

1. Search a case on the 'eFiling' tab and navigate to the 'Enter Filing Details' screen.

eCOURTS HOME **eFILING** CASE JACKET OPEN CASES User: 003251973, J. ENOS Firm: GLOUCESTER COUNTY PROSECUTOR

Select Case

Enter one of the following and press Search to find a Case.

Enter PROMIS/GAVEL Case No.: - Optional - Defendant No.:

Example: Atlantic 13 000123 001

OR

Enter Indictment/Accusation No.: - -

Example: Hudson 13 06 00123 I

OR

Enter Complaint (CDR) No.:

Example: W 2013 000589 0108

2. Click on the 'Select Filing Type' dropdown and select 'Drug Court Legal Assessment'.

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Enter Filing Details

▶ Case Details: County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001

Document to be Filed

* Select Filing Type (?):

- ACCUSATION
- ADJOURNMENT REQUEST
- CONFIRMING LETTER
- DEMAND FOR BILL OF PARTICULARS
- DRUG COURT APPLICATION
- DRUG COURT LEGAL ASSESSMENT**
- INDICTMENT
- MOTION RELATED
- NOTICE OF DEFENSE
- OTHER
- WAIVER OF FIRST APPEARANCE

Screen ID: ECTS0011C

3. System displays 'Filing Role in Case' and 'List of Defendants in Case' sections.
4. Select appropriate filing role and defendant if system has not made the selection.
5. System displays additional cases section, if the defendant has other cases within the county.
6. Select cases that needs to be associated to the Drug Court Legal Assessment filing, if applicable.
7. Click on 'Continue' button.

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Enter Filing Details

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▶ **Case Details:** County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001

Document to be Filed

* Select Filing Type (?): DRUG COURT LEGAL ASSESSMENT

Filing Role in Case

* Please select your role in the filing:
 Prosecutor
 Defense Attorney
 Other

List of Defendants in Case Type to filter...

Please select the Defendant that you are Filing For/Against.

	Defendant ▼	Event Defense Attorney	Next Scheduled Event	Event Date	Event Judge	Attorney of Record
<input checked="" type="radio"/>	HONDA, HARRY					

Other cases exist for the selected defendant. Select additional cases you would like to submit this filing for:

Select	Case Information ↕	Next Scheduled Event	Next Scheduled Event Date	Attorney of Record
<input type="checkbox"/>	P/G Case #: 17000060-001 Ind./Acc. #:			

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8. System navigates to the 'Upload Documents & Enter Filing Details' screen.
9. Select the certification checkbox to enable the 'Generate' and 'Browse' buttons.
10. Click on the 'Generate' button to launch the 'Drug Court Legal Assessment' pop-up.

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Upload Documents & Enter Filing Details

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Case Details: County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 1700086-001

Case Caption: STATE OF NEW JERSEY VS HARRY HONDA Case Initiation Date: 05/12/2017 Prosecutor:

Document to be Filed

Selected Filing Type: DRUG COURT LEGAL ASSESSMENT

Filing Role in Case

Selected Filing Role in the Case: PROSECUTOR

Upload Required Documents

All documents are considered to be available to the public unless otherwise provided by Rule 1:38 et. seq. [Click here](#) for additional information.

To upload documents please accept the following:

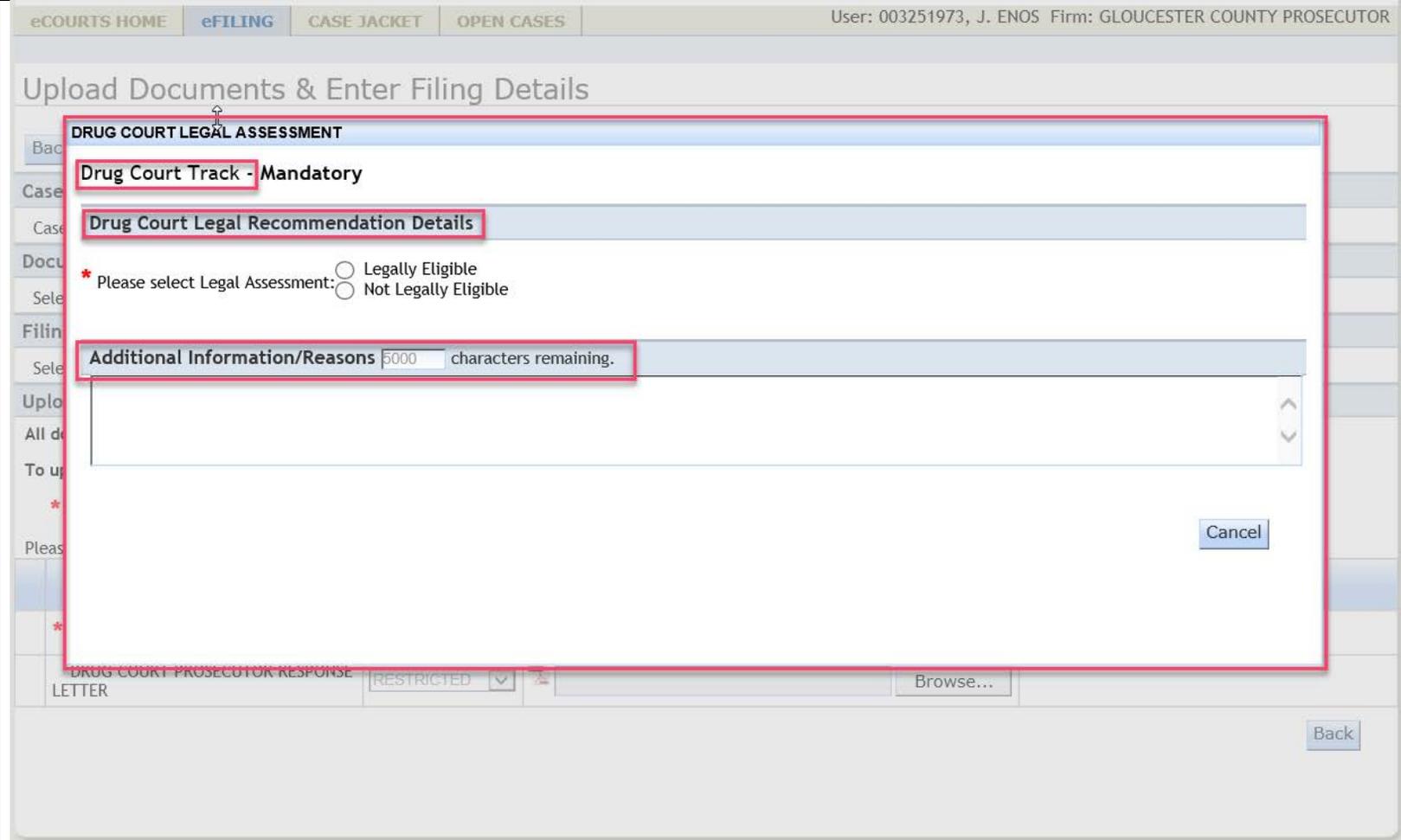
* I certify that I have redacted all confidential personal identifiers from all documents included in this electronic submission pursuant to Rule 1:38-7.

Please Note: Each required document must be submitted as individual attachments.

Document Type	Access Restriction (?):	File Name	Document Description
* DRUG COURT LEGAL ASSESSMENT	RESTRICTED <input type="button" value="v"/>	Generate	
DRUG COURT PROSECUTOR RESPONSE LETTER	RESTRICTED <input type="button" value="v"/>	<input type="text" value=""/> <input type="button" value="Browse..."/>	

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11. System displays the 'Drug Court Legal Assessment' pop-up.
12. Drug court Track (Mandatory or Voluntary) is determined by the system based on whether a Drug Court Application has been filed for the defendant.
13. System displays the Legal Recommendation section allowing filer to select if the defendant is assessed as 'Legally Eligible' or 'Not Legally Eligible' for Drug Court.
14. System displays the 'Additional Information/Reasons' section, allowing filer to enter additional information to support the legal recommendation, if needed.



The screenshot shows the 'eFILING' interface for a 'DRUG COURT LEGAL ASSESSMENT'. The user is identified as 'User: 003251973, J. ENOS Firm: GLOUCESTER COUNTY PROSECUTOR'. The main heading is 'Upload Documents & Enter Filing Details'. The assessment is for a 'Drug Court Track - Mandatory' case. The 'Drug Court Legal Recommendation Details' section includes a radio button selection for 'Please select Legal Assessment: Legally Eligible Not Legally Eligible'. Below this is an 'Additional Information/Reasons' text area with a character count of '5000 characters remaining'. A 'Cancel' button is located at the bottom right of the assessment pop-up. At the bottom of the page, there is a 'DRUG COURT PROSECUTOR RESPONSE' section with a 'RESTRICTED' dropdown menu and a 'Browse...' button. A 'Back' button is also visible in the bottom right corner.

15. If the legal recommendation selected by filer is 'Not Legally Eligible' system displays the 'Select Reason for Denial' dropdown.

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Upload Documents & Enter Filing Details

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Case Details: County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001

Ca: **DRUG COURT LEGAL ASSESSMENT**

Doc **Drug Court Track - Mandatory**

Sel

Fili **Drug Court Legal Recommendation Details**

Se * Please select Legal Assessment:

Legally Eligible

Not Legally Eligible

Upl * Select Reason for Denial:

All e 2+CONVICTIONS RE:2C35-14

To u ACTIVE BENCH WARRANT

Plea CO-DEFENDANT ISSUE

DOMESTIC VIOLENCE HISTORY

HISTORY OF VIOLENCE

IMMIGRATION STATUS

INSUFFICIENT PROB TIME REMAINING

NON-STATE RESIDENT

PREVIOUS SEX OFFENDER

PREVIOUSLY IN DRUG COURT

PROFIT MOTIVE

SEARCH WARRANT CASE

SIGNIFICANT THREAT TO COMMUNITY

STATUTORILY

WEAPONS HISTORY

Additional Information/Reasons 5000 character

[Cancel](#)

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16. 'Generate PDF' button is displayed when mandatory selections are made on the pop-up.
17. Select/enter valid information and click on 'Generate PDF' button.

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Case Details: County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001

Case Caption: STATE OF NEW JERSEY VS HARRY HONDA Case Initiation Date: 05/12/2017 Prosecutor:

DRUG COURT LEGAL ASSESSMENT

Drug Court Track - Mandatory

Drug Court Legal Recommendation Details

* Please select Legal Assessment: Legally Eligible Not Legally Eligible * Select Reason for Denial: ▼

Additional Information/Reasons characters remaining.

Defendant is statutorily ineligible for Drug Court pursuant to N.J.S.A. 2C:35-14a (7) as he has prior adjudications for Aggravated Sexual Assault under dockets FJ-11-2177-01 and FJ-12-1214-03

[Cancel](#) [Generate PDF](#)

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Prosecutor – Drug Court Legal Assessment Filing

18. System generates and uploads the Legal Assessment PDF.
19. Click on the file name to view the generated pdf.
20. Drug Court Prosecutor Response Letter can be uploaded if available.
21. Click on 'Continue' button.

User: 003251973, J. ENOS Firm: GLOUCESTER COUNTY PROSECUTOR

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Upload Documents & Enter Filing Details

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✔ Document has been uploaded successfully.

Case Details: County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001

Case Caption: STATE OF NEW JERSEY VS HARRY HONDA Case Initiation Date: 05/12/2017 Prosecutor:

Document to be Filed

Selected Filing Type: DRUG COURT LEGAL ASSESSMENT

Filing Role in Case

Selected Filing Role in the Case: PROSECUTOR

Upload Required Documents

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* I certify that I have redacted all confidential personal identifiers from all documents included in this electronic submission pursuant to Rule 1:38-7.

Please Note: Each required document must be submitted as individual attachments.

	Document Type	Access Restriction (?)	File Name	Document Description
	DRUG COURT LEGAL ASSESSMENT	RESTRICTED	DrugCourtLegalAssessment	DRUG COURT LEGAL ASSESSMENT
	DRUG COURT PROSECUTOR RESPONSE LETTER	RESTRICTED	<input type="text"/> Browse...	

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22. System displays the 'Review and Submit' screen.
23. Click on 'Submit' button to complete filing.

User: 003251973, J. ENOS Firm: GLOUCESTER COUNTY PROSECUTOR

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Review and Submit

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 No payment is required for this filing. Please review and then click the "Submit" button when you are ready to file.

▼ **Case Details:** County: GLOUCESTER | Indictment/Accusation No.: | P/G Case #: 17000086-001 [View Case Jacket](#)

Case Caption: **STATE OF NEW JERSEY VS HARRY HONDA** Case Initiation Date: **05/12/2017** Prosecutor:

▼ **Document to be Filed**

Selected Filing Type: **DRUG COURT LEGAL ASSESSMENT**

▼ **Filing Role in Case**

Selected Filing Role in the Case: **PROSECUTOR**

▼ **Defendant Information**

Defendant	Event Defense Attorney	Next Scheduled Event	Event Date	Event Judge
HONDA, HARRY				

▼ **Uploaded Documents**

Document Type	Access Restriction	File Name	Document Description
DRUG COURT LEGAL ASSESSMENT	RESTRICTED	 DrugCourtLegalAssessment	DRUG COURT LEGAL ASSESSMENT
DRUG COURT PROSECUTOR RESPONSE LETTER	RESTRICTED	 DrugCourtProsecutorResponseLetterLegalAssessment.pdf	DRUG COURT PROSECUTOR RESPONSE LETTER

Accounting

Attorney's Client Reference No.:

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- Upon successful submission, system generates a LA or LM event (based on the Drug Court Track) in PG for case(s) associated to the filing.
- Notification of filing is sent to the Case Attorney, Case Prosecutor and General Mailbox of the Drug Court Prosecutor.
- Copy of the filing along with the copy of notification is saved in the Case Jacket of all cases associated to the filing.
- Filing is listed in the Case Management worklist.