

OCA MSJ Reporting Workbook with Sample Entries

SAMPLE WORKBOOK FOR DEMO ONLY														
Spreadsheet for resource purposes only. Not for OCA report submission. Results are not guaranteed, users are advised to verify.														
Court Type	Court ID	Court Name	Cause No.	MSJ File Date <i>NOTE: Enter file date of each MSJ, even if multiple filed in same case.</i>	Withdrawn, Dismissed Prior to Hearing/ Consideration, or Deactivating Event Filed* (Enter Y or N) <i>NOTE: Do not report.</i>	Notice Provided for Setting Date 61-90 Days? (Enter Y if provided)	MSJ Setting Due Date <i>(MSJ File Date + 60 or 90 days)</i>	Hearing/ Submission Setting Date  <i>NOTE: Enter date provided by Court; if none, leave blank. If reset, enter reset date.</i>	Setting Requirement met? (Y/N)	Judgment/ Ruling Due Date <i>(Setting Date + 90 Days)</i>	Judgment/ Ruling File Date	Ruling Requirement met? (Y/N)	ALL REQUIREMENTS MET	MSJ TRACKING NOTES <i>(Clerk may use this column for tracking notes, e.g., movant name if multiple MSJs are filed in the same case, etc.)</i>
County	777777777	County Court at Law	12222	3/1/2026	N	Y	6/1/2026	5/11/2026	Y	8/10/2026	8/3/2026	Y	Y	<i>"Y" in column G makes Setting Due Date = MSJ File Date + 90 days</i>
County	555555555	County Court at Law	13333	4/1/2026	Y	N	6/1/2026		N/A				N/A	<i>"Y" in column F stops MSJ report tracking</i>
District	202020202	20th District Court	65432	5/20/2026	N	N	7/20/2026		Pending				Pending	<i>"N" in column G makes Setting Due Date = MSJ File Date + 60 days</i>
County	111111111	County Court at Law	22222	5/1/2026	N	Y	7/30/2026	9/10/2026	N	12/9/2026	9/10/2026	Y	N	<i>Overall compliance = N because setting was past deadline</i>
District	333333333	3rd District Court	98765	4/30/2026	N	N	6/29/2026	6/22/2026	Y	9/21/2026		Pending	Pending	
District	444444444	4th District Court	88888	3/9/2026	N	Y	6/8/2026	7/10/2026	N	10/8/2026	8/4/2026	Y	N	
District	222222222	2nd District Court	44444	3/1/2026	N	N	4/30/2026		N				N	<i>Court missed setting deadline, overall compliance = N</i>
County	111111111	County Court at Law	55555	6/1/2026	N	Y	8/31/2026	8/20/2026	Y	11/18/2026	10/8/2026	Y	Y	<i>Setting date and ruling file date are both in compliance, so overall compliance = Y</i>
District	999999999	9th District Court	77777	7/1/2026	N	N	8/31/2026		Pending				Pending	<i>Setting deadline has not elapsed, so compliance = "Pending"</i>
County	101010101	County Court at Law	12223	3/1/2026	N	N	4/30/2026	4/20/2026	Y	7/20/2026		Pending	Pending	<i>Setting date compliant, ruling not yet due, so overall compliance = "Pending"</i>
County	111111111	County Court at Law	33333	3/24/2026	N	N	5/26/2026	5/13/2026	Y	8/11/2026		Pending	Pending	<i>Setting due date is Memorial Day 5/25/2026, formula populated next business day</i>
District	222222222	2nd District Court	11111	3/1/2026	N	N	4/30/2026	4/19/2026	Y	7/20/2026	7/27/2026	N	N	<i>Overall compliance = N because ruling filed past deadline</i>
District	444444444	4th District Court	12121	3/20/2026	N	N	5/19/2026	5/19/2026	Y	8/17/2026		Pending	Pending	