

KYeCourts Release Note November 2018

This release document discusses enhanced functionality and product upgrades for KYeCourts which improve overall usability.

Contents

Claim Cases	2
-------------------	---



Claim Cases

eFilers will now be able to attach themselves electronically (claim) cases where they are an attorney party type in the case but have not previously filed into the case electronically. By claiming a case, the eFiler agrees to receive electronic notifications and service for that case.

After eFiling into a jurisdiction, a clerk may link an eFiler's KYeCourts login to their case management system credentials. eFilers with linked credentials will see eligible case(s) appear in My eFilings -Claim Cases where the eFiler is a party to the case but has not attached themselves (opted in) to the case electronically.

Utilizing the Claim Cases feature will provide eFilers:

- Ability to attach electronically (opt in) to cases without having to file a distinct document or an entry of appearance in eFiling
- eFiler will receive notices for any future eFilings in claimed cases
- Ability to view the claimed cases without charges in CourtNet 2.0 as an electronically attached (opt in) party

At this time, the claim cases tool will not allow eFilers to claim confidential case types, cases which have a withdrawn date for the eFiler, or cases for a user with a KYeCourts subaccount for the Department of Public Advocacy.

To claim a case:

- An eFiler must have a case management system credentials (person directory ID) in KyCourts in a county.
 - The person directory ID is created for filers by clerks in each county.
- An eFiler must eFile into at least one case in a county which is attached to their case management system credentials (person directory ID) by a clerk when processing the envelope.
 - The person directory ID # attached to an eFiler will be the ID used to provide an eFiler a list of cases to claim in that county.
 - eFilers may claim those cases where they exist as a party with that same person directory ID but have not yet eFiled into the case.

Once attached, an eFiler will be linked to the person ID selected and will periodically receive updates of eligible cases to claim.

Case management person directory ID's are distinct for each county. Moving forward, as an eFiler files into multiple jurisdictions and are attached to credentials in each jurisdiction, an eFiler will see additional cases appear in their claim cases dashboard.



To see claim cases, login to KYECourts and select My eFilings and choose Claim Cases.

The screenshot shows the 'Claim Cases' section of the KYECourts interface. It includes a search bar, a 'Show 25 entries' dropdown, and a table of cases. A green 'Claim' button is highlighted in the top right corner of the table area.

Site Name/Case #	Case Style	Opt-In As Party Type	Filing Date	Last eFiling Activity Date
LEE 11-C-00127	APPELLATE/REVIEW OF COURT DECISION	ATTORNEY FOR PLAINTIFF	11/5/2011	-
LEE 12-C-00144	APPELLATE/REVIEW OF COURT DECISION	ATTORNEY FOR PLAINTIFF	12/17/2012	-
LEE 13-C-00062	APPELLATE/REVIEW OF COURT DECISION	ATTORNEY FOR PLAINTIFF	8/19/2013	-
LEE 14-C-00017	APPELLATE/REVIEW OF COURT DECISION	ATTORNEY FOR PLAINTIFF	1/24/2014	-
LEE 14-C-00023	APPELLATE/REVIEW OF COURT DECISION	ATTORNEY FOR PLAINTIFF	2/10/2014	-

It is important to review case(s) on the list to ensure it accurately reflects your status in the case. To claim cases, select the case(s) and click Claim. You will be prompted to verify your selection.

Claim Case(s)

Are you sure you want to claim the selected case(s)? After clicking OK, you will receive an email confirming your electronic opt in to the selected case(s).

Cancel OK

Once verified, you will receive a message indicating your case(s) have successfully been claimed. You will receive an email notification confirming your electronic attachment (opt in) to your selected case(s).

Selected Case(s) Claimed.

OK



You have manually opted into the case(s) below using the Claim Cases Tool on your eFiling dashboard on 11/16/2018.

Please note that by claiming a case you consent to receive electronic service from any other parties and the court for that case.

Site Name/Case #	Case Style	Opt-In as Party Type	Filing Date	Last Activity
FRANKLIN 17-T-00006	COURT REPORTER/DEPOSITION, EVIDENCE COLLECT	ATTORNEY	Jan 24 2017 12:00AM	<input type="checkbox"/>

If you would like to speak to a customer service representative regarding this email, please contact eCourtSupport.

Email: eCourtSupport@kycourts.net
Phone: 502-573-2350 ext. 50109 M-F 8 am to 5:30 pm EST

Do not reply to this email.

No action is needed if you wish not to claim a case. It will remain in your Claim Case list for future review and will be come eligible for archiving with additional enhancements in December’s upcoming release.

If you claim a case in error, please contact court support services for assistance at eCourtSupport@kycourts.net or by phone at 502-573-2350 ext. 50109.