

IN THE FOURTH JUDICIAL DISTRICT OF KANSAS
ANDERSON, COFFEY, FRANKLIN, and OSAGE COUNTIES

Administrative Order No. 2020-01

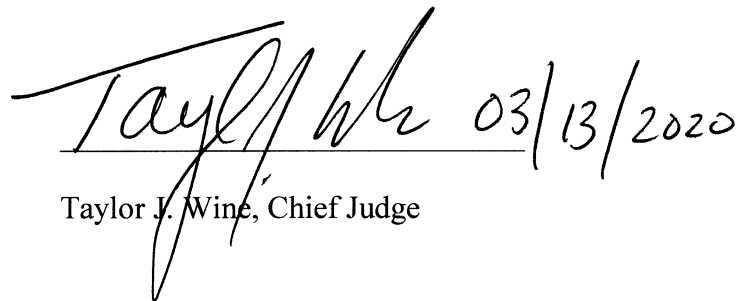
Court Operations Order During COVID-19 Pandemic

In response to the COVID-19 Pandemic, the Fourth Judicial District adopts the following procedures and protocols:

1. The Fourth Judicial District Courts and Clerk's offices remain open. The clerk's office is available to file documents and make inquiries. You are encouraged to use telephone or e-mail as your method of contact.
2. The Kansas Judicial Branch eFiling system is still available for filings.
3. All jury trials (civil and criminal) scheduled through **May 1, 2020** are **continued** pending further order of the Court.
4. All Chapter 61 actions, with the exception of evictions and garnishment hearings, scheduled through **May 1, 2020** are **continued** pending further order of the Court. Plaintiff attorneys are ordered to obtain a new hearing date from the Court and serve notice of hearing on all parties as required by law.
5. All other Court proceedings scheduled for appearance through **May 1, 2020** **may be continued** by the presiding Judge. Generally, the presiding Judge will attempt to hold hearings telephonically or by video conferencing when possible. When not possible, continuances will be considered on a case-by-case basis.
6. Any person represented by an attorney who has a hearing date set prior to **May 1, 2020** is **directed to contact** that attorney for scheduling information.

7. Any person without an attorney who has a hearing date set prior to **May 1, 2020** is **directed to contact** the Clerk of the Court in the county of their hearing for scheduling information.
8. Any person supervised by the Fourth Judicial District Court Services Office shall report by **telephone only** between now and **May 1, 2020**. You are **directed to contact** your Court Services Officer for further reporting instructions.
9. The collection of saliva or urinalysis for drug and alcohol testing is **immediately suspended** until **May 1, 2020**.
10. All citation dates and bond dates shall be set for a date after May 1, 2020.
11. Individuals are **prohibited** from entering the courtroom, adjacent hallway, or clerk's office if they have:
 - a. traveled to areas affected by COVID-19;
 - b. been exposed to individuals with COVID-19 symptoms; or
 - c. COVID-19 symptoms.
12. All individuals are directed to maintain **6 feet of separation** when possible in compliance with public health recommendations.
13. The Fourth District will continue to monitor COVID-19 and adjust our response as necessary. Please visit our website, www.4jdk.org, for the most up-to-date information.

IT IS SO ORDERED

 03/13/2020
Taylor J. Wine, Chief Judge

Fourth Judicial District Contact Information

Website: www.4jdks.org

District Court Clerk Contact:

Anderson County District Court
districtcourt@embarqmail.com
(785) 448-6886

Franklin County District Court
lmeier@franklincoks.org
(785) 242-6000

Coffey County District Court
districtcourt@coffeycountyks.org
(620) 364-8628

Osage County District Court
oscourtclerk@osdcourtks.org
(785) 828-4514