makes caseflow management a priority, understands, and identifies case handling practices, protocols, and actions present in current court processes.		
1	3	5
No/unsure	Somewhat	Yes

2. Court leadership evaluates workflow management practices that support caseflow management.		
1	3	5
No/unsure	Somewhat	Yes

3. Senior court leadership provides caseflow and workflow management training for all judges and judicial officers.		
1	3	5
No/unsure	Somewhat	Yes

4. The court or work unit employs case handling data and statistics as indicators of caseflow effectiveness, efficiency, productivity and procedural satisfaction.		
1	3	5
No/unsure	Somewhat	Yes

5. Court leadership uses case assignment, scheduling, and calendar systems for optimal case progress to final resolution.		
1	3	5
No/unsure	Somewhat	Yes

6. Judicial officers and court personnel are familiar with different dispute resolution protocols and practices, and how they might be employed to assist in case resolution.		
1	3	5
No/unsure	Somewhat	Yes

7. The court provides orientation for court staff on proven caseflow management practices.		
1	3	5
No/unsure	Somewhat	Yes

8. Court leadership provides caseflow and workflow information, education, and expectations for justice partners and stakeholders.		
1	3	5
No/unsure	Somewhat	Yes

**Scoring:** Tally the score for all statements. Total: \_\_\_\_\_. Use the following legend to identify actions.

**Score of 33-40:** Continue current practices while working to expand effective caseflow and workflow processes.

**Score of 17-32:** Learn and apply proven caseflow and workflow practices, coupled with the use of performance measures.

**Score of 0-16:** Conduct further study of caseflow and workflow concepts and practices and identify an improvement plan.