

Quick Guide to Statistical Reporting Forms

Form IJ - Appellate Judge (Court of Appeals)

For each of the court's judges to report the status of their individually-assigned workload.

I. CASES PENDING, END OF PERIOD - Cases Assigned For Opinion And No Opinion Released (one case per line)

	A	B	C	D	E	F	G	H	I			
	Criminal Appeals Common Pleas	Criminal Appeals w/Death Penalty Common Pleas	Criminal Appeals from Municipal and County	Original Actions	Civil Appeals from Common Pleas	Common Pleas (DR, Juv, Prob)	Civil Appeals Municipal and County	Administrative Appeals	Court of Claims (10th District only)	Date Filed	Date Assigned	Number of Days Since Assignment
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
Total												

Status, at the close of the quarter, of each case assigned to the reporting judge

II. CASES TERMINATED DURING PERIOD

	A	B	C	D	E	F	G	H	I
	Criminal Appeals Common Pleas	Criminal Appeals w/Death Penalty Common Pleas	Criminal Appeals from Municipal and County	Original Actions	Civil Appeals from Common Pleas	Common Pleas (DR, Juv, Prob)	Civil Appeals Municipal and County	Administrative Appeals	Court of Claims (10th District only)
Terminated by:									
Decision or Opinion									
Other Termination									

Dispositions each quarter attributable to the reporting judge

This form is different from other reporting forms in that rather than showing summary statistics, the form details the status of each case assigned to the reporting judge.

Note that case numbers are not reported. Instead, data concerning pertinent caseflow management-related details on each case are reported: the date the appeal was filed, the date the case was assigned to the reporting judge, and the number of days elapsed between the date of the assignment and the last day of the report quarter.

The main grid of data is to be sorted from highest-to-lowest using the far-right column (the *Number of Days Since Assignment*).

Some judges include notations (in the form of asterisks next to the far-right column data) indicating which opinions have been drafted by the reporting judge but are circulating among their colleagues.

Data quality "gut checks":

- Do the numbers make sense? Does anything look inaccurate?
- Are cases showing as being pending for exceptional lengths of time? What are the causes of the delays? What can be done to reduce unnecessary delay?