



## **Oregon Judicial Department: Expansion of Electronic Notifications**

Beginning Monday, November 16, 2015 all Oregon Circuit Courts using the Oregon eCourt system will notify attorneys by email when orders are entered on their cases.

### **How does it work?**

When the court enters an order in the register of actions, the case management system will generate and email a notice to all attorneys on the case. The email will be sent to the email address where the attorney already receives notices of hearings and trials.

### **What do I need to do?**

No action is required. If you are receiving notifications when hearings and trials are set then beginning November 16, 2015 you will start receiving notices regarding entry of orders. The system will send the email from Court\_Notification@ojd.state.or.us. Make sure this email address is whitelisted in your email settings. If you need notifications to be directed to others within your office look into the option of auto-forwarding through your email provider.

### **Does the email include the signed order?**

No, the email will only include a basic court notice form telling you the case number and what order was signed, based on how the order is entered in the register of actions (such as Order – Show Cause). To access the signed order, you will need to either access the case through the Oregon eCourt Case Information (OEI) system over the internet through an online subscription or otherwise go to the courthouse and access the case through a court terminal. More information about subscription services to OEI can be found here: <http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>

### **Will I be notified when other documents are entered into the system?**

Not at this time. On November 16 attorneys will only be notified when orders are entered. OJD is evaluating expanding the capacity for similar notifications in the future.

Questions can be directed to Daniel Parr, OJD Communication and Outreach Manager, at [daniel.parr@ojd.state.or.us](mailto:daniel.parr@ojd.state.or.us).