Comprehensive Case List - Data Extract Layout and Instructions

Interface Control Document

See Stages of Document and Version History sections for details about the progress and content status and dates for future versions.

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Stages of Document

Scope of Product Release	Generic Term	Software Release Name
Internal	Pre-Alpha	ICD is in progress and is incomplete, but being shared to prepare vendors for the types of changes being made to the CCIS 3.0 Extract process. New file formats are not being accepted yet for testing.
	Alpha	Due 2/28/2015
Invitation Only	Beta	Due 4/1/2015
Public with no Warranties	Release Candidate (RC)	Due 4/21/2015
Peers/Major Developers	Release to Manufacturing (RTM)	Due 5/1/2015
Distribution by Request Only	General Availability (GA)	Released 5/14/2015 to all counties
General, Published	Production/Live Release	Follow Track Changes to see modifications

Version History

Date	Author	Version	Description
2/13/2015	Jennifer Fishback	Pre-Alpha	Major differences between CCIS 2.0 and CCIS 3.0: • Fields must be pipe delimited • Data will be validated and invalid data will be reported in the new CCIS Audit function in CCIS Web Application • Some CCIS 2.0 File formats have been expanded to include more data elements Documentation still in progress: • Data elements that are contained in each file definition have not been finalized • Creating code value lists for all code type data elements • Defining field attributes for all data elements • Error reporting will be enhanced to include data errors and files may be consolidated • Fields needed for reporting to CCOC, OSCA, etc.
3/4/2015	Jennifer Fishback	Alpha	Documentation in progress: • Creating code value lists for some code type data elements • Validating field attributes for data elements • Error reporting will be enhanced to include data errors and files may be consolidated • Fields needed for reporting to CCOC, OSCA, etc.
4/5/2015	Fishback	Beta V1	Documentation in progress: • Statewide reporting section does not impact development but is provided for context on what the data elements are used for. Unchanged from CCIS 2
4/13/2015	Fishback	Beta V2	Removed some data elements from the Party and Court Event files
4/14/2015	Fishback	Beta V3	Removed data elements
4/22/2015	Fishback	RC v1	Edited document to produce final draft.
4/22/2015	Fishback	RC v2	Added Major Modifications from CCIS 2.0 ICD section

Date	Author	Version	Description
5/4/2015	Fishback	RTM v1	Added Bit field data type if field definition in the CCIS Input File Definition Information table definition
5/14/2015	Fishback	GA v1	Changed data type on fields that contain numeric code values and highlighted the rows in green. This version is being distributed to all counties for implementation.
8/1/2015	Fishback	Published Version 1 with Track Changes On	Added FAQ section under file types where questions have been asked and answered. They appear in the Navigation Pane. Added clarification to when to send 110-07 Reopen History Corrected field numbering on the 110-02 Country Code values have been updated Added values to Case Status Codes table Added SRS Category value for Stalking Added descriptions for Case Security Flag code values
8/24/2015	Fishback	V1.1	Increase 110-21 field 5 to length 20 Increase 110-05 field 8 to length 20 Increase 110-05 field 9 to length 1000
8/28/2015	Fishback	V1.2	Add error file formats
9/30/2015	Fishback	V1.3	Modify 110-16 Judge Assignment History. Field 9 Assign Date is now part of the primary key to the record. Modify 110-02 Case field 8 description from Case Court Type to UCN Court Type to clarify that the data that is required in that field is the court type from the UCN value.
11/12/2015	Fishback	V1.4	Positional File Name Definition section, Field 13 Sequence Number, sequence number is length 1.
3/9/2016	Fishback	V1.5	Change 110-03 Court Event Key Field 6 Court Appearance Date to be a date/time field to enable counties that have multiple court events for the same case, date, and docket type to send a time value to make the event key unique. Update to the 110-08 Attorney Cross Reference File Description Add name type values for Interpreter, Charging Officer, Supporting officer, Caregiver, and Subject 110-20 CCIS Judge Name needs to be uppercase Add SRS Category code for Involuntary Civil Commitment of Sexually Violent Predators (Jimmy Ryce)
4/14/2016	Fishback	V1.6	Add Special Report Category Code value 10. See code values.

Major Modifications from CCIS 2.0 ICD

Major differences between CCIS 2.0 ICD and CCIS 3.0 ICD:

- File format that is accepted is a pipe delimited format (|)
- Data will be validated and information provided to county on violations using CCIS Audit
- Some CCIS 2.0 File formats have been expanded to include more data elements. Data elements are added to the end of a file and are shaded pink.
- Two new files have been added 110-16 and 110-17
- New Error Reporting/Processing Summary method is described

- Overall focus of CCIS 3.0 is improved data quality, so some data element data types have been modified – these data elements are shaded green.
- Links are provided to navigate to reference material within the document instead of using appendices
- Use of Navigation Pane eases electronic use of the document (View, Navigation Pane)

Business Rules for CCIS Data

These business rules apply to records displayed on the CCIS online application.

Secured Access Provided

- Sealed and expunged cases indicated by the 110-02.22 Case Security Flag
- Juvenile cases are identified by court type designator (See Code Values: Court Type)
- Addresses are restricted by privacy code (See Code Values: Privacy)
- The AOSC15-18 Access Security Matrix is implemented in CCIS by using the following data:
    a. User role of the person signed on to the CCIS application which corresponds to the upper left box on the access security matrix (not all of the roles listed below have access to CCIS at this time)
        I. Judges, JA's Court Personnel, Clerk Personnel
        II. State Attorney
        III. Attorney of Record
        IV. Party Access
        V. Public in Clerk's Office and Registered Users
        VI. General Government and Constitutional Officers
        VII. Public Internet (Anonymous)
        VIII. Law Enforcement (local, state, federal)
        IX. Attorney General, Dept. of Children and Family
        X. School Board
        XI. Commercial Purchasers of Bulk Records
    b. 110-02.34 Case Viewing Matrix which corresponds to the Case – Charge/Filling Description numerically assigned value shown in the Code Table section Case Viewing Matrix
    c. An internal table that contains the viewing permission codes that correspond to the viewing access descriptions below that can be updated as the matrix is updated by the FCTC and FL Supreme Court:
        i. A. All but expunged, or sealed under Ch. 943
        ii. B. All but expunged, or sealed under Ch. 943 or sealed under rule 2.420
        iii. C. All but expunged, or sealed under Ch. 943 or sealed under rule 2.420; or confidential
        iv. D. All but expunged, sealed or confidential; record images viewable upon request
        v. E. Case number, party names, dockets only
        vi. F. Case number and party names only
        vii. G. Case numbers only
        viii. H. No access

Uniform Case Number

- For Appealed Cases, the court type (see Code Values: Court Type) designator recommended by OSCA is "AP", Appeal from County Court. CCIS will display the original case number being appealed along with the appeal date to denote court type "AP" unless the county has assigned "AP" as the court type designator.
- The court designator, if necessary, will be derived from the UCN Court type
  - R = Circuit, C = County, J = Juvenile

Empty Fields

If a conditional or optional field is not being populated, submit nothing in the field in between the pipe delimiters for that field position. Here are samples of how the file will look with three fields:

Field	Sample 1	Sample 2
Social Security Number		111223333
Name	John Smith	Jill Smith
Name Type	A	P

- Sample 1 extract file will contain ||John Smith|A|
- Sample 2 extract file will contain |111223333|Jill Smith|P|

A.O. from 7/6/98 defines the UCN as follows:

The case numbering system that follows provides the requirements for external public access to automated information and for state reporting purposes.

Sample: 012000CF000001A000XX

County Designator	Year Designator	Court Type	Sequential Number	Party / Defendant Identifier	Branch Location
01	2000	CF	000001	A/N (4)	A/N (2)

Old cases will need to be converted to the Uniform Case Numbering System if the cases are put on the Internet for general public access. The Court Type Designators are as follows:

Court Type (Circuit Court)	Court Type (County Court)
CF=Felony	MM=Misdemeanor
DR=Domestic Relations/Family	MO=Municipal Ordinance
CA=Circuit Civil	CO=County Ordinance
CP=Probate/Guardianship	CC=County Civil
MH=Mental Health	SC=Small Claims
GA=Guardianship	TR=Traffic Infractions
CJ=Delinquency	CT=Criminal Traffic
DP=Dependency	**IN=Non-Criminal Infraction*****
AP=Appeal from County Court	

**Counties will have the option to use the citation number or sequential case number. The court type designator is required.

*** IN will be used in place of MM for Non-Criminal Violations. This includes violations that are supported by a state statute but carry non-criminal penalties

Update Types

Type	Result
A (Add) and U (Update) all record types	Deletes each **individual** record in CCIS per each unique key and adds the input record to CCIS
D (Delete) 110-02 Case	All data for all record types in CCIS for the UCN on this case record will be deleted
D (Delete) all other record types	Deletes the record containing the key of the input record

Date Format

All dates may be submitted in one of the formats below and must be within the valid date range. Do not send invalid dates such as 00/00/0000. If the date is not available and is not mandatory, leave the field empty resulting in two pipes. This is done by having no characters and no spaces in between the pipes for that field position.

- Example of field with data: |01/01/2015|
- Example of field without data: ||

ISO 8601	Notes
YYYY-MM-DD	Range 0001-01-01 through 9999-12-31
MM/DD/YYYY	Range 01/01/0001 through 12/31/9999

DateTime Format

Datetime data may be submitted in the format below and must be within a valid date time range. Do not send invalid dates such as 00/00/0000. A time value 00:00:00 may be submitted.

- Example of field with data: |01/01/2015 00:00:01|

Money Format

All money must be formatted as shown in the table below. If the data is not available and is not mandatory, submit an empty field. This is done by having no characters and no spaces in between the pipes for that field position.

- Example of field with data: |44332.34|
- Example of field without data: ||

ISO 8601	Notes
1200.56	- -922,337,203,685,477.5808 to 922,337,203,685,477.5807 - Symbols are excepted but not needed i.e. $1200.56 - Commas are excepted but not needed i.e. $1,200.56

Statute Format

Florida statutes should include all characters, i.e. 7456.9(a).Time Format

All times must be formatted as shown in the table below. If the data is not available and is not mandatory, leave the field empty. This is done by having no characters and no spaces in between the pipes for that field position.

- Example of field with data: |11:45:33|

- Example of field without data: ||

ISO 8601	Notes
hh:mm:ss	• Range 00:00:00.0000000 through 23:59:59.9999999 • hh is two digits, ranging from 0 to 23, that represent the number of hours in the time zone offset. • mm is two digits, ranging from 0 to 59, that represent the number of additional minutes in the time zone offset. • An hour value of 24 is not valid. To represent midnight, use 12:00 AM or 00:00.

Restitution

Restitution Due on Joint and Several

The total restitution dollar amount *due* on a 'joint & several' restitution case is the sum of Total Restitutions Due (110-4.9) summed over all defendants on the case. This field is used by CCIS only to sum over all defendants, and has no meaning in the financial record for a single defendant. A County is free to make the entire restitution due from one defendant, or split it over defendants however they deem appropriate – CCIS will always display the total restitution due summed over all defendants on a case, which stays the same no matter how the County chooses to split it in 110-4.9.

Restitution Paid on Joint and Several

The total restitution dollar amount *paid* on a given case is the sum of Total Restitutions Paid (110-4.9) by each defendant on the case. This field may be displayed by CCIS for each defendant, because it reflects an actual amount paid by the defendant.

CAVEAT: The business rules above assume that the UCNs against each defendant in such a 'joint and several restitution' case are identical up to Party/Defendant Identifier, and *cannot* be used if this is not true.

CCIS Reports

Pending case load reports and other reports are based on closed case flag, disposition status and disposition date for Traffic, Civil and Probate. For Criminal they are based on closed case flag, prosecutor decision and prosecutor decision date when appropriate, and court action and court decision date.

Judge reports for criminal, if the case is open and the prosecutor action is "FILED" when appropriate, and the court decision date is blank, these charges are counted on the Judges Caseload reports and included on the Judges calendar.

Data is extracted at the database field level. Docket text is not searched for data that does not reside in database fields.

When aging criminal charges for Judge Reports, report date subtracted from initial status date (arrest date) for open charges is the calculation used for aging. If a case has been reopened, the reopen date is used to age the charges.

Business Rules for Filing Handling

This section describes the requirements regarding header and footer records, conditional and optional field fillers, and the files that must be sent daily vs the files that are sent when applicable. The file format contained within this document must be provided by each CCIS Participant as defined in the CCIS Participation Agreement.

Header Records

Do not send header records.

Trailer Records

File sets for each application must be complete. If there are no CCIS updates for a given record type, the file must be created and transmitted with the trailer record (EOF) indicating zero records.

Business Rules for File Set Processing

File sets are edited prior to being processed. The conditions listed in the table below describe the conditions and the FCCC response to the condition. To see the file set definitions, see the Interface Definition section.

General Business Rules for File Error Handling		
Error Condition	**Description**	**Response**
Incomplete file set	A file is missing that is expected	Reject the file set and notify the operator of an incomplete file transmission
File Naming Mismatch	Name does not match correct format	Reject the file and notify the operator of a mismatch to initiate a retransmission of the file
File Sequence Number Error	Sequence number field does not match expected value	Reject the file and notify the operator for retransmission
Record Number Error	Number of records in Trailer Record does not agree with the number of records in the file.	Reject the file and notify the operator for retransmission
Data Field Mismatch Error	Data field cannot be inserted into the database (i.e., does not agree with ICD format)	Reject the record and process the remaining data records. Notify the operator to retransmit only those records that could not be processed.

Positional File Name Definition

The CCIS data load process uses files that are named using a positional file name definition. Pipe delimits each field. Therefore, pipes must only be included in the file delimit one field from another. Pipe cannot be part of the data within a field.

Start	End	Definition	Values
1	2	Application System ID. When CCIS was first implemented, many clerks had separate systems maintaining the four types of cases. There was a greater need in the process to identify which system was sending the data to CCIS. Over the years more clerks have assimilated all case maintenance into one CMS. If the clerk's office does not need to identify the separate applications, **OB may be used as a default value**.	TR = Traffic OB = Criminal CV = Civil PR = Probate

Start	End	Definition	Values
3	10	File creation date	Format CCYYMMDD
11	11	Extract type indicating the intent of the update that is needed by the county. There are two options, a daily update where the local changes made in the CMS are being uploaded to CCIS and a full data refresh where the CCIS data is being completely replaced for a specific set of records. If a full refresh	f = full data refresh Schedule with FCCC at support@flclerks.com i = daily incremental extract does not require special scheduling
12	12	File format type	d = pipe delimited file
13	13	Sequence Number beginning with 1 and incremented by 1 based on the number of files sent of a file format number for the file creation date	Valid values are 1 – 9
14	18	File format number	11001 = Name file, 11002 = Case file
19	19	File/County separator	"." (period)
20	21	County number	03

Sample Bay County Traffic File Names

File Name	File Description
tr20150508fd111001.03	Traffic Name File
tr20150508fd111002.03	Traffic Case File
tr20150508fd111003.03	Traffic Court File
tr20150508fd111010.03	Traffic Charges File

CCIS Initial Case Data Load and Case Data Updates [110]

Case Data Load Interface Definition Summary

The initial CCIS case data load and the CCIS case data updates both will be sent to CCIS from the county server as an FTP file transfer. The format for the data will be identical for both the CCIS initial case data load and the CCIS case data updates.

Item	Interface Data Title	Interface Data
1	Interface Identification #	110
2	Source	Application System
3	Destination	CCIS database at FCCC
4	Data description	Initial and change information pertaining to case data for searching individuals across multiple clerk application systems and counties
5	Data transfer method	File transfer using FTP within the Florida CLERK's local area network or via the internet
6	Timing requirements	Sent once per day following county migration to CCIS. Monday through Friday, by 7:00p
7	File format	The file is pipe-delimited flat file

Staging Directory Structure
The files will be picked up by FCCC from /facc/ccis/out/hold and copied to /facc/ccis/out/process.

Interface Definition
File sets are validated prior to loading data into CCIS to ensure that all mandatory file types are present for the various application system ID's. This is done to catch data transmission errors so that files that are expected are checked with what is received and processing is not started on incomplete file sets.

Data Files Applicable to All Cases
Application System ID = CV, OB, PR, TR

- 110-01 Case Party (File name changed for clarity)
- 110-02 Case Data
- 110-03 Court Events Detail
- 110-04 Financial Summary
- 110-05 Progress Docket Detail
- 110-06 Party Type (file name changed for clarity)
- 110-07 Reopen Audit
- 110-08 Attorney Cross Reference
- 110-16 Judge Assignment History

Data Files for Civil
Application System ID = CV

- 110-09 Parcel Detail
- 110-17 Cause of Action Detail (also referred to as the case type/ sub case type or filing data)

Data Files for Traffic and Criminal
Application System ID = OB and TR

- 110-10 Charges Detail

Data Files for Criminal
Application System ID = OB

- 110-11 Warrant/Summons/Capias Detail
- 110-12 Sentence Detail
- 110-14 OBTS Audit

Code Look-up Files for CCIS
Application System ID = CV, OB, PR, TR

Data is not case related, but is used to map data at the local level to a statewide value to be used for reporting.

- 110-20 CCIS Judge Map
- 110-21 CCIS Docket Map
- 110-24 CCIS Court Events Map

Load File Sets

Staging Directory Structure: this file structure should be created on the UNIX server. In some counties it is the Child Support server.

Files to be picked up by FCCC are placed in /facc/ccis/out/hold and then copied to /facc/ccis/out/process

Errors will be loaded into CCIS Audit web application.

CCIS Input File Definition Information

A table for each file type is defined that contains the following columns:

Column Heading	Description of Data	Values
ID	A sequential number identifying each field in the record used for communication and reference	1 – x
Field Description	Descriptive name describing the data that is being exchanged	
Data Type	The type of data that is being exchanged. This information is used to communicate to the developers that automated data validation will be performed.	A – Alpha, only A-Z AN – A-Z, 0-9, ampersand (&), apostrophe ('), pound sign (#) , comma (,) and special characters other than "|" (pipe) and "\\" (backslash) B – Bit, 0 or 1 Date – MM/DD/CCYY 01/01/0001 – 12/31/9999 T- hh:mm:ss N – Integer, 0-9 Money - $999999999999999.99
Max Size	Define the maximum length for the data element	
M/O/C	Indicates whether the field the data must be present in the record to perform the CCIS update.	M – Mandatory O – Optional C – Conditional – may be mandatory if other conditions exist on the record
Comments		When the data element contents sent by the county need to be a valid code value, the Code Value section of the ICD will have a table containing the valid codes and a description.

Within each table, hyperlinks are provided on some fields to enable the user to navigate to the section of the document where more information has been provided.

The rows that contain Key fields to the CCIS table are documented in bold and have a key image. See the 110-01 Case Party File field 5.

The rows that are green indicate that the field definition has changed from the CCIS 2.0 version. Field changes were made where database performance, the data load process, and support for Business Intelligence would be enhanced. See the 110-02 Case Data File field 11

The rows that are pink indicate a new data element for the file. See the 110-01 Case Party File field 27.

110-01 Case Party File Definition

Case party records are required for every party on every reportable UCN. Party data is intentionally not normalized in the CCIS database.

ID	Case Party File Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '01'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Personal Identification Number** 🔑	**A**	**15**	**M**	**Person Unique ID CMS Number. This is a person's local ID value and could be used to uniquely identify an individual across multiple cases within one county.**
7	Social Security Number	N	9	C	Excluded from Public Data Request
8	Name	A	30	M	Name format=lastname "," firstname middle initial suffix. Example: Doe, John E III. Organization names are stored in this field.
9	Name Type	A	4	M	See Code Values: Name Type
10	Date of Birth	Date	10	C	See Format: Date
11	Gender	A	1	C	See Code Values: Gender
12	Race	A	1	C	See Code Values: Race
13	Address 1	A	25	C	Address Line 1
14	Address 2	A	25	C	Address Line 2
15	City, State, Zip	A	30	C	City, State, Zip
16	Privacy Code	A	2	C	See Code Values: Privacy
17	Driver License Number	A	25	C	Driver License Number. Mandatory if available. State of issue must appear in first 2 positions followed by the full license number excluding hyphens. Use value 'CD' for Canadian licenses (all provinces); use 'FF' for other foreign countries and citations on businesses.
18	Last Name	A	30	C	Last name of the party associated with the case. Valid characters are A-Z and hyphens. Used in Reporting. See CCIS Reports.
19	First Name	A	20	C	First name of the party associated with the case. Valid characters are A-Z and hyphens.
20	Middle Name	A	20	O	Middle name of the party associated with the case. Valid characters are A-Z and hyphens.
21	Suffix	A	1	C	See Code Values: Suffix
22	Place of Birth	A	60	C	Used to assist in the unique identification of a person added to the state and federal databases regarding gun sale. Mental Competency Cases only. Include City followed

ID	Case Party File Field Description	Data Type	Max Size	M/O/C	Comments
					by a comma and the two character state or country code. i.e. Tallahassee, FL
23	Date of Death	Date	10	C	Used only to record date of death for individuals whose estate is being probated.
24	OBTS Number	A	10	C	Offender Based Transaction System person identifier for individual in a criminal cases. All other cases leave blank.
25	SID	A	8	C	Unique Number Assigned by FDLE for individual in criminal cases. All other cases leave blank
26	Domestic Violence / Stalker Indicator	A	1	C	Statutorily required to report. Used to indicate dispositions on felony and misdemeanor DV and stalking arrests. See Code Values: Domestic Violence Otherwise blank.
27	Address Country	A	2	O	Country portion of the party address. See Code Values: Country Codes
28	Primary Party PIN	A	15	C	This contains the PIN for the primary party for which this alternate name record is being related. This is used to be able to relate all alternate name records to the primary name record. See 110-01 FAQ
29	Juvenile Indicator	B	1	M	1 =party is a juvenile 0 = party is not a juvenile
Trailer Record					
30	Record Type	A	3	M	Value =EOF
31	Number of records in the file	N	10	M	If no records are being sent send record count 0 to complete file set transmission. Do not count the trailer record in the record count.

110-01 FAQ

110-01:28 Primary Party PIN

Q: If a person gives Law Enforcement an invalid name or nickname and the citation/Booking Report use that info, do these names get reported to CCIS here or is this more for civil cases where a person is named along with their DBA name?

A: You can send the Alias in the 110-01 as long as the pin is different than the primary name record.

110-01:29 Juvenile Indicator

Q: Party is a juvenile – At time of case open? At time case is updated to CCIS?

A: At the time case is opened.

Q: What age do you consider a juvenile? Under 18, under 21, under 25?

A: This is determined by the courts on how the party is being adjudicated.

110-02 Case Data File Definition

The case data is statutorily required to be reported on cases per the Administrative Order. The Case Security Flag is used to hide confidential, expunged and sealed cases so that juvenile delinquency, adoption, etc. cases can be reported.

ID	Case Data File Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '02'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	Clerk Case Number	A	20	O	Local clerk case number
7	Clerk File Date	Date	10	M	Date case was filed with Clerk. See Format: Dates
8	UCN Court Type	A	2	M	See Code Values: Court Type
9	File Type	A	40	M	Local Clerk Case Type Description such as Felony, Traffic, Support, URESA, Domestic Violence. Report the primary file type on the case record and create the 110-17 Filing record for all file types including the one on the case record.
10	Judge's name	A	30	O	Local CMS Judge name or code that maps to the 110-20
11	Outstanding Warrant/Summons/Capias	B	1	M	1 = Outstanding W/S/C 0 = no outstanding W/S/C
12	Reopen Date	Date	10	C	Required if case was reopened -Latest reopen date.
13	Reopen Reason	A	1	C	See Code Values: Reopen Reason Required with reopen date
14	Reopen Close Date	Date	10	C	Required if case was reopened and re-closed.
15	Case Status Description	A	40	M	Free form text field showing the local clerk's value for case status. Examples: Case Closed, Case Open, Disposed by Judge, etc. Use SRS Disposition Codes when applicable.
16	Notice of Appeal Date	Date	10	C	Appeal date of original case. Mandatory if case has an appeal.
17	Last Docket Date	Date	10	M	Date last docket entry was received with the Clerk. Mandatory if the application has a docketing system.
18	Disposition Date	Date	10	C	Mandatory for disposed case.
19	Contested	B	1	M	1 = the case is being contested 0 = the case is not being contested This field is used for Civil and Probate cases
20	Jury trial	B	1	M	1 = Jury trial 0 = Not a jury trial

ID	Case Data File Field Description	Data Type	Max Size	M/O/C	Comments
					Denotes Jury Trial for Civil Cases and is mandatory for these case types.
21	Judge at Disposition	A	30	O	Judge's name
22	Case Security Flag	A	1	C	Controls which cases are accessible and are all used in reporting. Mandatory if case has a security flag value. See Code Values: Case Security Flag
23	Closed Case	B	1	M	1 = case is closed 0 = case is open
24	County-specific Information	A	255	O	Complete URL link for progress docket on local web site. Clerk web site address not sufficient. This URL will not be utilized by CCIS 3.0 Application once the Docket Web Service is implemented for a county.
25	Case System Entry Date	Date	10	M	Date case was created in Clerk's CMS.
26	SRS Category	N	3	C	See Code Values: SRS Category
27	Special Report Category	N	2	C	See Code Values: SRS Special Report Category
28	SRS Disposition Type	N	2	C	See Code Values: SRS Disposition Type
29	Estimated Estate Value	Money	19	C	Value of estate in probate and used in reporting
30	Probate Bond Amount	Money	19	C	Amount of probate bond posted in an estate case
31	Estate Tax	B	1	M	Required for probate case. 1 = yes, required to pay tax 0 = not required to pay tax
32	Heirs	B	1	M	Required for probate case. Estate being probated has heirs. 1 = yes, heirs on estate 0 = no, heirs are not on the estate
33	Division	A	30	O	Division that the case is assigned to. If the case is not assigned to a division, include the Judge's name.
34	Case Viewing Matrix	N	2	M	See Code Values: 14-19 Matrix Case Type
35	Case Status Code	N	1	M	A code value is being added to supplement the free form text in field 15 in order to perform reporting and data exchange. See Code Values: Case Status Codes
	Trailer Record				
36	Record Type	A	3	M	Value = EOF
37	Number of records in file	N	10	M	Calculated for each transmission as the number of case data records in the transmission. Exclude trailer record in the count. Send 0 if no case records are being transmitted.

110-03 Court Events File Definition

This file provides information on the court events of the case.

ID	Court Events Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '03'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Court Appearance Date** 🔑	**Date Time**	**23**	**M**	**Date of court event. The data type for this key field is datetime to enable counties to send more than one court event per case per docket type per day. The actual court appearance time in field 9 (not a key field) will be displayed on the CCIS screen. This modification allows counties that need to send multiple court events without requiring counties that do not need this option to change their extract process.** The time portion of the Court Appearance Date is a way to implement a type of sequence number to the key without changing the key for everyone else that does not need this feature. **An update or delete transaction on the court event requires the exact key to the court event record that is to be updated or deleted. This means that any time the court event is changed, whether it is updated or deleted, then the date and time for the "Court Appearance Date" must be exactly the same as it was when sent up previously. If your local system does not have multiple court events on the same case for the same day on the same docket type, then it can be sent up as 00:00:00.** See Format **DateTime**
7	Judge	A	30	M	Local CMS Judge name or code that maps to the 110-20
8	**Docket Type** 🔑	**A**	**40**	**M**	**Local court event in free form text maps to the 110-24**
9	Court Appearance Time	T	8	C	Time of court event. See Time Format
10	Court Location	A	30	C	Location of court event
11	Court Room	A	6	C	Court room number
12	Prosecutor	A	30	C	Prosecutor name at court event
13	Defendant Attorney	A	30	C	Defendant attorney at court event. If defendant is a self-represented litigant, send Defendant's name.
14	Division	A	30	O	Division case is assigned Judge's name if the case is not assigned to a division
Trailer Record					
15	Record Type	A	3	M	Value = EOF
16	Number of records in file	N	10	M	Calculated for each transmission as the number of court event data records in the transmission. Exclude trailer record in the count. Send 0 if no court event data records are being transmitted.

110-04 Financial Summary File Definition

This data is used to provide the CCIS Financial Summary report which shows the total Assessed, Paid to Date, Restitution, and Restitution Paid by County, by Court Type by Month for a given date range.

ID	Financial Summary Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '04'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Charge Sequence Number** 🔑	**A**	**15**	**M**	**0 (Zero) for case level amounts. Use sequence number of charge for charge level amounts. Must match 110-10 charge sequence number.**
7	Total Amount Due	Money	15	M	Mandatory if money is due. For criminal cases this number represents assessments. For traffic cases, this number represents fines. For civil and probate cases, this number represents filing fees. See Format: Money
8	Total Amount Paid	Money	15	C	Total amount paid of the total amount due. Mandatory if money is due.
9	Total Restitution Due	Money	15	C	If data is available in the CMS, it is mandatory to be reported.
10	Total Restitution Paid	Money	15	C	If data is available in the CMS, it is mandatory to be reported.
11	Last Payment Date	Date	10	C	If data is available in the CMS, it is mandatory to be reported. See Format: Dates
12	Attorney Lien Assessment Amount	Money	14	C	Money assessed as a lien for public defender or any court appointed services. This element is used in reporting.
Trailer Record					
13	Record Type	A	3	M	Value = EOF
14	Number of records in file	N	10	M	Calculated for each transmission as the number of court event data records in the transmission. Exclude trailer record in the count. Send 0 if no court event data records are being transmitted.

110-05 Case Progress Docket Definition

If these records are being provided for CCIS reporting only (i.e. not providing docket text), then provide docket records for cases filed after 1/1/2008. This data is required even though counties are implementing real-time progress docket and image display via CCIS. Statewide reporting is performed on this data and it provides some data if the clerk CMS is down.

ID	Case Progress Docket Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '05'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Docket Identifier** 🔑	**A**	**14**	**M**	**Unique sequence number for each line of docket text**
7	**Docket Action Date** 🔑	**Date**	**10**	**M**	**Date of docket action.** See Format: Dates
8	**Docket Code** 🔑	**A**	**20**	**M**	**Docket code from local system that may be mapped to the standard docket code in 110-21 file.**
9	Docket Text	A	1000	M	If this docket description text data is provided, the docket text will be available to the CCIS user in the event the local system is not available.
10	County Info	A	255	?	This field is listed for backward compatibility only. The placeholder is kept to accommodate the previous versions of the extract.
11	System Entry Date	Date	10	M	Date progress docket is made in Clerk's CMS.
12	Non-activity Flag	B	1	M	If this flag is set to 1, do not use the docket code in field 8 to determine if a case would be considered active for the pending caseload report. 1 = non-activity for docket code 0 = activity for docket code This element is used in reporting.
13	Docket Security	A	1	C	This is used to control access to the electronic document image. See Code Values: Docket Security
14	Page Count	N	5	O	The number of pages contained within the electronic document image.
15	Local Docket Sequence Number	N	5	C	This may be used to display the list in the same order as it is viewed in the CCMS system
Trailer Record					
16	Record Type	A	3	M	Value = EOF
17	Number of records in file	N	10	M	Calculated for each transmission as the number of case progress data records in the transmission. Exclude trailer record in the count. Send 0 if no case progress data records are being transmitted.

110-05 FAQ

110-05: Docket Codes

Q: Many of our local docket codes that don't fit into the standard docket descriptions, how should we handle those?

A: All records should be included in the 110-05, even if they do not map to a standard docket description. The standard docket descriptions were created to be able to perform statewide reporting, but this is not intended to limit the data that is available in CCIS.

110-06 Party Type File Definition

This file enables the counties to provide the statewide standardized party role for each party on a case. This file is not used to record alias names. This table records that one party is associated with multiple roles on the case.

ID	Name Type Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '06'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Personal Identification Number** 🔑	**A**	**15**	**M**	**PIN from the Clerk's CMS for the Name that is used to relate additional names to the primary name.**
7	**Name Type** 🔑	**A**	**4**	**M**	**See Code Values: Name Type**
Trailer Record					
8	Record Type	A	3	M	Value = EOF
9	Number of records in file	N	10	M	Calculated for each transmission as the number of name type data records in the transmission. Exclude trailer record in the count. Send 0 if no name type data records are being transmitted.

110-07 Reopen Date History File Definition

This file is used to track reopen information on a case that has been reopened multiple times. Only send a record when the reopened case is closed.

ID	Reopen Date History Field Description	Data Type	Max Size	Include	Comments
1	Record Type	A	2	M	Value '07'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number🔑**	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Reopen Date 🔑**	**Date**	**10**	**M**	**Reopen date on the case.** See Format: Dates
7	Reopen Reason	A	1	M	See Code Values: Reopen Reason
8	Reopen Close Date	Date	10	M	Date reopened case was closed.
	Trailer Record				
9	Record Type	A	3	M	Value = EOF
10	Number of records in file	N	10	M	Calculated for each transmission as the number of reopen data records in the transmission. Exclude trailer record in the count. Send 0 if no reopen data records are being transmitted.

110-08 Attorney Cross Reference File Definition

This file validates the attorney on the case to the Attorney Florida Bar File using the FL Bar Number. Only send records for which a valid Florida Bar Number exists for the party representative.

This file provides attorney activity for a specific client on a case such as when the attorney was appointed to the case, when the attorney withdraws from the case, the judge that appointed the attorney to the case.

FL Bar ID's are validated against the Florida Bar files that are provided daily by the Florida Bar IT department to the FCCC:

Florida Bar File – Florid active attorneys

Florida Bar Restriction File – Names and Bar ID's of attorneys that have not paid fees, are disbarred, etc.

Florida Bar Deceased File –names and Bar ID's for attorneys that are deceased

ID	Attorney Cross Reference Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '08'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	Uniform Case Number 🏷	A	20	M	OSCA Uniform Case Number. See A.O. Excerpt UCN
6	Client PIN 🏷	A	15	M	Local CMS Personal Identification Number for the client the attorney is representing
7	Florida Bar Number 🏷	N	8	M	Attorney's Florida Bar Number
8	Attorney Type	A	2	C	See Code Values: Representation Type RC = Regional Counsel CA = Conflict/Court appointed Mandatory if one of the above. Blank if not available.
9	Appointment Date	Date	10	C	If field 8 contains a value, provide the date the attorney was appointed to the case. See Format: Dates
10	Appointing Judge	A	30	C	Name of the judge who appointed the attorney to the case. Valid characters: A- Z, hyphen and space.
11	Withdrawal Date	Date	10	C	Date the attorney withdraws from the case.
Trailer Record					
12	Record Type	A	3	M	Value = EOF
13	Number of records in file	N	10	M	Calculated for each transmission as the number of attorney cross reference data records in the transmission. Exclude trailer record in the count. Send 0 if no attorney cross reference data records are being transmitted.

110-09 Parcel File Definition

This file is used to provide parcels of land associated with a case (civil case only).

ID	Parcel Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '09'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Parcel ID** 🔑	**A**	**20**	**M**	**Unique number for each parcel in a case**
7	Clerk File Date	Date	10	C	Date case was filed with the clerk. See Format: Dates
8	Disposition Date	Date	10	C	Mandatory for disposed civil cases.
9	SRS Disposition Type	A	2	C	See Code Values: SRS Disposition Type
	Trailer Record				
12	Record Type	A	3	M	Value = EOF
13	Number of records in file	N	10	M	Calculated for each transmission as the number of parcel data records in the transmission. Exclude trailer record in the count. Send 0 if no parcel data records are being transmitted.

110-10 Charges Detail File Definition

This file is used to provide the charges associated with a criminal case.

ID	Charges Detail Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '10'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Charge Sequence Number** 🔑	**A**	**15**	**M**	**Sequence number of charge/count**
7	Initial Status Date	Date	10	C	Date of arrest required for Criminal case. See Format: Dates
8	Offense Date	Date	10	C	Date of offense.
9	FL Statute Number – Initial	A	14	C	Florida statute number of initial charge. Format includes all characters included in the statute value. See Format: Statute
10	FL Statute Description – Initial	A	60	C	Text of FL statute number for initial charge
11	Prosecutor Action	A	1	C	Mandatory if prosecutor has filed on a charge. See Code Values: Prosecutor Actions
12	FL Statute Number – Pros	A	14	C	Florida statute number filed by the prosecutor. Mandatory if prosecutor has filed on the charge.
13	FL Statute Description – Pros	A	60	C	Florida statute description filed by the prosecutor. Mandatory if prosecutor has filed on the charge.
14	Decision Date – Pros	Date	10	C	Date the prosecutor files on the charge. Mandatory if the prosecutor has filed on a charge.
15	FL Statute Number-Court	A	14	C	Florida statute number filed by the Court. Mandatory if Court has filed on the charge.
16	FL Statute Description – Court	A	60	C	Florida statute description filed by the Court. Mandatory if Court has filed on the charge.
17	Decision Date – Court	Date	10	C	Date the Court determines the court action. Mandatory if the Court decision has been made.
18	Court Action	A	2	C	Mandatory if court action has been taken on the charge. See Code Values: Court Action Codes
19	D-6 Date	Date	10	C	Traffic D-6 Date.
20	Trial Type	N	1	C	See Code Values: Trial Type

ID	Charges Detail Field Description	Data Type	Max Size	M/O/C	Comments
21	Traffic Disposition Code	A	6	O	For Court Type TR, Traffic infraction disposition per count. See Code Values: Traffic Disposition
22	Citation Issued Date	Date	10	C	Offense date used in reporting.
23	Citation Number	A	10	C	Traffic, boating, fish and wildlife citation number used in reporting.
24	Defendant/Juvenile Final Plea	N	1	C	(Boating violation only) disposition code. See Code Values: Final Plea This element is used in reporting.
25	Initial Charge Level	A	1	O	Level per charge phase See Code Values: Level
26	Initial Charge Degree	A	1	O	Degree per charge phase See Code Values: Degree
27	Prosecutor Charge Level	A	1	O	Level per charge phase See Code Values: Level
28	Prosecutor Charge Degree	A	1	O	Degree per charge phase See Code Values: Degree
29	Prosecutor Charge Count	N	4	O	
30	Court Charge Level	A	1	O	Level per charge phase See Code Values: Level
31	Court Charge Degree	A	1	O	Degree per charge phase See Code Values: Degree
Trailer Record					
32	Record Type	A	3	M	EOF
33	Number of Records in file	N	10	M	Calculated for each transmission as the number of Charge data records in the transmission. Exclude trailer record in the count. Send 0 if no Charge data records are being transmitted.

110-11 Warrant/Summons/Capias File Definition

ID	Warrant/Summons/Capias Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '11'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Charge Sequence Number** 🔑	**A**	**15**	**M**	**Charge Sequence Number**
7	**Warrant Sequence Number** 🔑	**A**	**15**	**M**	**Warrant Sequence Number**
8	Action Ordered	A	20	M	Free form text describing the compliance action taken by Judge. Examples: Bench warrant, Capias, Summons, etc.
9	Issuing Judge	A	30	O	Name of judge ordering action
10	Issue Date	Date	10	M	Date order was issued. See Format: Dates
11	Execution Date	Date	10	C	Date order was executed.
12	Execution Status	A	1	C	See Code Values: Execution Status
13	Division	A	30	O	Division that case is assigned to. If the case is not assigned to a division, include the judge's name.
	Trailer Record				
14	Record Type	A	3	M	EOF
15	Number of Records in file	N	10	M	Calculated for each transmission as the number of Warrant/Summons/Capias data records in the transmission. Exclude trailer record in the count. Send 0 if no Warrant/Summons/Capias data records are being transmitted.

110-12 Sentence Detail File Definition

ID	Sentence Detail Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '12'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Charge Sequence Number** 🔑	**A**	**15**	**M**	**Sequence number of charge/count**
7	**Sentence Sequence Number** 🔑	**A**	**15**	**M**	**Sequence number of sentence**
8	Sentence Status	N	1	M	See Code Values: Sentence Status
9	Sentenced Imposed Date	Date	10	C	Mandatory if sentence is imposed. See format: Dates
10	Sentence Effective Date	Date	10	C	Date sentence begins is mandatory when sentence has occurred
11	Sentence	N	2	C	See Code Values: Sentence
12	Length of Sentence or Confinement	A	6	C	Mandatory when sentence has occurred Format = YYMMDD YY = Years of sentence MM = months of sentence DD = days of sentence Or "LIFE", "DEATH"
13	Type of Confinement	A	1	M	See Code Values: Confinement Type
14	Judge at Sentence	A	30	M	Name of judge at sentence.
15	Division	A	30	O	Division that case is assigned to. If the case is not assigned to a division, include the judge's name.
Trailer Record					
16	Record Type	A	3	M	EOF
17	Number of Records in file	N	10	M	Calculated for each transmission as the number of Sentence data records in the transmission. Exclude trailer record in the count. Send 0 if no Sentence data records are being transmitted.

110-14 OBTS Audit File Definition

This file is used to track multiple OBTS numbers on a case of an individual.

ID	OBTS Audit Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '14'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🔑	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**PIN** 🔑	**A**	**15**	**M**	**Personal ID number for the Name**
7	**Charge Sequence Number** 🔑	**A**	**15**	**M**	**Sequence number of charge/count that relates to OBTS Number**
8	SID	A	8	M	Unique number assigned by FDLE for individual in criminal cases. Use '99999999' if unknown.
9	**OBTS Number** 🔑	**A**	**10**	**M**	**OBTS Number for the person and the charge**
				Trailer Record	
10	Record Type	A	3	M	EOF
11	Number of Records in file	N	10	M	Calculated for each transmission as the number of OBTS data records in the transmission. Exclude trailer record in the count. Send 0 if no OBTS data records are being transmitted.

110-16 Judge History File Definition

This is a new file in CCIS 3.0. As a judge is no longer on a case, write the judge, assignment date and withdraw date to this file.

ID	Judge Assignment Field Description	Data Type	Max Size	Include	Comments
1	Record Type	A	2	M	Value '16'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** ⚷	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**PIN** ⚷	**A**	**15**	**M**	**Person ID Number for the judge**
7	Judge Name	A	30	M	Local name of the person hearing the case
8	Judge Type	A	2	C	See Code Values: Judge Type
9	**Assign Date** ⚷	**Date**	**10**	**M**	**Date the judge was assigned to the case**
10	Withdraw Date	Date	10	C	Date the judge withdrew from the case. Mandatory if the judge withdrew.
11	FL Bar ID	N	8	C	Mandatory if the person has a FL Bar ID
	Trailer Record				
12	Record Type	A	3	M	EOF
13	Number of Records in file	N	10	M	Calculated for each transmission as the number of Judge Assignment data records in the transmission. Exclude trailer record in the count. Send 0 if no Judge Assignment data records are being transmitted.

110-17 Cause of Action File Definition

This is a new file being implemented for CCIS 3.0. This file allows the clerks to report all of the causes of action on a civil case. If you only store the initiating cause of action in you CMS, send the 110-02 Case record and the 110-17 Cause of Action record that will have the same data as we transition everyone to the 110-17 Cause of Action data. Until all counties are transmitting the 110-17, some data will be duplicated in the 110-02 Case record.

ID	Cause of Action Field Description	Data Type	Max Size	M/O/C	Comments
1	Record Type	A	2	M	Value '17'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	County Code	A	2	M	See Code Values: County Codes
4	Application System ID	A	2	M	See Code Values: Application System ID
5	**Uniform Case Number** 🗝	**A**	**20**	**M**	**OSCA Uniform Case Number. See A.O. Excerpt UCN**
6	**Filing ID** 🗝	**A**	**15**	**M**	**Unique ID from the Clerk's system that identifies each cause of action for the case**
7	Filing Date	Date	10	M	Date the Cause of Action was filed with the Clerk
8	Filing Description	A	255	M	The local description of the cause of action for the civil case.
9	Filing Type	A	10	M	The type of cause of action stored with the local clerk.
10	SRS Category	A	3	M	Statewide reporting. See Code Values: SRS Category
11	Active	B	1	M	1 = Active filing / 0 = Inactive filing
12	Contested	B	1	M	1 = cause of action is contested / 0 = cause of action is not contested
13	Judgment Date	Date	10	C	Date of judgment on the cause of action
	Trailer Record				
14	Record Type	A	3	M	EOF
15	Number of Records in file	N	10	M	Calculated for each transmission as the number of Filing data records in the transmission. Exclude trailer record in the count. Send 0 if no Filing data records are being transmitted.

110-20 CCIS Judge Map File Definition

This file provides the mapping between the local county judge and the judge name provided in the standard format needed for reporting.

ID	CCIS Judge Map Field Description	Data Type	Max Size	Include	Comments
1	Record Type	A	2	M	Value '20'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	**County Code** 🔑	**A**	**2**	**M**	**See Code Values: County Codes**
4	**Application System ID** 🔑	**A**	**2**	**M**	**See Code Values: Application System ID**
5	**Judge Name Identifier** 🔑	**A**	**30**	**M**	**Judge name as formatted in the county**
6	CCIS Judge Name Format	A	30	C	Judge Name for CCIS display. Format = LN, FN, MN or LN, FN, MI Upper Case
7	Division	A	30	O	Division that case is assigned to. If the case is not assigned to a division, include the judge's name.
8	Judge Type	A	2	M	See Code Values: Judge Type
Trailer Record					
9	Record Type	A	3	M	EOF
10	Number of Records in file	N	10	M	Calculated for each transmission as the number of Judge data records in the transmission. Exclude trailer record in the count. Send 0 if no Judge data records are being transmitted.

110-21 CCIS Docket Map File Definition

This file provides the mapping between the local county docket codes and the standard docket codes needed for reporting. Docket codes that are used in the county that are not mapped to one of the standard docket codes do not need to be reported.

ID	CCIS Docket Map Field Description	Data Type	Max Size	Include	Comments
1	Record Type	A	2	M	Value '21'
2	Update Type	A	1	M	See Code Values: CCIS Batch Update Type
3	**County Code** 🔑	**A**	**2**	**M**	**See Code Values: County Codes**
4	**Application System ID** 🔑	**A**	**2**	**M**	**See Code Values: Application System ID**
5	**Docket Code Identifier** 🔑	**A**	**20**	**M**	**County local docket code**
6	**Standard Docket Code** 🔑	**N**	**3**	**M**	**See Code Values: Standard Docket Description**
7	Standard Docket Description	**A**	**100**	**O**	Docket Description. **See Code Values: Standard Docket Description**
				Trailer Record	
8	Record Type	A	3	M	EOF
9	Number of Records in file	N	10	M	Calculated for each transmission as the number of Docket Map data records in the transmission. Exclude trailer record in the count. Send 0 if no Docket Map data records are being transmitted.

110-24 CCIS Court Event Map File Definition

This file provides the mapping between the local county court events and the standard court events needed for reporting.

ID	CCIS Court Event Map Field Description	Data Type	Max Size	Include	Reporting	Comments
1	Record Type	A	2	M		Value '24'
2	Update Type	A	1	M		See Code Values: CCIS Batch Update Type
3	County Code 🔑	A	2	M		See Code Values: County Codes
4	Application System ID 🔑	A	2	M		See Code Values: Application System ID
5	Court Event 🔑	A	40	M		County local court event in the 110-03 record
6	Standard Court Event Code 🔑	N	3	M		See Code Values: Standard Court Events
7	Standard Court Event Description	A	100	O		Court Event Description. See Code Values: Standard Court Events
	Trailer Record					
8	Record Type	A	3	M		EOF
9	Number of Records in file	N	10	M		Calculated for each transmission as the number of Court Event Map data records in the transmission. Exclude trailer record in the count. Send 0 if no Court Event Map data records are being transmitted.

CCIS Batch Data Validations

Error files are named using the original source file name with the applicable error extension appended. There are three standard types of error files provided to the county:

- .err
- .vio
- .rej

The error files are tied to specific file sets provided by the county. There may be error files for each individual file within a set.

Error report files ending in the ".err" extension are printer friendly summary reports for the specific data file set indicated and provides a summary of how many records were found for processing in each data file in the set and a summary of the total number of records in the file, the total number of delete records, the total number of add records, the total number of update records, and any data reject and duplicate key violations found in each file for the set during the load process at the FACC Central Location.

Error report files ending with the ".rej" extension contain all records rejected for bad data element content (such as bad date values or missing required fields) along with the FACC error message and the original file name and date that the load was attempted by FACC.

Error report files ending with the ".vio" extension contain all records rejected for duplicate key value content along with the FACC data key code, original file name, and date that the load was attempted by FACC.

Error report summary files will be provided for each application file set provided by the County at the end of the daily incremental load process back to the county n the /[county ccis directory]/in/hold (ex. /facc/ccis/in/hold). Error files for rejected data contend, duplicate key violations, and fixed length records containing pipe characters if applicable (files ending in ".rej", ".vio", and ".pipe") are only provided when errors for the specific data file are noted. If errors are not detected, then individual error files are not provided.

A fatal error means that the whole file set cannot be processed until contact has been made with the county to clarify the corrective action. An error means that the record within the file cannot be processed, but all other records within the file will continue to be processed.

Type	Error	Description	FCCC Response
Fatal Error	File name mismatch	Name does not match format	Reject the file and notify the County of a mismatch to initiate a retransmission of the file set
Fatal Error	Sequence number error	Sequence # field does not match expected value	Reject the file set and notify the County for retransmission
Fatal Error	Incorrect files for application	Files in data set are missing one or more files required for the application per Interface Definition section	Reject the file set and notify the County of a mismatch to initiate a retransmission of the file set
Fatal Error	Record number error	# records in Trailer record does not match # records in the file	Reject the file set and notify the County for retransmission

Type	Error	Description	FCCC Response
Fatal Error	Missing Trailer Record	No trailer record exists in the file	Reject the file set and notify the County for retransmission
Fatal Error	Duplicate File Name	A file with the same name exists multiple times	Reject the file set and notify the County for retransmission
Fatal Error	Incorrect County	A file from a county does not contain UCNs with the correct county code	Reject the file set and notify the County to correct the data and retransmit the file.
Error	Data field mismatch error	Data field cannot be inserted into the database (i.e., does not agree with Database format)	Reject the record and process the remaining data records. Log the error records into CCIS Audit tables.
Error	Record key field(s) duplicated	Data record cannot be inserted into the database due to previous unique key record exists	Reject the record and process the remaining data records. Log the error records into CCIS Audit tables.
Error	Invalid UCN length	The UCN is not 20 characters long.	Do not load the record into CCIS database. Log the error record in CCIS Audit.
Error	Invalid Data Value on Bit field	Bit field does not have 0, 1, or null	Load the record into CCIS database. Log an audit record containing the key of the input record, the data element and the invalid value.
Error	Critical Data Missing	Critical data that is not provided will be	Reject the record into CCIS database. Log an audit record containing the key of the input record and the data element

CCIS Error File Formats

The CCIS Batch File Processing errors will be written to the .No Web Services error reporting will be provided in these files. All files are pipe (|) delimited.

The tables in the following sections provide the file formats for each error file format that correspond to input files that are received.

Three fields are being appended to the end of the CCIS 3.0 input file format:

- Load date – date the record was processed by the CCIS data load process
- File name – name of the input file provided by the county to confirm the exact origin of the data that was attempted to be processed
- Error Description - descriptive text to describe the column, code value, data value, etc. that caused the record or file to error

Notation on Modified Fields

The fields that are **shaded green** indicate that the CCIS 3.0 field was in some way from the CCIS 2.0 ICD. So, if the error file contains a value in the green shaded fields that was not exactly the same format in the input file, it is

due to the bridging that is being done to format CCIS 1.12 and CCIS 2.0 input files to a CCIS 3.0 file format for processing.

Notation on New Fields

Fields that are **shaded red** indicate the CCIS 3.0 fields that were added. So, if the error file contains a value in the red shaded fields that was not provided in the input file, it is due to the bridging that is being done to format CCIS 1.12 and CCIS 2.0 input files to a CCIS 3.0 file format for processing.

Notation on Error Information Fields

Fields that are shaded yellow are specific to the error file definitions and exist on all error file layouts. This is where the County staff will obtain information on the source of the data that has an error and the error details.

110-01 Case Party Error File Definition

ID	110-01 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Personal Identification Number** 🔑	
7	Social Security Number	Field Modified
8	Name	
9	Name Type	
10	Date of Birth	
11	Gender	
12	Race	
13	Address 1	
14	Address 2	
15	City, State, Zip	
16	Privacy Code	
17	Driver License Number	
18	Last Name	
19	First Name	
20	Middle Name	
21	Suffix	
22	Place of Birth	
23	Date of Death	
24	OBTS Number	
25	SID	
26	Domestic Violence / Stalker Indicator	
27	Address Country	New
28	Primary Party PIN	New
29	Juvenile Indicator	New
30	Load Date	File processed at FCCC date
31	Input File Name	Input file name

ID	110-01 Error File Field Description	Differences in CCIS 3.0 File Processing
32	Error Description	Description of error

110-02 Case Data Error File Definition

ID	110-02 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	Clerk Case Number	
7	Clerk File Date	
8	Case Court Type	
9	File Type	
10	Judge's name	
11	Outstanding Warrant/Summons/Capias	Field Modified
12	Reopen Date	
13	Reopen Reason	
14	Reopen Close Date	
15	Case Status Description	
16	Notice of Appeal Date	
17	Last Docket Date	
18	Disposition Date	
19	Contested	Field Modified
20	Jury trial	Field Modified
21	Judge at Disposition	
22	Case Security Flag	
23	Closed Case	Field Modified
24	County-specific Information	
25	Case System Entry Date	
26	SRS Category	Field Modified
27	Special Report Category	Field Modified
28	SRS Disposition Type	Field Modified
29	Estimated Estate Value	
30	Probate Bond Amount	
31	Estate Tax	Field Modified
32	Heirs	Field Modified
33	Division	
34	Case Viewing Matrix	New
35	Case Status Code	New
36	Load Date	File processed at FCCC date
37	Input File Name	Input file name
38	Error Description	Description of error

110-03 Court Events Error File Definition

ID	110-03 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Court Appearance Date** 🔑	
7	Judge	
8	**Docket Type** 🔑	
9	Court Appearance Time	
10	Court Location	
11	Court Room	
12	Prosecutor	
13	Defendant Attorney	
14	Division	
15	Load Date	File processed at FCCC date
16	Input File Name	Input file name
17	Error Description	Description of error

110-04 Financial Summary Error File Definition

ID	110-04 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Charge Sequence Number** 🔑	
7	Total Amount Due	
8	Total Amount Paid	
9	Total Restitution Due	
10	Total Restitution Paid	
11	Last Payment Date	
12	Attorney Lien Assessment Amount	
15	Load Date	File processed at FCCC date
16	Input File Name	Input file name
17	Error Description	Description of error

110-05 Case Progress Docket Error File Definition

ID	110-05 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	

ID	110-05 Error File Field Description	Differences in CCIS 3.0 File Processing
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Docket Identifier** 🔑	
7	**Docket Action Date** 🔑	
8	**Docket Code** 🔑	
9	Docket Text	
10	County Info	
11	System Entry Date	
12	Non-activity Flag	Field Modified
13	Docket Security	New
14	Page Count	New
15	Local Docket Sequence Number	New
16	Load Date	File processed at FCCC date
17	Input File Name	Input file name
18	Error Description	Description of error

110-06 Party Type Error File Definition

ID	110-06 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Personal Identification Number** 🔑	
7	**Name Type** 🔑	
8	Load Date	File processed at FCCC date
9	Input File Name	Input file name
10	Error Description	Description of error

110-07 Reopen Date History Error File Definition

ID	110-07 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Reopen Date** 🔑	Field Modified
7	Reopen Reason	
8	Reopen Close Date	
9	Load Date	File processed at FCCC date
10	Input File Name	Input file name
11	Error Description	Description of error

110-08 Attorney Cross Reference Error File Definition

ID	110-08 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Client PIN** 🔑	
7	**Florida Bar Number** 🔑	Field Modified
8	Attorney Type	
9	Appointment Date	
10	Appointing Judge	
11	Withdrawal Date	
12	Load Date	File processed at FCCC date
13	Input File Name	Input file name
14	Error Description	Description of error

Common Error on 110-08

If the Bar ID provided in field 7 is not a Bar ID in the Florida Bar file, the record will error. This file is used to establish the attorneys of record on a case.

110-09 Parcel Error File Definition

ID	110-09 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Parcel ID** 🔑	
7	Clerk File Date	
8	Disposition Date	
9	SRS Disposition Type	
12	Load Date	File processed at FCCC date
13	Input File Name	Input file name
14	Error Description	Description of error

110-10 Charges Detail Error File Definition

ID	110-10 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	

ID	110-10 Error File Field Description	Differences in CCIS 3.0 File Processing
6	**Charge Sequence Number**🔑	
7	Initial Status Date	
8	Offense Date	
9	FL Statute Number – Initial	
10	FL Statute Description – Initial	
11	Prosecutor Action	
12	FL Statute Number – Pros	
13	FL Statute Description – Pros	
14	Decision Date – Pros	
15	FL Statute Number-Court	
16	FL Statute Description – Court	
17	Decision Date – Court	
18	Court Action	
19	D-6 Date	
20	Trial Type	Field Modified
21	Traffic Disposition Code	
22	Citation Issued Date	
23	Citation Number	
24	Defendant/Juvenile Final Plea	
25	Initial Charge Level	New
26	Initial Charge Degree	New
27	Prosecutor Charge Level	New
28	Prosecutor Charge Degree	New
29	Prosecutor Charge Count	New
30	Court Charge Level	New
31	Court Charge Degree	New
32	Load Date	File processed at FCCC date
33	Input File Name	Input file name
34	Error Description	Description of error

110-11 Warrant/Summons/Capias Error File Definition

ID	110-11 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Charge Sequence Number**🔑	
7	**Warrant Sequence Number** 🔑	
8	Action Ordered	
9	Issuing Judge	

ID	110-11 Error File Field Description	Differences in CCIS 3.0 File Processing
10	Issue Date	
11	Execution Date	
12	Execution Status	
13	Division	
14	Load Date	File processed at FCCC date
15	Input File Name	Input file name
16	Error Description	Description of error

110-12 Sentence Detail Error File Definition

ID	110-12 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Charge Sequence Number** 🔑	
7	**Sentence Sequence Number** 🔑	
8	Sentence Status	
9	Sentenced Imposed Date	
10	Sentence Effective Date	
11	Sentence	
12	Length of Sentence or Confinement	
13	Type of Confinement	
14	Judge at Sentence	
15	Division	
16	Load Date	File processed at FCCC date
17	Input File Name	Input file name
18	Error Description	Description of error

110-14 OBTS Audit Error File Definition

ID	110-14 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**PIN** 🔑	
7	**Charge Sequence Number** 🔑	
8	SID	
9	**OBTS Number** 🔑	

ID	110-14 Error File Field Description	Differences in CCIS 3.0 File Processing
10	Load Date	File processed at FCCC date
11	Input File Name	Input file name
12	Error Description	Description of error

110-16 Judge Assignment Error File Definition

ID	110-16 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**PIN** 🔑	
7	Judge Name	
8	Judge Type	
9	Assign Date	
10	Withdraw Date	
11	FL Bar ID	
12	Load Date	File processed at FCCC date
13	Input File Name	Input file name
14	Error Description	Description of error

110-17 Cause of Action Error File Definition

ID	110-17 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	County Code	
4	Application System ID	
5	**Uniform Case Number** 🔑	
6	**Filing ID** 🔑	
7	Filing Date	
8	Filing Description	
9	Filing Type	
10	SRS Category	
11	Active	
12	Contested	
13	Judgment Date	
14	Load Date	File processed at FCCC date
15	Input File Name	Input file name
16	Error Description	Description of error

110-20 CCIS Judge Map Error File Definition

ID	110-20 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	**County Code** 🔑	
4	**Application System ID** 🔑	
5	**Judge Name Identifier** 🔑	
6	CCIS Judge Name Format	
7	Division	
8	Judge Type	New
9	Load Date	File processed at FCCC date
10	Input File Name	Input file name
11	Error Description	Description of error

110-21 CCIS Docket Map Error File Definition

ID	110-21 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	**County Code** 🔑	
4	**Application System ID** 🔑	
5	**Docket Code Identifier** 🔑	
6	**Standard Docket Code** 🔑	
7	Standard Docket Description	
8	Load Date	File processed at FCCC date
9	Input File Name	Input file name
10	Error Description	Description of error

110-24 CCIS Court Event Map Error File Definition

ID	110-24 Error File Field Description	Differences in CCIS 3.0 File Processing
1	Record Type	
2	Update Type	
3	**County Code** 🔑	
4	**Application System ID** 🔑	
5	**Court Event** 🔑	
6	**Standard Court Event Code** 🔑	Field Modified
7	Standard Court Event Description	
8	Load Date	File processed at FCCC date
9	Input File Name	Input file name
10	Error Description	Description of error

Code Values

The following section contains the code values and descriptions for data elements referenced in the files.

Case Viewing Matrix

This data is required to control electronic access to electronic case information and refers to the Florida Supreme Court Administrative Order 14-19 amended by AOSC 15-18. The local county sets the value and CCIS processes the value to perform the business rules that implement the matrix. The role of the user accessing the system and the matrix case type intersect to indicate which viewing rights the user should have. See full description in [Secured Access Provided](#) documentation.

Code	Case Charge/Filing Description
1	Administrative Support Proceeding
2	Baker Act
3	Circuit Civil
4	Circuit Civil - Trusts (Pre 2010)
5	Circuit Civil Private (Sexual Abuse & Medical Malpractice)
6	County Civil
7	County Civil Appeals
8	County Criminal Appeals
9	County Criminal Appeals Sexual Abuse
10	County Foreclosure
11	County Ordinance - Arrests
12	County Ordinance Infractions
13	Criminal Traffic
14	Delayed Birth Certificate
15	Dissolution
16	Domestic Relations
17	Domestic Relations - Paternity
18	Domestic Relations - Paternity -sealed
19	Domestic Relations Adoption (FINAL)
20	DR Adoption (while open and pending)
21	Extradition
22	Felony
23	Felony - sexual cases
24	Financial Miscellaneous
25	Guardianship
26	Guardianship Miscellaneous
27	Incapacity
28	Jimmy Ryce Act
29	Juvenile Delinquency
30	Juvenile Dependency
31	Juvenile Miscellaneous

Code	Case Charge/Filing Description
32	Juvenile Truancy
33	Miscellaneous Firearms
34	Misdemeanor
35	Misdemeanor - sexual cases
36	Misdemeanor-Miscellaneous
37	Mortgage Foreclosure
38	Municipal Ordinance Arrest
39	Municipal Ordinance Infraction
40	Name Change
41	Non-Criminal Infractions
42	Parental Notice of Abortion
43	Parking
44	Probate
45	Probate Miscellaneous
46	Repeat Violence
47	Sexual Violence
48	Small Claims
49	Substance Abuse - Emergency Admission
50	Substance Abuse cases filed pre 10-1-2010 disabled
51	Termination of Parental Rights
52	Traffic Infractions
53	URESA/UIFSA
54	Not Applicable

Application System ID

This data element indicates which system a Clerk uses to manage their cases. It allows the county to send a value to CCIS indicating which system they use to manage their cases so that if they want to do a complete refresh of the cases in a specific application, they can isolate the refresh by system.

Use 'OB' in this field when there are not separate systems that are used for an area if you do not want to split that group of cases into its own code.

Juvenile Cases are included in OB ad CV.

Code	Description
OB	Clerk's Criminal Case Management System
CV	Clerk's Civil Case Management System
TR	Clerk's Traffic Case Management System
PR	Clerk's Probate Case Management System

Case Security Flag

CCIS uses this field to determine the overall case status for viewing regardless of user role. Some cases need to be included in reporting but are not to be viewed online.

Code	Description
C	Confidential – Visible only to judges, court and clerk personnel, attorney of record and parties to the case
E	Expunged – cases with this value will not appear in CCIS and will not be returned in any search
P	Purge – The case has been deleted from the local CMS, but is being left in CCIS to be able to be included in reports.
S	Sealed – Cases with this value will only display the UCN unless the user is a judge, clerk staff or court staff per the access security matrix

Case Status Codes

This field is a coded value that represents data in the 110-02 Case Data file field 15 Case Status Description. The coded value enables more efficient reporting, querying and business analytics

Code	Description
1	Open – a case is in an open status
2	Closed – a case is in a closed status
3	Reopened – a closed case has been reopened
4	Reclosed – a reopened case has been closed
5	Open, Inactive – this value will be sent when a judicial order is filed that determines when a case is open and inactive
6	Reopened, Inactive – this value will be sent when a judicial order is filed that determines when a case is reopened and inactive
7	Transferred
8	Closed by Dismissal
9	Pending

CCIS Batch Update Types

The nightly batch process will continue to function the same way as it has for previous versions, even with the real time updates performed during the day.

Code	Description
A	The record was added to the Clerk's CMS during the daily processing and is being sent to CCIS
D	The record was deleted from the Clerk's CMS and needs to be removed from CCIS
U	The record was updated in the Clerk's CMS during the day and needs to be updated in CCIS

Circuit Court Codes

If leading zeroes are included, they will be truncated upon load.

Code	Description
1	First Circuit
2	Second Circuit
3	Third Circuit
4	Fourth Circuit
5	Fifth Circuit
6	Sixth Circuit
7	Seventh Circuit
8	Eighth Circuit
9	Ninth Circuit
10	Tenth Circuit
11	Eleventh Circuit
12	Twelfth Circuit
13	Thirteenth Circuit
14	Fourteenth Circuit
15	Fifteenth Circuit
16	Sixteenth Circuit
17	Seventeenth Circuit
18	Eighteenth Circuit
19	Nineteenth Circuit
20	Twentieth Circuit

Confinement Type Codes

Code	Description
C	County Jail
H	Hospital
I	County Jail Included
J	Juvenile Facility/DJJ
N	Not Applicable
O	Other Diversionary Facility
P	State Prison
R	Residential Treatment Program

Country Codes

This data element provides the valid values to report out of country address.

Code	Country Code Description
AF	Afghanistan
AH	Ashmore and Cartier Islands, Territory of
AI	Antigua and Barbuda

Code	Country Code Description
AJ	Aruba
AM	American Samoa
AN	Algeria
AO	Angola
AP	Armenia
AQ	Azores Islands
AS	Australia
AT	Argentina
AU	Austria
AV	Azerbaijan
BB	Barbados
BD	Bahamas, The
BE	Bahrain or Bahrein
BF	Bassas Da India
BG	Belgium
BH	Belize
BI	Burundi
BK	Baker Island
BL	Bangladesh
BM	Bermuda
BN	Bhutan
BO	British Indian Ocean Territory
BP	Bosnia and Herzegovina
BQ	Bouvet Island
BR	Burma
BS	Solomon Islands
BW	Balearic Islands
BX	Brunei
BY	Belarus
BZ	Brazil
CB	Colombia, Republic of
CC	Cuba, Republic of
CD	Canada
CF	Chad
CG	Caroline Islands
CJ	Cambodia
CM	Cameroon
CP	Cayman Islands
CQ	Chile, Republic of

Code	Country Code Description
CR	Costa Rica, Republic of
CS	Cyprus, Republic of
CV	Cape Verde Islands
CW	Central African Republic
CY	Sri Lanka
CZ	Canal Zone
DB	Clipperton Island
DD	Cocos (Keeling) Islands, Territory of
DG	Comoros, Federal Islamic Republic of the
DH	Benin
DI	Cook Islands
DJ	Coral Sea Islands, Territory of
DK	Denmark, Kingdom of
DM	Dominica
DN	Djibouti, Republic of
DR	Dominican Republic
EO	Ethiopia
ER	Europa Island
ES	Estonia
ET	Eritrea
EU	Ecuador
EY	Egypt
EZ	Czech Republic
FA	Falkland Islands, Colony of the
FD	Finland
FG	French Guiana
FJ	Fiji
FN	France
FO	Faroe Islands
FP	French Polynesia, Territory of
FR	French Southern and Antarctic Lands, Territory of the
FS	Micronesia, Federated States of
GB	Gabon
GC	Greece
GD	Georgia
GE	Germany
GF	Guernsey, Bailiwick of
GG	Ghana
GI	Guinea

Code	Country Code Description
GJ	Grenada
GK	Gambia, The
GM	Guam
GN	Greenland
GO	Glorioso Islands
GP	Guadeloupe, Department of
GZ	Gaza
HD	Honduras
HE	Heard Island and McDonald Islands, Territory of
HK	Hong Kong
HN	Vanuatu, Republic of
HO	Howland Island
HR	Christmas Island, Territory of
HS	Saint Helena
HT	Haiti
HU	Hungary
IB	Isle of Man
IC	Iceland
IE	Ireland
II	India Sikkim
IM	Madeira Islands
IO	Indonesia
IQ	Iraq
IR	Iran
IS	Israel
IT	Italy
IU	Niue
IY	Ivory Coast (Cote d'Ivoire)
JA	Japan
JE	Jersey, Bailiwick of
JI	Johnston Atoll
JM	Jamaica
JN	Jan Mayen
JO	Jordan
JR	Jarvis Island
KE	Kenya
KH	Manahiki Island
KI	Kingman Reef
KN	North Korea

Code	Country Code Description
KO	South Korea
KT	Kazakhstan
KU	Kuwait
KV	Kosovo
KZ	Kyrgyzstan
LB	Liberia
LD	Moldova
LE	Lesotho
LF	Slovakia
LH	Lithuania
LI	Liechtenstein
LN	Lebanon
LO	Slovenia
LS	Laos
LT	Latvia
LU	Saint Lucia
LX	Luxembourg
LY	Libya
MF	Malawi
MG	Mongolia
MH	Marshall Islands
MJ	Monaco
MK	Northern Mariana Islands
ML	Mali
MM	Mexico
MU	Mauritania
MV	Maldives
MW	Midway Islands
MY	Malta
MZ	Malaysia
NE	Netherlands (Holland)
NG	Nigeria
NI	Northern Ireland
NN	Niger
NO	Papua New Guinea
NP	Nepal
NQ	New Caledonia and Dependencies,Territory of
NR	Nauru
NU	Nicaragua

Code	Country Code Description
NW	Norway
NX	Netherlands Antilles
NZ	New Zealand
OC	Macau
OF	Norfolk Island, Territory of
OI	Okinawa
OM	Oman
PC	Pitcairn, Henderson, Ducie, and Oeno Islands
PD	Palau, Republic of
PF	Paracel Islands
PG	Guinea-Bissau
PI	Philippines
PK	Pakistan
PL	Palmyra Atoll
PM	Panama
PO	Poland
PR	Puerto Rico
PS	Saint Pierre and Miquelon, Territorial Collectivity of
PT	Portugal
PU	Peru
PV	Paraguay
QA	Qatar
RA	Russia
RB	Congo, Republic of
RC	China, People's Republic of
RE	Reunion, Department of
RF	Russian Federation
RG	Gibraltar
RH	Zimbabwe, Republic of
RR	Montserrat
RS	Western Sahara, Independent State of
RU	Romania
RV	Vietnam, Socialist Republic of
RW	Rwanda
RY	Yemen, Republic of
SA	Sierra Leone
SB	Saudi Arabia
SE	Seychelles
SF	South Africa

Code	Country Code Description
SG	Senegal
SH	San Marino
SJ	Namibia
SM	Somalia
SP	Spain
AA	Albania
AD	Andorra
AE	Anguilla
BT	Botswana
BU	Bulgaria
BV	Bolivia
EK	Equatorial Guinea
EL	El Salvador
EN	England
GS	South Georgia and the South Sandwich Islands
GT	Guatemala
GY	Guyana
JU	Juan de Nova Island
KB	Kiribati
KC	Croatia
MP	Madagascar
MQ	Morocco
MR	Morelos
SQ	Sweden
SR	Singapore
SS	Scotland
SU	Sudan
SV	Svalbard
SW	Swaziland
SY	Syria
SZ	Switzerland
TC	United Arab Emirates
TD	Trust Territory of the Pacific Islands
TE	Spratly Islands
TF	Tuamotu Archipelago
TG	Tonga
TH	Thailand
TJ	Tajikistan
TK	Tokelau

Code	Country Code Description
TM	Tromelin Island
TO	Togo
TP	Sao Tome and Principe
TQ	Tongareva
TR	Turks and Caicos Islands
TS	Saint Kitts and Nevis
TT	Trinidad and Tobago
TU	Tunisia
TV	Tuvalu
TW	Taiwan, Republic of China
TY	Turkey
TZ	Tanzania, United Republic of
UG	Uganda
UK	Ukraine
UM	Mauritius
UN	United Kingdom
UR	Turkmenistan
US	USA
UI	US Indian Nations
UV	Burkina Faso
UY	Uruguay
UZ	Uzbekistan, Republic of
VB	British Virgin Islands
VI	Virgin Islands
VL	Navassa Island
VV	Saint Vincent and the Grenadines
VY	Vatican City
VZ	Venezuela, Republic of
WB	West Bank
WF	Wallis and Futuna, Territory of the
WK	Wake Island
WL	Wales
WN	West Indies
WS	Western Samoa
XA	Serbia
XB	Montenegro
XX	Unknown
YG	Yugoslavia
YO	Mayotte, Territorial Collectivity of

Code	Country Code Description
YY	All others
ZB	Martinique
ZC	Surinam
ZD	Macedonia
ZI	Canary Islands
ZM	Zambia, Republic of
ZO	Mozambique
ZR	Zaire, Republic of

County Codes

This data element is the third field in every file type and identifies the county where the case is being reported. This data type is not numeric, so leading zeroes are needed where they appear.

Code	County Name	Code	County Name	Code	County Name	Code	County Name
01	Alachua	18	Flagler	35	Lake	52	Pinellas
02	Baker	19	Franklin	36	Lee	53	Polk
03	Bay	20	Gadsden	37	Leon	54	Putnam
04	Bradford	21	Gilchrist	38	Levy	57	Santa Rosa
05	Brevard	22	Glades	39	Liberty	58	Sarasota
06	Broward	23	Gulf	40	Madison	59	Seminole
07	Calhoun	24	Hamilton	41	Manatee	55	St. Johns
08	Charlotte	25	Hardee	42	Marion	56	St. Lucie
09	Citrus	26	Hendry	43	Martin	60	Sumter
10	Clay	27	Hernando	44	Monroe	61	Suwannee
11	Collier	28	Highlands	45	Nassau	62	Taylor
12	Columbia	29	Hillsborough	46	Okaloosa	63	Union
13	Miami-Dade	30	Holmes	47	Okeechobee	64	Volusia
14	DeSoto	31	Indian River	48	Orange	65	Wakulla
15	Dixie	32	Jackson	49	Osceola	66	Walton
16	Duval	33	Jefferson	50	Palm Beach	67	Washington
17	Escambia	34	Lafayette	51	Pasco		

Court Action

This data element is Mandatory if court action has been taken on charge. See FDLE Pink Book for description of valid values.

Code	Description
A	Acquitted
B	Bond Estreature
D	Dismissed
E	Dismissed Upon Payment of Restitution/Court Cost
G	Adjudicated Guilty (also represents a court action Delinquent in Juvenile Court, but will be displayed in CCIS as Adjudicated Guilty)
H	Pre-Trial Diversion
I	Acquitted by Reason of Insanity
K	Adjudicated Delinquent

Code	Description
M	Mentally/Physically Unable to Stand Trial
Q	Waived to Adult Court
T	Dismissed Speedy Trial
V	Change of Venue
W	Adjudication Withheld
X	Stipulated Deportation
Y	Decline to Adjudicate
Z	Extradition

Court Type

This data element contains the valid values that are to be reported for the court type in the UCN and in the separate court type field.

Code	Court Type	Code	Court Type	Code	Court Type
CF	Felony	CJ	Delinquency	CC	County Civil
DR	Domestic Relations/Family	DP	Dependency	SC	Small Claims
CA	Circuit Civil	AP	Appeal from County Court	TR	Traffic Infractions
CP	Probate/Guardianship	MO	Municipal Ordinance	CT	Criminal Traffic
MH	Mental Health	MM	Misdemeanor	IN	Noncriminal Infraction
GA	Guardianship	CO	County Ordinance		

Degree

This field identifies the degree of the offense as identified by the arresting/initiating agency.

Code	Description	Code	Description
C	Capital	S	Second Degree
L	Life	T	Third Degree
P	First Degree, punishable by life	N	N/A – reported when the level of the charge is reported as an infraction or municipal
F	First Degree		

Docket Security

This is used to control access to the electronic document image.

Code	Description
C	Confidential
P	Public
S	Sealed

Domestic Violence/Stalker

If the person is convicted of both, report the stalking conviction.

Code	Description
D	Domestic Violence Conviction in accordance with s. 741.29; 741.31; 741.403(5); 784.041(2)(a); 810.09,(2)(g) F.S

Code	Description
S	Stalking Conviction in accordance with s. 784.048, F.S

Execution Status

This data element contains the status of the execution of the warrant/summons/capias.

Code	Description
E	Executed
O	Other
Q	Quashed
R	Recalled
S	Served
W	Withdrawn

Final Plea

Code	Description
1	Not Guilty/Deny
2	Guilty/Admit
3	Nolo-Contendere
4	Not Guilty-Insanity
5	No plea entered

Gender

This set of standard codes is being researched based on the data being sent by the counties

Code	Description
F	Female
M	Male
N	Not available

Judge Type

Code	Description
HO	Hearing Officer
JU	Judge
MA	Magistrate

Level

This field identifies the seriousness of the offense as identified by the arresting/initiating agency.

Code	Description
C	County
F	Felony
I	Infractions
L	Municipal (Local)
M	Misdemeanor
N	Not applicable

Name Type

This data element is referenced in the 110-01 Case Name and 110-06 Name Type files.

Code	Description
A	Also known as
A1	Additional Other
A2	Additional Other
AA	As assignee of
AAG	Assistant Attorney General
AAL	Administrative Ad Litem
AALT	Attorney Ad Litem
AD	Administrator
ADPT	Adoptee
AF	Adoptive Father
AG	Agent
AGCA	Agent for Caveator
AK	Also known as
AL	Alleged
AM	Adoptive Mother
AO	Additional Other
AP	Attorney for Primary
APP	Applicant
APPE	Appellee
APPL	Appellant
APPT	Appellant
AR	Attorney for Respondent
AROF	Arresting Officer
ARR	Arrest Name
AS	As Subrogee of
ASA	Assistant State's Attorney
AT	Attorney
ATAL	Attorney Ad-Litem
ATCA	Attorney for Caveator
ATTP	Attorney for Petitioner
ATTR	Attorney for Representative/Guardian
ATTU	Attorney Notice of Trust
ATTY	Attorney
ATY	Attorney
BA	Bidder's Attorney
BAIL	Bailiff
BD	Bidder
BEN	Beneficiary
BON	Bondsman
BT	By and Through
BUY	Buyer
CARE	Caregiver
CAV	Caveator
CC	Co-Counsel

Code	Description
CER	Certificate Holder
CGR	Corporate Guardian
CH	Child
CHDI	Delinquent Child
CHDP	Dependent Child
CLAT	Claimant
CLI	Certified Legal Intern
CN	Child in Need of Services
CO	Personal Representative/Guardian
COFC	Charging Officer
COMP	Complainant
CON	Conservator
COUN	Counselor
CP	City Prosecutor
CPR	Corporate Personal Representative
CR	Court Reporter
CRED	Creditor
CTR	Creator of Trust
CUR	Curator
CUS	Custodian
D	Defendant
DA	Defendant Attorney
DB	Doing Business As
DC	Deputy Clerk
DCDT	Decedent
DCF	Department of Children and Families
DCW	Director, Child Welfare, DCF
DEC	Deceased
DEP	Depositor
DF	Delinquent
DI	Division of
DIR	Director
DISP	Disposition Name
DOC	Department of Corrections
DOCT	Doctor
DP	Dependent
ESTA	Estate of
EX	Expert Witness
EXC	Examining Committee Member
F	Father
FD	Formerly Doing Business As
FH	Foster Home
FHU	Former Husband
FILE	Filed As
FK	Formerly Known As
FM	Fire Marshall
FMD	Family Member – DEF

Code	Description
FMR	Family Member
FP	Foster Parent
FU	For the Use and Benefit of
FV	Family Member - Victim
FW	Former Wife
GAL	Guardian Ad-litem
GANG	Gang Name
GD	Guardian
GE	Garnishee
GF	Grandfather
GH	Group Foster Home
GM	Grand Mother
GMST	General Master
GP	General Partners
GRD	Guardian
GU	Guardian of
H	Husband
HEIR	Heir
HO	Hearing Officer
I	Institution
ID	Independent
INCA	Incapacitated
INP	Interested Person
INRE	In regards to the matter of
INST	In the interest of
INTE	Interpreter
INV	Investigator
IP	Interested Person
IV	Intervener
J	Juvenile
JD	Judge
JDD	Judge at Disposition
JPO	Juvenile Probation Officer
JUDT	Temporary Judge
LAID	Legal Aid
LE	Law Enforcement Witness
LF	Legal Father
LINT	Certified Legal Intern
LM	Legal Mother
LNEE	Lienee
LNOR	Lienor
M	Mother
MAN	Division Manager
MB	Marriage Bride
MG	Marriage Groom
MGST	Magistrate Judge
MHF	Mental Health Facility

Code	Description
MM	Marriage Performer
MN	Maiden Name
MNGR	Manager
NEW	Newly Appointed
NF	Natural Father
NICK	Nickname
NK	Now Known As
NM	Natural Mother
NO	Not Related
NOM	Nominee for
NONE	No valid entry
O	Other
OBO	On Behalf Of
OWN	Owner
P	Plaintiff
PA	Parent
PAC	Parent/Custodian
PAR	Parcel
PARA	Paramour
PART	Participant
PAT	Prosecuting Attorney
PATY	Plaintiff Attorney
PAY	Payee/Payer
PD	Public Defender
PER	Person
PET	Petitioner
PF	Putative Father
PI	Protective Investigator
PLC	Placement
PNT	Patient
PO	Police Officer
POA	Program Operations Administrator
POLC	Police Officer
PP	Case Reference
PR	Personal Representative
PRI	Primary (Ward/Decedent)
PRO	Probate Other
PROB	Probation Officer
PRPT	Principal Party
PRSU	Probation Supervisor
PS	Pro Se
PSD	Pseudonym
PT	Property
PURC	Foreclosure Property Purchaser
PWF	Purported Will Filer
R	Relative
RAGT	Resident Agent

Code	Description
REP	Representative/ Guardian
RESP	Respondent
SA	State Attorney
SALV	Salvation Army Corrections
SF	Stepfather
SGAL	Staff Guardian Ad Litem
SM	Stepmother
SMST	Special Master
SO	Subsidiary of
SOCL	Social Worker
SOFC	Supporting Officer
SP	Spouse
SPD	Special Public Defender
SPVR	Department of Juvenile Justice Supervisor
SRTY	Surety
STAF	Miscellaneous Staff
SU	Successor
SUBJ	Subject
SUC	Successor – Parent Guardian
SUPV	Supervisor
SURD	Surety/Depositor
TA	Trading as
TP	Third Party
TR	Trustee
TRST	Trustee
TRU	Trustee
TRUS	Trust of
U	Unit
UN	Unknown
VI	Victim
W	Wife
WA	Ward
WI	Witness

Privacy

This field controls the name and address data that is displayed in the CCIS application.

Code	Description	Code	Description
FV	Domestic Violence Victim – do not display address	NP	No-Public Display of Name or Address
Y	Confidential Address – do not display the address		

Prosecutor Actions

Code	Description	Code	Description
C	Consolidated	P	Pre-Trial Diversion
F	Administratively Dismissed	Q	Waived to Adult Court
J	No Bill	R	Transferred to Another Court
L	Dropped/Abandoned	S	Speedy Trial
N	Filed	Z	No Action
O	Nolle Prosequi		

Race

Code	Description	Code	Description
B	A person having origins in any of the racial groups of Africa	A	Chinese, Japanese, Filipino, Korean, Polynesian, Indian, Indonesian, Asian Indian, Samoan, or any other Pacific Islander
I	American Indian, Eskimo, or Alaskan native, or a person having origins in any of the 48 contiguous states of the United States or Alaska who maintains cultural identification through tribal affiliation or community recognition	U	Of indeterminate race
N	Business	W	Caucasian
H	Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin		

Reopen Reason

This data element is referenced in the 110-02 Case Data file and the 110-07 Reopen History file.

Code	Description
C	Reopened for collections
E	Reopened civil contempt/ enforcement
M	Modification
O	Other reason
P	Motion for post-conviction relief
V	Violation of probation, community control, warrant/summons being served

Representation Type

This data element is referenced in the 110-08 Attorney Cross Reference file.

Code	Description
RC	Regional Counsel
CA	Conflict/court appointed

Sentence

If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

Code	Description
1	Probation
2	Community Control
3	Administrative Probation
4	Drug Offender Probation
5	Sex Offender Probation
6	Sex Offender Community Control
7	Criminal Quarantine Community Control
8	Rehabilitation
21	Juvenile Placement
22	Juvenile Program
23	Juvenile Supervision
24	Juvenile Judicial Warning
25	Suspended Sentence
26	Penalty Imposed by Traffic Court
27	Time Served
28	Money Imposed

Sentence Status

If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

Code	Description
1	Consecutive
2	Concurrent
3	Coterminous/Concurrent
4	Included
8	Not Applicable

SRS Category

This field provides a standard list of case categories to perform statewide reporting.

If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

Domestic Relations/Family Court

Code	SRS Category Description for Domestic Relations/Family Court	Used for Statewide Reporting
1	Simplified Dissolution	
2	Dissolution	
3	Domestic Violence	
4	Dating Violence	

Code	SRS Category Description for Domestic Relations/Family Court	Used for Statewide Reporting
5	Repeat violence	
6	Sexual Violence	
7	Child Support IV-D	
8	Child Support Non-IV-D	
9	UIFSA IV-D - (Uniform Interstate Family Support Act)	
10	UIFSA Non IV-D - (Uniform Interstate Family Support Act)	
11	Other Family Court	
12	Adoption Arising out of Chapter 63	
13	Name Change	
14	Paternity/Disestablishment of Paternity	
15	Involuntary Civil Commitment of Sexually Violent Predators	
17	Stalking	
20	Dependency	
21	CINS/FINS Petitions	
28	Delinquency	
29	Parental Notice of Abortion	

Circuit Civil Court

Code	SRS Category Description for Circuit Civil Court	Used for Statewide Reporting
30	Professional Malpractice-Business	
31	Professional Malpractice-Medical	
32	Malpractice - Other professional	
33	Products Liability	
34	Auto Negligence	
35	Condominium	
36	Contract and Indebtedness	
37	Eminent Domain	
38	Civil Appeal	
39	Criminal Appeal	
46	Other Negligence-Business Governance	
47	Other Negligence-Business tort	
48	Other Negligence-Environmental/Toxic tort	
49	Other Negligence-Third party indemnification	
50	Other Negligence-Construction defect	
51	Other Negligence-Mass tort	
52	Other Negligence-Negligent security	
53	Other Negligence-Nursing home negligence	
54	Other Negligence-Premises liability-commercial	
55	Other Negligence-Premises liability-residential	
56	Other Negligence	
60	Commercial Foreclosure- $0-$50,000	OSCA Mortgage Foreclosure
61	Commercial Foreclosure-$50,001-249,999	OSCA Mortgage Foreclosure

Code	SRS Category Description for Circuit Civil Court	Used for Statewide Reporting
62	Commercial Foreclosure-$250,000 or more	OSCA Mortgage Foreclosure
63	Homestead Residential Foreclosure-$0-50,000	OSCA Mortgage Foreclosure
64	Homestead Residential Foreclosure-$50,001-$249,000	OSCA Mortgage Foreclosure
65	Homestead Residential Foreclosure-$250,000 or more	OSCA Mortgage Foreclosure
66	Non-Homestead Residential Foreclosure-$0-$50,000	OSCA Mortgage Foreclosure
67	Non-Homestead Residential Foreclosure-$50,001-$249,000	OSCA Mortgage Foreclosure
68	Non-Homestead Residential Foreclosure-$250,000	OSCA Mortgage Foreclosure
69	Other real property actions-$0-$50,000	
70	Other real property actions-$51,000-$249,000	
71	Other real property actions-$250,000	
75	Other Civil-Anti-trust/Trade Regulation	
76	Other Civil-Business Transactions	
77	Other Civil-Constitutional Challenge-Statute or ordinance	
78	Other Civil - Constitutional Challenge-Proposed amendment	
79	Other Civil-Corporate Trusts	
80	Other Civil-Discrimination-Employment or Other	
81	Other Civil-Insurance Claims	
82	Other Civil -Intellectual Property	
83	Other Civil-Libel/Slander	
84	Other Civil-Shareholder Derivative Action	
85	Other Civil-Securities Litigation	
86	Other Civil-Trade Secrets	
87	Other Civil-Trust Litigation	
88	Other	

Probate Cases

Code	SRS Category Description for Probate	Used for Statewide Reporting
90	Probate	
91	Guardianship	
92	Trust	
93	Baker Act	
94	Substance Abuse	
95	Other Social	

County Civil Cases

Code	SRS Category Description for County Civil Cases	Used for Statewide Reporting
100	Small Claims	
101	Civil ($5,001 - $15,000)	
102	Replevins	
103	Evictions	
104	Other County Civil (Non-Monetary)	

SRS Disposition Type

If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

DR, CC, SC, CP, GA, & MH cases

110-02 Case Data File use one of the codes applicable for the DR, CC, CA, CP, GA, & MH cases.

Code	SRS Disposition Description	DR	CA	PR	GA	MH	CC
1	Dismissed, settled or disposed before Hearing	✓					✓
2	Dismissed after Hearing	✓					✓
3	Disposed by Default	✓	✓				✓
4	Disposed by Judge	✓	✓	✓	✓	✓	✓
5	By Non-Jury Trial	✓	✓	✓	✓	✓	✓
6	By Jury Trial	✓	✓				✓
7	Other (Also to be used for Dependency Cases)	✓	✓	✓	✓	✓	✓
8	Disposed Before Hearing			✓	✓	✓	
11	Dismissed before Hearing - Pursuant to Settlement		✓				
12	Dismissed before Hearing - Pursuant to Mediated Settlement		✓				
13	Dismissed before Hearing - Other		✓				
14	Dismissed after Hearing - Pursuant to Settlement		✓				
15	Dismissed after Hearing - Pursuant to Mediated Settlement		✓				
16	Dismissed after Hearing - Other		✓				

Parental Notice of Abortion Cases

Code	SRS Special Report Category Description
20	Petition Granted
21	Petition Denied
22	Petition Granted without Judicial Order

Juvenile Cases

Code	SRS Special Report Category Description
25	Delinquency Complaint Disposed Prior to Petition (Section I-B)
26	Certified to Circuit Criminal Division (Section I-F)
27	Direct Filed to Criminal Division (Section I-G)

SRS Special Report Category

110-02 Case Data File requires data where the conditions listed below exist on the case.

Department of State Report

Code	SRS Special Report Category Description	Used for Statewide Reporting
10	Incapacity Report	

New Probate Estates Report

Code	SRS Special Report Category Description for New Probate Estates	Used for Statewide Reporting
30	Summary Administration	
31	Formal Administration	
32	Ancillary Administration	
33	Admit Foreign Will	
34	Disposition of Personal Property without Administration	
39	Other which includes Caveats, Notices of Trust or Petitions to Open Safe Deposit Box	

FDLE Mental Competency Report (MECOM)

Code	SRS Special Report Category Description for MECOM	Used for Statewide Reporting
50	MECOM in re: F.S. 393.063(9)	FDLE and they send to NICS
51	MECOM in re: F.S. 394.4655	FDLE and they send to NICS
52	MECOM in re: F.S. 394.467	FDLE and they send to NICS
53	MECOM in re: F.S. 397.675	FDLE and they send to NICS
54	MECOM in re: F.S. 397.6811	FDLE and they send to NICS
55	MECOM in re: F.S. 397.6815	FDLE and they send to NICS
56	MECOM in re: F.S. 397.6818	FDLE and they send to NICS
57	MECOM in re: F.S. 397.6957	FDLE and they send to NICS
58	MECOM in re: F.S. 397.697	FDLE and they send to NICS
59	MECOM in re: F.S.744.3215 (1)	FDLE and they send to NICS
60	MECOM in re: F.S. 744.331(6)(a)	FDLE and they send to NICS
61	MECOM in re: F.S. 916.106(11)	FDLE and they send to NICS
62	MECOM in re: F.S. 916.12	FDLE and they send to NICS
63	MECOM in re: F.S. 916.13	FDLE and they send to NICS
64	MECOM in re: F.S. 916.15	FDLE and they send to NICS
65	MECOM in re: F.S. 916.3012	FDLE and they send to NICS
66	MECOM in re: F.S. 916.302(2)	FDLE and they send to NICS
67	MECOM in re: F.S. 985.19(2)	FDLE and they send to NICS
68	MECOM in re: F.S. 985.223	FDLE and they send to NICS

Standard Court Events

This data element is referenced in the 110-24 file. The clerk's office will provide a 110-24 Court Event Map File that will provide the local Clerk's court event mapped to the Standard Court Event code and description. If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

Code	Court Event Descriptions	Code	Court Event Descriptions	Code	Court Event Descriptions
1	First Appearance	20	Jimmy Ryce Hearing	39	Judicial Review Hearing
2	Arraignment	21	Motion Hearing	40	Lack of Prosecution Hearing
3	Pretrial Conference	22	Violation of Probation/Community Control Hearing	41	Mandate Hearing
4	Case Management	23	Adjudicatory Hearing	42	Marchman Act Hearing
5	Plea	24	Adoption Hearing	43	Parental Notice of Abortion Hearing
6	Docket Sounding/Calendar Call	25	Adversary/Preliminary Hearing	44	Pay or Appear Hearing
7	Trial	26	Baker Act Hearing	45	Permanency Hearing
8	Jury Trial	27	Bond Hearing	46	Presentence Investigation Hearing
9	Non-Jury Trial	28	Case Plan Hearing	47	Pretrial Intervention Hearing
10	Disposition	29	CINS/FINS Hearing	48	Report Hearing
11	Sentencing	30	Competency Hearing	49	Restitution hearing
12	Drug Court	31	Contempt Hearing	50	Retrial Hearing
13	Collection Court	32	Detention Hearing	51	Seal/Expunge Hearing
14	Mental Health Court	33	Direct File Hearing	52	Shelter Hearing
15	Child Support Hearing	34	Early Resolution Hearing	53	Shelter Review
16	Dependency Hearing	35	Evidentiary Hearing	54	Show Cause Hearing
17	Domestic Violence Hearing	36	Extradition Hearing	55	Termination of Parental Rights Hearing
18	Eviction Hearing	37	Independent Living Hearing	56	Truancy Hearing
19	Infraction Hearing	38	Indigency Hearing		

Standard Docket Description

This data element is referenced in the 110-21 Docket Code Map File. The Clerk's office will provide their local docket code with the corresponding standard CCIS docket code and description. Some of the docket descriptions are used in statewide reporting. These docket codes show "Yes" in the Report Column. If your extract file is coded to include leading zeroes, the import will work, but will truncate the leading zeroes since the datatype has changed to numeric.

Code	Standard Docket Description	Used for Statewide Reporting
1	ADMISSION TO VIOLATION OF PROBATION	
2	ADOPTION PETITION FILED ARISING OUT OF CHAPTER 39	Yes
3	AFFIDAVIT - (UCCJEA)	
4	AFFIDAVIT OF COST - FORECLOSURE	
5	AFFIDAVIT OF VIOLATION OF INJUNCTION	
6	AFFIDAVIT OF DRUG OFFENDER PROBATION	
7	AFFIDAVIT OF VIOLATION OF PROBATION	
8	AFFIDAVIT OF VIOLATION OF SEX OFFENDER PROBATION	
9	AFFIDAVIT VIOLATION OF COMMUNITY CONTROL	
10	AFFIDAVIT VIOLATION OF PROBATION - AMENDED	
11	AFFIDAVIT/ APPLICATION FOR COURT APPOINTED ATTORNEY	
12	ALIAS SUMMONS ISSUED	
13	ALIAS SUMMONS SERVED	

Code	Standard Docket Description	Used for Statewide Reporting
14	ALIAS SUMMONS UNSERVED	
15	AMENDED CERTIFICATE OF SALE	
16	AMENDED CERTIFICATE OF TITLE	
17	ANNUAL GUARDIANSHIP PLAN	
18	ANNUAL GUARDIANSHIP REPORT	
19	APPLICATION AND DETERMINATION OF INDIGENT STATUS	
20	APPLICATION FOR INDIGENCY APPROVED	
21	APPLICATION FOR INDIGENCY DENIED	
22	APPOINTMENTOF COUNSEL--GRANTED	
23	APPOINTMENT OF COUNSEL--DENIED	
24	ATTORNEY FOR PETITIONER	
25	BOATING LICENSE SUSPENDED PENDING COMPLETION OF BOATING SCHOOL	Yes
26	BOATING LICENSE SUSPENDED PENDING PAYMENT OF CIVIL PENALTY-REFUSAL TO SUBMIT TO TEST	Yes
27	BOND ESTREATED/FORFEITED	
28	CAPIAS ISSUED	
29	CAPIAS SERVED	
30	CAPIAS WITHDRAWN	
31	CASE REFERRED TO COLLECTION AGENCY	
32	CASH BOND	
33	CERTIFICATE OF SALE	
34	CERTIFICATE OF TITLE	
35	COMMUNITY SERVICE CONVERTED TO FINE	
36	COMPLEX CASE DESIGNATION ORDER	
37	CONTINUANCE	
38	CONFLICT COUNSEL APPOINTED	
39	CONFLICT COUNSEL WITHDRAWAL DATE	
40	CONTRACT WITH TEEN COURT	
41	COST OF PROSECUTION ORDERED	
42	COUNTER CLAIM FILED	
43	CROSS CLAIM FILED	
44	CUSTODY ORDER	
45	DATE HEARING/TRIAL ENDED	
46	DATE JUDGMENT RECORDED	
47	DEFERRED PROSECUTION AGREEMENT	
48	DELAYED BIRTH CERTIFICATE ISSUED	
49	DELINQUENCY COMPLAINT DISPOSED PRIOR TO PETITION	
50	DELINQUENCY CASE CERTIFIED TO CIRCUIT CRIMINAL DIVISION AFTER WAIVER OF HEARING	
51	DELINQUENCY CASE DIRECT FILED TO CRIMINAL DIVISION	
52	DELINQUENCY PETITION FILING DATE	Yes

Code	Standard Docket Description	Used for Statewide Reporting
53	DEPENDENCY PETITION FILING DATE	Yes
54	DETENTION HEARING HELD	Yes
55	DETERMINATION OF RIGHT TO VOTE - REMOVED	Yes
56	DETERMINATION OF RIGHT TO VOTE - RESTORED	Yes
57	DILIGENT SEARCH AFFIDAVIT	
58	DP ACKNOWLEDGEMENT AND SURRENDER /CONSENT OF PARENTAL RIGHTS	
59	DP ADJUDICATION APPEAL	
60	DP ADJUDICATION HEARING SET	
61	DP ARRAIGNMENT HEARING SET	
62	DP CASE PLAN	
63	DP CASE PLAN ACCEPTANCE HEARING SET	
64	DP DISPOSITION HEARING SET	
65	DP JUDICIAL REVIEW HEARING SET	
66	DP JUDICIAL REVIEW HEARING HELD	Yes
67	DP JUDICIAL REVIEW ORDER	
68	DP JUDICIAL REVIEW SOCIAL STUDY REPORT	
69	DP MOTION FOR PICKUP ORDER	
70	DP ORDER ACCEPTING CASE PLAN	
71	DP ORDER DISMISSING TPR PETITION	
72	DP ORDER EXTENDING JURISDICTION	
73	DP ORDER OF APPPOINTMENT OF ATTORNEY AD LITEM	
74	DP ORDER OF APPOINTMENT OF GUARDIAN AD LITEM	
75	DP ORDER OF DISCHARGE OF ATTORNEY AD LITEM	
76	DP ORDER OF DISCHARGE OF GUARDIAN AD LITEM	
77	DP ORDER OF DISPOSITION	
78	DP ORDER OF DISPOSITION (TPR)	
79	DP ORDER ON ARRAIGNMENT	
80	DP ORDER TERMINATING JURISDICTION	
81	DP PERMANENCY REVIEW HEARING SET	
82	DP PERMANENCY REVIEW ORDER	
83	DP PREDISPOSITION STUDY	
84	DP SHELTER HEARING HELD	Yes
85	DP SHELTER ORDER	
86	DP SHELTER PETITION	
87	DP TPR ADJUDICATORY HEARING SET	
88	DP TPR ADVISORY HEARING SET	
89	DP TPR APPEAL	
90	DP TPR FINAL JUDGMENT ORDER	
91	FINAL JUDGMENT OF DISSOLUTION	
92	FINAL JUDGMENT OF ANNULMENT	

Code	Standard Docket Description	Used for Statewide Reporting
93	FINAL JUDGMENT OF NAME CHANGE	
94	FINAL JUDGMENT OF PATERNITY	
95	FINAL JUDGMENT OF ADOPTION	
96	FINANCIAL AFFIDAVIT -FAMILY	
97	FIRST APPEARANCE ORDER	
98	INDICTMENT	
99	INDIGENCY DENIAL - JUDGE OVERRULED	
100	JUVENILE ASSESSMENT(JAC)	
101	MANDATE	
102	MANDATE AND OPINION	
103	MECOM ORDER	
104	MEDIATION AGREEMENT	
105	MOTION TO DETERMINE INDIGENCE FOR COST	
106	MOTION TO INCUR COST AFTER ORDER DETERMINING INDIGENCE	
107	MOTION FOR ATTORNEY FEES-COURT APPOINTED COUNSEL	
108	MOTION TO INTERVENE	
109	MOTION TO WITHDRAW -REGIONAL COUNSEL	
110	MOTION TO WITHDRAW-COURT APPOINTED COUNSEL	
111	NOTICE FOR UNCLAIMED FUNDS	Yes
112	NOTICE OF APPEAL	
113	NOTICE OF APPOINTING SURPLUS TRUSTEE	
114	NOTICE OF CROSS APPEAL	
115	NOTICE OF FORECLOSURE SALE	
116	NOTICE OF INTENT TO DISMISS FOR FAILURE TO PROSECUTE	
117	NOTICE OF JOINDER	
118	NOTICE OF SALE	
119	NOTIFICATION OF CREDITORS-MEDICAID	
120	ORDER - CHARGE/COST/FEES	
121	ORDER - DEFENDANT INCOMPETENT TO STAND TRIAL	
122	ORDER - JUDICIAL SALES	
123	ORDER - PAYMENT OF ATTORNEYS FEES	
124	ORDER - RESTITUTION	
125	ORDER - RESTRAINING - FINAL	
126	ORDER - RESTRAINING-TEMPORARY	
127	ORDER ADJUDGING DEFENDANT INDIGENT & APPOINTING PUBLIC DEFENDER	
128	ORDER ADJUDICATING DELINQUENT	
129	ORDER ADJUDICATING DEPENDENT	
130	ORDER ADJUDICATING NOT DEPENDENT	
131	ORDER APPOINTING CONFLICT COUNSEL	
132	ORDER APPOINTING REGIONAL COUNSEL	

Code	Standard Docket Description	Used for Statewide Reporting
133	ORDER DEPENDENCY SHELTER	
134	ORDER DESIGNATING A SEXUAL PREDATOR	
135	ORDER DETERMINING INDIGENCE FOR COST	
136	ORDER DETERMINING LIMITED INCAPICITY	
137	ORDER DETERMINING TOTAL INCAPICITY	
138	ORDER FOR COMPENSATION OF COURT APPOINTED ATTORNEY	
139	ORDER FOR COMPENSATION OF EXAMINING COMMITTEE & ATTORNEY	
140	ORDER FOR COURT APPOINTED COUNSEL	
141	ORDER FOR COST AFTER ORDER DETERMINING INDIGENCE	
142	ORDER FOR DISBURSMENT	
143	ORDER FOR INVOLUNTARY ASSESSMENT AND STABILIZATION	
144	ORDER FOR INVOLUNTARY EXAMINATION	
145	ORDER FOR INVOLUNTARY PLACEMENT	
146	ORDER FOR INVOLUNTARY TREATMENT FOR ALCOHOL/SUBSTANCE ABUSE	
147	ORDER OF COMMITMENT FOR MENTAL INCAPACITY	
148	ORDER ON CHILD SUPPORT	
149	ORDER REASSIGNING CASE	
150	ORDER RESCHEDULING/CANCELLING SALE	
151	ORDER RESTORING DEFENDANT TO COMPETENCY	
152	ORDER SENTENCING JUVENILE AS ADULT	
153	ORDER SETTING HEARING ON PETITION FOR INVOLUNTARY TREATMENT	
154	ORDER TERMINATING PARENTAL RIGHTS	
155	ORDER TERMINATING SUPERVISION	
156	ORDER OF WITHDRAWAL FOR PUBLIC DEFENDER	
157	ORDER OF WITHDRAWAL FOR REGIONAL COUNSEL	
158	ORDER OF WITHDRAWAL FOR COURT APPOINTED COUNSEL	
159	ORDER OF WITHDRAWAL OF COUNSEL	
160	ORDER TO EXPUNGE	
161	ORDER TO SEAL	
162	ORDER TO SHOW CAUSE	
163	ORDER TO WITHDRAW DENIED-REGIONAL COUNSEL	
164	ORDER TO WITHDRAW DENIED-COURT APPOINTED COUNSEL	
165	PAYMENT AGREEMENT	
166	PETITION FOR TERMINATION OF PATERNAL RIGHTS	Yes
167	PICKUP ORDER ISSUED	
168	PICKUP ORDER SERVED	
169	PICKUP ORDER WITHDRAWN	
170	PLURIES SUMMONS ISSUED	
171	PLURIES SUMMONS SERVED	
172	PLURIES SUMMONS UNSERVED	

Code	Standard Docket Description	Used for Statewide Reporting
173	PRETRIAL SUMMONS ISSUED	
174	PROOF OF PUBLICATION	
175	PROSECUTOR FILING DATE	
176	PUBLIC DEFENDER APPOINTED	
177	PUBLIC DEFENDER LIEN ASSESSED	
178	REFUSAL TO APPLY FOR PUBLIC DEFENDER SERVICES	
179	REGIONAL COUNSEL APPOINTED	
180	REPORT - MEDIATOR	
181	SENTENCED AT FIRST APPEARANCE	
182	SUBPOENA ISSUED	
183	SUBPOENA ISSUED - OUT OF STATE	
184	SUBPOENA RETURNED SERVED	
185	SUBPOENA RETURNED UNSERVED	
186	SUBSTITUTION OF COUNSEL	
187	SUMMARY JUDGMENT OF FORECLOSURE	
188	SUMMONS ISSUED	
189	SUMMONS SERVED	
190	SUMMONS UNSERVED	
191	SURETY BOND	
192	THIRD PARTY CLAIM FILED	
193	WAIVER OF RIGHTS	
194	WAIVER OF NOTICE AND ORDER SETTING CASE FOR TRIAL	
195	WARRANT ISSUED	
196	WARRANT SERVED	
197	WARRANT WITHDRAWN	
198	WRIT OF ATTACHMENT ISSUED	
199	WRIT OF ATTACHMENT SERVED	
200	WRIT OF ATTACHMENT WITHDRAWN	
201	WRIT OF GARNISHMENT	
202	ADOPTION PETITION DISPOSED ARISING OUT OF CHAPTER 39	
203	TRP PETITION FILED ARISING OUT OF CHAPTER 39	

State Abbreviations

The following table provides valid values for State, Commonwealth/Territory, and Military "State" abbreviations.

Abbreviation	US State
AL	Alabama
AK	Alaska
AZ	Arizona
AR	Arkansas
CA	California

CO	Colorado
CT	Connecticut
DE	Delaware
DC	District of Columbia
FF	Foreign Countries
FL	Florida
GA	Georgia
HI	Hawaii
ID	Idaho
IL	Illinois
IN	Indiana
IA	Iowa
KS	Kansas
KY	Kentucky
LA	Louisiana
ME	Maine
MD	Maryland
MA	Massachusetts
MI	Michigan
MN	Minnesota
MS	Mississippi
MO	Missouri
MT	Montana
NE	Nebraska
NV	Nevada
NH	New Hampshire
NJ	New Jersey
NM	New Mexico
NY	New York
NC	North Carolina
ND	North Dakota
OH	Ohio
OK	Oklahoma
OR	Oregon
PA	Pennsylvania
RI	Rhode Island
SC	South Carolina
SD	South Dakota
TN	Tennessee
TX	Texas
UT	Utah
VT	Vermont
VA	Virginia
WA	Washington
WV	West Virginia
WI	Wisconsin

WY	Wyoming
Commonwealth Abbreviation	**Commonwealth/Territory**
AS	American Samoa
DC	District of Columbia
FM	Federated States of Micronesia
GU	Guam
MH	Marshall Islands
MP	Northern Mariana Islands
PW	Palau
PR	Puerto Rico
VI	Virgin Islands
Military Abbreviation	**Military "State"**
AE	Armed Forces Africa
AA	Armed Forces Americas
AE	Armed Forces Canada
AE	Armed Forces Europe
AE	Armed Forces Middle East
AP	Armed Forces Pacific
Canadian Province Abbreviations	**Canadian Provinces**
AB	Alberta
BC	British Columbia
MB	Manitoba
NB	New Brunswick
NL	Newfoundland and Labrador
NS	Nova Scotia
ON	Ontario
PE	Prince Edward Island
QC	Quebec
SK	Saskatchewan
NT	Northwest Territories
NU	Nunavut
YT	Yukon

Suffix

This data element is part of a person's name.

Code	Suffix Description	Code	Suffix Description	Code	Suffix Description
1	I	5	V	9	IX
2	II	6	VI	J	Junior
3	III	7	VII	S	Senior
4	IV	8	VIII		

Traffic Disposition

Code	TR Disposition Description
AJN	Acquitted by Judge after non-jury
AJT	Acquitted by traffic hearing officer

Code	TR Disposition Description
CJD	Convicted by Judge
CJT	Convicted by traffic hearing officer
CPC	Convicted by Plea/Counter
CPL	Convicted by Plea
CPN	Convicted by Plea / non-jury
DCH	Discharged
DCN	Discharged after non-jury
DIS	Dismissed by Deputy Clerk
DLP	Dismissed lack of prosecution
DSM	Dismissed
DSN	Dismissed after non-jury
DST	Dismissed by traffic hearing officer
NDN	Nolle Prosequi Deceased/non-jury
NPD	Nolle Prosequi Deceased
NPN	Nolle Prosequi after non-jury
NPR	Nolle Prosequi
PCP	Paid Civil Penalty
STD	Speedy Trial Dismissed
1	Guilty
2	Not guilty
3	Dismissed
4	Paid fine or civil penalty
6	Estreated or forfeited bond
7	Adjudication withheld on all criminal FS 322.34 only
8	Nolle Prosequi
9	Adjudged delinquent (juvenile)
A	Adjudication withheld by judge
B	Other
C	Adjudication withheld by clerk (school election or election for 316.1001)
D	Adjudication withheld by clerk (plea Nolo Contendere and proof of compliance)

Trial Type

Code	Trial Type Description
1	No Trial
2	Jury Trial
3	Non-Jury