

**CASE PROCESSING STANDARDS ANALYSIS  
CIVIL TRAFFIC**

**National Center for State Courts Model Time Standards for Criminal Traffic and Local Ordinance:**

- 75% within 30 days
- 90% within 60 days
- 98% within 90 days

**Measurement:** Filing of complaint form through disposition (e.g., dismissal, judgment).

**Arizona Civil Traffic**

The following case processing time standards have been adopted for civil traffic cases in the justice and municipal courts:

- 80% within 60 days**
- 98% within 90 days**

- ✓ Civil local ordinance cases are excluded.
- ✓ Photo-Radar tickets are excluded.
- ✓ Parking Tickets are excluded.

**Measurement:** Filing of Arizona Traffic Ticket and Complaint (ATTC) or by long-form complaint through disposition (e.g., dismissal, judgment).

**Excluded Time:** The following may result in a stay of proceedings, and the time elapsed will be excluded from the measurement: pre-adjudication diversion, defensive driving school, specialty courts/programs, pre-adjudication special action/appeals, and stays granted pursuant to the Servicemembers Civil Relief Act.

Arizona Rules and Statutes	Timelines under Statute and Rule
<b>Commencement of Action:</b> ARS <sup>1</sup> § 28-1592(B)(1)	If a case is commenced by issuance, it shall be issued within <b>60 days</b> of the alleged violation.
ARS § 28-1592(B)(2)	If a case is commenced by filing, it shall be filed within <b>60 days</b> of the alleged violation and shall be served within <b>90 days</b> from the filing date.
ARS § 28-1592(B)(3) and (4)	A civil traffic violation case shall be commenced within <b>180 days</b> of the alleged violation if the alleged violation is under investigation in conjunction with a traffic accident and within <b>1 year</b> if in conjunction with a traffic accident resulting in death.
<b>Traffic Ticket/Complaint Filed:</b>	<b>(Measurement starts when traffic ticket/complaint filed with court)</b>
<b>Entry of Plea:</b> Rule 22, Ariz.R.P. Civil Traf. <sup>2</sup>	<b><u>Failure to Appear:</u></b> If the defendant fails to appear as required, the allegations are deemed admitted, judgment must be entered for the state,

<sup>1</sup> Arizona Revised Statutes

<sup>2</sup> Arizona Rules of Procedure in Civil Traffic and Civil Boating Violation Cases

Arizona Rules and Statutes	Timelines under Statute and Rule
<p>Rule 10(a), Ariz.R.P. Civil Traf.</p> <p>Rule 10(b), Ariz.R.P. Civil Traf.</p>	<p>sanctions must be imposed, and the judgment must be reported to the Department of Transportation. If it appears that the defendant is in active military service, no default judgment may be entered.  <b>(Measurement Stops Here)</b></p> <p><b>OR</b></p> <p><b><u>Admit Responsibility:</u></b> The defendant may admit responsibility by appearing in person, or by submitting a form or a statement signed by the defendant admitting the allegations of the complaint.  <b>(Measurement Stops Here)</b></p> <p><b>OR</b></p> <p><b><u>Deny Responsibility:</u></b> The defendant may deny responsibility by appearing in person or by notifying the court in writing. Upon receipt of said notice, the court shall set the matter for hearing and notify the defendant, citing officer, and any counsel of the date, time, and place for the hearing.</p>
<p><b>Notice and Discovery:</b>  Rule 11, Ariz.R.P. Civil Traf.</p> <p>Rule 12, Ariz.R.P. Civil Traf.</p> <p>Rule 13, Ariz.R.P. Civil Traf.</p> <p>Rule 15, Ariz.R.P. Civil Traf</p>	<p><b><u>Notice of Right to Counsel and Waiver:</u></b> If a defendant denies the allegations contained in the complaint and requests a hearing, the court shall promptly provide the defendant written notice of a hearing date. The notice of hearing date shall also state that the right to be represented by counsel at the hearing is waived unless the court and the State are notified in writing at least <b>10 calendar days</b> prior to the hearing date.</p> <p><b><u>Representation by the State:</u></b> The State need not be represented by counsel at the hearing. Absent extraordinary circumstances, the State's right to be represented by counsel at the hearing is waived unless, at least <b>10 calendar days</b> prior to the hearing date or within <b>10 calendar days</b> of receipt of notice that the defendant will be represented by counsel, whichever is later, the State notifies the court and the defendant of its election to be represented by counsel.</p> <p><b><u>Discovery:</u></b> No pre-hearing discovery shall be permitted absent extraordinary circumstances. Immediately prior to hearing, both parties shall produce for inspection any prepared exhibits, and written or recorded statements of any witness.</p> <p><b><u>Continuances:</u></b> The court may continue the hearing for a period not exceeding <b>60 days</b>, if it appears that the interests of justice so require.</p>
<p><b>Hearing:</b>  Rule 21, Ariz.R.P. Civil Traf</p>	<p><b><u>Default by State at Hearing:</u></b> If no witness for the State, excluding the defendant, appears at the time set for hearing, the court shall dismiss the complaint and return any deposit, unless the court, for good cause shown, continues the hearing to another date.  <b>(Measurement Stops Here Unless Continued)</b></p>

Arizona Rules and Statutes	Timelines under Statute and Rule
Rule 22, Ariz.R.P. Civil Traf	<p><b><u>Default by Defendant at Hearing:</u></b> If the defendant fails to appear as required, the allegations of the complaint shall be deemed admitted, and the court shall enter a judgment for the State, impose a civil sanction, and report such judgment to the Department of Transportation</p>
Rule 24, Ariz.R.P. Civil Traf	<p><b><u>Finding of Responsible or Not Responsible:</u></b> If the defendant is found responsible, the court shall enter judgment for the State and impose a civil sanction. If the defendant is found not responsible, the court shall enter judgment for the defendant and return any deposit.</p> <p style="text-align: center;"><b>(Measurement Stops Here)</b></p>