

**Montgomery County Court of Common Pleas
Civil Division**

Civil Case Management Conferences Temporary Protocol

NOTE: This protocol applies to cases commenced prior to 1/1/2019. For cases commenced on or after 1/1/19, please see the Court's Judicial Emergency Order of 11/24/2020

1. Beginning July 1, 2020, and until further notice, Civil Case Management Orders will be issued automatically without holding individual Case Management Conferences on matters that are ripe for a Civil Case Management Conference.
2. The Orders will set deadlines extending for approximately 90 days (rather than the usual 60 days) for 'Within Arbitration Limits' cases and 180 days (rather than the usual 120 days) for 'Beyond Arbitration Limits' cases.
3. Civil Case Management Orders will be issued on a staggered basis depending upon when the case was ripe for a Civil Case Management Conference:
 - A. For Civil Case Management Conferences that would otherwise need to be rescheduled during the Judicial Emergency, and for matters added to the Civil Case Management Scheduling Inventory during March through June, a standard order will be issued on each case.
 - B. For Civil Case Management cases added to the Civil Case Management Scheduling Inventory after June, and until further notice when Civil Case Management Conferences resume, the orders will be updated to reflect 90 days and 180 days deadlines from the month that the order is issued.
 - C. To simplify and streamline the process, the Orders will be prepared by Court Administration and signed with the Court Administrator's signature stamp.
4. Issuing a Civil Case Management Orders on cases in this posture will provide:
 - A. Clear direction for litigants on each case with generous deadlines to ensure that there is no excuse for noncompliance since due to the Judicial Emergency so much time will have elapsed from what would have been the original date of the Case Management Conference to the ultimate deadline dates provided on the Civil Case Management Order.
 - B. A consistent, clean and easy to understand docket for each case that a Civil Case Management Order is issued.
 - C. A mechanism to effectively manage the cases, distinguish the deadlines depending upon the whether the matter is 'Within Arbitration Limits' or 'Beyond Arbitration Limits' matter, and ultimately, place the case in the correct inventory at the appropriate time for scheduling.