

# Children's Justice Initiative

## Agenda

### CHIPS: Confidential Documents and Confidential Information

#### **Webex Sessions:**

*November 17, 3:00 to 4:30*

*November 18, 11:30 to 1:00*

*November 19, 8:30 to 10:00*

- Why the CHIPS rules changed
- CHIPS transition from paper to electronic access to records
- Segregation of confidential documents and confidential information
  - What types of cases are involved?
  - Who must segregate confidential documents and information – requirements and exceptions?
  - What must be segregated (examples and prohibitions)?
  - How will segregation be accomplished –Forms 11.3 and 11.4?
  - How to handle cases with records both before and after July 1, 2015?
  - What access to records is permitted by the public, parties, participants and government partners?
  - Are there consequences/sanctions for failure to segregate?
  - Frequently Asked Questions (FAQs)
    - Identity of foster parent
    - Use of “child 1, child 2” – alleged victim of sexual assault
    - Exhibits
    - Proposed orders
    - Cases where a child is a party
    - *In Camera* review of documents
- Electronic filing and service (eFS)
  - What is eFS?
  - When does eFS go into effect?
  - Who must and may use eFS?
  - How to use eFS?
- Signatures under penalty of perjury rather than notarization – requirements and exceptions
- Q and A – significant time will be allowed for questions

**Presenter:** *Judith Nord, Staff Attorney & CJI Manager, State Court Administrator's Office*

**SCAO Legal Counsel Division:** *Carla Heyl, Director; Patrick Busch, Staff Attorney; Paul Regan, Staff Attorney*