

# MEMO

## Juniata County Clerk of Orphans' Court

RE: UJS Public Access Policy

Beginning January 6, 2018, the Public Access Policy adopted by the Supreme Court will take effect for filings in Orphans' Court. At this time, you will need to start using the **Confidential Information Form** and the **Confidential Document Form**. Please remember that the use of these forms are required by the AOPC policy. It is the responsibility of the attorneys and parties involved to be compliant with the policy and to certify their compliance to the court. The Juniata County Register and Recorder's Office, as the custodian, is not required to review filings for compliance.

According to the policy, Incapacity proceedings filed pursuant to 20 PA.C.S. §§5501-5555 will be restricted to the public except for the docket entries and any decree adjudicating a person as incapacitated. The forms attached will not be required for incapacity proceedings.

These requirements also do not apply to adoptions as they are sealed or exempted from public access pursuant to applicable authority.

The policy, explanatory reports, and other policy related materials are posted at:  
<http://www.pacourts.us/public-record-policies>