

C.A.R.E. Access Table

EXTERNAL ROLES

- Additional External Roles can be created in CARE - submit requests to the CORE team)
- A Trial Court Executive in each district is responsible to discuss and grant access and roles to external partners

PARTNER	AVAILABLE ROLES and ACCESS FOR EACH ROLE
District / County Attorney	<p>DISTRICT / COUNTY ATTORNEYS MUST HAVE THE VIEW DA ROLE TO VIEW ANY DOCUMENTS IN CARE (can only view court orders without the View DA role)</p> <p>ATTORNEY</p> <ul style="list-style-type: none"> • Can view Case demographics, Incidents, Case dispositions, Case and courtroom calendar, Relationships, Custody / Probation, Order Account Summary, Time Pay, View Orders, Case Items • NO access to Social and Legal documents (except View Orders) <p>VIEW DA</p> <ul style="list-style-type: none"> • Adds access to Case/party attorneys (under Relationships) • Adds access to all social and legal documents EXCEPT CW protective orders, CW warrants, Minutes • Adds access to CARE/SAFE interface • NO access to Case Assessments, Assignments (Case and Part staff and services) <p>FIRM CASE CREATION – adds ability to create a new case in CARE</p> <p>PETITION ROLE – adds ability to create incidents, delinquency petitions, and affidavits in CARE</p> <p>UPLOAD ATTY – adds ability to upload social and legal documents EXCEPT Service documents, CW protective orders and CW warrants, and OSC affidavits</p>
Attorney General	<p>ATTORNEY GENERALS MUST HAVE THE VIEW AG ROLE TO VIEW ANY DOCUMENTS IN CARE (can only view court orders without the <i>View AG</i> role).</p> <p>ATTORNEY</p> <ul style="list-style-type: none"> • Can view Case demographics, Incidents, Case dispositions, Case and courtroom calendar, Relationships, Custody / Probation, Order Account Summary, Time Pay, View Orders, Case Items • NO access to Social and Legal documents (except View Orders)

	<p>VIEW AG</p> <ul style="list-style-type: none"> • Adds access to Case/party attorneys (under Relationships) • Adds access to CW timeline (view and print) • Adds access to CARE/SAFE interface • Adds access to all social and legal documents (EXCEPT psychological /Medical/SBRA evaluations, competency evaluations, CW protective orders and CW warrants) • NO access to Case Assessments, Assignments (Case and Part staff and services) <p>FIRM CASE CREATION – adds ability to create a case in CARE</p> <p>PETITION ROLE – adds ability to create incidents, delinquency petitions, and affidavits in CARE</p> <p>UPLOAD ATTY – adds ability to upload social and legal documents EXCEPT Service documents, CW protective orders and CW warrants, and OSC affidavits.</p>
<p>Defense Attorney</p>	<p>DEFENSE ATTORNEYS MUST HAVE THE VIEW DEFENSE or VIEW PRIVATE ATTORNEY ROLES TO VIEW ANY DOCUMENTS IN CARE</p> <p>ATTORNEY</p> <ul style="list-style-type: none"> • Can view Case demographics, Incidents, Case dispositions, Case and courtroom calendar, Relationships, Custody / Probation, Order Account Summary, Time Pay, View Orders, Case Items • NO access to Social and Legal documents (except View Orders) <p>VIEW DEFENSE (for defense attorneys with a firm access)</p> <ul style="list-style-type: none"> • All users associated with the Firm have access to same cases in CARE • Adds access to all social and legal documents (EXCEPT psychological/Medical/SBRA evaluations, competency evaluations, CW protective orders and CW warrants) • NO access to Case Assessments, Assignments (Case and Part staff and services) <p>VIEW PRIVATE ATTORNEY (for defense attorneys without the firm access)</p> <ul style="list-style-type: none"> • Only the private attorney with the bar# has access to assigned cases in CARE • Adds access to all social and legal documents (EXCEPT psychological /Medical/SBRA evaluations, competency evaluations, CW protective orders and CW warrants) • NO access to Case Assessments, Assignments (Case and Part staff and services)
<p>Guardian Ad Litem</p>	<p>Access through VOICE (GAL CARE Interface) only. GAL access is managed by Lori Brown.</p>

Law Enforcement	<ul style="list-style-type: none"> • Access through UCJIS (Utah Criminal Justice Information System) only • Through UCJIS, police officers can view warrants entered in CARE critical messages. They have to search UCJIS in the Juvenile Information field (by name or DOB). Once the juvenile is found in the system, officers can click on the case number (CARE case number) and retrieve delinquency history, hearings, and critical messages. If there is an active warrant in CARE, the officers see the critical message indicating there is an active warrant. Additionally, there is a WARRANT flag in red letters on top of the document.
JJS	<ul style="list-style-type: none"> • JJS roles are granted and managed by John Dewitt • Available roles include: Advocate, Case Worker, Assessment administrator, JJS administrative roles, case manager, DYC clerk, Genesis, JJS eligibility worker, YPA, Intake officer, etc.
DCFS	<ul style="list-style-type: none"> • Access through CARE / SAFE Interface only • Access for DCFS workers is managed by Douglas Call and the CARE/SAFE Interface group.

COURT RULES - ACCESS TO SOCIAL AND LEGAL DOCUMENTS

NOTE: Please review Utah Code 63G-2-206 (1,2,3) for information on sharing juvenile records with other governmental entities

	SOCIAL FILE DOCUMENTS	LEGAL FILE DOCUMENTS
PROSECUTING ATTORNEY	YES - Rule 4-202.03 (5) (B) <u>PRE-DISPOSITIONAL REPORTS: YES</u>	YES - Rule 4-202.03 (6) (A)
DEFENSE ATTORNEY	YES (except the competency evaluation, psychological evaluation, and sex behavior risk assessment (SBRA) – Rule 4-202.03 (3) (B) & (5) (A) <u>PRE-DISPOSITIONAL REPORTS: YES</u>	YES - Rule 4-202.03 (6) (A)
GAL	YES (except the competency evaluation, psychological evaluation, and SBRA – Rule 4-202.03 (3) (B) & (5) (A) <u>PRE-DISPOSITIONAL REPORTS: YES URJP 45 (e).</u>	YES - Rule 4-202.03 (6) (A)
ATTORNEY GENERAL	YES (in dual adjudication cases since AG is the attorney for the party to the litigation (DCFS) - Rule 4-202.03 (3)(E), (H). - except the competency evaluation, psychological evaluation, and SBRA – Rule 4-202.03 (5) (A) <u>PRE-DISPOSITIONAL REPORTS: YES (in dual adjudication cases)</u>	YES - Rule 4-202.03 (6) (A)
PARENT or GUARDIAN	YES (except the competency evaluation, psychological evaluation, and SBRA – Rule 4-202.03 (3) (C) <u>PRE-DISPOSITIONAL REPORTS: YES</u>	YES - Rule 4-202.03 (6) (A)
JJS WORKER	YES – Rule 4-202.03 (5)(C) & (5)(D) <u>PRE-DISPOSITIONAL REPORTS: YES – Rule 4-202.03 (5)(C).</u>	YES - Rule 4-202.03 (6) (A)
DCFS WORKER	YES - Rule 4-202.03 (5)(C) & (5)(D) <u>PRE-DISPOSITIONAL REPORTS: YES – Rule 4-202.03 (5)(C).</u>	YES - Rule 4-202.03 (6) (A)
DEPT of HUMAN SERVICES	YES (if used for court business. Cannot further release social records - Rule 4-202.03 (5)(D). <u>PRE-DISPOSITIONAL REPORTS: YES– Rule 4-202.03 (5)(D).</u>	YES - Rule 4-202.03 (6) (A)
LAW	YES (if compliant with Rule 4-202.10 and Utah Code 63G-2-206 (1,2,3)	YES - Rule 4-202.03 (6) (B)

ENFORCEMENT	- except the competency evaluation, psychological evaluation, and SBRA – <i>Rule 4-202.03 (3) (C)</i> PRE-DISPOSITIONAL REPORTS: YES (if compliant with Rule 4-202.10 and Utah Code 63G-2-206 (1,2,3))	
CONTRACTED INTERVENTIONS	YES (if used for court business . Cannot further release social records - <i>Rule 4-202.03 (5)(D)</i> . PRE-DISPOSITIONAL REPORTS: YES – <i>Rule 4-202.03 (5)(D)</i> .	YES - <i>Rule 4-202.03 (6) (A)</i>
VICTIM	NO (need a court order. Certain social information can be shared with the victim.) PRE-DISPOSITIONAL REPORTS: NO – need a court order	YES (access to court orders) - <i>Rule 4-202.03 (6) (E)</i>
CHILDREN'S JUSTICE CENTER	YES (except the competency evaluation, psychological evaluation, and sex behavior risk assessment – <i>Rule 4-202.03 (3) (C)</i> PRE-DISPOSITIONAL REPORTS: YES (if compliant with Rule 4-202.10 and Utah Code 63G-2-206 (1,2,3))	YES - <i>Rule 4-202.03 (6) (C)</i>
SCHOOL DISTRICTS	YES (if used for court business . Cannot further release social records - <i>Rule 4-202.03 (5)(D)</i> . PRE-DISPOSITIONAL REPORTS: YES – <i>Rule 4-202.03 (5)(D)</i> .	YES - <i>Rule 4-202.03 (6) (A)</i>

* *Rule* refers to Utah Rules of Judicial Administration. *URJP* refers to Utah Rules of Juvenile Procedures

