

Chapter 11: Cross Applications

January-2011

General Overview

This section provides information about the Central Name Index, Circuit/Probate Index, and the Central Calendar.

Accessing Cross Application Screens

This section contains an overview, detailed accessing instructions, and field definitions for each of the Cross Application screens:

- **Central Name Index**
- **Circuit/Probate Index**
- **Central Calendar**

CENTRAL NAME INDEX

Overview

The Central Name Index and the Circuit/Probate Index were designed to provide access to different Court's data through the same application. The Central Name Index provides access to any public circuit, district, probate or juvenile register of actions which utilize the same AS400. The Circuit/Probate Index provides the same access, but only to Circuit and Probate case register of actions. This option is convenient for Family Court users. In order to use these options, the Court's have to be on the same AS400 and using JIS Software.

Accessing the Screen

The Central Name Index or the Circuit Probate Index can be accessed from either the Circuit Court Master Menu by entering option **12** or **13** and pressing **[ENTER]** or entering **CNI** or **CPI** on the next transaction line of a case management screen.

CENTRAL NAME INDEX

The Central Name Index contains the names of persons associated with cases that have been entered on the computer.

To locate a particular name, type in the person's LAST NAME in the space below. Then press the ENTER key.

A list of names will be displayed beginning with the name that most closely matches the one you selected.

Enter Surname Here:

Press the ENTER key to continue

F1=HELP **F3=Exit**

Central Name Index Screen

Field Definitions

ENTER SURNAME HERE

Type either the party's last name or type the party=s full name in the following format: LAST NAME/FIRST NAME/MIDDLE/SUFFIX. Press **[ENTER]**. (Ex. Smith/John/L/Jr)

OPT	Option 1 to display the register of actions or 2 to print register of actions.
NAME	The name of the Party.
CTN	Criminal Tracking Number for Party. (Press F11 to view the CTN number)
ATTORNEY	The name of the attorney assigned to this Party. (Press F11 to view the attorney name)
BIRTH DATE	Party's date of birth.
JUDGE	The name of the judge assigned to case. (Press F11 to view the Judge's name)
PARTY	The party type/number.
COURT ID	The case's court type. (P=Probate, J=Juvenile, C=Circuit, D=District)
CASE NBR/ TYPE	The case number as entered in the system.
PET NMBR	The petition number as entered in the system. (Press F11 to view the petition number)
STATUS	The status of the case.

Function Key Explanation

F1=Help	Position the cursor on the field where help is needed and press F1 . The system will display a Help Box with information about this field.
F3=Exit	Press F3 to return to the previous screen.
F5=Work W/ output	Press F5 to work with the output queue. Another screen will be displayed (see next page).

WORK WITH PRINTED OUTPUT

1. Work with Printed Reports
2. Change Output Queue

Select option:

F3=Exit

Work W/
Output

There are two options:

#1 Work with printed Reports: By selecting option #1, the system will display the reports. From this display you can control the printing of the reports or answer messages.

#2 Change the Output Queue: By selecting option #2, the system will display the current output queue. To select a new one, type in the name of the output queue .

F11=Alternate
View

Press **F11** to change the view of the names and give more information on the parties. (See following example)

CENTRAL NAME INDEX

Type in an option. Press ENTER.

Options: 1=Display Case ROA 2=Print Case ROA to OUTQ PRT19

Position to Name:

Opt Name CTN	Attorney	Birthdate Judge	Party ID	Court Case Nbr/Type Petition Nbr	Status
SMITH & DOSTER FORD INC// ----NA----	PETERS	CORSIGLIA	---NA---	D 001 C4803 86-008520	NI CLOSE
SMITH AND WESSON OILS// ----NA----	----NA----	LENAHAN	---NA---	P01 D9990 95-00001SC	SC CLOSE
SMITH AND WESSON// ----NA----	CROSS	CROCKETT	---NA---	P01 D9990 93-29295	GC CLOSE
SMITH CONTRACTING// ----NA----	----NA----	BEACH	---NA---	P 001 C4803 94-001021	CZ OPEN

More...

F1=HELP F3=Exit F5=Work w/Output F11=Alternate View Pageup/down=More Names

F11=Alternate View (Cont)

There are less names on the page than before. The system has expanded the one line per party into two lines. Where the ----NA-- appears, the party does not have that field=s requirements.

Following are examples of Summaries for each of the Court Types.

Juvenile Register of Actions Print

Case Sum Case# 910099 Status C Type DL Filed 0610 1991
 Jurist 19081 PREISEL Attny Worker
 Name SABO,JUSTIN,HARLEY DOB 1224 1978 Gender M Race WA
 SSN SID Service Type F
 Case Opened Case Closed 612 1991 Case Reopened

Petition # 9100991 Petition Opened 0610 1991 CTN 449180003601
 Petition Closed 0612 1991 Jurist 19081 DISPOSITION CHG VENUE
 NBR ORIGINAL CHARGE ASC AMMENDED CHARGE ASC DSP EVT
 01 750.360 . WAI ORJ
 COMMENT LARCENY
 02 750.249 . WAI ORJ
 COMMENT FORGERY/FRAUD

Petition # 9100992 Petition Opened 0610 1991 CTN
 Petition Closed 0612 1991 Jurist 19081 DISPOSITION CHG VENUE
 NBR ORIGINAL CHARGE ASC AMMENDED CHARGE ASC DSP EVT
 01 750.356A-B . WAI ORJ
 COMMENT BREAKING AND ENTERING
 02 750.249 . WAI ORJ
 COMMENT FORGERY/FRAUD

001 0610 1991 PET LARCENY & FORGERY/FRAUD
 RESULTS- , , , ,

002 0610 1991 PET B&E AND FORGERY/FRAUD
 RESULTS- , , , ,

003 0612 1991 ORJ TO GENESEE COUNTY
 RESULTS- , , , ,

004 0612 1991 EXR CERTIFICATION OF RECORD
 RESULTS- , , , ,

Probate Register of Actions Print

REGISTER OF ACTIONS

CASE# 92029332 TYPE CV CIVIL# TYPE JUDGE 19081 DATE 10/13/1992
 NAME HUIZAR,JODIE, SSNO OPTIONAL DATE 1/12/1993
 MICRO STATUS C CLOSED 1/15/1993 PUBLIC P ATTNY 11716 CASSELL

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=
 NUM DESC QUALIFICATION DUE DATE PARTY ACTIVITY COURT ACTIVITY
 SURETY

1 CVM AOT 11/12/1992 11/12/1992 FAC 1/15/1993 DIS 1/15/1993
 SMITH, BARBARA
 6525 NORTH LAKE RD
 OTTER LAKE MI 48464

 NUM CODE F/DATE SEQ H/DATE TIME MICROFILM# ATTNY DISP DATE
 JUDGE

1 CSR 10/13/1992 02920252 11716 19081
 PET TO APPOINT CONSERVATOR
 2 NOH 10/13/1992 10/30/1992 1330 02920253 11716 19081
 APPOINTMENT OF CONSERVATOR
 3 PET 10/13/1992 02920254 11716 19081
 PET FOR AUTH TO SETTLE CLAIM
 FOR ATTY FEE/COST/DETERMINE LOSS & DISTRIBUTION OF PROCEEDS

More...

F3=Exit

Help

Circuit Register of Actions Print

CLOSED FOJ CASE REGISTER OF ACTIONS 09/11/00 PAGE 1
 99-012601-DS JUDGE CORSIGLIA FILE 06/20/99 DISPOSE 07/12/99 CLOSE 07/12/99
 COUNTY 3 SCAO LINE 70

P 001 SABO,CYNTHIA, VS D 001 WARSTLER,LAWRENCE,J
 317 COLFAX STREET 519 NORTH WESTNEDGE
 PLAINWELL MI 49080 KALAMAZOO MI 49001
 ATY:MARKS,ANDREW J.

DISPOSITION 07/12/90 UNC
 SERVICE/ANS 07/03/90 ROS

NUM DATE JUDGE CHG/PTY EVENT DESCRIPTION/COMMENTS

 1 06/20/90 CORSIGLIA SUMMONS ISSUED CLK DLP
 COMPLAINT/NON SUPPORT CLK
 2 AFFIDAVIT CLK DLP
 COPY/BIRTH CERTIFICATE CLK
 3 07/03/90 D 001 RETURN OF SERVICE CLK KAS
 SERVED 6/28/90 CLK
 4 ACKNOWLEDGMENT OF PARENTAGE CLK KAS

F1/F3=Exit F7=Acct Hist F8=Nxt Action F16=Search F17=Top F18=Bottom Roll/Page
 NEXT CASE# 90 - 12601 - DS CHG/EVT PTY JUDGE DATE

District Court Register of Actions Print

CLOSED CIVIL ONLINE REGISTER OF ACTIONS
 Court 0 Case 95-8701-GC Type GC File Date 110494 Judge
 P01 TUCKER/DINAH/ D01 SADLER/LINDA/
 DATE: 09/11/97

STATE OF MICHIGAN 99TH JUDICIAL DISTRICT PAGE: 1
 27777 FRANKLIN ROAD SUITE 1300 REGISTER OF ACTIONS
 JIS-SOUTHFIELD MI 48034 CASE NO: 95-8701-GC GC JUDGE:
 (CLOSED) BAR NO.

Attorney
 P01 PLAINTIFF (CLOSED)
 TUCKER/DINAH/
 901 W. TOWERS
 TROY MI 48484

D01 DEFENDANT (CLOSED)
 SADLER/LINDA/
 79434 INKSTER ROAD
 SOUTHFIELD MI 48423

11/01/94
 P01 ALF AFFDV & CLM FILED \$400.00 KJS
 P01 ALI AFFDV & CLM ISSUED \$32.00 KJS
 ALL HRC38 HEARING SMALL CLAIMS SCHEDULED KJS
 12/12/94 11:00 A

11/04/94
 D01 ALS AFFDV & CLM SERVED KJS
 ALL ORE25 ORDER FOR REMOVAL TO GEN CIVIL ENTERED DCS
 TRANSFERRED TO CASE # DEMOGEN DCS
 TRANSFERRED TO CASE # 4X DCS
 TRANSFERRED TO CASE # 4X1 DCS
 TRANSFERRED TO CASE # 4X2 DCS
 TRANSFERRED TO CASE # 4Z1 DCS
 TRANSFERRED TO CASE # 4Z2 DCS

NXT CASE 95-8701-GC PTY B01 GAR# NAME
 F1-Top F2-Bottom F3/F24-Previous Menu F9-Print Roll-Page Help

CENTRAL CALENDAR

The Central Calendar was designed to allow user's to view or print a particular Judge's docket for all courts that are on the same AS400 and using JIS Software.

<p style="text-align: center;">COMBINED CALENDAR REQUEST</p> <p style="text-align: center;">JURIST # _____ OR COURTROOM # _____</p> <p style="text-align: center;">P = PRINT or D = DISPLAY <u>D</u></p> <p style="text-align: center;">F3 = EXIT</p>

Accessing the Screen

The combined calendar request screen can be accessed by either entering **14** in the option field on the Circuit Court Master Menu or by entering **CCL** on the next transaction line from any case management screen.

Central Calendar Request	
JURIST #	<u>12239</u> OR COURTROOM # _____
P = PRINT or D = DISPLAY <u>D</u>	
BEGIN DATE	<u>101199</u>
END DATE	<u>101499</u>
CIRCUIT COUNTIES	<u>3</u> _ _ _
DISTRICT COURTS	_ _ _ _
PROBATE/JUV COURT	<u>44</u> _ _ _
SPACING BETWEEN CASES <u>1</u> (PRINT ONLY)	
PAGE BREAK BY DATE Y/N <u>Y</u> (PRINT ONLY)	
F3 = EXIT	

Field Definitions

JURIST	The bar number of the judge or referee for the calendar being requested.
COURTROOM	The courtroom number of the requested calendar.
P=PRINT	Enter P to print the calendar.
D=DISPLAY	Enter D to display the calendar.
BEGIN DATE	Enter the first date of the requested calendar(s).
END DATE	Enter the last date of the requested calendar(s). A single date can be used if requesting a calendar for only one day.
CIRCUIT COUNTIES	Enter the county number(s) for the specified jurist's calendar.
DISTRICT COURTS	Enter the District Court number(s) for the specified jurist's calendar.

PROBATE COURT Enter the Probate Court number for the specified jurist's calendar.
 When the necessary fields have been completed, press **[ENTER]**.
 If D=Display was selected, the following screen will appear:

Court Case#	Typ	Hon. HULL,LAVAIL E., Title	Atty/Off
MONDAY 3/03/00 AT 9:00 a.m.			
C03 00884585-00	CZ	CRUISE,TOM, PREL HRG /CIVIL PROCEEDING	8845851
WEDNESDAY 3/05/00 AT 9:00 a.m.			
P44 97333132-00	CG	BROWN,ANGELA, ADJOURNED HEARING	GRANT
WEDNESDAY 3/12/00 AT 1:00 p.m.			
P44 97333133-00	WT	WILLS FOR SAFEKEEPING,, NOTICE OF HEARING	GRANT
FRIDAY 3/14/00 AT 1:00 p.m.			
D99 00936303-01	SC	ANDERSON/ASHLEY/ PRELIM HRG / 9363031 More...	FULKS
F3 = EXIT			

Field Definitions

COURT The Court the case is assigned to.

CASE #: The Case Number as entered in the system.

TYPE The case suffix.

TITLE The case title as entered on the system.

ATTY/OFF The name of the attorney of record and the offense.

NOTE: If P to print the Docket was selected, the print out will look exactly like the display.