

Criminal Case Management system

LSS is replacing the current Case Management System (CMS), which tracks referrals, authorizations, and payments. In the next few weeks, all current Criminal Case Management (CCM) authorizations in CMS will be replaced by authorizations in a new online system, which was designed specifically for CCM cases. The changes listed below will apply to all current CCM cases upon email notice specific to the case and all future cases approved for CCM.

1. Counsel is required to submit accounts using the online CCM system.
2. Counsel is required to seek authorizations and/or modify existing authorizations using the online CCM system.
3. All prior authorizations recorded in CMS are replaced by authorizations recorded in the online CCM system.
4. Time sheets meeting the standard set in the *General Terms and Conditions* must accompany all accounts for preparation where the preparation time is incurred on or after November 1, 2014.
5. Preparation time must be allocated to a calendar month for all preparation time incurred on or after November 1, 2014.
6. Tariff revisions posted in conjunction with this Notice, including billing parameters for Trial Preparation (formerly Daily Preparation) and Court Attendance, take effect upon email notice specific to the CCM case and for all CCM cases approved after the date of this Notice.

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