

COURT OF COMMON PLEAS OF ALLEGHENY COUNTY



FIFTH JUDICIAL DISTRICT OF PENNSYLVANIA

Revised Magisterial District Courts COVID – 19 Plan

Due to the Covid-19 Pandemic Magisterial District Courts in the Fifth Judicial District have modified/alterd their operations.

Safety Measures:

- Court users may be checked/wanded by a state constable upon entry.
- No one will be permitted into the District Court without a face mask or similar face covering.
- If a court user does not have a mask, a disposable mask will be provided.
- The number of people in the court facility shall be limited to ensure safe social distancing.
- Court Users will not be permitted to linger in court facility.
- Some District Courts will have a check in procedure wherein parties will be instructed to check in/provide phone number and wait outside (could wait in an automobile).
 - Parties will be called when it is time for their hearing.
- Case participants are the only people permitted in the facility.
- News media may be permitted into court facilities but only in a manner that is consistent with public safety.
- If court users are sick or have underlying medical/health issues that put them at a higher risk, please do not come to District Court. Please contact the District Court in advance of the hearing.

Scheduling:

- The Magisterial District Courts will be staggering appearance times to ensure proper social distancing.
- Parties are required to be on time for their court proceeding.
- Parties are encouraged to conference with one another prior to the court proceeding.
- If you were to complete community service check with District Court about sending completion paperwork prior to scheduled hearing date. Some District Courts may accept without court appearance.

Hearings:

- Incarcerated individuals will not be transported to the Magisterial District Courts. These individuals will appear for the preliminary hearings via video.
- Interpreters will work remotely by either phone or video.

Case Filings:

- Civil/LT cases will be accepted by mail.
- If a party wishes to file in person, please contact the District Court to schedule an appointment time.

Payments:

- Payments will be accepted by mail – check or money order.
- Parties are encouraged to make online payments through alleghenytix.com and ujportal.pacourts.us.
- Lock boxes may be provided for cash payments.
- District Courts may accept cash payments if processed safely.

Criminal Case Processing:

- The Magisterial District Courts will not be conducting any criminal case initiation or arraignments in person at the District Court.
- All criminal case initiation, requests for arrest warrants, on-view arrest complaints and search warrants, will be conducted remotely per the Magisterial District Court COVID-19 Criminal Processing Plan.
- All criminal arraignments will be conducted remotely per the Magisterial District Court COVID-19 Criminal Processing Plan. Arraignments on outstanding arrest warrants or on-view cases will take place at either the local police station or the Allegheny County Jail.

Emergency Protection from Abuse:

- Petitions will be handled at the Pittsburgh Municipal Court facility, 660 First Ave., Pittsburgh, PA 15219, Monday through Friday from 2:00 p.m. through 8:00 a.m., and Friday from 2:00 p.m. through Monday at 8:00 a.m.