

PROBATE COURT CASELOAD				Year
Complete Parts 1, 2, and 4 annually and transmit no later than 30 days following the end of the reporting period.				
Preparer's name	Preparer's telephone no.	Court no. and designation	County or Location	

PART 1: NEW FILINGS, REOPENED CASES, AND OTHER MATTERS

SECTION A: ESTATES, TRUSTS

Line	CASE TYPE	DA	DE	DH	PE	TR	TT	TV
1	Beginning Pending Petitions							
2	New Filings							
3	Reopened Cases							
4	Number of Open Estates, Testamentary Trust, and Inter Vivos Trust Cases, January 1							

SECTION B: WILLS

SECTION C: CIVIL AND OTHER MATTERS

Line	CASE TYPE	BR	CZ	ML
1	Beginning Pending			
2	New Filings			
3	Reopened			

SECTION D: GUARDIANSHIPS, CONSERVATORSHIPS, ADMISSIONS, MENTAL COMMITMENTS

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	JA	LG	MI	PO
1	Beginning Pending Petitions										
2	New Filings										
3	Reopened Cases										
4	Guardianships/Conservatorships in System January 1										

OTHER FILINGS

Line	CASE TYPE	MI
5	Petition for Second Order	
6	Petition for Cont. Order	
7	Order for Exam/Transport	
8	Petition for AOT only	

General Reporting Instructions:

- If caseload information for a specific reporting period is not entered into the system prior to submitting the report, adjustments in caseload can be made by re-generating the report and transmitting the amended data according to procedures prescribed by SCAO.
- Assignments are not to be counted in these reports. Separate assignment reports are prepared and will be used to gather additional statistical information about judicial activity. **If courts enter assigned cases to their case management systems, the cases should not be reported.**
- When a case type code is changed after a case has been reported, the case must be counted disposed as “Case Type Change” under the case type code under which the case was originally reported (as a new filing) and reported as a new filing under the new case type. Separate instructions for this new filing are not provided again in the following pages.
- When the probate court is processing circuit court family division cases, the statistics must be provided in the reporting format required for the circuit court family division.

Section A: Estates, Trust - New Filings, and Reopened Cases

Line 1: Provide the number of beginning pending **petitions/applications** (includes both new and reopened) as of January 1 for each of the case type codes.

Line 2: Under the appropriate case type codes, provide the total number of filings. Count **petitions/applications** opened on the filing date.

- An estate case is counted as a new filing when a petition/application is received for filing for a particular individual (subject of the petition/application) that does not have a prior case in that case type, when a case is received by your court after transfer from another court because of change of venue or jurisdiction where the original petition has not yet been disposed, or when a case is given another case type code (recoded) that has already been reported in Line 2 (see instructions for dispositions also). If a new estate filing includes a request for supervised administration, it must be assigned the case type code “DA”. Do not count demands for notice (form PC 555). Do not count filing of letters of foreign personal representative here; see Section C.

Forms which may be used to file an estate case, to file a separate determination of heirs, or to register a trust include:

PC 553 (Petition to Determine Heirs, Separate Proceedings)

PC 556m (Petition for Assignment)

PC 558 (Application for Informal Probate and/or Appointment of Personal Representative)

PC 559 (Petition for Probate and/or Appointment of Personal Representative)

PC 610 (Registration of Trust)

MC 316j (Order for Transfer of Jurisdiction)

MC 316v or PC 608 (Order for Change of Venue)

- A testamentary trust case and trust inter vivos cases is counted as a new filing when a petition regarding that trust is received for filing and there are no other pending petitions on that particular trust.
- A request to enter trust is counted as a TR when registration of trust is received for filing.

Court rules and statutes associated with opening an estate or a trust case are MCR 5.101(B), 5.127, 5.128, 5.308(B), 5.309, 5.310, and 5.501 and MCL 700.1303, 700.1302, 700.3106, 700.3301, 700.3402, 700.3502, 700.3614, 700.7102, and 700.7206.

Line 3: Under the appropriate case type codes, provide the total number of **reopened cases**. Count cases reopened only if they have been previously counted as disposed.

- An estate case is counted as a reopened case:
 - when a petition to reopen is filed after the appointment of the personal representative terminates (personal representative discharged and estate closed).
 - when a subsequent petition is filed for the appointment of fiduciary when a previous petition filed in that case did not request the appointment of a fiduciary.
 - when an amended petition is filed for assignment in a small estate.
 - when some activity occurs that reactivates a case that has been administratively closed for statistical purposes.

Court rules associated with reopening of cases are MCR 2.102(G), 2.502(C), 5.312, 7.215(E), 7.216(A), and 7.317. For RPC cases, see also MCR 5.709(J).

Line 4: Under the appropriate case type codes, provide the total number of estate **cases** that are open as of January 1, the total number of testamentary trust **cases** that are open as of January 1, and the total number of inter vivos trust **cases** that are open as of January 1. Do not include cases closed administratively. An open testamentary trust or inter vivos case includes a pending petition as defined in Line 2 above and any trust under court supervision.

Section B: Wills - Filings A will is counted as a filing when it is received. Count each will filed for safekeeping and each will delivered after the death of the testator but before any estate case is opened.

Section C: Civil and Other Matters - New Filings and Reopened Cases

Line 1: Provide the number of beginning pending **cases** as of January 1 for each of the case type codes.

Line 2: Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date.

- A civil case is counted as a new filing when a complaint is received for filing or when a case is transferred from circuit or district court for any reason.
 - Do not include cross-claims, 3rd party complaints, or counter claims.

Forms which may be used to open a civil case include:

MC 01 (Summons)

MC 35 (Complaint, Claim and Delivery)

Court rules associated with opening a civil case are MCR 2.101, 2.102, 2.222, 2.223, 2.226, 2.227, and 3.105(C).

- Other matters (BR and ML case-type codes) are counted as a new filing when a petition is received for filing and there are no other pending petitions on that case for that particular individual. Existing programs which break out various codes now under the “ML” case-type code can be maintained and the petitions simply reported under “ML”. Count letters of foreign personal representative as an “ML” upon filing.

Forms which may be used to open a delayed registration of foreign birth or a miscellaneous case include:

PC 551 (Petition and Order to Open Safe Deposit Box to Locate Will or Burial Deed)

PC 549 (Petition to Establish Death of Accident or Disaster Victim)

PCA 350 (Petition and Order for Delayed Registration of Foreign Birth)

Some of the court rules and statutes associated with opening a miscellaneous case are MCR 5.101 and MCL 333.2830, and 700.1207, 700.1208, and 700.2517.

Line 3: Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A civil case is counted as a reopened case when:
 - a judgment is set aside, a settlement agreement is set aside, when a judgment notwithstanding the verdict is entered except when entered upon return of the jury verdict, or an order staying a case is set aside.
 - a default entry for no answer is set aside even if there is no judgment entered or whether the case has been dismissed for no progress or not.
 - reinstated after dismissal.
 - remanded or returned from another court.

Court rules associated with reopening a civil case are MCR 2.102(F), 2.502(C), 2.603(D), 7.215(E), and 7.317.

Section D: Guardianships, Conservatorships, Admissions, Mental Commitments - New Filings and Reopened Cases

This section applies to both adults and minors

Line 1: Provide the number of beginning pending **petitions** as of January 1 for each of the case type codes.

Line 2: Under the appropriate case type codes, provide the total number of filings. Count petitions opened on the filing date.

- A guardianship or conservatorship is counted as a new filing when a petition is received for filing on an individual that does not currently have a case in that case type, or when a case is received by your court after transfer from another court because of change of venue or jurisdiction where the original petition has not yet been disposed. Do not count requests for notice (form PC 624).
 - Count as a new filing when all fiduciaries are released from acceptance of appointment and/or a bond is canceled on a particular case type and a new petition is received for filing for a particular individual with the same case type, including petitions for partial guardian of individual with developmental disability (for which the order expires every 5 years).
 - Count a petition for a protective order under “PO” when not filed in conjunction with a petition for conservatorship.
 - Count a petition for appointment of conservator **and** protective order as a conservatorship case.
 - When more than one petition is received for filing on a particular individual for more than one case type (i.e., conservatorship and guardianship), count each case type as a separate case, **except** when a petition for conservatorship and protective order are filed in the same petition together.

Forms which may be used to file a guardianship or conservatorship case include:

PC 625 (Petition for Appointment of Guardian of Incapacitated Individual)

PC 639 (Petition for Appointment of Conservator and/or Protective Order)

PC 650 (Petition for Appointment of Limited Guardian of Minor)

PC 650i (Petition for Appointment of Limited Guardian of Minor Indian Child [Voluntary Guardianship])

PC 651 (Petition for Appointment of Guardian of Minor)

PC 651ia (Petition for Appointment of Guardian of Minor Indian Child [Voluntary Guardianship])

PC 651ib (Petition for Appointment of Guardian of Minor Indian Child [Involuntary Guardianship])

PC 658 (Petition for Appointment of Guardian, Individual with Alleged Developmental Disability)

MC 316j (Order for Transfer of Jurisdiction)

MC 316v or PC 608 (Order for Change of Venue)

- A mental commitment is counted as a new filing when form PCM 201 (Petition for Mental Health Treatment), form PCM 202 (Objection to Hospitalization of Minor), or form PCM 237 (Petition for Continued Hospitalization of a Minor) is filed.
- A judicial admission is counted as a new filing when form PCM 224 (Petition for Judicial Admission) or PCM 203 (Objection to Administrative Admission [Individual with Developmental Disability]) is filed.

Court rules and statutes associated with opening a guardianship, conservatorship, judicial admission, or mental commitment case are MCR 5.101(B), 5.105, 5.127, 5.401, 5.402, and 5.745 and MCL 330.1434, 330.1498m, 330.1511, 330.1516, 330.1609, 330.1623, and 700.5204, 700.5205, 700.5401, and 700.5404.

Line 3: Under the MI case type code, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A MI case is counted as a reopened case when a demand for hearing is filed after the petition was reported disposed under “deferred” (Part 2, Section D, Line 5).

Line 4: Under the appropriate case type codes, provide the total number of individuals under a guardianship or conservatorship as of January 1.

Line 5: Under the MI case type code, provide the total number of subsequent petitions (*form PCM 218*) filed for a second order. *[MCL 330.1472a(2), 330.1473]*

Line 6: Under the MI case type code, provide the total number of subsequent petitions (*form PCM 218*) filed for a continuing order. *[MCL 330.1472a(3), 330.1473]*

Line 7: Under the MI case type code, provide the total number of orders for examination/transport (*form PCM 209a - Order for Examination/Transport*) *[MCL 330.1434]* and the total number of petitions to transport minor (*form PCM 240m - Petition Regarding Transport of Minor*). *[MCL 330.1498t]*

Line 8: Under the MI case type code, of the total number of new petitions reported in Line 2, provide the number that were for assisted outpatient treatment (without hospitalization (Item 9(b) checked on PCM 201 - *Petition for Mental Health Treatment*)).

PROBATE COURT CASE TYPE CODES

SECTION A: ESTATES, TRUSTS

DA - Decedent estates under supervised administration

DE - Decedent estates under unsupervised administration (includes formal proceedings where no personal representative is requested or appointed)

DH - Determination of heirs when there is no estate administration

PE - Assignment of property in estates not exceeding \$15,000

TR - Trust registration

TT - Trusts, testamentary

TV - Trusts, inter vivos

SECTION B: WILLS

Wills for safekeeping (NO CODE)

SECTION C: CIVIL AND OTHER MATTERS

BR - Registration of Foreign Birth

CZ - All civil actions

ML - Miscellaneous matters

SECTION D: GUARDIANSHIPS, CONSERVATORSHIPS, ADMISSION, MENTAL COMMITMENT

CA - Conservators, adult

CY - Conservators, minor

DD - Guardians, developmental disability

GA - Guardians, adult full

GL - Guardians, adult limited

GM - Guardians, minor full

JA- Judicial admissions, developmental disability

LG - Guardians, minor limited

MI - Mental illness

PO - Protective orders

PROBATE COURT CASELOAD - PART 2: RECORD OR METHOD OF DISPOSITION AND RECORD OF CLOSED CASES

General Reporting Instructions: When a case type code is changed after a case has been reported to the State Court Administrative Office, the case must be counted disposed as “Case Type Change” under the case type code under which the case was originally reported (as a new filing) and reported as a new filing under the new case type. Enter in the appropriate lines the method or record of disposition of the petition for each of the case type codes. In the following instructions, the term “petition” includes an “application.” In addition, enter in the appropriate lines the number of cases that have been closed during the reporting year.

SECTION A: ESTATES, TRUSTS

Line	CASE TYPE	DA	DE	DH	PE	TT	TV
1	Granted						
2	Order Determining Testacy/Heirs						
3	Denied						
4	Transferred						
5	Withdrawn/Dismissed						
6	Case Type Change						

Line	CASE TYPE	DA	DE	TT	TV
7	Administratively Closed				
8	Cases Closed				

Line	Estates Under Supervised Administration				
9	Total estate cases supervised by the court during the year				

Line 1: Granted (*forms PC 556o, 568, PC 569*) [MCR 5.308, 5.309, 5.402] - Count each estate and testamentary trust petition disposed when **appointment of personal representative/fiduciary** is granted by order (or register’s statement). If there are multiple petitions filed with the court, count the case disposed here if a personal representative is appointed. Count each petition of a trust inter vivos case disposed when granted by order. Count each petition for assignment disposed when granted by order.

Line 2: Order Determining Heirs/Order Admitting Will (*forms PC 554, PC 568, PC 569*) [MCR 5.308(B)] - Count each estate petition disposed by order determining heirs when no personal representative is appointed. Count each estate petition disposed by register’s statement admitting will when no personal representative is appointed.

Line 3: Denied (*form PC 568, PC 569*) [MCR 5.308, 5.309] - Count each estate, assignment, testamentary trust, and inter vivos trust petition disposed when denied by order (or register’s statement). If there are multiple petitions filed with the court, count the case disposed here if **all** petitions are denied.

Line 4: Transferred (form PC 608, MC 316j, or MC 316v) [MCR 2.226, 2.227, 5.128, MCL 700.1303] - Count each estate, testamentary trust, and inter vivos petition transferred to another court.

Line 5: Withdrawn/Dismissed - Count each estate, assignment, testamentary trust, and inter vivos trust petition withdrawn by the petitioner or dismissed by the court for no progress or other reason.

Line 6: Case Type Change - When a case is counted as a new filing under DA (or DE), and the case type code is changed at disposition to DE (or DA), count the initial DA (or DE) case as disposed on this line. The new case type code would then need to be recorded under new filings and then appropriately disposed of. Do not count post-dispositional case type changes such as when a case is placed under supervised administration some time after disposition of the initial petition in the case.

Line 7: Administratively Closed (*form PC 599*) [MCR 5.144] - Count each estate, testamentary trust, and inter vivos trust case administratively closed for statistical purposes.

Line 8: Cases Closed (*form PC 592 or PC 597*) [MCR 5.308(B)(2)(d), 5.311] - Count each estate case closed when order of discharge is entered or certification of completion is filed. Count each testamentary trust and inter vivos case closed upon disposition of the petition as defined in Part 1, Line 2 except that when the trust is supervised, count it closed upon the termination of court supervision. Except as otherwise instructed above, if a new filing is disposed under Lines 2, 3, 4, 5, or 6, count it closed also.

Line 9: Supervised Estates - Count every estate (DA and DE) that was under supervised administration at some point during the entire reporting year. PAGE 6

PROBATE COURT CASELOAD - PART 2: RECORD OR METHOD OF DISPOSITION AND RECORD OF CLOSED CASES

SECTION C: CIVIL AND OTHER MATTERS

Line	CASE TYPE	CZ
1	Jury Verdict	
2	Bench Verdict	
3	Uncontested/ Default/Settled	
4	Transferred	
5	Dismissed by Party	
6	Dismissed by Court	
7	Inactive Status	
8	Other Disposition	

Report civil cases disposed as follows: A civil case is counted as disposed when all claims of all plaintiffs against all defendants or all counter or cross claims have been disposed. A miscellaneous case is disposed when an order following the hearing on the petition is entered. Do not count cases disposed when assigned by the State Court Administrative Office to a judge of another court. Enter in the appropriate lines the numbers of cases disposed for each of the case-type codes. Once a case can be counted as disposed, **the method of disposition** should be entered in the line representing the highest form of disposition within the case using the following hierarchy:

Line 1: Jury Verdict [MCR 2.504(B), 2.600 et seq.] - Count when decided by jury except when judge amends or overturns verdict.

Line 2: Bench Verdict [MCR 2.504(B), 2.600 et seq., 3.105(H), 3.300 et seq.] - Count when decided by judge. Count directed verdicts in favor of defendant after conclusion of plaintiff's case. Count entry of judgment by judge notwithstanding jury verdict.

Line 3: Uncontested/Default/Settled/Summary Disposition [MCR 2.403(M), 2.405, 2.410(D)(3), 2.411(C)(4), 2.600 et seq.] Count when defaulted for no answer, when consent judgment is filed including those as a result of case evaluation, mediation or other ADR process; when default is entered after a party fails to attend a scheduled ADR proceeding; when default judgment is entered after plaintiff offers proofs and defendant has failed to appear; when trial is commenced but case is settled before return of verdict; or when motion for summary disposition is granted.

Line 4: Transferred (form MC 316j, MC 316v, or PC 608) [MCR 2.226, 2.227] - Count when removed, remanded, or transferred from one court to another before adjudication, including cases removed to federal court.

Line 5: Dismissed by Party (form MC 09) [MCR 2.102(E), 2.502, 2.504(A)] Count voluntary dismissals by plaintiff.

Line 6: Dismissed by Court (form MC 09a) [MCR 2.102(E), 2.401(G)(1), 2.410(D)(3), 2.502, 2.504(B), (E)] Count when dismissed due to non service and no progress. Count when dismissed for no cause of action after conclusion of plaintiff's case. Count when dismissed as a result of payment of an award made within 28 days of notification of acceptance of an evaluation under MCR 2.403(M). Count when dismissed after plaintiff fails to appear.

Line 7: Inactive Status (form MC 300) - Count upon notice of filing of bankruptcy is filed staying a case or any other order staying the case (except interlocutory appeal) is filed.

Line 8: Other Disposition (forms PC 550, PC 551, PCA 350) [MCL 700.1207, 700.1208, 700.2517] - Count all other dispositions not otherwise provided for in the above.

Line 9: Granted - Count each petition for other matters disposed when granted by order. Count letters of foreign personal representative as granted upon filing.

Line 10: Denied - Count each petition for other matters disposed when denied by order.

Line 11: Transferred (form MC 316j, MC 316v, or PC 608) [MCR 2.226, 2.227, 5.128, MCL 700.1303] - Count each petition for other matters transferred to another court.

Line 12: Withdrawn by Petitioner/Dismissed - Count each petition for other matters withdrawn by the petitioner before the issuance of an order granting or denying. Count each petition for other matters dismissed by the court.

Line	CASE TYPE	ML
9	Granted	
10	Denied	
11	Transferred	
12	Withdrawn/ Dismissed	

PROBATE COURT CASELOAD - PART 2: RECORD OR METHOD OF DISPOSITION AND RECORD OF CLOSED CASES

SECTION D: GUARDIANSHIPS, CONSERVATORSHIPS, ADMISSIONS, MENTAL COMMITMENTS

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	JA	LG	MI	PO
1	Granted										
2	Denied										
3	Transferred										
4	Withdrawn/ Dismissed										
5	Deferred										
6	Case Type Change										
7	Administratively Closed										
8	Out of System see instruction										

Line 1: Granted (*forms PC 631, PC 640, PC 653, PC 653i, PC 660, PCM 205, PCM 214, PCM 214a, PCM 239*) [MCL 330.1468, 330.1469a, 330.1470, 330.1472a, 330.1498n, 330.1498o, 330.1511, 330.1515, 330.1518, 330.1519, 330.1520, MCL 333.5682, MCL 700.5406 et seq.] - Count each petition for guardianship or conservatorship, protective order, or physician orders for scope of treatment (POST) form when granted. Count each initial order issued on a petition for mental health treatment or judicial admission (including when the original petition was deferred and a demand for hearing was later filed). Do not include second or continuing orders for adults (see Lines 9 and 11). Do not count orders appointing temporary guardian of incapacitated individual. Count each order sustaining an objection to hospitalization of a minor or administrative admission of a developmentally disabled individual.

Line 2: Denied - Count each original petition for guardianship, conservatorship, protective order, physician orders for scope of treatment (POST) form, commitment/hospitalization/treatment/assisted outpatient treatment, or admission denied (including when the original petition was deferred and a demand for hearing was later filed). Do not include orders on petitions for second or continuing commitment/hospitalization/treatment (see Lines 10 and 12).

Line 3: Transferred (*form MC 316j, MC 316v, or PC 608*) [MCR 2.226, 2.227, 5.128, MCL 700.1303] - Count each guardianship, conservatorship, mental health treatment, or judicial admission petition transferred to another court.

Line 4: Withdrawn by Petitioner/Dismissed (*form PCM 205, PCM 214, PCM 214a, PCM 239*) [MCL 330.1468, 330.1469a, 330.1470, 330.1472a, 330.1498n, 330.1498o, 330.1511, 330.1515, 330.1518, 330.1519, 330.1520] - Count each guardianship or conservatorship petition, protective order, or physician orders for scope of treatment (POST) form withdrawn by the petitioner before the issuance of an order. Count each petition for guardianship, conservatorship, protective order, physician orders for scope of treatment (POST) form, mental health treatment, or judicial admission dismissed by the court (includes situations where the individual agrees to voluntary commitment). Count each order dismissing an objection to hospitalization of a minor or administrative admission of a developmentally disabled individual.

Line 5: Deferred (*form PCM 235*) [MCL 330.1455(5)] - Count each request to defer hearing on a petition for mental health treatment.

Line 6: Case Type Change - When a case is counted as a new filing under CA (or CY), and the case type code is changed at disposition to PO or vice versa, count the initial filing as disposed on this line. When a case is counted as a new filing under GA and that case type code is changed at disposition to GL or vice versa, count the initial filing as disposed on this line. When a case has already been **reported** as a new filing and is not yet disposed and the case type was assigned in error, to correct the case type count as disposed on this line. The new case type for any of these examples would then need to be recorded under the appropriate case type as a new filing and then appropriately disposed of.

Line 7: Administratively Closed (*form PC 599*) [MCR 5.144] - Count each guardianship and conservatorship case administratively closed for statistical purposes.

Line 8: Out of System (*form and court rule numbers are currently under review by SCAO*) - Provide the total number of individuals for whom guardianship or conservatorship has ceased. If a new filing is disposed under Lines 2, 3, 4, or 6, count it closed also.

PROBATE COURT CASELOAD - PART 2: RECORD OR METHOD OF DISPOSITION AND RECORD OF CLOSED CASES

SECTION D: GUARDIANSHIPS, CONSERVATORSHIPS, ADMISSIONS, MENTAL COMMITMENTS

Line	CASE TYPE	MI
9	Second Order Granted	
10	Second Order Denied	
11	Cont. Order Granted	
12	Cont. Order Denied	
13	AOT only Granted	
14	AOT only Denied	

Line 9: Petition for Second Order (form PCM 219) [MCL 330.1469a] - Count each petition for second order for treatment granted.

Line 10: Petition for Second Order (form PCM 219) [MCL 330.1469a] - Count each petition for second order for treatment denied.

Line 11: Petition for Continuing Order Granted (forms PCM 219) [MCL 330.1472a] - Count each petition for continuing order for treatment granted.

Line 12: Petition for Continuing Order Denied (forms PCM 219) [MCL 330.1472a] - Count each petition for continuing order for treatment denied.

Line 13: AOT without hospitalization Granted (form PCM 214) [MCL 330.1434] - Count each petition for assisted outpatient treatment without hospitalization granted.

Line 14: AOT without hospitalization Denied (form PCM 214) [MCL 330.1434] - Count each petition for assisted outpatient treatment without hospitalization denied.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

General Reporting Instructions: Case age measurement occurs at different stages of a case depending on the case type. Refer to the specific instructions to determine the measurement criteria for each type of case. Cases included in a pilot project may be subject to different caseload reporting instructions if those instructions are established in a Memorandum of Understanding between the court and the State Court Administrator.

Each judge of a court shall report their case data individually by bar number. When cases from a judge's caseload are assigned to a judge of another court by the SCAO, the court must still report them; however, it is at their discretion whether they report assigned cases under the bar number of the original judge or under the bar number of the assigned judge. Do not report them under both.

SECTION A: ESTATES

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section A) occurs.

Line	CASE TYPE	DA	DE	DH
1	Disposed 0-35 Days			
2	Disposed 36-182 Days			
3	Disposed 183-364 Days			
4	Disposed +364 Days			
5	Pending 0-35 Days			
6	Pending 36-182 Days			
7	Pending 183-364 Days			
8	Pending +364 Days			

Line 1: Count the number of cases disposed within 35 days.

Line 2: Count the number of cases disposed from 36 to 182 days.

Line 3: Count the number of cases disposed within 183 to 364 days.

Line 4: Count the number of cases disposed after 364 days.

Line 5: Count the number of pending cases with an age through 35 days.

Line 6: Count the number of pending cases with an age from 36 to 182 days.

Line 7: Count the number of pending cases with an age from 183 to 364 days.

Line 8: Count the number of pending cases with an age over 364 days.

SECTION A: TRUSTS

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section A) occurs.

Line	CASE TYPE	TT	TV
1	Disposed 0-364 Days		
2	Disposed 365-728 Days		
3	Disposed +728 Days		
4	Pending 0-364 Days		
5	Pending 365-728 Days		
6	Pending +728 Days		

Line 1: Count the number of cases disposed within 364 days.

Line 2: Count the number of cases disposed from 365 to 728 days.

Line 3: Count the number of cases disposed after 728 days

Line 4: Count the number of pending cases with an age through 364 days.

Line 5: Count the number of pending cases with an age of 365 to 728 days.

Line 6: Count the number of pending cases with an age over 728 days.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

Civil cases that have been reported disposed under “Inactive Status” (as defined by that line in Part 2, Section C of the caseload instructions) **are not adjudicated and shall not be reported on this case age report under either the column for pending or for disposition.** Once a civil case that has been on “inactive status” qualifies for reporting as “reopened” based on the instructions in Part 1, Section C, it must be reported on this case age report as either pending or disposed according to its status as of December 31 of the reporting year; however, when calculating the age of the case, **subtract the time that particular case was out of the court’s control on “inactive status”.** Also, any other civil case that is reopened must be reported on these case age reports as either pending or disposed according to its status as of December 31 of the reporting year with the age calculated by **subtracting the time from the original disposition of that particular case to the reopen date.**

Inactive Status defined: A civil case is on “inactive status” when it has been disposed as inactive due to an order staying the case (except for interlocutory appeals). Delays caused for any other reason shall not be subtracted from the time. As stated previously, the age of a civil case while on **inactive status** shall not be reported under columns for pending or for disposition.

SECTION C: GENERAL CIVIL

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section C) occurs.

Line	CASE TYPE	CZ
1	Disposed 0-364 Days	
2	Disposed 365-728 Days	
3	Disposed +728 Days	
4	Pending 0-364 Days	
5	Pending 365-728 Days	
6	Pending +728 Days	

Line 1: Count the number of cases disposed within 364 days.

Line 2: Count the number of cases disposed from 365 to 728 days.

Line 3: Count the number of cases disposed after 728 days.

Line 4: Count the number of pending cases with an age through 364 days.

Line 5: Count the number of pending cases with an age of 365 to 728 days.

Line 6: Count the number of pending cases with an age over 728 days.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

SECTION D: GUARDIANSHIPS, CONSERVATORSHIP

Measurement begins on the date of case filing and is completed when disposition (as defined in Part 2, Section D) occurs.

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	LG	PO
1	Disposed 0-90 Days								
2	Disposed 91-364 Days								
3	Disposed +364 Days								
4	Pending 0-90 Days								
5	Pending 91-364 Days								
6	Pending +364 Days								

Line 1: Count the number of cases disposed within 90 days.

Line 2: Count the number of cases disposed from 91 to 364 days.

Line 3: Count the number of cases disposed after 364 days.

Line 4: Count the number of pending cases with an age through 90 days.

Line 5: Count the number of pending cases with an age from 91 to 364 days.

Line 6: Count the number of pending cases with an age over 364 days.

PROBATE COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

SECTION D: ADMISSION, MENTAL COMMITMENTS

Measurement begins on the date of the filing of the petition and is completed when disposition (as defined in Part 2, Section D) occurs. In MI cases, if the petition was reported disposed under “deferred” and a subsequent demand for hearing is filed, measurement begins on the date of the filing for each original, second, and continuing petition and is completed when disposition after the hearing (as defined in Part 2, Section D) occurs; however, subtract the period of time under which the original MI petition was deferred. Note: If a demand for hearing is filed in an MI case, it will be reported on this case age report twice; once as to its age before or at deferral and again as to its age after the demand for hearing.

Line	CASE TYPE	MI, JA
1	Disposed 0-14 Days	
2	Disposed 15-28 Days	
3	Disposed +28 Days	
4	Disposed 0-14 Days	
5	Disposed 15-28 Days	
6	Disposed +28 Days	
7	Pending 0-14 Days	
8	Pending 15-28 Days	
9	Pending +28 Days	
10	Pending 0-14 Days	
11	Pending 15-28 Days	
12	Pending +28 Days	

Line 1: Count the number of petitions (except those where a demand for hearing was filed) disposed within 14 days.

Line 2: Count the number of petitions (except those where a demand for hearing was filed) disposed from 15 to 28 days.

Line 3: Count the number of petitions (except those where a demand for hearing was filed) disposed after 28 days.

Line 4: Count the number of petitions (where there was a demand for hearing) disposed with in 14 days.

Line 5: Count the number of petitions (where there was a demand for hearing) disposed from 15 to 28 days.

Line 6: Count the number of petitions (where there was a demand for hearing) disposed after 28 days.

Line 7: Count the number of pending petitions (except those where a demand for hearing was filed) with an age through 14 days.

Line 8: Count the number of pending petitions (except those where a demand for hearing was filed) with an age from 15 to 28 days.

Line 9: Count the number of pending petitions (except those where a demand for hearing was filed) with an age over 28 days.

Line 10: Count the number of pending petitions (where there was a demand for hearing) with an age through 14 days.

Line 11: Count the number of pending petitions (where there was a demand for hearing) with an age from 15 to 28 days.

Line 12: Count the number of pending petitions (where there was a demand for hearing) with an age over 28 days.