

**AMENDMENTS TO THE SUPREME COURT
RULES OF SUPERINTENDENCE FOR THE COURTS OF OHIO**

The following amendments to the Rules of Superintendence for the Courts of Ohio (Sup.R. 4.01, 19, and 19.1) were adopted by the Supreme Court of Ohio. The history of these amendments is as follows:

September 26, 2016	Initial publication for public comment
July 11, 2017	Final adoption by conference
January 1, 2018	Effective date of amendments

Key to Adopted Amendments:

1. Unaltered language appears in regular type. Example: text
2. Language that has been deleted appears in strikethrough. Example: ~~text~~
3. New language that has been added appears in underline. Example: text

RULES OF SUPERINTENDENCE FOR THE COURTS OF OHIO

RULE 4.01. Powers and Duties of Administrative Judge.

An administrative judge of a court or a division of a court shall do all of the following:

- (A) Be responsible for and exercise control over the administration, docket, and calendar of the court or division;
- (B) Be responsible to the Chief Justice of the Supreme Court in the discharge of the administrative judge's duties, for the observance of the Rules of Superintendence for the Courts of Ohio, and for the termination of all cases in the court or division without undue delay and in accordance with the time guidelines set forth in Sup.R. 39;
- (C) Pursuant to Sup.R. 36, assign cases to individual judges of the court or division or to panels of judges of the court in the court of appeals;
- (D) In municipal and county courts, assign cases to particular sessions pursuant to Sup.R. 36;
- (E) Require timely and accurate reports from each judge of the court or division concerning the status of individually assigned cases and from judges and court personnel concerning cases assigned to particular sessions;
- (F) Timely file all administrative judge reports required by the Case Management Section of the Supreme Court;
- (G) Develop accounting and auditing systems within the court or division and the office of the clerk of the court that ensure the accuracy and completeness of all required reports;
- (H) Request, as necessary, the assignment of judges to the court or division by the Chief Justice or the presiding judge of the court;
- (I) Administer personnel policies established by the court or division;
- (J) Pursuant to Sup.R. 19(B), notify the Office of Attorney Services of the Supreme Court of the appointment or termination of appointment of a magistrate of the court or division;
- (K) Perform other duties as required by the Revised Code, the Rules of Superintendence of the Courts of Ohio, local rules of the court or division, or the Chief Justice;
- ~~(K)~~(L) Perform any other duties in furtherance of the responsibilities of the administrative judge.

RULE 19. Magistrate—Qualifications Magistrates.

~~(A) **Eligibility.** A magistrate shall have been engaged in the practice of law for at least four years and be in good standing with the Supreme Court of Ohio at the time of appointment.~~

~~(B) **Qualification; procedure.** A Definition~~

~~As used in this rule, “magistrate” means a magistrate shall have the qualifications specified in division (A) of Sup.R. 19, appointed by a court pursuant to App.R. 34, Crim.R. 19, Civil Rule Civ.R. 53, and Traffic Rule Juv.R. 40, or Traf.R. 14. In civil matters, a magistrate shall act pursuant to Civil Rule 53, and in traffic matters pursuant to Traffic Rule 14.~~

~~(B) **Notification**~~

~~An administrative judge of a court or division of a court shall notify the Office of Attorney Services of the Supreme Court, in a manner prescribed by the office, within thirty days of the appointment or termination of appointment of a magistrate for that court or division.~~

~~(C) **Annual registration**~~

~~A magistrate shall annually register with the Office of Attorney Services by filing a certificate of registration furnished by the office.~~

~~(D) **Oath of office**~~

~~(1) Upon appointment to a court or a division of a court, a magistrate shall take an oath of office administered by the administrative judge of that court or division. The oath shall be the same or substantially similar to the following:~~

~~“I, (name), do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of Ohio, will administer justice without respect to persons, and will faithfully and impartially discharge and perform all the duties incumbent upon me as a magistrate of the (name of court) according to the best of my ability and understanding.”~~

~~(2) Within thirty days of appointment, a magistrate shall file a certificate of oath, signed by the administrative judge administering the oath, with the clerk of the court in which the magistrate serves.~~

RULE 19.1. Magistrate Magistrates - Municipal Court.

[Existing language unaffected by the amendments is omitted to conserve space]

RULE 99. Effective Date.

[Existing language unaffected by the amendments is omitted to conserve space]

(EEEE) The amendments to Sup.R. 4.01, 19, and 19.1, adopted by the Supreme Court of Ohio on July 11, 2017, shall take effect on January 1, 2018.