



# Cloud-Based Subpoena Management Software for Officers and Civilians

Justice May Be Blind. Your Subpoena Process Doesn't Have to Be.

Case View					
-/+ STEVE E. SMITH		Defendant Race: B	Defendant Sex: M	Defendant DOB: 01/01/1955	
-/+ 1		Case No: E14111	Arrest No: 01134	Folio No: 4527	Reason: 51 AGG ARSON
Event Date	Defendant	Case Type	Event Type	Witness	
05/10/2011 9:00 AM	Steve E. Smith	Criminal Case	MENTAL COMPETENCY HEARING	2	
10/18/2011 9:00 AM	Steve E. Smith	Criminal Case	MENTAL COMPETENCY HEARING	4	
06/11/2019 9:00 AM	Steve E. Smith	Criminal Case	MENTAL STATUS HEARING	4	
06/03/2020 9:00 AM	Steve E. Smith	Criminal Case	MENTAL STATUS HEARING	7	

  

Detail		Witness		Log	
Witness	Called By	Witness Code	Request Type	Notify Status	
<b>NEW ORLEANS PD</b>					
<b>COURT</b>					
+ P001	Joe Breaux OPD12552	Court	AO-Essential	APPEAR	Acknowledged
+ P002	Ben Smith OPD98790	Court	Invest Officer-E	APPEAR	Notified
+ P003	Marjory Salcedo OPD67552	Court	-Select-	Not Set	Not Notified
**EOS date 03/10/2020					
[ Notify All ]					
<b>Civilian Service</b>					
<b>COURT</b>					
C001 +	Steve E. Smith BM 1/01/1955	Court	Defendant	APPEAR	Mail
C002 +	Raphael James Abbott	Court	Defense Counsel	APPEAR	Domiciliary Service
C003 +	Mark Friedberg	Court	Fingerprint	APPEAR	Subject Moved
C004 +	Doctor Tom Bennet	Court	Narc Chemist	APPEAR	Domiciliary Service

*CourtNotify* is a cloud-based subpoena management solution that automates the process of subpoena issuance and receipt for officers and civilian witnesses. It can be used as a stand-alone law enforcement system or integrated with judicial case management systems to provide an end-to-end solution for the courts, prosecutors, public defenders, officers and civilian witnesses.

Clerks add witnesses to case events and send subpoena notifications electronically to officers or civilian service deputies. Officers' schedules can be viewed in real-time. Time-stamped notice delivery and receipt acknowledgements support witness accountability. It's an ideal means of monitoring notifications as part of a court case's progression.

When *CourtNotify* is used by law enforcement agencies, case details can be imported from case management systems or entered manually.

## BENEFITS

- Decreases admin costs and increases fine collections
- Reduces court delays and improves case closures
- Improves witness attendance communications
- Reduces officer OT cost for unnecessary appearances
- Reduces service delivery costs with U.S. postal routes

Officers receive notifications via their *CourtNotify* account, agency email, and mobile devices.. Embedded acknowledgment links enable quick time/date stamped receipt verification.

Serving agencies use the *CourtNotify* solution to receive civilian subpoenas electronically and assign deliveries to service deputies. Delivery results can be saved using bar code scanners or entered manually. All deliveries results can be viewed online in real-time by court clerks, prosecutors, defense attorneys and law enforcement.

CONTACT US TODAY AT 866-779-1689.



Subpoena Issuance	Officer	Civilian
Case management system integration and/or manual case detail entry	✓	✓
Scan and save paper subpoenas	✗	✓
Import and/or manual entry of civilian info	✗	✓
Civilian classification types and ability to associate to businesses	✗	✓
Validate address against USPS addresses (USPS database not included)	✗	✓
Track multiple civilian addresses	✗	✓
Track civilian master name for multiple ID's	✗	✓
Add civilian witnesses to selected events	✗	✓
Flag incarcerated civilians (with JMS)	✗	✓
Issue civilian notices online to serving agency's authorized personnel	✗	✓
View civilian delivery statuses in real-time	✗	✓
Add officers from one or multiple agencies to selected court events	✓	✗
Issue notices to officer or officer groups	✓	✗
Send email to officer associated with event	✓	✗
Manage case / witness continuances	✓	✗
View officer's scheduling conflict alerts	✓	✗
View officer notification acknowledgement	✓	✗
View officer's schedules and notice history	✓	✗
View notice statuses by court types	✓	✗
Add notes for witnesses with notifications	✓	✓
View case detail using multiple filters	✓	✓
View and/or print witness rosters	✓	✓
View time stamped notices and case logs	✓	✓
Configure agency notification types	✓	✓
Set rules for auto-notices by hearing types	✓	✓
Create documents with electronic signatures	✓	✓
Configure unlimited number of court facility	✓	✓
Multiple role-based permission levels	✓	✓
Standard reports	✓	✓

SUBPOENA RECEIPT	Officer	Civilian
Serving agencies receive civilian's court notices via CourtNotify account	✗	✓
Authorized personnel assign notice deliveries to service deputies	✗	✓
Service deputies view delivery assignments in listed format and as summary counts	✗	✓
Civilian notices printed as a group or individually	✗	✓
Civilian delivery results entry via bar code scanners or mobile PC's	✗	✓
View number of deliveries by date range or service results	✗	✓
Officers receive notices via CourtNotify account, agency email & IOS and Android mobile devices (when Mobile app included in solution)	✓	✗
Officers receive notices in pending status with ability to acknowledge receipt online	✓	✗
Officers view case details and request types	✓	✗
Officers view notifications in list and monthly calendar formats with drill-downs to details	✓	✗
View summary of officer notifications	✓	✗
Automated email acknowledgment reminders	✓	✗
Automatic escalations for officers with non-acknowledgments based on agency rules	✓	✗
Escalation chain-of-command settings	✓	✗
Ability to enter acknowledge exceptions	✓	✗
Setup officer schedules, including rotations	✓	✗
Manage/coordinate time off requests/responses	✓	✗
Send and receive notes to/from courts	✓	✓
View and print court documentation	✓	✓
Track officer's day-of-court attendance, case results and no shows (when MobileTRKR included in solution)	✓	✗
Multiple role-based permission levels	✓	✓
Expanded viewing for authorized personnel	✓	✓
Standard reports	✓	✓

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