

# **Caseload Dispositions**

## **Part 2: Caseload Report**

### **JIS Circuit Courts Quick Reference Guide**

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## How to use this Quick Reference

1. **Locate the caseload category by searching for the case type on the Case Type list.**
2. **Locate the caseload category in the Caseload Dispositions list.**
3. **Select a disposition from the list of valid dispositions.**
4. **Proceed to the appropriate screen and use the prescribed code.**

**NOTE: Be sure to transfer any codes that you have added to your book or system.**

### NOTES:

When an order prepared by the parties is signed by the judge, use **SET** or **UNC** on the Court screen in the Result field, unless it is an order of dismissal which should then be entered as DIS.

When a PPO is terminated, use the OR (Order Rescinded) Clerk event.

\*\*As of January 1, 2010, bench warrants were moved from a case level to a party level.

- The Clerk program will require a party for BWI or BWR events.  
Note: If there is an active warrant on an existing case with no party specified, the user will be allowed to return it without specifying a party.

**\*\*For all cases, the user will no longer use a BPI or BPR event code for bench warrants.**

### Deferral Codes:

DLS-Delayed Sentence  
DPD-7411  
DPY-HYTA  
DPK-Parental Kidnapping  
DPS-Spousal Abuse

### Dismissal Codes:

\*REOpen case  
DMD-Dismiss 7411  
DMY-Dismiss HYTA  
DMK-Dismiss Parental Kidnapping  
DMS-Dismiss Spousal Abuse

\*As of June 2010, the process for Delayed Sentence changed. Upon completion of the Delay, REOpen the case and dispose all charges using a DIS court result. Enter FOJ in clerk screen to close the case. If new charges are added, enter them directly after REOpening the case and dispose all charges accordingly on the court screen and enter clerk event of FOJ to close the case.

*For further information regarding caseload, refer to the SCAO Caseload of Michigan Trial Courts Reporting Forms and Instructions.*

| CAT GRY | CODE DESC               | DISP CODE | SCREEN/ FIELD | SEC | LINE#           |
|---------|-------------------------|-----------|---------------|-----|-----------------|
| PJ      | DENIED                  | DEN       | COURT/RESULT  | E   | * 29 OR 30      |
|         | DISMISSED BY COURT      | DIS       | COURT/RESULT  | E   | * 29 OR 30      |
|         | DISMISSAL ORDER         | DMO       | CLERK/EVENT   | E   | * 29 OR 30      |
|         | DISMISSED BY PARTY      | DSP       | COURT/RESULT  | E   | * 31            |
|         | ORDERED                 | ORD       | COURT/RESULT  | E   | * 26, 27, OR 32 |
|         |                         |           |               |     |                 |
|         |                         |           |               |     |                 |
| PPO     | CHANGE OF VENUE         | CHV       | COURT/RESULT  | H   | 3               |
|         | CHANGE OF VENUE ORDER   | CVO       | CLERK/EVENT   | H   | 3               |
|         | DENIED                  | DEN       | COURT/RESULT  | H   | *4 OR 5         |
|         | DISMISSED BY COURT      | DIS       | COURT/RESULT  | H   | *4 OR 5         |
|         | DISMISSAL ORDER         | DMO       | CLERK/EVENT   | H   | *4 OR 5         |
|         | DISMISSED BY PARTY      | DSP       | COURT/RESULT  | H   | 6               |
|         | ORDERED                 | ORD       | COURT/RESULT  | H   | * 1, 2 OR 8     |
|         |                         |           |               |     |                 |
|         |                         |           |               |     |                 |
| TRN     | FINAL ORDER OR JUDGMENT | FOJ       | CLERK/EVENT   | D   | 7               |
|         |                         |           |               |     |                 |
|         |                         |           |               |     |                 |

\* Will count on proper line depending on if a hearing was held and/or case was reopened.

\*\*When these codes are used, the level of disposition is determined by the EVENT.

## CASE TYPE AND CASELOAD CATEGORY LIST

| CASE TYPE | CASELOAD CATEGORY | CASE TYPE | CASELOAD CATEGORY | CASE TYPE | CASELOAD CATEGORY |
|-----------|-------------------|-----------|-------------------|-----------|-------------------|
| AA        | APL               | FC        | FEL               | UM        | TRN               |
| AE        | APL               | FH        | FEL               | UN        | TRN               |
| AH        | AP2               | FJ        | FEL               | UT        | TRN               |
| AL        | APL               | ID        | MF2               | UW        | TRN               |
| AP        | APL               | NB        | MF2               | VP        | PPO               |
| AR        | APL               | NC        | MF1               |           |                   |
| AS        | AP2               | ND        | CIV               |           |                   |
| AV        | APL               | NF        | CIV               |           |                   |
| AW        | AP2               | NH        | CIV               |           |                   |
| AX        | AX                | NI        | CIV               |           |                   |
| CB        | CIV               | NM        | CIV               |           |                   |
| CC        | CIV               | NO        | CIV               |           |                   |
| CD        | CIV               | NP        | CIV               |           |                   |
| CE        | CIV               | NS        | CIV               |           |                   |
| CF        | CIV               | NZ        | CIV               |           |                   |
| CH        | CIV               | PC        | CIV               |           |                   |
| CK        | CIV               | PD        | CIV               |           |                   |
| CL        | CIV               | PH        | PPO               |           |                   |
| CR        | CIV               | PJ        | PJ                |           |                   |
| CZ        | CIV               | PP        | PPO               |           |                   |
| DC        | DOM               | PR        | CIV               |           |                   |
| DM        | DIV               | PS        | CIV               |           |                   |
| DO        | DIV               | PZ        | CIV               |           |                   |
| DP        | DOM               | UD        | DOM               |           |                   |
| DS        | DOM               | UE        | DOM               |           |                   |
| DZ        | DOM               | UF        | TRN               |           |                   |
| EM        | MF1               | UI        | TRN               |           |                   |

\* UC,UO,TC,TI,TM,TO,TP, TS,TU & TZ is obsolete effective 1/1/2009

\* Codes to be used in place of obsolete transfer case types not to be counted on caseload are:

TC=DC,TI=UT,TM=DM,TO=DO,TP=DP,TS=DS,TU=UT,TZ=DZ,UC=UF, UO=UF

**Use the 'CaseLoad Omit' field on case header screen .**

**Enter 'Y' to omit the case from reporting on caseload.**

The following active UISFA cases will also use Caseload Omit: UF, UI, UM, UN,UT & UW.

APL=APPEAL  
AP2=APPEAL 2  
AX = AX  
CIV=CIVIL  
DOM=DOMESTIC  
TRN=TRANSFER  
DIV=DIVORCE  
FEL=FELONY  
PJ =PPO AGAINST JUVENILE  
MF1=MISC FAMILY 1  
MF2=MISC FAMILY 2  
PPO=PERSONAL PROTECTION ORDER

# CASELOAD DISPOSITIONS

| CAT GRY | CODE DESC                | DISP CODE | SCREEN/ FIELD | SEC | LINE# |
|---------|--------------------------|-----------|---------------|-----|-------|
| APL     | DENIED                   | DEN       | COURT/RESULT  | A   | 2     |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | A   | 2     |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | A   | 2     |
|         | ORDER                    | ORD       | COURT/RESULT  | A   | 1     |
|         | REMAND TO DISTRICT COURT | RMD       | COURT/RESULT  | A   | 1     |
|         | STAY                     | STY       | COURT/RESULT  | A   | 4     |
|         | TRANSFER                 | TRF       | COURT/RESULT  | A   | 3     |
|         |                          |           |               |     |       |
| AP2     | DENIED                   | DEN       | COURT/RESULT  | A   | 2     |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | A   | 2     |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | A   | 2     |
|         | ORDER                    | ORD       | COURT/RESULT  | A   | 1     |
|         | REMAND TO DISTRICT COURT | RMD       | COURT/RESULT  | A   | 1     |
|         | TRANSFER                 | TRF       | COURT/RESULT  | A   | 3     |
|         |                          |           |               |     |       |
|         |                          |           |               |     |       |
| AX      | CHANGE OF VENUE          | CHV       | COURT/RESULT  | B   | 6     |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | B   | 6     |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | B   | 2     |
|         | ORDERED                  | ORD       | COURT/RESULT  | B   | 2     |
|         | REMAND ORDER             | RDO       | CLERK/EVENT   | B   | 6     |
|         | REMOVAL ORDER            | RVO       | CLERK/EVENT   | B   | 6     |

| CAT GRY | CODE DESC                | DISP CODE | SCREEN/ FIELD | SEC | LINE#      |
|---------|--------------------------|-----------|---------------|-----|------------|
| FEL     | REFERRED FOR COMPETENCY  | REF       | COURT/RESULT  | B   | 7          |
|         | REMAND ORDER             | RDO       | CLERK/EVENT   | B   | 6          |
|         | REMAND TO DISTRICT COURT | RMD       | COURT/RESULT  | B   | 6          |
|         | REMOVAL ORDER            | RVO       | CLERK/EVENT   | B   | 6          |
|         | STAY                     | STY       | COURT/RESULT  | B   | 7          |
|         | BENCH WARRANT            | BWI       | CLERK/EVENT   | B   | 7          |
|         |                          |           |               |     |            |
| MF1     | CHANGE OF VENUE          | CHV       | COURT/RESULT  | H   | 3          |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | H   | 3          |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | H   | 5          |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | H   | 5          |
|         | DISMISSED BY PARTY       | DSP       | COURT/RESULT  | H   | 6          |
|         | ORDERED                  | ORD       | COURT/RESULT  | H   | 2          |
|         |                          |           |               |     |            |
| MF2     | CHANGE OF VENUE          | CHV       | COURT/RESULT  | H   | 3          |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | H   | 3          |
|         | DENIED                   | DEN       | COURT/RESULT  | H   | *4 OR 5    |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | H   | *4 OR 5    |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | H   | *4 OR 5    |
|         | DISMISSED BY PARTY       | DSP       | COURT/RESULT  | H   | 6          |
|         | ORDERED                  | ORD       | COURT/RESULT  | H   | *1, 2 OR 8 |
|         |                          |           |               |     |            |
| PJ      | CHANGE OF VENUE          | CHV       | COURT/RESULT  | E   | 28         |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | E   | 28         |

| CAT GRY | CODE DESC                      | DISP CODE | SCREEN/ FIELD | SEC | LINE# |
|---------|--------------------------------|-----------|---------------|-----|-------|
| DOM     | UNCONTESTED                    | UNC       | COURT/RESULT  | D   | 2     |
|         |                                |           |               |     |       |
| FEL     | CHANGE OF VENUE                | CHV       | COURT/RESULT  | B   | 6     |
|         | CHANGE OF VENUE ORDER          | CVO       | CLERK/EVENT   | B   | 6     |
|         | DISMISSED BY COURT             | DIS       | COURT/RESULT  | B   | 5     |
|         | DIRECTED VERDICT               | DRV       | COURT/EVENT   | B   | 2     |
|         | FOUND NOT GUILTY               | FNG       | COURT/RESULT  | **  | **    |
|         | FOUND GUILTY - MENTALLY ILL    | GMI       | COURT/RESULT  | B   | 2     |
|         | FOUND GUILTY                   | GTY       | COURT/RESULT  | **  | **    |
|         | FOUND NOT GUILTY-INSANITY      | NGI       | COURT/RESULT  | **  | **    |
|         | JURY TRIAL HALF DAY            | JTH       | COURT/EVENT   | B   | 1     |
|         | JURY TRIAL WHOLE DAY           | JTW       | COURT/EVENT   | B   | 1     |
|         | NON JURY TRIAL HALF DAY        | NJH       | COURT/EVENT   | B   | 2     |
|         | NON JURY TRIAL WHOLE DAY       | NJW       | COURT/EVENT   | B   | 2     |
|         | NOLO CONTENDRE (NO CONTEST)    | NOC       | COURT/RESULT  | B   | 3     |
|         | NOLLE PROSEQUI (NOT PROSECUTE) | NOP       | COURT/RESULT  | B   | 4     |
|         | NOT WITHSTANDING THE VERDICT   | NWV       | COURT/EVENT   | B   | 2     |
|         | OPINION                        | OPI       | COURT/EVENT   | B   | 2     |
|         | PLEAD GUILTY                   | PLG       | COURT/RESULT  | B   | 3     |
|         | PLEAD GUILTY - MENTALLY ILL    | PMI       | COURT/RESULT  | B   | 3     |

| CAT GRY | CODE DESC                    | DISP CODE | SCREEN/FIELD | SEC | LINE# |
|---------|------------------------------|-----------|--------------|-----|-------|
| AX      | TRANSFER                     | TRF       | COURT/RESULT | B   | 6     |
|         |                              |           |              |     |       |
| CIV     | CHANGE OF VENUE              | CHV       | COURT/RESULT | C   | 4     |
|         | CHANGE OF VENUE ORDER        | CVO       | CLERK/EVENT  | C   | 4     |
|         | DEFAULT                      | DFT       | COURT/RESULT | C   | 3     |
|         | DISMISSED BY COURT           | DIS       | COURT/RESULT | C   | 6     |
|         | DISMISSAL ORDER              | DMO       | CLERK/EVENT  | C   | 6     |
|         | DIRECTED VERDICT             | DRV       | COURT/EVENT  | C   | 2     |
|         | DISMISSED BY PARTY           | DSP       | COURT/RESULT | C   | 5     |
|         | JUDGMENT FOR DEFENDANT       | JTD       | COURT/RESULT | **  | **    |
|         | JUDGMENT FOR PLAINTIFF       | JTP       | COURT/RESULT | **  | **    |
|         | JURY TRIAL HALF DAY          | JTH       | COURT/EVENT  | C   | 1     |
|         | JURY TRIAL WHOLE DAY         | JTW       | COURT/EVENT  | C   | 1     |
|         | NO CAUSE FOR ACTION          | NCA       | COURT/RESULT | C   | 6     |
|         | NON-JURY TRIAL HALF DAY      | NJH       | COURT/EVENT  | C   | 2     |
|         | NON-JURY TRIAL WHOLE DAY     | NJW       | COURT/EVENT  | C   | 2     |
|         | NO PROGRESS ORDER            | NPO       | CLERK/EVENT  | C   | 6     |
|         | NON-SERVICE DISMISSAL        | NSD       | COURT/RESULT | C   | 6     |
|         | NON-SERVICE ORDER            | NSO       | CLERK/EVENT  | C   | 6     |
|         | NOT WITHSTANDING THE VERDICT | NWV       | COURT/EVENT  | C   | 2     |
|         | OPINION                      | OPI       | COURT/EVENT  | C   | 2     |
|         | OTHER                        | OTH       | COURT/RESULT | C   | 8     |
|         | REMAND ORDER                 | RDO       | CLERK/EVENT  | C   | 4     |
|         | REMAND TO PROBATE COURT      | RMP       | COURT/RESULT | C   | 4     |

| CAT GRY | CODE DESC                | DISP CODE | SCREEN/ FIELD | SEC | LINE# |
|---------|--------------------------|-----------|---------------|-----|-------|
| CIV     | REMOVE TO DISTRICT COURT | RMV       | COURT/RESULT  | C   | 4     |
|         | REMOVAL ORDER            | RVO       | CLERK/EVENT   | C   | 4     |
|         | SETTLED                  | SET       | COURT/RESULT  | C   | 3     |
|         | STAY OF PROCEEDINGS      | STY       | COURT/RESULT  | C   | 7     |
|         | SUMMARY DISPOSITION      | SMD       | COURT/RESULT  | C   | 3     |
|         | TRANSFER                 | TRF       | COURT/RESULT  | C   | 4     |
|         | UNCONTESTED              | UNC       | COURT/RESULT  | C   | 3     |
|         |                          |           |               |     |       |
| DIV     | CHANGE OF VENUE          | CHV       | COURT/RESULT  | D   | 3     |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | D   | 3     |
|         | DEFAULT                  | DFT       | COURT/RESULT  | D   | 2     |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | D   | 5     |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | D   | 5     |
|         | DISMISSED BY PARTY       | DSP       | COURT/RESULT  | D   | 4     |
|         | DIVORCE GRANTED          | DVG       | COURT/RESULT  | D   | 2     |
|         | JUDGMENT FOR DEFENDANT   | JTD       | COURT/RESULT  | **  | **    |
|         | JUDGMENT FOR PLAINTIFF   | JTP       | COURT/RESULT  | **  | **    |
|         | NON JURY TRIAL HALF DAY  | NJH       | COURT/EVENT   | D   | 1     |
|         | NON JURY TRIAL WHOLE DAY | NJW       | COURT/EVENT   | D   | 1     |
|         | NO PROGRESS ORDER        | NPO       | CLERK/EVENT   | D   | 5     |
|         | NON SERVICE DISMISSAL    | NSD       | COURT/RESULT  | D   | 5     |
|         | NON SERVICE ORDER        | NSO       | CLERK/EVENT   | D   | 5     |
|         | OPINION                  | OPI       | COURT/EVENT   | D   | 1     |
|         | REMAND ORDER             | RDO       | CLERK/EVENT   | D   | 3     |

| CAT GRY | CODE DESC                | DISP CODE | SCREEN/ FIELD | SEC | LINE# |
|---------|--------------------------|-----------|---------------|-----|-------|
| DIV     | REMOVAL ORDER            | RVO       | CLERK/EVENT   | D   | 3     |
|         | SETTLED                  | SET       | COURT/RESULT  | D   | 2     |
|         | STAY OF PROCEEDINGS      | STY       | COURT/RESULT  | D   | 6     |
|         | UNCONTESTED              | UNC       | COURT/RESULT  | D   | 2     |
|         |                          |           |               |     |       |
| DOM     | CHANGE OF VENUE          | CHV       | COURT/RESULT  | D   | 3     |
|         | CHANGE OF VENUE ORDER    | CVO       | CLERK/EVENT   | D   | 3     |
|         | DEFAULT                  | DFT       | COURT/RESULT  | D   | 2     |
|         | DISMISSED BY COURT       | DIS       | COURT/RESULT  | D   | 5     |
|         | DISMISSAL ORDER          | DMO       | CLERK/EVENT   | D   | 5     |
|         | DISMISSED BY PARTY       | DSP       | COURT/RESULT  | D   | 4     |
|         | JUDGMENT FOR DEFENDANT   | JTD       | COURT/RESULT  | **  | **    |
|         | JUDGMENT FOR PLAINTIFF   | JTP       | COURT/RESULT  | **  | **    |
|         | NO CAUSE FOR ACTION      | NCA       | COURT/RESULT  | D   | 5     |
|         | NON JURY TRIAL HALF DAY  | NJH       | COURT/EVENT   | D   | 1     |
|         | NON JURY TRIAL WHOLE DAY | NJW       | COURT/EVENT   | D   | 1     |
|         | NO PROGRESS ORDER        | NPO       | CLERK/EVENT   | D   | 5     |
|         | NON SERVICE DISMISSAL    | NSD       | COURT/RESULT  | D   | 5     |
|         | NON SERVICE ORDER        | NSO       | CLERK/EVENT   | D   | 5     |
|         | OPINION                  | OPI       | COURT/EVENT   | D   | 1     |
|         | REMAND ORDER             | RDO       | CLERK/EVENT   | D   | 3     |
|         | REMOVAL ORDER            | RVO       | CLERK/EVENT   | D   | 3     |
|         | SETTLED                  | SET       | COURT/RESULT  | D   | 2     |
|         | STAY OF PROCEEDINGS      | STY       | COURT/RESULT  | D   | 6     |