

Iowa Electronic Document Management System

SYSTEM SEALED DOCUMENTS

The following documents are automatically sealed within the Electronic Document Management System without an order from the court. For such documents, no motion for leave to file under seal is necessary.

Document Type	Event Code	Access available to
Minutes of Testimony	MINS	Registered self-represented defendants and attorneys on the case, and the court
Additional Minutes of Testimony	AMOT	Registered self-represented defendants and attorneys on the case, and the court
Pre-sentence Investigation Report	PRSI	Registered self-represented defendants and attorneys on the case, and the court
PSI Addendum	PSIA	Registered self-represented defendants and attorneys on the case, and the court
Drug and Alcohol Testing	SCRN	Registered self-represented defendants and attorneys on the case, and the court
Substance Abuse Assessment/ Counseling	SEVA	Registered self-represented defendants and attorneys on the case, and the court
Victim Notification (Filed and Sent)	VINF & VINS	Registered self-represented defendants and attorneys on the case, and the court
Victim Impact Statement	VIST	Registered self-represented defendants and attorneys on the case, and the court
229A Annual Report	RPRR	Registered self-represented defendants and attorneys on the case, and the court
Predisposition Reports	RPRE	Attorney for the juvenile, clerks of court and judges
Juvenile Social Investigation Reports	(various)	Registered self-represented defendants and attorneys on the case, and the court
Protected Information Form	AFPI	Clerks of court and judges
CSRU Mandatory Confidential Information	CSIN	Clerks of court and judges
Court Ordered Evaluation Report Criminal and Juvenile	COER	Clerks of court and judges
DPS Tracking Sheet	CRDS	Clerks of court and judges
Applications and orders for arrest warrants and search and seizure warrants (“all information filed with the court for the purpose of securing” such warrants), search warrants, and applications to seal search warrants	OTIT, SWAP, OTIB, WASR & APSW	Sealed until executed and a return of service is filed; until that time, available only to a peace officer, magistrate, judge, and court employee in the course of official duties for search warrants and also available to an employee of the county attorney for arrest warrants. After return of service is filed, these filings are public unless otherwise ordered by the court.
Court Reporter Transcripts	CTRN	Secure for a period of 10 days after filing for review by case parties, then public unless otherwise ordered by the court. [Rule 16.601(2)]
Documents on converted cases (converted at the request of parties)	(various)	Secure for a period of 10 days after filing for review by case parties, then public unless otherwise ordered by the court. [Rule 16.102]
Documents on cases converted for the convenience of court operation	(various)	Clerks of court and judges
Documents proposed to be filed under seal	(various)	Court

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CONFIDENTIAL CASE TYPES

The following case types are confidential or sealed within the Electronic Document Management System. Documents filed on these case types will not be available to the public except under the conditions listed below.

Case Type/Subtype	Confidential <i>except</i> under these conditions
JI - Juvenile Intake Filings (Juvenile Court Services)	
AT - AT (Adoption)	Confidential until closed, then sealed
CD - DC (Dissolution of Marriage with Children)	Confidential until decree, then public
CD - DN (Dissolution of Marriage without Children)	Confidential until decree, then public
JV – JA (Juvenile Notification of Abortion)	
JV – JY (Juvenile Other Non-delinquent)	
JV – JV (Juvenile - Voluntary Termination of Parental Rights)	Confidential until closed, then sealed
JV – JT (Juvenile - Involuntary Termination of Parent. Rights)	Confidential until closed, then sealed
JV – JI (Juvenile - Interstate Compacts)	
JV – JC (Juvenile - Child in Need of Assistance)	
JV – JF (Juvenile – Family in Need of Assistance)	
JV – JX (Juvenile – Voluntary Foster Care)	
MH – A1 (Mental Health – Adult – Involuntary Impairment)	
MH – A2 (Mental Health – Adult – Involuntary Substance Abuse)	
MH – A9 (Mental Health – Adult – Other)	
MH – A3 (Mental Health – Adult – Voluntary Impairment)	
MH – A4 (Mental Health – Adult – Voluntary Substance Abuse)	
HJ – J1 (Mental Health – Juvenile – Involuntary Impairment)	
MJ – J2 (Mental Health – Juvenile – Involuntary Substance Abuse)	
MJ – J9 (Mental Health – Juvenile – Other)	
MJ – J3 (Mental Health – Juvenile – Voluntary Impairment)	
MJ – J4 (Mental Health – Juvenile – Voluntary Substance Abuse)	
IF – Z1 (Investigative Filings – County Attorney Subpoena)	
IF – Z2 (Investigative Filings – Out-of-state Subpoena)	
IF – Z3 (Investigative Filings – Non-testimonial or Investigative Matters)	
IF – Z4 (Investigative Filings – Material Witness Filing)	
IF – Z9 (Investigative Filings – Investigative - Other)	
Case Type/Subtype	Sealed <i>except</i> under these conditions
SWSW (Search Warrant)	Sealed until the warrant is served, and then public unless otherwise ordered by the court
Criminal cases with an outstanding search and seizure or arrest warrant	Sealed until the warrant is served, and then public unless otherwise ordered by the court
Cases ordered expunged or sealed by the court	