STATISTICS

WEIGHTED CASELOAD MEASURES & THE QUARTERLY CASE STATUS REPORT (QCSR)

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Indiana has adopted a weighted caseload measurement system (WCMS) to establish a uniform statewide method for comparing trial court caseloads. The development of the weighting system commenced in 1993 and 1994 when the Judicial Administration Committee of the Indiana Judicial Conference, the Indiana Supreme Court, Division of State Court Administration, and an independent consultant began a two-year study to design a system for measuring trial court caseloads.

To establish the number of minutes a particular case type should be "weighted," the Committee determined via survey how many times a particular judicial action occurs in each type of case, and how many minutes each type of action takes. By multiplying the minute weight of each type of action by the number of times each type of action occurred in a particular type of case, it was possible to determine the average amount of time each type of case takes in Indiana. Twenty-five case categories were examined.

Specifically, the weighted caseload study asked judicial officers to track the time they spent on case-related activities such as prejudgment hearings, trial preparation, plea/admissions, bench trials, settlements, jury trials, opinions, orders, sentencing/disposition, post judgment hearings, and research. A variety of judicial officers, including judges, magistrates, referees, and commissioners from around the state were asked to participate in the study. More than 36,000 case-related timed events and information from more than 14,000 historical case files were recorded and included in the calculation of the weighting system.

Based on the caseload study, it was determined that a judicial officer has an average of 80,640 minutes available during a calendar year for case related activities. The following charts illustrate how this number was determined.

AVERAGE AVAILABLE JUDICIAL TIME PER YEAR (In Hours)

Time Available in Hours	Activity
52.2 weeks x 40 hours per week = 2,088	Total Hours
- 168	Vacation Days
- 104	Holidays
- 16	Sick Time
- 16	Personal Time
= 1,784	**Base Hours Available**

AVERAGE AVAILABLE JUDICIAL TIME FOR CASE RELATED WORK

Time Available	Type of Work
1,784 hours	Base Hours (available)
- 56	Conferences
- 32	Continuing Education
- 56	Meetings
- 168	Administrative Time
- 48	Community Service
- 8	County Council Meetings
- 48	Travel Time
- 24	Other Time
=1,344 hours x 60 minutes = 80,640 minutes	**Total Judicial Time Available for Case Related Work**

The weighted statistics provide the Indiana Supreme Court and the Indiana General Assembly with information necessary for the allocation of judicial resources. Trial courts also use these statistical measures to develop county caseload plans to reduce the disparity in caseloads and judicial resources.

In 2002, the Indiana Supreme Court, Division of State Court Administration worked with the Judicial Administration Committee of the Indiana Judicial Conference to conduct an update and validation of the WCMS. The Committee evaluated and included additional categories including Murder (MR); A, B, and C Felonies (FA, FB, FC); Mortgage Foreclosure (MF); and Civil Collections (CC). The results of the update to the Weighted Caseload Measures (WCM) were completed in the fall of 2002 and were approved by the Indiana Supreme Court. If you would like further details of the 2002 study, please see the Indiana Judicial Weighted Caseload Study Update Final Draft October 2002.

Beginning in 2007, the Judicial Administration Committee and the Division of State Court Administration, working with consultants and researchers undertook yet another update study, employing essentially the same methodology as the previous studies and culminating in a Final Report prepared in the Spring of 2009. The case types included in this study were Murder; all felony types, Classes A, B, C and D (FA, FB, FC, FD); Post Conviction Relief (PC); Child in Need of Services (JC), and Termination of Parental Rights (JT) cases. Additionally, due to the intensive involvement of the judicial officer in the Problem Solving Court models for Drug Courts and Reentry Courts, it was determined that the time judges devote to Problem Solving Court dockets should be included in the study as well. Only those Problem Solving Courts certified by the Indiana Judicial Center were included in the study.

The chart below contains the weighting factors (minutes) by case category for each year studied.

Case Category	Abbreviation	Minutes-1996	Minutes-2002	Minutes-2009
Capital Murder	LP, DP	155	2649	2649
Murder	MR	155	453	1209
Felony	CF	155		
A Felony	FA	155	420	359
B Felony	FB	155	260	218
C Felony	FC	155	210	211
D Felony	DF, FD	75	75	125
Criminal Misdemeanor	CM	40	40	40
Post-Conviction Relief	PC	0	0	345
Miscellaneous Criminal	MC	18	18	18
Infractions	IF	3	2	2
Ordinance Violations	OV	3	2	2
Juvenile CHINS	JC	112	111	209
Juvenile Delinquency	JD	62	60	60
Juvenile Status	JS	38	58	58
Juvenile Paternity	JP	106	82	82
Juvenile Miscellaneous	JM	12	12	12
Juvenile Termination Parental Rights	JT	141	194	475
Civil Plenary	CP, PL	106	121	121
Mortgage Foreclosure	MF	121	23	23
Civil Collections	CC	121	26	26
Civil Tort	CT	118	118	118
Small Claims	SC	13	13	13
Domestic Relations	DR	139	185	185
Reciprocal Support	RS	31	31	31
Mental Health	MH	37	37	37
Adoption	AD	53	53	53
Adoption Histories	AH	53	53	
Estate	ES/EU	85	85	85
Guardianship	GU	93	93	93
Trusts	TR	40	40	40
Protective Orders	PO	34	37	37
Civil Miscellaneous	CM	87	87	87
Certified Problem Solving Court				172

The Quarterly Case Status Report

Each quarter, every court within the state of Indiana is required to submit to the Indiana Supreme Court, Division of State Court Administration, a Quarterly Case Status Report (QCSR). The QCSR, as set out in Ind. Administrative Rule 1(B), is a report used to gather statistical data and other information regarding the judicial activities of each court in Indiana. All new case filings, broken down by case type, and the number of judicial officers regularly assigned to the court are reported on the QCSR, and this data is used in conjunction with Indiana's weighted caseload measurement system to prepare a Weighted Caseload Report each year. QCSRs are required to be submitted to the Division of State Court Administration no later than ten (10) calendar days following the end of each quarter. Since 2007, all courts have been required to submit their QCSR electronically using the Indiana Court Reports Online (ICOR) system.

The data provided in QCSRs is extremely important to overall court operations within Indiana. QCSRs provide the Division of State Court Administration with more than simply descriptive statistics; the Supreme Court and the General Assembly often use the data provided to determine the allocation of judicial resources. The weighted caseload measurement system is used to provide a uniform manner in which to compare all the trial court caseloads.

How the Weighted Caseload Process Works

Multiplying the number of cases filed in a particular case type by the weight assigned to that case type provides the amount of judicial time, on average, that will be required to handle those cases. By then dividing the total weighted caseload minutes for all cases filed in the court by 80,640 (the number of minutes available in a year for case related work), we arrive at how many judicial officers are needed to handle the caseload. In weighted caseload parlance, this constitutes the "judicial need" for the court. The next step is to divide the "need" by the number of judicial officers regularly assigned to the court which would include the judge and any magistrates or commissioners assigned to the court. The resulting figure is called the court's "utilization". It is the utilization number that is used as a basis for comparison of the case workload of courts throughout the state. A simple example using the weights assigned by the 2009 study will illustrate.

Assume a Circuit Court handles only the following case types: FA, FB, FC, FD and CM

Types of Cases	FA	FB	FC	FD	CM
# of Cases Filed	28	64	94	273	502
x Minutes per Case	359	218	211	125	40
= Total Minutes	**10,052**	**13,952**	**19,834**	**34,125**	**20,080**

Total Case Minutes = 10,052 + 13,952 + 19,834 + 34,125 + 20,080 = 98,043
98,043 ÷ 80,640 = 1.22. Thus, this caseload requires the time of 1.22 judicial officers. Assuming the Circuit Court has only the judge available to handle this caseload, the

Court's utilization then would be 1.22 (1.22÷1=1.22). Now let us assume that the judge also has a full time magistrate assigned to his court; this means the court has 2 judicial officers available to handle the caseload, thereby providing the court with an additional 80,640 available minutes of judicial time to handle the caseload. The calculation now would be 98,043 ÷ 161,280 = 0.61, and the court's utilization is now 0.61.

After the utilization is determined for each court in each county, the Division looks to see if there is more than a .40 variance in utilization between any two courts of record in a county. The reason for this is that Ind. Administrative Rule 1(E) requires the courts of record in a county to implement a County Caseload Allocation Plan that ensures the difference or variance in utilization between any two courts of record in the county does not exceed 0.40 based on a weighted caseload measures system. If a county is found to have a variance of .40 or greater between any two courts, the county will be required to either change the number of judicial resources available to each court, or change the type or number of cases each court handles. Once again, the data provided by the QCSR is an invaluable tool to make these types of calculations and decisions. In the example that follows, the county would be required to revise its plan to reduce the utilization variance between Superior #1 and Superior #2.

Example:	Circuit Court	Superior #1	Superior #2
Utilization:	1.24	1.04	1.47
Variance:		**Superior #2 – Superior #1 = .43**	

Although the annual Weighted Caseload Report is based on new case filings, it is important to remember that the studies which resulted in the weights to be assigned to different case types also considered time judges spend on post judgment matters in a case.

In addition to the Weighted Caseload Report that is based on new case filings and is used in evaluating caseload allocation plans, the Division also publishes a Temporary Adjusted Caseload Report that takes into account various factors that affect a court's actual utilization during a year. This report is compiled by adding to the court's total minutes: the cases in which the reporting judge assumed jurisdiction as special judge in other courts; cases venued in and transferred in to the reporting court; the time that senior judges spend in the reporting court, and subtracting from the court's total minutes: cases in which another judge assumed jurisdiction as special judge in the report court, and cases venued out and transferred out of the reporting court. Because the shifts are temporary and do not change the fundamental filing patterns in the trial courts, the Temporary Adjusted Caseload Report should only be used as an additional reference and not as the baseline for weighted caseload statistics.

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