

1 **Rule 4-901. Mandatory electronic filing in juvenile court.**

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3 **Intent:**

4 To require that documents in juvenile court cases be filed electronically.

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6 To provide for exceptions.

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8 **Applicability:**

9 This rule applies in the juvenile court.

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11 **Statement of the Rule:**

12 (1) ~~(A) **Juvenile cases.** Except as provided in Paragraph (2), pleadings and other papers filed in~~
13 ~~existing juvenile court cases on or after December 1, 2015 shall be electronically filed using the~~
14 ~~juvenile court's Court and Agency Records Exchange (C.A.R.E.). The electronic filer shall obtain~~
15 ~~and use a unique C.A.R.E. login for all electronic filings in the juvenile court.~~

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17 ~~(1)(B) Except as provided in Paragraph (2), pleadings and other papers filed to initiate a new~~
18 ~~juvenile court case on or after August 1, 2016 shall be electronically filed using C.A.R.E.~~

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20 **(2) Exceptions.**

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22 (2)(A) **Self-represented parties.** A self-represented party who is not a lawyer may file
23 pleadings and other papers by email, mail, or in person. ~~using any means of delivery~~
24 ~~permitted by the court.~~

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26 (2)(B) **Hardship exemption.** A lawyer whose request for a hardship exemption from this
27 rule has been approved by the Judicial Council may file pleadings and other papers
28 using any means of delivery method permitted by the Judicial Council ~~court~~. To request
29 an exemption, the lawyer shall submit a written request outlining why an exemption is
30 necessary to the Juvenile Court Administrator.

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32 ~~(3) The electronic filer shall obtain and use a unique C.A.R.E. login for all filings in the juvenile~~
33 ~~court.~~

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35 *Effective: ~~November 1, 2015~~ December 19, 2022*