

ITEM 5.7.1 | E-NOTIFICATION OF DATA ISSUES

5.7.1 E-Notification of Data Issues

CAPS shall provide the user a button that, when clicked, creates a communication to the clerk of court office for review of that case in question.

5.7.1.1

The communication should auto-include the case number in question.

5.7.1.2

The communication should provide an editable text field in which the user can describe the issue.

5.7.1.3

The CAPS shall maintain a record of communications generated and conveyed to the clerk of court for review.

5.7.1.4

An e-mail generated automatically from within the CAPS is an acceptable solution.

5.7.1.5

Each communication should include:

- the user reporting the issue;
- the case number in question;
- the issue to be reviewed (e.g., a case is pending in error); and
- a date and time stamp memorializing the time of the transmission.



5.7.1.6

Communications should be able to be easily aggregated for periodic transmission (e.g., a flat file).

