



Application Name: SCALES

(Specialty Court Application & Legal Exchange System)

Release #:

1.2.0

Release Date:

11/09/2020

Audience:

Current SCALES users

Summary of Release:

The focus of this release is to lay the foundation for case management and separate this functionality from applicants. A new Case Management dashboard was developed to display accepted cases (participants). From this dashboard, users can capture Supervision Notes and view Case History on participants, a combined report of Docket Notes and Supervision Notes. Previous releases allowed ADMIN users to capture minimum hearing information on accepted applicants (Docket Notes) from the Applicants dashboard. This functionality has been moved to the Case Management Dashboard.

Details of Release:

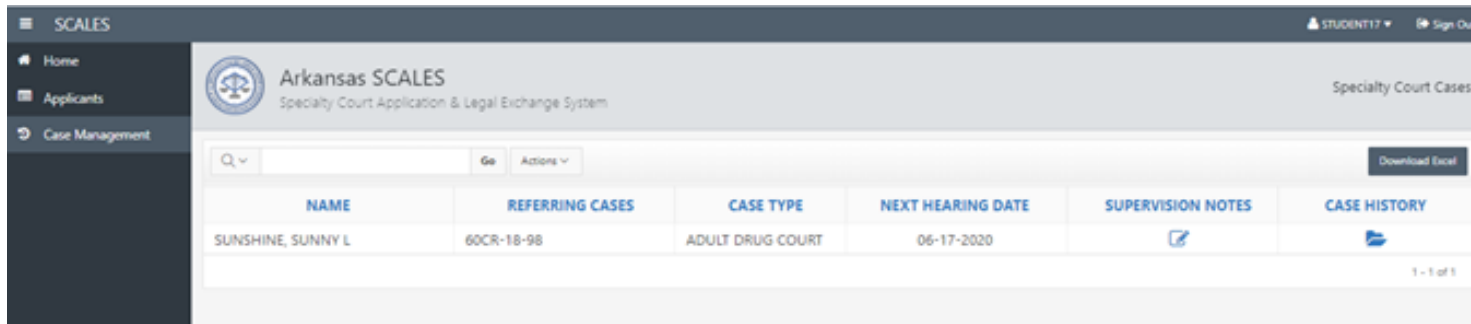
**In this release USERS will be able to:**

1. Refer an individual to specialty court same as current version (if a team ADMIN has granted this functionality)
2. Complete RANT/DWI RANT assessments same as current version
3. Enter referral application data same as current version

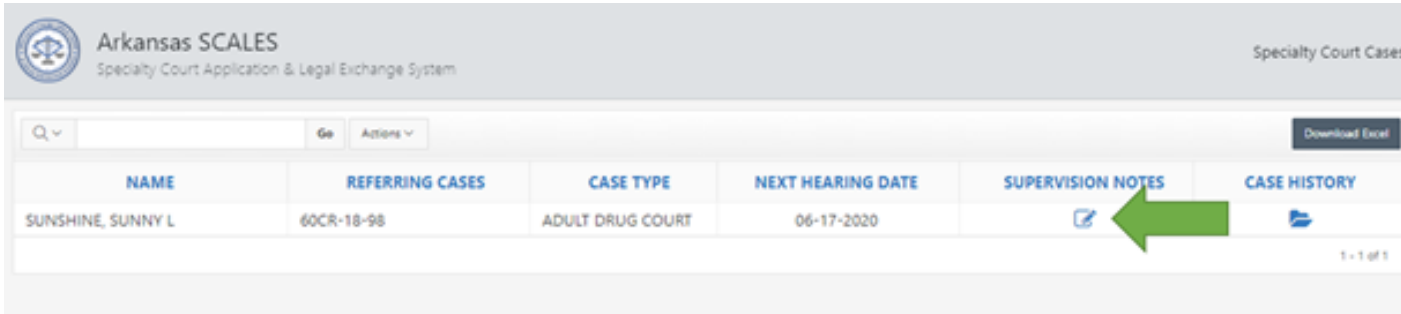
4. **NEW:** Navigate to the Case Management dashboard



Case Management dashboard will display all ACCEPTED cases with links to add Supervision Notes and view Case History. Case History is a report of all docket and supervision notes.



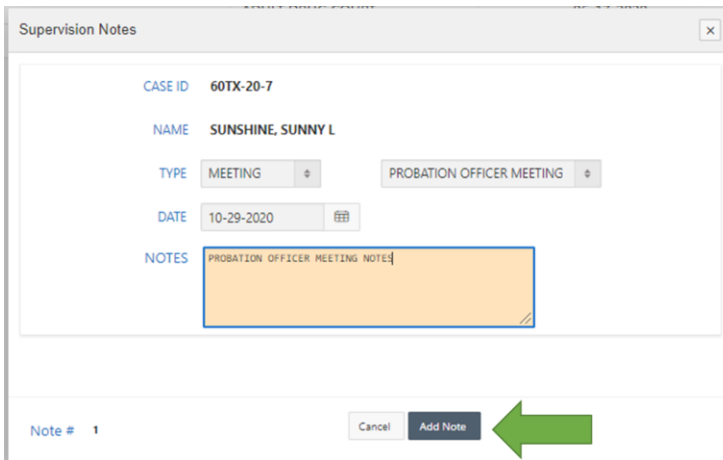
5. **NEW:** Add supervision notes from within the Case Management dashboard



The screenshot shows the Arkansas SCALES Specialty Court Cases dashboard. At the top left is the logo and text 'Arkansas SCALES Specialty Court Application & Legal Exchange System'. At the top right is 'Specialty Court Cases'. Below is a search bar with a 'Go' button and an 'Actions' dropdown. A 'Download Excel' button is on the right. A table lists cases with columns: NAME, REFERRING CASES, CASE TYPE, NEXT HEARING DATE, SUPERVISION NOTES, and CASE HISTORY. The first row shows 'SUNSHINE, SUNNY L' with referring case '60CR-18-98', case type 'ADULT DRUG COURT', and next hearing date '06-17-2020'. A green arrow points to the 'SUPERVISION NOTES' column icon. A '1 - 1 of 1' indicator is at the bottom right.

NAME	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	SUPERVISION NOTES	CASE HISTORY
SUNSHINE, SUNNY L	60CR-18-98	ADULT DRUG COURT	06-17-2020		

Complete Supervision Notes page and select Add Note.



The screenshot shows a 'Supervision Notes' form window. It contains the following fields: 'CASE ID' (60TX-20-7), 'NAME' (SUNSHINE, SUNNY L), 'TYPE' (MEETING), 'PROBATION OFFICER MEETING' (dropdown), 'DATE' (10-29-2020), and 'NOTES' (PROBATION OFFICER MEETING NOTE). At the bottom, there is a 'Note #' field with the value '1', a 'Cancel' button, and an 'Add Note' button. A green arrow points to the 'Add Note' button.

**NOTE TO TREATMENT PROVIDERS:** Confidential/sensitive notes should not be captured here as everyone on the team will have access to these notes.

6. NEW: View Case History from within the Case Management dashboard

Arkansas SCALES  
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Search: [ ] Go Actions [ ] Download Excel

NAME	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	SUPERVISION NOTES	CASE HISTORY
SUNSHINE, SUNNY L	60CR-18-98	ADULT DRUG COURT	06-17-2020		<b>CASE HISTORY</b>

1 - 1 of 1

Case History is a report of all docket and supervision notes captured for participant.

SCALES

Home Applicants Case Management

Search: [ ] Go Actions [ ]

NOTES TYPE	HEARING DATE	NEXT HEARING DATE <sup>1</sup>	INCENTIVES	SANCTIONS	NOTES	ACTIVITY DATE
HEARING NOTES	06-03-2020	06-10-2020	-	-	ON JUNE 3, 2020, THE DEFENDANT, SUNNY SUNSHINE, WAS SENTENCED TO 16 MONTHS PROBATION FOR POSSESSION OF CONTROLLED SUBSTANCE (FELONY-C). ALEXANDER WAS ORDERED TO PAY \$500 FINES, \$250 DNA TESTING FEE, \$20 BOOKING FEE, \$150 COURT COSTS, \$125 DRUG CRIME FEE, AND \$150 PUBLIC DEFENDER FEE. ALEXANDER WAS ORDERED TO COMPLETE DRUG COURT.	06-10-2020
HEARING NOTES	06-10-2020	06-17-2020	APPLAUSE; VERBAL PRAISE	ESSAY - MANAGING CRAVINGS	PARTICIPANT APPEARED IN COURT ON TIME, DRESSED APPROPRIATELY, AND REPORTED NO ISSUES TO THE JUDGE. STATED HIS MOTHER AND GRANDMOTHER ARE SUPPORTIVE IN HIS RECOVERY. STATE HE HAS RECONNECTED WITH HIS LOVE OF FISHING SINCE BEING ACCEPTED INTO THE PROGRAM. TESTED POSITIVE ON FIRST RANDOM DRUG TEST. ADMITTED TO DRINKING WITH FRIENDS OVER THE WEEKEND.	06-10-2020
HEARING NOTES	10-08-2020	10-15-2020	APPLAUSE; FISHBOWL DRAWING; VERBAL PRAISE	-	PARTICIPANT APPEARED WELL DRESSED AND REPORTED SHE HAS A NEW JOB AT THE CATFISH HOLE. NO NEGATIVE DRUG SCREENS SINCE LAST HEARING.	10-29-2020
PROBATION OFFICER MEETING	-	-	-	-	PROBATION OFFICER MEETING NOTES	10-29-2020
HOME CONTACT	-	-	-	-	HOME CONTACT NOTES	10-29-2020
INDIVIDUAL COUNSELING	-	-	-	-	ATTENDED INDIVIDUAL COUNSELING	10-29-2020
GROUP COUNSELING	-	-	-	-	PARTICIPATED IN GROUP COUNSELING THREE TIMES THIS WEEK. PRESENTED SIGNED ATTENDANCE REPORT.	10-29-2020


**Additionally, in this release ADMIN users will be able to:**

1. Accept/Reject referral application same as current version
2. **NEW:** Manage hearing dates, add docket notes and capture sanctions/incentives like current version but from within the Case Management dashboard

Arkansas SCALES  
Specialty Court Application & Legal Exchange System

Specialty Court Cases

Search: [ ] Go Actions [v] Download Excel

NAME	REFERRING CASES	CASE TYPE	NEXT HEARING DATE	DOCKET NOTES	SUPERVISION NOTES	CASE HISTORY
SUNSHINE, SUNNY L	60CR-18-98	ADULT DRUG COURT	06-17-2020			

1 - 1 of 1