

PACER Quarterly Announcements

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Eight Courts Convert to NextGen in Q1

In the first quarter, eight courts implemented the next generation case management/electronic case files (NextGen CM/ECF) system:

- California Northern Bankruptcy
- Delaware Bankruptcy
- Kentucky Eastern Bankruptcy
- Mississippi Northern District
- New York Eastern Bankruptcy
- Tennessee Western Bankruptcy
- Washington Eastern District
- Wisconsin Eastern Bankruptcy

To date, 117 courts have converted. The following information covers what you should do when your court announces it will convert.

- If you have a PACER account, ensure it is upgraded. Log in to Manage Your Account at pacer.uscourts.gov.
- If you do not have a PACER account, use this link to create one: pacer.uscourts.gov/register-account.
- After your court converts, you must link your e-filing account to your PACER account.
 - ◆ For an overview on linking, go to: <https://pacer.uscourts.gov/file-case/get-ready-nextgen-cmef>.
 - ◆ For instructions on linking accounts, go to: <https://pacer.uscourts.gov/help/cmef>.

Continue to check your court's website for more information on when it will convert to NextGen.

PCL Feature Enhancements

Last quarter, the PACER Case Locator (PCL) added a feature that allows users to easily update how they view search results.

The font size of search results is now adjustable by using an icon at the top right of the results screen.



You may also do this by clicking Settings and selecting the desired font size under User Options.

Other recent features include the following:

- You can search using one character with a wildcard in the Case Title and Party Name fields. The search must be limited to 30 days or less.
- The Court Information page includes the Coverage Date column, which shows the date range in which users can find most of the court's online filings. This date may be different from the earliest case date.

To access the PCL, visit pcl.uscourts.gov.

Security Breach Response: Judiciary Updates Protocols

The recent SolarWinds security breach involving government computer systems has prompted the federal Judiciary to execute new security procedures to protect highly sensitive confidential documents. The new protocols did not change current policies regarding PACER.

For more information about how the AO is working with the Department of Homeland Security to address this issue, visit <https://www.uscourts.gov/news/2021/01/06/judiciary-addresses-cybersecurity-breach-extra-safeguards-protect-sensitive-court>.

User Tips & Reminders

Updating Your Account

To update your PACER account information, visit Manage Your Account at pacer.uscourts.gov. Click **Manage Your Account** and then **Manage My Account Login**.

Alternatively, you may click **Log in to...** in the top right corner of pacer.uscourts.gov, and click either **Manage PACER Account** or **Log in to Manage My Account**.

Resetting a Password

To recover a lost or forgotten PACER password, you must know the answers to your security questions. If you are unsure of the answers, update them and keep them in a safe place. You may do this at pacer.uscourts.gov. After you log in at Manage Your Account, click Set Security Information under Settings.

Questions or comments regarding information in the announcement?

Email pacer@psc.uscourts.gov or call (800) 676-6856.

Upgraded PACER Account Overview

If you registered for a PACER account after Aug. 8, 2014, it is upgraded and no action is needed. If you registered prior to that date, you will need to upgrade your account.

There are a couple of ways to identify your account type:

- 1) Check your username. A username of 8 characters or more is upgraded, while usernames with 6 characters or less indicate a legacy PACER account.
- 2) Log in to Manage Your Account at pacer.uscourts.gov. The Account Type field will indicate "Upgraded PACER Account."

If your court has announced that it plans to implement the next generation (NextGen) CM/ECF system, you should try to upgrade your account before the conversion. See the NextGen Resources item below for more information.

NextGen Resources

The PACER website offers a wealth of information on converting to NextGen CM/ECF. The NextGen section of the site walks users through the steps they need to take to prepare for the upgrade.

Go to pacer.uscourts.gov and click **Move to NextGen CM/ECF**. Then select **Get Ready for NextGen CM/ECF** to find out more about:

- The benefits of NextGen.
- How to smoothly transition to NextGen.
- Changes to PACER Administrative Accounts (PAAs).

PACER Fees: How Users Are Charged

Access to case information through PACER costs \$.10 per page. If you accrue \$30 or less in a quarter, your fees are waived. The following describes how PACER fees are applied.

- Fees are \$.10 per page, with a cap of \$3.00 (30 pages) for:
 - ◆ Case documents (excluding transcripts)
 - ◆ Docket sheets
 - ◆ Case-specific reports
- The fee cap **does not** apply to:
 - ◆ Transcripts
 - ◆ Non-case-specific reports
- Court hearing audio files via PACER cost \$2.40 per file.

There is no additional fee to print or save information after accessing. Your PACER account will be billed for all use.

To learn more about PACER fees, the electronic public access fee schedule is available at: uscourts.gov/services-forms/fees/electronic-public-access-fee-schedule.

PACER Website Offers Wide Range of Features for Users

The PACER website offers several features to improve the user experience. The site provides easy access to PACER and PACER-related applications. It also contains a library of common questions and additional information about PACER and electronic public access services.

The redesigned website:

- Is mobile-friendly.
- Provides a new tool to search for court-specific information.
- Provides an interactive way to find frequently asked questions.
- Features new accessibility tools.
- Offers JSON and XML feeds to court-specific information.

Visit <https://pacer.uscourts.gov> to check out the site, and to sign up for PACER announcements and other email updates.

Billing Information

- PSC accepts Discover, VISA, MasterCard, and American Express. Log in to Manage Your Account at pacer.uscourts.gov to pay by credit card.
- PSC federal tax ID: 74-2747938.
- A fee of \$53 will be assessed if your payment is returned.
- Accounts with credit cards on file will be auto-billed up to 7 days prior to the due date.

PSC Information

PSC hours are 8 a.m. 6 PM CT, Monday through Friday. The PSC is closed for the following holidays:

Memorial Day: May 31
Independence Day: July 5 (obs.)
Labor Day: September 6
Columbus Day: October 11
Veterans Day: November 11
Thanksgiving Day: November 25
Christmas Day: December 24