

# Individual Calendaring Program

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The essential components of the individual calendaring program are: the assignment of a case to a single judge upon filing; early intervention by the court in cases; the issuance of a scheduling order; and the establishment of a firm trial date early in the process. It is anticipated that the statewide implementation of individual calendaring will enhance the consistency in the handling of discovery and other motions within a case; provide predictability of procedures and scheduling; increase the possibility for an earlier settlement; and improve the overall efficiency of the civil litigation process. It is also anticipated that statewide individual calendaring will result in a reduction in the cost of litigation and an increase in the satisfaction of the judges, the bar and the litigants with the civil litigation process.

## Individual Calendaring Implementation Chronology

The individual calendaring program was implemented in each judicial district over a three-year period, from January 1, 2013 to January 1, 2016. The program implementation dates for each judicial district are shown below:

- Waterbury (civil cases filed on and after January 1, 2013)
- New Britain (civil cases filed on and after January 1, 2014)
- Stamford (civil cases filed on and after July 1, 2014)
- New London (civil cases filed on and after January 1, 2015)
- Fairfield (civil cases filed on and after February 17, 2015)
- Ansonia/Milford (civil cases filed on and after July 6, 2015)
- Danbury (civil cases filed on and after July 6, 2015)
- Litchfield (civil cases filed on and after July 6, 2015)
- Middlesex (civil cases filed on and after July 6, 2015)
- Tolland (civil cases filed on and after July 6, 2015)
- Windham (civil cases filed on and after July 6, 2015)
- New Haven (civil cases filed on and after September 8, 2015)
- Hartford (civil cases with a return date on and after January 1, 2016)

## Case Types Included

The individual calendaring program includes non-family *civil* cases filed or with a return date after a specific date of the following case types: contract cases, except for contract collections cases (C 40); property cases, except for foreclosure cases (P 00); tort cases; vehicular tort cases; miscellaneous cases (M 90 only); and Wills, Estates and Trusts cases.

The remaining civil case types – administrative appeals, contract collections matters, eminent domain matters and foreclosure cases – are not automatically part of the individual calendaring program. If they are not automatically assigned to the program based upon case type, a case can be moved into the program by the presiding judge based upon the recommendation of any judge or upon the filing, and approval by the presiding judge, of an application by counsel or self-represented party for referral of a case to the individual calendaring program. Judicial Branch form [JD CV-132](#) is available for use by parties or counsel in requesting a referral of a case to the program.

### Timelines and Case Processing

When any case included in the program is filed, it is assigned by the presiding judge to an individual calendaring judge, and a notice is sent within ten days to counsel of record and self-represented parties, notifying them of the assignment. Counsel or self-represented parties are required to notify any parties who appear after the notice is sent of the assignment.

Within the individual calendaring program, cases are divided into two categories based upon the degree of judicial intervention that is most effective in leading to an efficient and timely resolution. Some types of cases benefit from individual assignment and firm trial dates, but require less intensive judicial oversight. Initially, only three case types were assigned to this category: Motor Vehicles – Driver and/or Passenger(s) vs. Drivers (V01); Defective Premises – Private – Snow or Ice (T02); and Defective Premises – Private – Other (T03). The experience of individual calendaring judges over the past several years shows that some other types of cases can be added to this category requiring individual assignment, a firm trial date, but less intensive management.

Specifically, for cases **filed on and after December 1, 2016**, seven additional case types will be added to this category. One of the added case types is a newly-created case type: Uninsured/Underinsured Motorist Coverage (C50). The other six case types to be added are: Defective Premises – Public – Snow or Ice (T11); Defective Premises – Public – Other (T12); Animals – Dogs (T61); Animals – Other (T69); Motor Vehicles\* - Pedestrian vs. Driver (V04); and Motor Vehicle\* - All other. Regardless of the category to which a case is assigned initially, the individual calendaring program provides the judge to whom the case is assigned with the flexibility to manage the case as required from initiation to disposition.

- For the individual calendaring cases that require less intensive judicial intervention (C50, T02, T03, T11, T12, T61, T69, V01, V04 and V09), a scheduling order, including a firm trial date, is established within 30 days of the return date, with dates to be selected based upon parameters provided by the court.
- For the remaining individual calendaring cases, caseflow staff schedules a status conference with counsel of record and any self-represented parties with the individual calendaring

judge 120 days after the return date, or earlier if appropriate, to assign a firm trial date, have a preliminary discussion about alternative dispute resolution options, and establish a scheduling order. (Note: The status conference was scheduled 90 days after the return date in cases filed prior to December 1, 2016.)

- In both categories of individual calendaring cases, status conferences can be requested by the parties at any time, and individual calendaring judges are encouraged to utilize telephone and video conferencing options when possible.
- In both categories of cases, a settlement conference can be requested by the parties at any time, but one will be scheduled within a month of the trial date.
- Once a case is assigned to an individual calendaring judge, motions or objections filed in that case are assigned to the short calendar that is created for each individual calendaring judge in a district with the exception of certain motions, such as motions for permission to file a motion for summary judgment, motions for consolidation, or motions for continuance of the trial date, which may be decided by the presiding judge in consultation with the individual calendaring judge.

### Program Evaluation

It is anticipated that the implementation of individual calendaring will enhance the consistency in the handling of discovery and other motions within a case; provide predictability of procedures and scheduling, including a firm trial date; increase the possibility for an earlier settlement; and improve the overall efficiency of the civil litigation process. It is also anticipated that individual calendaring will result in a reduction in the cost of litigation and an increase in the satisfaction of the judges, the bar and the litigants with the civil litigation process.

Judicial Branch administration is evaluating the individual calendaring program as it is rolled out statewide, to assess the impact of the program on the civil litigation process and on the experience of counsel, self-represented parties and litigants. Feedback from participants is encouraged. Focus groups to obtain feedback are scheduled during the month of November, 2016.

For questions, comments or suggestions about the individual calendaring program, send an e-mail to [individual.calendaring@jud.ct.gov](mailto:individual.calendaring@jud.ct.gov). For questions about a specific case, calendar or event, please contact the clerk of the court or the caseflow office where the file is located.