

Amend Charges	Enter Sentence	Add Programs	Dispose Case	Add Judgments	Add Standard Court Costs	Add Non-Standard Costs to the Case	Take a Payment	Schedule Next Event
CMADISP - Charge Tab	CMADISP - Sentence Tab	CZAPROG	CDAEVNT	CDADOCT	CDADOCT	CBAACCD	CZASPAY	CSAEVNT
Nav Pane - Change Violation	Use LOV for Case ID & Charge Codes	Must Track: PROBATION SHOCK w/ DOC	Add "D" Code as Outcome on Event on Case	PSI Ordered - OPSI PSI Waive - WAPSI SAR Ordered - OSAR SAR Waived - WASAR	<b>Costs Ordered To:</b> DFT - OCDFJ State - OCSTA Waived - OWACO	<b>In Control Block:</b> Enter Case ID Enter Party ID of DFT	Enter: Case ID * Receipt ID (Party Making Payment - Look Up In Party ID Field then Delete from Party ID)	<b>Common Codes Are:</b>
Nav Pane - View Filing Date for Amdt Date	<b>If Sent = FIN</b> Length = 0 Text = FIN Amount	<b>Note:</b> Each Program must be associated to one or more sentences. The program highlighted is associated to the sentence showing on the first line of the Sentence block.	Use Charge Disposition "D" Code with lowest number in hierarchy	<b>Add Judgments</b> Include: Text Amount Judgment Against Satisfaction Date	<b>Assess Costs Using X Codes unless:</b> 1) Case is COV 2) Case has OA Bill has been made in the case.	<b>Commonly Used Detail Codes</b> 3042 HP Recoup 3044 Local Recoup-SO 354# Muni LEA Arrest 3012 Board Bill to DFT 3061 SO Mileage 3100 PD Judgment 3092 Restitution 3172 Restitution to CV 3090 Dom Violence 3420 Ovrpymt up to \$5 3188 Time Pymt Fee	<b>Select:</b> Correct Tab  <b>Common Pay Types</b> 1100 Cash 1101 Check 1102 Money Order	<b>SCSH</b> - Show Cause  <b>SCST</b> - Sentencing Hearing Scheduled
If Speeding, Correct Post/Clock Speed on CMAINIT - Traffic Detail Tab.	Use "X" to exit the fines window.		Close or delete other events in "Close or Delete Related Events" window.	<b>* CVC With Costs</b> JV10A or JV100 JV46A or JV460 JV68A or JV680 <b>Note:</b> Assoc CVC to DFT in the Party field.	<b>X Codes</b> <b>* XFRTC</b> - Circ Felony w/o SIS <b>* XFSIS</b> - Circ Felony w/ SIS <b>* XMRTA</b> - Assoc Misd w/o SIS <b>* XMSIS</b> - Assoc Misd w/ SIS <b>* XTVTA</b> - Assoc Traffic Only <b>* XCOWA</b> - Assoc Conserv/Water		<b>Note:</b> Text on receipt can't be removed.	<b>SCRM</b> - Criminal Motion Hearing Sched  <b>SCRS</b> Criminal Setting Scheduled
<b>Dispose Charges</b>	Length = Probation Text = Summarize Sentence & Programs	<b>Withdraw Warrant</b>	<b>Note:</b> If no outstanding event, enter the "D" code on CDADOCT.					
<b>CMADISP - Disposition Tab</b>	<b>If Sent=JALor DOC</b> Length = Sentence Text = Summarize Sentence & Programs	<b>COADTRA</b>	<b>Note:</b> Security raises to 3 if "D" code shows case was dismissed or DFT was found not guilty.	<b>* CVC as Restitution</b> JCVCE (w/o Costs) <b>* PD Lien</b> FLIRE - Lien Req Filed JPDFE (w/o Costs) <b>* Restitution</b> JRESE (w/o Costs) <b>* Other Judgments</b> JUDEN (w/o Costs)		<b>Create Payment Plan</b> Special Situations: If OA Billing, CVC Judgment or Restitution on Case  Nav Pane - Create Payment Plan * Effective Date = First Payment Date * Pay Period = Frequency per Agreement * Pay Amt = Amount of Payment	<b>Apply a Bond</b> <b>CCABREF</b> De-select "Bond Case Only" to apply bond to all costs owed by DFT.  Case costs show in payout hierarchy order.  Bond Refund Party ID = Fee Receipt ID (Agent/Payor) but can be changed.	<b>CREV</b> - Case Review For clerk use only. No judge assigned on clerk case reviews. Handout to be provided with unique times to use in each unit or division.
Add "D" Code on Each Charge	<b>SES?</b> - Check Box  Docket = <b>OSENT</b>  <b>COASITE:</b> Differs by Sentence. Check to copy to OSENT docket text. Change date on CDADOCT.	Withdraw any outstanding warrant.  <b>SSWS</b> -Warrant Retuned/Served  <b>SSWR</b> - Warrant Recalled/Withdrawn  Reason Codes: <b>SERV</b> or <b>RECL</b>						
<b>COASITE</b> to Add or Update: OCN Number Chg Occur w/ Veh DIP Ordered No Pts-Order Spv License Surrender Dft Waive Counsel Additional Points								