# CASE DETAIL:

This will show you an overview of everything we know about this case. To see more details, click on the MENU, then on the area you wish more details. **FROM THE MENU**: Case, Case



There are QUICK LINKS at the top of the page so you can quickly jump to any area of the CASE DETAIL screen without having to scroll down to it.

#### Names Associated with the case:

is for the parties as	SSOC	iated with	the case.			Add
Names associated w	ith the	case <u>Top</u>				Add
Name	Case	Role	Start date	<u>End date</u>	Warrant	Attribute
<u>Demitri Stefawn</u> <u>Smeltzer (302684)</u>	1	<u>Child</u>	12/19/1997			
Connie A. Smeltzer (302686)	1	Petitioner	12/19/1997			
<u>Larry J. Childs</u> (302685)	1	<u>Respondent</u>	12/19/1997		Yes	

Names associated with the case Top							Add
Name	Case	<u>Role</u>	Start date	<u>End date</u>	<u>Warrant</u>	<u>Attribute</u>	
Quintus Shiraz Cooper	3	Defendant	9/15/2003			Suicide Risk	
<u>(119669)</u>						Mutilator	
Detained							

This section also displays detention status, active warrants, and certain personal attributes. <u>More on</u> <u>Person Attributes</u>

When you add a case, the person you added will be the first name associated with the case. To add more, click on ADD.

#### To add a name associated with the case:

Case name:*	<u>G</u> et name						
Role:*	Select	~					
Referring agency:*	Select			~			
Start date:		<b>1</b>	End date:	<b>1</b>			
Send notice:	⊖Yes⊖No		L				
Recommendation:	Select			~	Date:		<b>1</b>
State's decision:	Select		✓ Date:		<b>1</b>		
Notes:						~	
						$\sim$	

- Name: Click on GET NAME and do a name search for the person you wish to add.
- Role: Enter this person's role in the case: Petitioner, Respondent, Child, or Defendant.
- **Referring agency**: Select the agency that referred the case to us.
- Start date: Date of arrest or date of file stamp on Petition opening this case.
- End Date: Date this person is no longer a party to the case. For example, if a child is emancipated or the case is closed.
- **Send notice**: This area is designed for the print pending notices portion of Quest. The system can print copies of documents for parties automatically, if this is set up. If your jurisdiction is not using the print pending notices process, it doesn't really matter what you select here. Talk to you Quest Administrator if you are unsure. See more about the <u>pending notice</u> process.
- **Recommendation:** This is normally completed later in a case, and it may not be used for each case type, but it refers to what the initial recommendation was on how this case should be handled.
- **Date:** The date of the recommendation.
- State's decision: This is normally completed later in a case, and it may not be used for each case type, but it refers to what the initial decision was on how the State intended to proceed with this case.
- Date: The date of the State's decision.
- Notes: You can make any notes you wish here.

Helpful hint: If you have one person added to the names associated with the case, and most fields will be the same, you can click on the ROLE of the existing person, hit the NEW button, and it will copy all the fields but name. You will need to change anything that is different than the first person, such as ROLE.

#### Names currently assigned to the case (case assignments):

This section shows all the people who are a part of the case, such as attorneys, probation officers, victims, guardian ad litem, etc. If the State or DCS is a Petitioner in a case, they should be shown in this section rather than in the first section.

To view names of people who have been removed from the case, you can click on the "assigned to the case" link. <u>More about Case Assignments</u>

Names currently <u>assigned to the case</u> <u>Top</u>					
Name	<u>Role</u>	Notice	<u>Represents</u>		
Lorilei Lynn Whiteside	Victim	No			
Donald L. Flueckiger	Investigator	No			
Carolyn S. Foley	DPA	No			
Gretchen Torres	<u>PO</u>	No			

#### Case Attributes:

This section is used for statistical purposes. More about Case Attributes

Case attributes	lop	Edit
Alcohol Offense		
Drug Offense		

### Case Status History:

The case status history allows us to quickly see what the status of the case is, whether it is still pending before the court or if all the issues have been resolved. More about case status history

Case status history <u>Close case</u> <u>Top</u>		Add
<u>5/23/2005 - Informal Adjustment</u> <u>5/20/2005 - Case Filed</u>	Juvenile	
Case status history <u>Close case</u> <u>Top</u>	Paternity	Add
0/20/2004 - Faterinty Established		

#### Case Number History:

This area simply shows the unique case number assigned to the case. Case numbers can be automatically assigned upon certain actions, such as the filing of a petition, or you can manually generate the next sequential number for that case type. <u>More about case numbers</u>

Case number history	<u>Гор А</u>	dd
02D070403JP000250		

#### Deadlines:

This area allows you to set "reminders" to yourself to do something in the future. <u>More about</u> <u>deadlines</u>



#### Warrants:

This area allows you to view any active warrants associated with the person you are viewing. <u>More about warrants</u>



### Incidents:

This area shows you all the arrests or referrals for this person. More about incidents

- Case related incidents Top	Get from another Add
4/2/2013 8:30:08 AM - Juvenile Delinquency Referral referred by Bloomington Police Department	
1 - BURGLARY (35-43-2-1), a Class C Felony	
2 - Attempted BURGLARY (35-43-2-1), a Class C Felony	
3 - Attempted BURGLARY (35-43-2-1), a Class C Felony	
4 - Attempted BURGLARY (35-43-2-1), a Class C Felony	

### Filed Statutes:

This section allows you to see what charges were actually filed and the court action on the charges. <u>More about Filed Statutes</u>

- Filed statutes Top		Get from another Add
Count	Plea	Disposition
1 - BURGLARY (35-43-2-1), a Class C Felony; Filed 6/26/2013 📖	Admit	Dispose by Adm

#### **Requirements:**

This section shows everything a person has been ordered to complete to be removed from the court's jurisdiction. <u>More about Requirements</u>

- Requirements Top					Add
Assigned	Requirement	Start	Status	Status date	
8/21/2013	Juvenile Formal Probation User Fees	8/21/2013	(Balance: \$250.00)		
8/21/2013	Juvenile Formal Administrative Fee	8/21/2013	(Balance: \$100.00)		
8/21/2013	Restitution	8/21/2013			
8/21/2013	Diagnostic & Evaluation Services Mental Health provided by Hamilton Center	8/21/2013	Pending	8/21/2013	
8/21/2013	Substance Abuse Program Assessment provided by Hamilton Center	8/21/2013	Pending	8/21/2013	
8/21/2013	Volunteer Community Service	8/21/2013	Pending	8/21/2013	
8/21/2013	Employment (Obtain)	8/21/2013	Active	8/21/2013	
8/21/2013	TASC Classes provided by Monroe County Community School Corporation	8/21/2013	Pending	8/21/2013	
8/21/2013	Victim Offender Restoration Program provided by Community Justice & Mediation Center	8/21/2013	Pending	8/21/2013	
8/21/2013	JUVENILE FORMAL PROBATION	8/21/2013	Active	8/21/2013	

### Codefendants / Associated Cases

You can link a codefendant or some other type of case together so you can quickly switch back and forth between the two. Codefendants can be added automatically or manually. <u>More about</u> <u>Codefendants</u>

- Codefendants/Associated Cases Top	
Codefendant - JayAnn Wetherington (Case: 1; 13-JD-4; Defendant; F#: 2)	See case

# Facility Stays

When a person has been removed from the home and put into some sort of custody, this area will display the custody information on this case. <u>More about Facility Stays</u>

- Facility Stays Top

8/9/2013 7:56:55 AM thru Present (Location: Detention; Classification: Not applicable; Privilege: Not Appicable; Duration: 22 secs)

## Events

This section shows appointments, either hearings and/or meetings scheduled for this case and if those hearings were held or not. <u>More about Events</u>

- Events Top			
Event date/time	Event type	Court	Disposition
9/17/2013 2:00 PM	Office Visit		
7/30/2013 9:30 AM	Adjudicatory/Dispositional Hearing	Judge Snyder	Heard by Judge
7/19/2013 11:30 AM	Adjudicatory Hearing	Judge Snyder	Continued
7/10/2013 9:30 AM	Detention Hearing	Judge Snyder	Completed

### Folder Locations

If you have trouble finding files, you could use this folder location to keep track of where the file currently is located. <u>More about Folder Locations</u>

- Folder locations Top	
Court file - 7/9/2013 8:15 AM thru present - Stored in Clerk's office at main courthouse for Special Judge access.	

### Case Notes:

This section is for your working notes regarding this specific case. It will default to your Agency so you will see notes made by anyone in your Agency. Other Agencies will see their notes. Security controlls if you are allowed to see other Agency's notes. <u>More about Case Notes</u>

Case notes for Henry County Juvenile Court Top
8/9/2013 8:13:07 AM - Karlene Thompson
The State wants to hold prosecution of this case pending psychological evaluation.

### Documents/Docket Entries:

This is a chronological list of documents and docket entries created for this case. You can view the individual documents as well as the full CCS (Chronological Case Summary) to get an overview of everything filed or ordered on this case. <u>More about Documents/Docket Entries</u>

- Documents/docket entries View CCS Top	
(View) 8/6/2013 10:34:45 AM - Supervised Probation Release	
8/6/2013 10:31:41 AM - Supervised Probation Release (Incomplete)	
8/2/2013 8:36:27 AM - Rules of Probation / Judicial Diversion (Incomplete)	
(View) 8/1/2013 9:59:01 AM - Rules of Probation	
(View) 8/1/2013 9:50:04 AM - Rules of Probation	