



OSCA - Transcript Judgments Changes Effective January 1, 2012

Katlyn Cooper to:

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1Circuit-Staff.Judicial, 2Circuit-Staff.Judicial, 3Circuit-Staff.Judicial,
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7Circuit-Staff.Judicial, 8Circuit-Staff.Judicial, 9Circuit-Staff.Judicial,

To Court Staff that process Transcript Judgments:

OSCA Staff recently reviewed the procedures for Transcript Judgments. As you know, to get a judgment transcribed from the associate division to the circuit within the same county, the clerk has to copy the associate judgment, certify it and then file it in the circuit division. Our current JIS procedures require the clerk to create a sub-case with a Transcript Judgment case type using the form CDACASU.

To reduce the amount of steps for this particular process, the procedures for the **In-County Transcript Judgments** will change **effective January 1, 2012**.

After January 1, 2012, when a Transcript Judgment is filed within the county of the original associate judgment, the clerk will enter a docket code on the associate case to indicate that the judgment has been transcribed (JTRAN - Judgment Transcribed) instead of creating a sub-case with the Transcript Judgment case type.

Note: Transcript Judgments filed out of county but within the same circuit will still require a sub-case to be created.

The clerk procedures can be found in the ***Court Clerk Handbook Section 205.15 - Transcript Judgments***.

Questions/Concerns

If you have any questions or concerns, please contact the OSCA Help Desk at (888) 541-4894 or email at osca.help.desk@courts.mo.gov for assistance.

Katlyn Cooper
Secretary III
Court Business Services
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