Online Record Access to Superior Court
For Self-Represented Litigants
Project Group Scoping Document

Project Overview. The Administrative Office of the Courts (AOC), designees from the Washington State Association of County Clerks (WSACC), and the Access to Justice Board (ATJ) partnered to address the needs of self-represented litigants (SRL) who will access court records through Odyssey Portal (Portal).

Our goal is to develop a SRL Portal security role that will provide equal access, wherever possible, to the existing Portal attorney of record (AOR) security role. In addition to equal access, the role must address GR 22 requirements and confidentiality and safety risks for parties and participants in all case types, including those with active protection orders.

Proposal Reviews. We are providing our SRL security recommendations to Data Dissemination Committee for a courtesy review before presenting the entire proposal to the JISC in August. All proposal documentation has been reviewed and approved by the WSACC and ATJ. Additionally, our security recommendations were submitted to Team Child and the Family Law Section of the Washington State Bar Association for review and consideration, but no responses were received. Robert Taylor has also served as a consultant to this group.

Proposed Access & Functionality. Access to mirror the existing Attorney role & AOR override relationship in Portal. During the initial identification and registration process, the SRL will be granted a JISLink Level 1, Public Access role. The base role provides access to publicly available court records, without documents, statewide. Elevated access, with documents, will only be granted once the SRL override (unique identifier) is entered by County Clerk's staff to the specific case(s) in Odyssey where the SRL is a party of record, or has entered a Notice of Appearance.

Base Role Access	**Override, Unique Identifier applied to specific case(s)**
Attorney	Attorney of Record (case specific, confidential access)
JISLink Level 1, Public Access	Self-Represented Litigant (case specific, confidential access)

Proposed Changes to AOR Party Information. In order to create equal access and protect personally identifying information, our group proposes limiting AOR access to some Party information (gender, height, ethnicity, state ID, weight, physical descriptors, and vehicle information). The 'SRL Security Roles Matrix' and 'SRL Portal Role Comparison' illustrate these proposed changes.

Case Type Access Variances. Certain case types were deemed inappropriate, or not useful for SRLs. See table on back on page to review specific case types, this information is also included on the Security Rights spreadsheet.

Overview of Presentation materials:
SRL Security Roles Matrix (spreadsheet)
SRL Portal Role Comparison (screenshots)

Variance in Case Type Access: The case types below were either deemed inappropriate, or not useable for SRLs.

Access Case Type Role Right				Registered Public Access	Attorney of Record (unique identifier override)	Self-Represented Litigant (Proposed)
Differences in access between AOR and SRL						
Criminal	Juvenile	PREJ	PREJ Pre Filing - Juvenile	N	Y	N
Criminal	Juvenile	SD	SD Juvenile Diversion	N	Y	N
Drug Court	Juvenile Drug Cour	JDRUG	Juvenile Drug Court	N	Y	N
Drug Court	Juvenile Drug Cour	MHA	Mental Health Alternative	N	Y	N
Family	Other Family	CHN5	CHN Confidential	N	Y	N
Probate or Mental	Mental Health	ALT	ALT Alcohol/Drug Treatment	N	Y	N
Probate or Mental	Mental Health	MI	MI Mental Illness	N	Y	N
Probate or Mental	Mental Health	MIJ	MIJ Mental Illness - Juvenile	N	Y	N
Probate or Mental	Mental Health	MIO	MIO Mental Illness - Other Venue	N	Y	N