

Subject: NextGen guidance - MOWD CJA Attorneys only

The United States District Court for the Western District of Missouri is planning to implement NextGen CM/ECF on April 20, 2018 at 3:00 pm.

CM/ECF will be unavailable from April 20, 2018 at 3:00 pm until April 23, 2018 at 8:00 am.

Per Local Rule/Administrative Procedure, if the CM/ECF System is unable to accept filing continuously or intermittently over the course of any period of time greater than one hour after 12:00 noon on that day, filings due that day which could not be filed solely because of such technical failure shall be due the next business day.

Should you have concerns about your ability to serve your clients due to this downtime, please contact one of the following managers:

Robin Jones	816-564-1723
Carrie James	573-645-7468
Steve Burch	417-353-5082

NextGen CM/ECF includes **Central Sign-On** for attorneys. Central Sign-On is new functionality that will allow you to maintain one account across all courts (district, appellate, and bankruptcy) and to sign in one time to access all courts where you have permission to file (each court must be upgraded to NextGen).

Throughout the next few weeks, you will be receiving emails from CM/ECF asking you to upgrade your PACER account. We recommend CJA attorneys NOT UPGRADE until closer to our implementation date. Upgrading prior to that time will create more steps for you in your exempt CJA attorney role. Upgrading a few days before or immediately after our implementation will ensure minimal impact.

After our NextGen implementation in April, your single Central Sign-On account will accommodate you in both roles -- as a CJA and non-CJA attorney.

Please visit the PACER website to learn more about CJA status in NextGen and what you must do to prepare - <https://www.pacer.gov/nextgen/>

Information regarding CJA PACER Procedures is also provided at the Court's web site - <http://www.mow.uscourts.gov/attorney/nextgen-cmecf>