

March 09, 2023

IN THE SUPREME COURT OF THE STATE OF KANSAS

DOUGLAS T. SHIMA
CLERK OF APPELLATE COURTS**Administrative Order**

2023-CC-010

**Re: Implementation of a Case Management System
in the 3rd, 7th, and 29th Judicial Districts**

The Kansas judicial branch will implement a new centralized case management system in the 3rd, 7th, and 29th Judicial Districts. The counties included in this implementation (Track X) are as follows:

- 3rd Judicial District – Shawnee;
- 7th Judicial District – Douglas; and
- 29th Judicial District – Wyandotte.

The cutover from the current case management system to the new centralized case management system begins in all counties listed above at 6 p.m. (CST) Wednesday, March 29, 2023, and ends at 8 a.m. Monday, April 3, 2023. During this time, these district courts will continue to operate, but the offices of the Clerk of the District Court in the counties listed above (Clerk's Offices) will have a modified schedule and procedure.

For the new system to be implemented and functional in these counties by 12:01 a.m. Monday, April 3, 2023, the schedule and procedure for Clerk Offices will be modified as discussed in this order.

Under the authority of K.S.A. 20-101 and K.S.A. 20-319, the following schedule and procedures are adopted in the counties listed above.

1. At 2 p.m. on Wednesday, March 29, 2023, Shawnee and Wyandotte Counties Clerk's Offices will stop taking electronic filings and will stop taking electronic payments. On the same day, at 4 p.m. Douglas County Clerk's Office will stop taking electronic filings and will stop taking electronic payments. At these times, these electronic processes will be turned off, and they will be disabled and unavailable, including the Kansas Courts eFiling system for electronically filing documents and the CitePay system for making payments with a credit card, electronic check, or other electronic method. Attorneys will not be allowed to file by facsimile.
2. From 8 a.m. to 5 p.m. Thursday, March 30, 2023, and Friday, March 31, 2023, the Clerk's Offices will be open to conduct court business, but any filings must be submitted by paper and any payments must be by cash or paper check. Attorneys will not be allowed to file by facsimile on these days.

3. During the time the Kansas Courts eFiling system is not available from 2 p.m. Wednesday, March 29, 2023, until 12:01 a.m. Monday, April 3, 2023, Kansas Supreme Court Rule 122(e)(1) will allow an attorney to seek relief from the court if a filing is untimely due to the unavailability of the system. Kansas Supreme Court Administrative Order 2020-RL-115 will continue to apply to pro se litigants for any time the Clerk's Office is inaccessible.
4. Effective at 8 a.m. Monday, April 3, 2023, electronic processes in these judicial districts will be operational and available. The Kansas Courts eFiling system will be available for electronic filing of documents and the electronic payment system will be operational for making payments with a credit card, electronic check, or other electronic method.

Dated this 9th day of March 2023.

FOR THE COURT



MARLA LUCKERT
Chief Justice

DEPARTMENTAL JUSTICES



CALEB STEGALL
Judicial Department 2



ERIC ROSEN
Judicial Department 3