

District and County Court Performance Measures

Frequently Asked Questions

1. Is this separate from the Judicial Council (OCA) Monthly report?

Yes. The Judicial Council **monthly** report captures information for the courts by **county**. The performance measures report captures information by **court** and is submitted **annually**.

2. How will the report be submitted?

The report must be submitted in an Excel file and emailed to data.division@txcourts.gov. The Excel template is posted on the reporting [website](#).

3. How should county court at law cases filed with the District Clerk's Office be reported?

The requirements for reporting county court at law cases filed with the District Clerk's Office are the same as those for submitting the monthly Judicial Council reports. **In counties where the County Clerk and District Clerk each maintain records for the county courts at law, each office must submit a separate report for the county courts at law.**

The activity reported in the district reports should contain information on cases handled (disposed of) by the district courts only, and the statutory county court reports should contain information for the county courts at law only. It is very important to give the correct court the credit for handling a case so that the statistics are accurate and meaningful reflections of each court's workload.

4. We have an exchange of benches system where cases can be handled by judges other than the elected judge of the court. How do those cases get reported?

Information is to be reported for the **court the case is filed in**, regardless of which elected (or any other) judge worked on cases for that court during an exchange of benches.

5. How does information on specialty courts or specialty court dockets get reported?

If the specialty court/docket is associated with a specific district or county court, its activity should be reported for that district or county court. If it is not associated with a specific district or county court, activity will not be reported for the specialty court/docket.