**📄 Filing Documents with Confidential Information in Pennsylvania (Allegheny County)**

**⚖️ Important Changes Starting January 1, 2022**

The rules for how you must file court documents that contain **Confidential Information** have changed. Here's what you need to know if you're representing yourself (pro se) in court.

**🔒 What is "Confidential Information"?**

Confidential Information includes private details like:

* Names and birthdates of minors (unless a minor is a defendant in a criminal case)
* Social Security Numbers
* Financial account numbers (you may use the last 4 digits if the account is part of the case)
* Driver’s license numbers
* State ID (SID) numbers

**📁 How Do I File a Document That Has Confidential Information?**

You **must not include confidential information directly in your court documents.** Instead:

1. **Redact** (black out or remove) the confidential info from your document.
2. Fill out a **Confidential Information Form** where you list the removed information.
3. File **both** the redacted document and the Confidential Information Form at the same time.

✅ You can get this form online (<https://www.pacourts.us/Storage/media/pdfs/20220103/205149-confidentialinformationformcif.pdf>) or at the Family Division Courthouse: 440 Ross St Pittsburgh, PA 15219

**🗃️ What About "Confidential Documents"?**

Some documents are automatically considered **Confidential Documents** and must be filed using a **Confidential Document Form**. These include:

* Financial records (like pay stubs or tax returns)
* Children’s school or medical records
* Child and Youth Services reports
* Marital Property Inventories or Pre-Trial Statements
* Income and Expense Statements in support cases
* Agreements between spouses in divorce (under 23 Pa.C.S. § 3105)

📌 These documents are kept private. Only the form that comes with them is public.

**📚 Need More Help?**

You can find all the additional resources at:

* [Public records policies | Public Records | Unified Judicial System of Pennsylvania](https://www.pacourts.us/public-records/public-records-policies)
* [Public Access Policy - Fifth Judicial District of Pennsylvania](https://www.alleghenycourts.us/general-information/public-access-policy/)
* [Public\_Access\_Policy\_Flowchart\_2022.pdf](https://www.alleghenycourts.us/wp-content/uploads/2022/09/Public_Access_Policy_Flowchart_2022.pdf)

**📎 Quick Links to Helpful Documents**

* Confidential Information Form: [Confidential-Information-Form.pdf](https://www.alleghenycourts.us/wp-content/uploads/2025/07/Confidential-Information-Form.pdf)
* Confidential Document Form: [Confidential-Document-Form.pdf](https://www.alleghenycourts.us/wp-content/uploads/2025/07/Confidential-Document-Form.pdf)
* [Public records policies | Public Records | Unified Judicial System of Pennsylvania](https://www.pacourts.us/public-records/public-records-policies)