

The graphic features a background of overlapping, wavy layers in shades of teal, green, and brown. A white rectangular border frames the central text.

ARIZONA TIME STANDARDS

ESTABLISHING EXPECTATIONS FOR TIMELY JUSTICE

HAVE YOU EVER WONDERED...



How long does a misdemeanor DUI case take from start to finish?



How long should a misdemeanor DUI case take from start to finish?



Is my court processing misdemeanor DUI cases effectively and efficiently?



The Arizona Time Standards Reports answer these questions

HISTORY OF THE TIME STANDARDS...

1.

Time standards establish expectations for timely justice in American courts. They measure from case initiation to disposition, or from petition to order/decision.

2.

National Center for State Courts published the Model Time Standards in 2011. Arizona created their Steering Committee in 2012. The time standards were developed over 10 years in a phased implementation.

3.

There are currently 26 time standards reports (12 Superior Court, 4 Juvenile Court and 10 Limited Jurisdiction Court).

4.

A case's age is measured in days.

EXAMPLES OF TIME STANDARDS

60% WITHIN 180 DAYS
90% WITHIN 365 DAYS
96% WITHIN 540 DAYS

**SUPERIOR
COURT CIVIL
CASES**

85% WITHIN 120 DAYS
93% WITHIN 180 DAYS

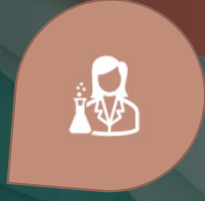
**MISDEMEANOR
DUI CASES**

99%
WITHIN 24 HOURS

**EX PARTE
PROTECTIVE
ORDERS**



SET
EXPECTATIONS



ASSESS CURRENT
PRACTICES



TEST NEW
PRACTICES



COMPARE
DATA OVER
YEARS

THE TIME STANDARDS REPORTS

TWO TIME STANDARDS REPORTS



AGE OF ACTIVE PENDING
REPORT (AAP)



TIME TO DISPOSITION
REPORT (TTD)

AGE OF ACTIVE PENDING REPORT

1.

Age of Active Pending (AAP) reports display all pending cases, no matter when the case was filed.

2.

Cases appear on those reports until a correct time standards “stop code” is entered, which might be a disposition, a specific case status, or a specific event.

3.

When one of these reports is selected, the user doesn't enter a time frame, as the query is searching for all pending cases on the date and time the user runs the report.

AGE OF ACTIVE PENDING DETAIL REPORT

Civil Traffic (AAP) Detail

Judge: ALL Gap(DEFAULT or Enter a Number) DEFAULT

Cap(DEFAULT or Multiple of Gap) DEFAULT

1 of 5 | 75% | Find | Next

Age of Active Pending Caseload Detail Report

Civil Traffic

Standard: 80% within 60 days and 98% within 90 days

Report generated on : 3/12/2024 2:18:43 PM

Criteria:

Court Type: CIVIL TRAFFIC Judge: ALL
 Gap: DEFAULT Cap: DEFAULT

GAP : 0-60 days TOTAL CASES : 1

Case Number	Assignment	Case Title	Filing Date	Next Scheduled Hearing Type	Next Scheduled Hearing Date	Stayed Reason	Excl'd. Time	Total Active Days	Count	Seq	Charges
M0747CT2023013793	NOT ASSIGNED	STATE OF ARIZONA vs ALAN ANTONIO CORONA	9/13/2023			DDS	147	34	1	1	28-701A
									2	1	28-4135A

AGE OF ACTIVE PENDING SUMMARY REPORT BY JUDGE

Civil Traffic (AAP) Summary

Judge: ALL Gap (DEFAULT or Enter a Number): DEFAULT

Cap (DEFAULT or Multiple of Gap): DEFAULT

Age of Active Pending Caseload Summary Report

Civil Traffic

Standard: 80% within 60 days and 98% within 90 days

Report generated on : 3/12/2024 2:25:36 PM

Criteria:

Court Type: CIVIL TRAFFIC Judge: ALL

Gap: DEFAULT Cap: DEFAULT

JUDGE: NOT ASSIGNED

GAP	# OF CASES	% OF TOTAL	CUMULATIVE %
0-60 days	1	5.56%	5.56%
>91 days	17	94.44%	100.00%
TOTALS	18	100.00%	

AGE OF ACTIVE PENDING SUMMARY REPORT FOR THE COURT

Civil Traffic (AAP) Summary

Judge: ALL Gap (DEFAULT or Enter a Number): DEFAULT

Cap (DEFAULT or Multiple of Gap): DEFAULT

Age of Active Pending Caseload Summary Report

Civil Traffic

Standard: 80% within 60 days and 98% within 90 days

Report generated on : 3/12/2024 2:25:36 PM

GRAND TOTAL			
GAP	# OF CASES	% OF TOTAL	CUMULATIVE %
0-60 days	1	3.03%	3.03%
>91 days	32	96.97%	100.00%
	33	100.00%	

THIS REPORT IS FOR INTERNAL USE ONLY. DO NOT DISTRIBUTE OR SHARE!

Compare the cumulative column to the standards

Cases over the highest standard are backlog cases or complex cases. These cases need attention to get resolved.

TIME TO DISPOSITION REPORT

1.

Time to Disposition (TTD) reports display all cases with a disposition or stop code during the time frame that was entered.

2.

These reports require a start date and end date be entered.

3.

The user can run them for a day, a month, several months, up to a year.

4.

For example, if a user runs the TTD report for DUIs for January 1, 2023, through June 30, 2023, the report should display all DUI cases with a disposition during that time frame. It shouldn't display any cases that were disposed outside the time range entered, for example, cases disposed in the month of December from the previous year.

TIME TO DISPOSITION DETAIL REPORT

DUI (TTD) Detail

Disposition Date From: 7/1/2022 Disposition Date To: 6/30/2023

Judge: ALL Gap(DEFAULT or Enter a Number): DEFAULT

Cap(DEFAULT or Multiple of Gap): DEFAULT

Time To Disposition Detail Report

DUI

Standard: 85% within 120 days, 93% within 180 days

JUDGE : LYNCH, HON RICHARD

GAP : 0-120 Days

CASE NUMBER	CASE TITLE	FILING DATE	FINAL DISPO. DATE	DAYS TO DISPOSITION	EXCLUDED DAYS	TOTAL	CHARGES	COUNT	RESULT	RESULT DATE
M0747TR2017021411	STATE OF ARIZONA vsASHLEY LYNN BLACKBURN	09/26/2017	01/10/2023	1932	1853	79	28-701A	1	58	11/10/2017
							28-904A	2	58	11/10/2017
							28-721A	3	58	11/10/2017
							28-1381A1 (M1)	4	11	01/10/2023
TOTAL : 1										

TIME TO DISPOSITION SUMMARY REPORT

DUI (TTD) Summary

Disposition Date From: 7/1/2022 Disposition Date To: 6/30/2023

Judge: ALL Gap(DEFAULT or Enter a Number): DEFAULT

Cap(DEFAULT or Multiple of Gap): DEFAULT

Time To Disposition Summary Report

DUI

Standard: 85% within 120 days, 93% within 180 days

GRAND TOTAL FOR : MUNICIPAL COURT

GAP	# OF CASES	% OF TOTAL	CUMULATIVE %
0-120 days	256	64.00 %	64.00 %
121-180 days	68	17.00 %	81.00 %
>181 days	76	19.00 %	100.00 %
TOTALS	400	100.00 %	

TIME TO DISPOSITION SUMMARY REPORT

1.

Every July, all courts submit to the AOC the time to disposition summary reports for the previous fiscal year for their jurisdiction (superior, juvenile, justice, and municipal).

2.

Every June, the AOC Court Services Director sends a statewide memo advising courts to submit their TTD Summary reports. The memo contains links to Time Standards Resources page and Submission Instructions and who to contact if a court has questions.

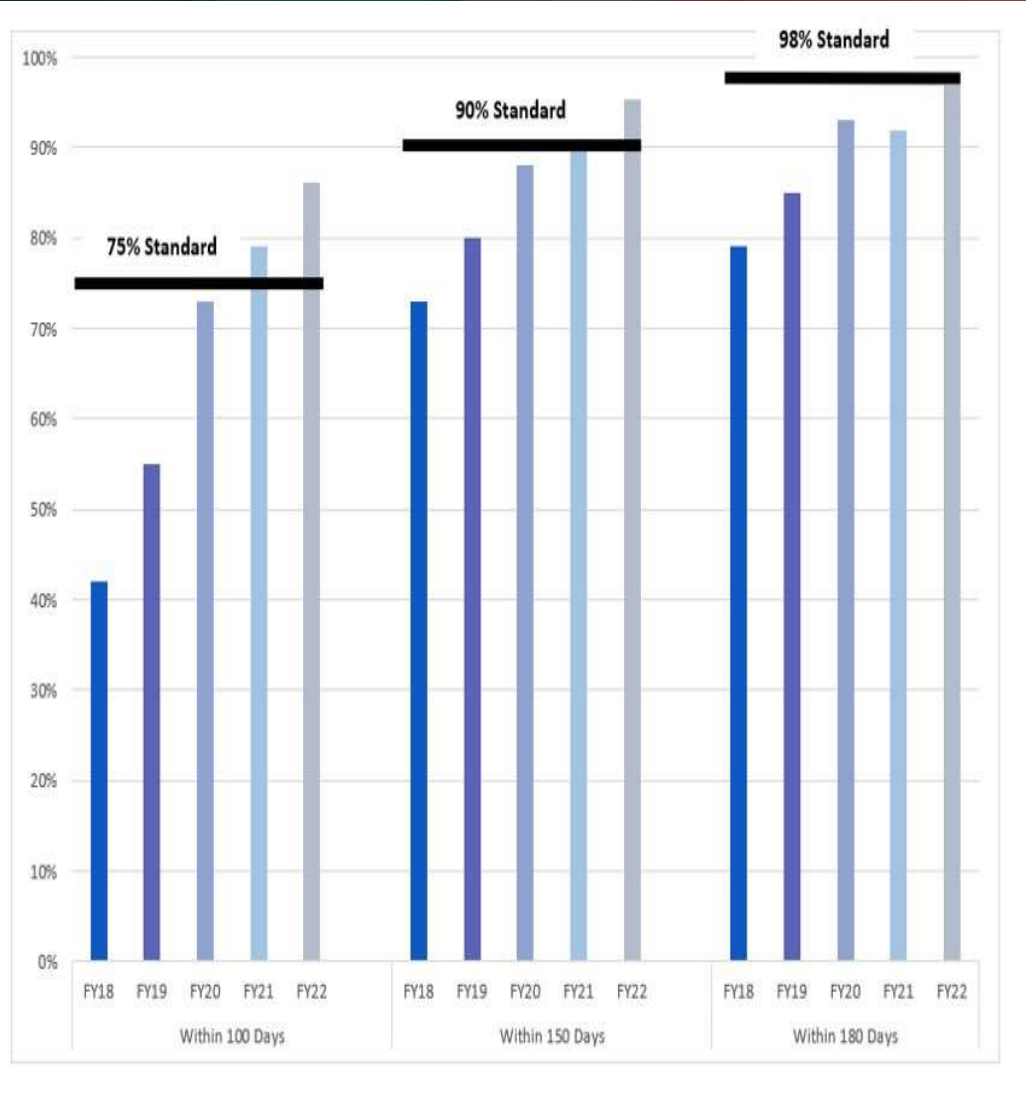
3.

Courts run TTD Summary report for each case type for last fiscal year, export the reports to Excel and send all Excel files in one email to TimeStandards@courts.az.gov.

4.

Arizona Supreme Court, AOC leadership and superior court presiding judges review the results.

USING TIME STANDARDS RESULTS TO SHOW TRENDS





TIME STANDARDS WEBPAGE



SUMMARY
CHART



SUBMISSION
INSTRUCTIONS



RUNNING
REPORTS
IN AJACS



LJ & GJ
EVENT
SHEETS



FAQ

[Court Services > Court Operations Unit > Time Standards Resources \(azcourts.gov\)](#)

TIME STANDARDS SUMMARY CHART

ARIZONA CASE PROCESSING TIME STANDARDS SUMMARY CHART

SUPERIOR COURTS			
CASE TYPE	STANDARD	CALCULATION OF TIME	EXCLUDED TIME
CIVIL CASES (Effective Date: January 1, 2015)	60% within 180 days 90% within 365 days 96% within 540 days	Filing of initial complaint through disposition (e.g., dismissal, judgment). Note: Start counting on the day the case number is received/case is opened in Superior court.	<ul style="list-style-type: none"> • Pre-adjudication special actions/appeals • Bankruptcy • Servicemembers Civil Relief Act
FELONY CASES (Effective Date: January 1, 2015)	65% within 90 days 85% within 180 days 96% within 365 days	Filing of first charging document (e.g., information, indictment or complaint) through disposition (e.g., dismissal, acquittal, or judgment and sentencing). Note: Start counting on the day the case number is received/case is opened in Superior court.	<ul style="list-style-type: none"> • Pre-adjudication warrants • Rule 11 mental competency • Pre-adjudication diversion • Specialty courts/programs • Pre-adjudication special actions/appeals
FAMILY LAW DISSOLUTION	75% within 180 days 90% within 270 days	The date of filing to the date of disposition by entry of judgment/decree	<ul style="list-style-type: none"> • Pre-adjudication special actions/appeals

REPORTING SUBMISSION INSTRUCTIONS

Time Standards Reporting Submission Instructions

Courts must submit the Time to Disposition Summary reports for the case types and time periods listed below. To submit a report:

1. Save the **Excel** file of the **Time to Disposition (TTD) Summary Report** with a file name that contains the **case type prefix** which can be found in the table below, followed by the **4-digit court ID**, and **year** (e.g., FY24).
EXAMPLE: ADJ0400FY24
2. **Email** the TTD Summary Report Excel file to TimeStandards@courts.az.gov with the subject line "Time Standards Reports" and the 4-digit Court ID. EXAMPLE: Time Standards Reports 0703

Case Type	Case Type Prefix	Period: FY24	Due
Superior Courts			
Civil	CV	7/1/2023 – 6/30/2024	July 2024
Felony	CR	7/1/2023 – 6/30/2024	July 2024
Family Law Dissolution and Allocation of Parental Responsibilities	DIS	7/1/2023 – 6/30/2024	July 2024
Probate Guardianship/Conservatorship	GUA	7/1/2023 – 6/30/2024	July 2024

START AND STOP CODE EXAMPLES

MISDEMEANOR (NON-DUI)				
Case Categories Excluded from Report	Reasons for Excluded Time	Excluded Time START: Event	Excluded Time STOP: Event	Final Disposition
<ul style="list-style-type: none"> Misdemeanor DUI 	<ul style="list-style-type: none"> Pre-adjudication Warrant Pre-adjudication Rule 11 Competency Proceedings Pre-Adjudication Appeals/Special Actions Pre-Adjudication Diversion Specialty Courts/Programs 	<ul style="list-style-type: none"> WARRANT: WARRANT ISSUED 	<ul style="list-style-type: none"> WARRANT: WARRANT QUASHED WARRANT: WARRANT ARRESTED WARRANT: WARRANT SERVED/EXECUTED WARRANT: WARRANT ISSUED IN ERROR WARRANT: WARRANT VACATED WARRANT: WARRANT PURGED 	10, 11, 12, 13, 20, 21, 22, 30, 43, 44, 45, 54, 55*, 58, 63, 67, 70*, 71*, 76*, 77*, 90, 99, D1, D2, D3, D4, M2, M3, Z1
		<ul style="list-style-type: none"> APPEAL: RULE 11 PRELIMINARY EVALUATION RULE 11: FULL RULE 11 	<ul style="list-style-type: none"> CRIMINAL ORDER: COMPETENCY TO STAND TRIAL (RULE 11) CRIMINAL ORDER: INCOMPETENCY TO STAND TRIAL (RULE 11) 	
		<ul style="list-style-type: none"> APPEAL: NOTICE – APPEAL APPEAL: SPECIAL ACTION - REQUEST 	<ul style="list-style-type: none"> APPEAL: STAY LIFTED APPEAL: AFFIRMED – APPEAL RESULT APPEAL: DISMISSED AND REMANDED – APPEAL RESULT APPEAL: APPEAL ABANDONED - APPEAL RESULT APPEAL: APPEAL AFFIRMED AND SENTENCE TO BE MODIFIED - APPEAL RESULT APPEAL: APPEAL DENIED - APPEAL RESULT APPEAL: APPEAL REVERSE-ACQUITTED - APPEAL RESULT APPEAL: APPEAL WITHDRAWN - APPEAL RESULT APPEAL UNTIMELY - APPEAL RESULT 	
		<ul style="list-style-type: none"> NOTICE: SUSPEND PROSECUTION 	<ul style="list-style-type: none"> NOTICE: RESUME PROSECUTION 	

*Post-adjudication disposition codes that do not factor into time calculation.

ADMINISTRATIVE ORDERS AND CASE TYPE ANALYSIS FILES



Authorities

- [Administrative Order 2012-80](#)
- [Administrative Order 2013-95](#)
- [Administrative Order 2014-81](#)
- [Administrative Order 2014-96](#)
- [Administrative Order 2014-108](#)
- [Administrative Order 2015-60](#)
- [Administrative Order 2015-77](#)
- [Administrative Order 2015-99](#)
- [Administrative Order 2016-50](#)
- [Administrative Order 2016-79](#)
- [Administrative Order 2016-149](#)
- [Administrative Order 2017-132](#)
- [Administrative Order 2018-83](#)
- [Administrative Order 2018-85](#)
- [Administrative Order 2018-129](#)
- [Administrative Order 2019-79](#)
- [Administrative Order 2020-110](#)
- [Administrative Order 2022-154](#)



Civil

- [Civil Superior Court Cases](#)
- [Civil Justice Court Cases](#)
- [Civil Traffic](#)
- [Civil Small Claims](#) - excludes eviction actions
- [Civil Local Ordinances](#)
- [Civil Eviction Actions](#)- separate case category for Arizona



Criminal

- [Criminal Post Conviction Relief](#)
- [Criminal Misdemeanor](#)
- [Criminal DUI Misdemeanor](#)
- [Criminal Felony](#)



Family Law

- [Family Law Post Judgment Motions](#)
- [Family Law - Dissolution & Allocation of Parental Responsibilities](#)
- [Family Law - Temporary Orders](#)



Time Standards



Juvenile

- [Juvenile Termination of Parental Rights](#)
- [Juvenile Delinquency and Status Offense](#)
- [Juvenile Neglect and Abuse \(Dependency\)](#)

REMINDERS ABOUT TIME STANDARDS REPORTS

1. Correct data entry is essential

2. Dispositions/stop codes must be entered on cases for them to appear on time to disposition report

3. If dispositions/stop codes aren't entered, the report considers the cases pending and each day the cases get older

4. Excluded time is also dependent on specific docket events being entered

5. If correct docket events are not entered, cases appear older than they really are as excluded time is not subtracted

INTEGRATING TIME STANDARDS INTO COURT MANAGEMENT PLANS

RUN AAP & TTD
REPORTS MONTHLY

1.

REVIEW ANY CASES
OVER THE OLDEST
STANDARD
(BACKLOG CASES)

2.

DISCUSS RESULTS &
ENACT CHANGE
WHEN NEEDED

3.

INCORPORATE
START/STOP CODES
INTO COURT TRAINING
AND PROCEDURES
MANUALS

4.

QUESTIONS??

If you have questions about the time standards,
please email Laura Ritenour
at lritenou@courts.az.gov for more information.

We welcome all inquiries, questions,
and comments.

