Court Link Public User Guide

Welcome to Court Link, the Office of Administrative Courts' new integrated case management and electronic filing system.

If this is your first time using court link, you can get started by going to the public forms page and submit a case initiation form (WC – An Application for Hearing or for GS – Case Initiation Form).

For Workers' Compensation cases: http://oac.force.com/CourtLinkWC/vipform_VIP_FormWizardLanding

For General Services cases:

http://oac.force.com/CourtLinkGS/vipform__VIP_FormWizardLanding

You are not required to create an account. You can file any form listed from one of these pages alone. However, by creating a Community user account, you will have access to the additional features, including the ability to view and download documents in your case. Regardless of whether you use the public forms above or the community, you will receive an e-mail (as provided in the submission of the form) when the submission is received and also when the submission is approved by a clerk.

If you already have a case before the OAC and you would like to access Court Link, send an e-mail to <u>OAC-GS@state.co.us</u> with Court Link Account in the subject line. Make sure to include your name, address, telephone number, attorney number and e-mail (the e-mail address that you want to receive notifications from the OAC) as well as the case number of any case you are already a party to.

When your account has been created, you will receive an e-mail with a link for you to set up your password for Court Link.



salesforce Change Your Password						
	Enter a new password for lana@test.com.oac . Your password must have at least:					
	1 letter 1 number					
	* New Password					
	* Confirm New Password					
	Change Password					
	Password was last changed on 10/11/2017 10:59 AM.					
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When you land on the home page, you will see:

COLORADO Office of Administrative Courts Department of Personnel & Administration	CASES	L'AW CASES	躗 Lana Cruz 🗸 Menu 🚍

Contact

Associated Cases

Contacts

Account Name	Account Lana Cruz Name Household Case Da OAC Case Status Case Name Ap		Case		Date of	Date of Scheduled	First N
		Арр	Hearing	Lana			
First Name	Lana						
		SHP	Open	Archer,	10/4/2017		
Last Name	Cruz	2017-		Sterling J			
		0002					
Business							
Phone		SHP	Open	Archer	10/4/2017		
		2017-	Contraction of the second	Sterling J			
		0002		in ty e			

rst Name Last Name Email Business Phone ana Cruz lana@test.com N/A



You can access cases you are associated with: The information you will see includes the date the initiating pleading was received, the names, e-mails and phone numbers of case parties as well as Pleadings, and scheduled hearing and conferences.

COLORADO Office of Administrative	Courts						Dwayne Menu	=
Resources		NB 2017-0				Case File	S .	
All	0	Track: PL Case Closed Instructions Case Type DORA - NB - Nursing Board Case Status Open Date of App 10/10/2017 11:46 AM Close Reason Date of Service 10/10/2017 Date of Injury						
General Services	٥							
State Personnel Board	0	Filed By or For Scheduled Hearing Case Parties						
Workers' Compensation	0							
Quick Links		Case Party ID	Case Party Name	Party Number	Party Role		Party Title	
Help me select which form to submit.	Ø	CP-2740487	Nursing Board	Party 1	Initiating Party		Petitioner	
OAC Website	C'	CP-2740485	Dwayne	Party 1	Initiating Party's Representative			
540.		CP-2740484	Dana	Party 2	Responding Party's Representative			
raus	0	CP-2740483	Edward	Party 2	Responding Party		Respondent	
Pleading Template	C,							
Subnoena Template	2							
and a second		Pleadings						
Security Request	2	Pleading Title		Status	Pleading Submission Type			
State Personnel Board Website	ß	Test NB		Approved	Motion			
		Scheduled Ev	ents					
		Scheduled Event Name	Status	Start Time	End Time	Room	Туре	
		SEN-231843	Scheduled	10/31/2017 12:01 PM	10/10/2017 12:15 PM		Setting Conference	

By clicking Case Files, you can also access documents pertaining to the case:



A list of documents in the case will then be displayed. Click on the link in the DownloadUrl column to download the document.





On the left margin, you will find instructions for completing forms under Resources as well as links to

forms and information from the OAC website.

COLORADO Office of Administrative Co	urts	
Resources		Search Results For [Workers Compensation]
All	Ø	Articles (1)
General Services	O	Notice to Subpoena Recipients Instructions about subpoenas for Workers' Compensation cases.
State Personnel Board	Ð	
Workers' Compensation	O	
Quick Links		
Help me select which form to submit.	Ľ	
OAC Website	Ľ	

For additional assistance, contact the OAC.

Workers' Compensation Docket: 303-866-5881 or oac-dvr@state.co.us

All non Workers' Compensation questions should be directed to General Services Docket: 303-866-5626 or oce-gs@state.co.us .