BOARD FOR JUDICIAL ADMINISTRATION
COURT MANAGEMENT COUNCIL

ADVISORY CASE PROCESSING TIME STANDARDS FOR THE GENERAL AND LIMITED JURISDICTION TRIAL COURTS OF WASHINGTON STATE

Endorsed by the Board for Judicial Administration
Court Management Council
May 15, 1992

Revised September, 1997

PREAMBLE

The following Advisory Case Processing Time Standards for the General and Limited Jurisdiction Trial Courts of Washington State are published here for informational purposes as a benefit to the bench and bar. The Board for Judicial Administration has endorsed these standards.

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INTENT

In the early 1980s the concept of case processing time standards by which trial courts could gauge their performance began to develop. The Conference of State Court Administrators adopted standards in 1983 followed by the American Bar Association in 1984. In 1990 the National Center for State Courts and the Bureau of Justice Assistance released the Trial Court Performance Standards in which Standard 2.1, Case Processing, reads, in part: "The trial court establishes and complies with recognized guidelines for timely case processing . . ." In February 1989, the Board for Judicial Administration (BJA), in response to recommendations by the Court Management Council (CMC), formed the Case Processing Time Standards Committee. The Committee, composed of judges, clerks, administrators, and attorneys, developed standards which address the particular needs of the courts in Washington State. The intent of both the BJA and CMC is to provide the trial courts with advisory standards to assist the courts in developing internal goals that can and should be reached and maintained.

Definition of Time Frames Measured

Washington States case processing time standards address two phases in the life of a case: (1) the period from filing to resolution, and (2) the period from case resolution to completion. Case "resolution" is defined as the adjudication or settlement of all issues in a case (via plea, trial verdict, notice of settlement, oral order, etc.) Resolution occurs when the case is "tried, settled, or otherwise concluded." Case "completion" is defined as the filing of final dispositive documents with the Clerk.

Filing-to-Resolution Standards: The civil, domestic relations, probate, small claims and limited jurisdiction appeal filing-to-resolution time standards measure from the date of filing to the case resolution date by either trial verdict, notice of settlement or dismissal, or other dispositive action. Time during which a case is in a "suspended" status (e.g., awaiting arbitration, discretionary appeal, etc.) is excluded. The criminal and juvenile offender filing-to-resolution time standards measure from the date of filing in the instant court through the date of determination of the judgment whether by plea, verdict, or dismissal. Time during which a case is in a "suspended" status (e.g., discretionary appeal, out on warrant, etc.) is excluded.

Resolution-to-Completion Standards: Resolution-to-completion time standards measure the time following the resolution of the case to the actual completion of the case. For civil cases, "completion" occurs when papers have been filed stating the respective rights and claims of all parties to an action or suit (e.g., judgment, order of dismissal, or when a case is transferred to another jurisdiction for all subsequent adjudication and proceedings). For criminal cases, "completion" occurs with the filing of dispositive papers (e.g., judgment and sentence). For all cases, time during which a case is in a "suspended" status (e.g., out on warrant, appeal, etc.) is excluded.

FILING-TO-RESOLUTION TIME STANDARDS
Superior Court

Civil--90% of all civil cases should be settled, tried, or otherwise concluded within 12 months (360 days) of filing, 98% within 18 months (540 days) of filing, and 100% within 24 months (720 days) of filing.

Domestic Relations--90% of all domestic relations cases should be settled, tried, or otherwise concluded within 10 months (300 days) of the date of filing, 98% within 14 months (420 days) of the date of filing, and 100% within 18 months (540 days) of the

date of filing.

Criminal--90% of all criminal cases should be adjudicated within 4 months (120 days) of the date of filing the information, 98% within 6 months (180 days) of the date of filing the information, and 100% within 9 months (270 days) of the date of filing the information.

Probate--90% of all probate cases should be settled, tried, or otherwise concluded within 8 months (240 days) of filing, 98% within 18 months (540 days) of filing, and 100% within 36 months (1080 days) of filing.

Juvenile Offender--90% of all juvenile offender cases should be adjudicated within 4 months (120 days) of the date of filing the information, 98% within 6 months (180 days) of the date of filing the information, and 100% within 9 months (270 days) of the date of filing the information.

Rules for Appeal of Decisions of Courts of Limited Jurisdiction (RALJ) Appeals--90% of all RALJ appeals should be settled, tried, or otherwise concluded within 4 months (120 days) of filing in the superior court, 98% within 5 months (150 days) of filing in the superior court, and 100% within 6 months (180 days) of filing in the superior court.

Note
"Days" are defined in Washington Rules of Court [CR 6(a), CRLJ 6(a), CrR 8.1, CrRLJ 8.1, JuCR 11.1, and IRLJ 6.1].

Courts of Limited Jurisdiction

Civil--90% of all civil cases should be settled, tried, or otherwise concluded within 3 months (90 days) of filing, 98% within 6 months (180 days) of filing, and 100% within 9 months (270 days) of filing.

Criminal--90% of all criminal cases should be adjudicated within 3 months (90 days) of filing of the complaint, 98% within 6 months (180 days) of filing of the complaint, and 100% within 9 months (270 days) of filing of
the complaint.

Small Claims--90% of all small claims cases should be settled, tried, or otherwise concluded within one and one-half months (45 days) of filing, 98% within 2 months (60 days) of filing, and 100% within 4 months (120 days) of filing.

Note
"Days" are defined in Washington Rules of Court [CR 6(a), CRLJ 6(a), CrR 8.1, CrRLJ 8.1, JuCR 11.1, and IRLJ 6.1].

RESOLUTION-TO-COMPLETION TIME STANDARDS
Superior Court

Civil

(a) Settlement documents or certificate of settlement should be filed no later than 60 days after written notice of settlement.

(b) Final orders/judgments should be filed, unless otherwise required, within 60 days after oral decision of the court, verdict of the jury, or award of arbitrator.

Criminal

(a) Final orders/judgments which establish sentences, conditions of sentence, and/or financial obligations should be filed, unless otherwise required, within 80 days after oral decision of the court or verdict of the jury.

(b) Final orders of restitution should be filed within 180 days of sentencing.

(c) Judgments of acquittal should be filed within 7 days of the conclusion of trial.

Domestic Relations

(a) Settlement documents or certificates of settlement should be filed no later than 60 days after notice of settlement.

(b) Final orders/decrees/judgments should be filed within 60 days after oral decision of the court.

Appeals of Decisions of Courts of Limited Jurisdiction (RALJ)

(a) Decisions/dismissal orders should be filed within 30 days after oral decision.

Administrative Law Reviews (Appeals of Administrative Decisions)

(a) Final orders/judgments should be filed within 60 days after oral decision of the court or verdict of the jury.

Note
"Days" are defined in Washington Rules of Court [CR 6(a), CRLJ 6(a), CrR 8.1, CrRLJ 8.1, JuCR 11.1, and IRLJ 6.1].

Courts of Limited Jurisdiction

Civil

(a) Settlement documents or certificate of settlement should be filed no later than 30 da ys after written notice of settlement.

(b) Final orders/judgments should be filed, unless otherwise required, within 30 days after oral decision of the court or verdict of the jury.

Criminal

(a) Final orders/judgments which establish sentences, conditions of sentence, and/or financial obligations should be filed, unless otherwise required, within 30 days after oral decision of the court or verdict of the jury.

(b) Final orders of restitution should be filed within 60 days of sentencing.

(c) Judgments of acquittal should be filed within 7 days of the conclusion of trial.

Small Claims

(a) Judgment/dismissal orders should be filed within 30 days after oral decision of the court.

Note: "Days" are defined in Washington Rules of Court {CR 6(a), CRLJ 6(a), CrR 8.1, CrRLJ 8.1, JuCR 11.1, and IRLJ 6.1}.

SUMMARY OF CASE PROCESSING TIME STANDARDS

Filing-to-Resolution Time Standards

Superior Court	90%	98%	100%
Civil	12 mo.	18 mo.	24 mo.
Domestic Relations	10 mo.	14 mo.	18 mo.
Criminal	4 mo.	6 mo.	9 mo.

Probate	8 mo.	18 mo.	36 mo.
RALJ	4 mo.	5 mo.	6 mo.
Juvenile Offender	4 mo.	6 mo.	9 mo.
Courts of Limited Jurisdiction	90%	98%	100%
Civil	3 mo.	6 mo.	9 mo.
Criminal	3 mo.	6 mo.	9 mo.
Small Claims	1.5 mo.	2 mo.	4 mo.

Resolution-to-Completion Time Standards

Superior Court	
Civil:	
Settlement Documents	60 days
Final Orders/Judgments	60 days
Criminal:	
Sentencing Orders/Judgments/Financial Obligations	80 days
Final Orders of Restitution	180 days
Judgments of Acquittal	7 days
Domestic Relations:	
Settlement Documents	60 days
Orders/Decrees/Judgments	60 days
RALJ:	
Decisions/Dismissal Orders	30 days
Administrative Law Reviews:	
Final Orders/Judgments	60 days
Courts of Limited Jurisdiction	
Civil:	
Settlement Documents	30 days
Final Orders/Judgments	30 days
Criminal:	
Sentencing Orders/Judgments/Financial Obligations	30 days
Final Orders of Restitution	60 days
Judgments of Acquittal	7 days
Small Claims:	
Judgment/Dismissal Orders	30 days