



**DIGICOMP NEWS:** DigiComp is the planning phase of a two part comprehensive information system modernization project. The planning phase is expected to last throughout 2015. Implementation (the second phase of the project) will occur in 2016.

DigiComp (including the completed project) is scheduled as general and breakout session topics at the 2015 Workers Compensation Seminar happening at the Overland Park Convention Center on September 28 & 29. To receive registration information contact: [WCSeminar@dol.ks.gov](mailto:WCSeminar@dol.ks.gov).

Continue to monitor this site to view updates in DigiComp planning.

## DigiComp April 2015 Update

The DigiComp Steering Committee Team hit the road during the month of April. Road shows were conducted for staff in the Lenexa and Wichita regional offices. Salina staff attended in Wichita. Information provided to staff in both locations was very well received. The Garden City office will be scheduled soon, and we are currently working with the Communications Team to bring the road show to Topeka WC Staff as well. The Road Show provides information on items being considered for the new system and provides staff an opportunity to ask questions.

The team also visited three Kansas courts - Kansas Judicial Center (Supreme Court), and Johnson and Douglas County Courts - to investigate how these courts are currently operating in the digital world.

The Supreme Court adopted Rule 268 to fully support online access, filing and electronic signatures. The Kansas Judicial Center has made their system available to all state circuit courts. The internal system is web-based and electronic filing is new. The clerks at the judicial center review all online filings and reject those that are filed in error.

Johnson County Court's "JIMS" system was very impressive. Electronic filing is mandatory, and they have established a pro-se help center with a scanner to assist the claimants that do not have legal representation. The scanning initiative has cleared out their file storage rooms and the court has turned the old file rooms into a couple of offices and a new court room. Judges add a signature with a click of a button, and can access other judges' cases when a judge is out. Attorneys are allowed to enter their appearance with a click of a button as well. The courts have the ability to seal a document to prevent public view. Their clerks reject all incomplete or incorrect filings.

Douglas County had by far the most updated court rooms. These court rooms are fully electronic with smart cameras (like an overhead projector), big screen TVs for video conferencing and exhibits, and smart screen technology which allows finger drawings on documents. They incorporated "IQ Light," developed by court staff at Sedgwick County; this software allows PDFs to be combined into an organized file. The Judge has a control center which handles all the electronics in the room. Attorneys can connect to the electronics in the court room via WiFi and they have facilitated use of a "trial pad" app, which attorneys can purchase to help display exhibits. Douglas County was the first court to mandate electronic filing. As in the other systems, clerks reject filings that are incomplete or not correct.

We developed a request for information which we sent to vendors to help us gather information to develop our request for purchase. During the month of April, we interviewed a total of five vendors who provided demonstrations to our core project team. Below are the top ten items we learned from that experience:

- 1.) Do not design a system that is based on both paper scanning and e-filing. Choose one or the other for the base design of the system. For example, if e-filing is mandatory, design the system around e-filing, and allow paper filings only as an exception to pro-se litigants.
- 2.) Utilize the Kansas Court Rule 286 to facilitate e-signatures.
- 3.) Go with a fully electronic court room.
- 4.) Have attorneys pre-file exhibits.
- 5.) Have attorneys perform indexing and provide description for their e-filed documents.
- 6.) Effective task queuing and task management will be a key feature of the new system.
- 7.) Master Data Management (MDM) is critical to success. MDM will preserve the integrity of the original data submitted regardless of the number of times it is updated, and it will prevent duplicate and multiple records of the same stakeholder.
- 8.) Document management should be a service within the workflow system. We do not want a workflow management system to deliver a task without a link to the documents.
- 9.) Having a pre-built data model based on Claims Release 3 EDI will be very critical.
- 10.) Handle pro-se claimants with paper if they do not have electronic access; consider using KDWC as a “proxy e-filer” for them.