

OSC PROCEDURES

Submitted by Keri Shane - Eldorado

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In El Dorado County we have an OSC procedure in place, I have actually shared it with some of you, but I have a quick inquiry.

We do all of our work manually. We keep logs for cards that are mailed out, we manually prepare minute orders, letters, etc. for the hearing, we keep logs of the hearings and sanctions imposed.

I would like to know what your county does: Is it manual or do you use some type of program or enter it into your case management system? (if you do use a program, what program is it?)

1	Sherry Spears	Fresno we use JSI to process the OSC's but there is a lot of manual work, from preparing the calendar for our Master Calendar Division, copy work and taking OSC's to the Sheriff for service, tracking compliance and payments and entering the dispositions in the case management system (minute orders) and statistical records
2	Debbie Cravea	Napa is the same as Fresno....
3	Bea Gin	San Joaquin - The majority of our procedures are manual
4	Diana Gifford-Tuggle	Same for Shasta County