

# Supreme Court of Kentucky

2024-06

## CORRECTED AMENDED ORDER

### **In Re: Mandatory Electronic Entry of Orders**

In 2013, the Supreme Court approved the first Electronic Filing Pilot Project. The pilot project eventually expanded statewide and, since October 2015, electronic filing (eFiling) has been available in every county of the Commonwealth.<sup>1</sup> Circuit court clerks are processing between 120,000 and 140,000 eFiling submittals every month, and over 5.6 million eFiling submittals have been processed since the program's inception.

To facilitate the eventual goal of an electronic case record, in July 2022 the Supreme Court began ordering mandatory eFiling of eligible documents for attorneys in certain case types. While the Supreme Court has continued to add to the list of case types in which eFiling is mandatory for attorneys, it has also strongly encouraged judges to electronically enter their orders into the record, either on their own or with the assistance of trained judicial support staff. The use of electronic entry for orders (eOrders) furthers the creation of an electronic case record and ensures parties are promptly notified of judges' decisions.

In light of the increasing number of case types in which attorneys are required to eFile and the steady increase in judges who are trained in and embracing the use of eOrders, the Court has determined it is appropriate to move forward with mandatory use of eOrders in specific case types. The Court recognizes that more time is needed to ensure judges and their judicial support staff have sufficient training and necessary equipment to enable the entry of eOrders.

Accordingly, under Section 116 of the Kentucky Constitution and Supreme Court Rule 1.010, the Supreme Court hereby ORDERS as follows:

---

<sup>1</sup> See Administrative Order 2022-65, Administrative Rules of Practice and Procedure, Electronic Filing in the Kentucky Court of Justice.

Effective March 1, 2024, all district, circuit, and family court judges shall electronically enter orders in all case types in which eFiling is mandatory for attorneys.<sup>2</sup>

In addition to the case types in which eFiling is mandatory for attorneys, the following AOC forms shall be entered electronically using the current forms processing tool (i.e., Judge Portal):

1. Notice of Firearm Prohibitions, Form AOC-031;
2. Order Granting/Denying Petition/Motion for Removal of Firearm Prohibitions, Form AOC-033;
3. Judgment and Order for 60-Day or 360-Day Involuntary Hospitalization or Involuntary Admission, Form AOC-730; and
4. Disability Judgment, Form AOC-785.

Because of technical limitations, eOrders are not required in the following circumstances:

1. Orders/documents filed under seal;
2. Docket or calendar orders;
3. Domestic violence orders;
4. Emergency custody orders; and
5. Specialty Court documents.

Effective April 1, 2024, the Circuit Clerk shall reject and return any conventionally filed order that is eligible for mandatory electronic entry.

This Order does not apply to domestic relations commissioners, trial commissioners, or retired judges who have been appointed as special judges under Section 110(5)(b) of the Kentucky Constitution.

Entered this 29th day of February 2024.

All sitting; all concur.

  
CHIEF JUSTICE

---

<sup>2</sup> For an updated list of mandatory eFiling case types, see the Civil Case Cover Sheet, form AOC-104, available at: <https://www.kycourts.gov/Legal-Forms/Legal%20Forms/104.pdf>