## New Civil Electronic Filing Feature Re: Notice Information

## **Overview:**

Effective October 4, 2021, Civil Electronic Filing System (EFS) users will have the ability to view information about what notices have been sent by the Court. Information included is when notices were sent, to whom they were sent, and how they were sent.

Notices from the Court include those of court orders and other documents required by PA.R.C.P. 236, scheduled court events, and the acceptance of electronic filings.

The information regarding notices sent can be obtained in the My Civil and Orphans' Court Cases section of the EFS.

## **Illustrated Guide:**

To retrieve notice information select the My Civil and Orphans' Court Cases on the home screen after logging in to the EFS.

Note: Orphans' Court notice information will not be available.

Welcome!	Electronic Filing History						
	E-File #	Court	Туре	Case ID	Status	Created	Ref. No
semame:	2109019091	CP	COMM		<b>B</b> ×	09/13/21	
	2109017880	CP	MOTN	190102222	Draft 💽	09/10/21	
New Case	2109014109	CP	DISC		<b>B</b> ×	09/09/21	
Existing Case	2109014107	CP	DISC		<b>B</b> ×	09/09/21	
Discovery	2109014102	CP	DISC		<b>B</b> ×	09/09/21	
Court Filings	2109002303	CP	MOTN	170201200	Draft 🖿	09/01/21	
[includes Discovery Motions, Responses and Certifications)	2109001839	CP	DISC	181000222	Draft 💽	09/01/21	
	2109001059	CP	COMM		Draft 📴	09/01/21	
Motions	2108058652	CP	COMM		<b>B</b> ×	08/31/21	
My Civil	2108053102	CP	MOTN		<b>B</b> ×	08/27/21	
Court Cases	2108053098	CP	SUBC			08/27/21	
	2108053095	CP	MOTN		<b>B</b> ×	08/27/21	
EJU Portal	2108052331	CP	SUBC			08/27/21	
e Subpoena	2108045142	CP	SUBC		<b>B</b> *	08/24/21	
ICP.CMD	2108031849	CP	SUBC		<b>B</b> ×	08/17/21	
CP Civil Help	2108031771	CP	SUBC			08/17/21	
Orphans' Help	2108006379	CP	SUBC			08/04/21	
Log Off	2107059103	CP	MOTN	190102222	Draft 🖿	07/30/21	
	2107058146	CP	MOTN			07/30/21	
E-Filing Summary	2107052912	CP	COMM			07/28/21	
Pending: 0 Rejected: 9 Accepted: 1	Displayed: 1 to 20	Next» Last»					

Once on the My Cases screen, the user may enter any combination of information in the fields at the top of the screen or scroll through the list of cases to locate the case of interest. *Note: A user must have an active appearance on a case in order for that case to appear in the My Cases section in the EFS.* 



Under each case's information, the user will be presented with three new hyperlinks to access notice information. If there is information available, the hyperlinks will be active indicating the number of notices.

 210100454
 Goodson Vs Elnur
 Listed For Settlement Conf

 Case Type: Motor Vehicle Accident
 Motices: Pursuant to PARCP 236 (2)
 Court Events (2)

 Submit a Motion
 Submit a Filing
 Discovery Hearing Request

Clicking the link labeled "Pursuant to PARCP 236" will take the user to a new screen with information including the date something was docketed, what was docketed, and how many recipients were noticed. Clicking the arrows next to the number of recipients will expand the information to show who was sent notice, when it was sent, and how it was sent.



Clicking the link labeled "Court Events" will take the user to a new screen with information including the event that was scheduled, the date/time of the event, and how many recipients were noticed. Clicking the arrows here will display the additional information of who was sent notice, when it was sent, and how it was sent.



Clicking the link labeled "E-Filings" will take the user to a new screen with information including what was electronically filed, the date it was filed, the subject e-filing number, who filed it, and how many recipients were noticed. Clicking the arrows here will display the additional information of who was sent notice, when it was sent, how it was sent, and which type of notice was sent. Each accepted e-filing will generate a notice to the filer ("Acceptance Email") and other case participants who are registered EFS users ("Notification Email") to indicate the filing has been accepted and docketed.

Notices - E-Filings 210100454 - GOODSON VS ELNUR Return to My Cases						
Filing Date	Filing Type	Filing #	Filer			
08/13/2021	CERTIFICATION FILED	2108027511	Kimberly Derbesy	-		
05/20/2021	MOTION IS CONTESTED	2105038538	Kimberly Derbesy	8		
05/20/2021	WITHDRAWAL/ENTRY OF APPEARANCE	2105038496	Kimberly Derbesy	8		
05/14/2021	MOTION TO COMPEL ANSWERS AND PRODUCTION OF DOCUMENTS	2105027207	Katie E. Barbetta	8		

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05/20/2021	MOTION IS CONTESTED	2105038538	Kimberly Derbesy	⊠ 3		
05/20/2021	WITHDRAWAL/ENTRY OF APPEARANCE	2105038496	Kimberly Derbesy	≥ 3		
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If available, a text version of the notice sent can be accessed by clicking the envelope icon next to each recipient's information.

Note: The text of all accepted electronic filings will be available. The text of notices of court events will only be available for notices generated after June 21, 2021. The text of notices pursuant to PA.R.C.P. 236 will not be available as the document sent can be accessed from the docket. The EFS will only present information about what was sent, to whom, when, and how regarding notices pursuant to PA.R.C.P. 236.