



Appeal Process Flowchart County Notifies PRAN/AP of Confirmation/Substantiation PRAN/AP has 90 calendar days to appeal finding with CAMDRS Appeal received timely by CAMDRS? YES NO 120 calendar day timeline begins Appellant sent Need Good Cause letter. Appellant has 10 calendar days to provide Good Cause Assigned to CAMDRS Reviewer YES Good Cause received and accepted? Reviewer assesses merits of appeal Appeal is closed and disposition is entered Reviewer successfully makes contact with Appellant into CAMDRS databases and Trails/CAPS and/or Appellant Representative , NO Pre-abandonment letter by PA Appellant Appeal withdrawn Appeal placed in Appeal Sent for Reviewer requests records by Appellant resolves appeal Abeyance Hearing Appeal is abandoned (see flowchart) if contact is not made within 120 **Appellant** Settlement calendar days NO contact was offer is successful at the negotiated and conclusion of Appeal is closed and disposition is entered into sent for **CAMDRS databases and Trails/CAPS** related court signature case? YES If the 120 calendar day timeframe has lapsed, send the appeal for hearing Settlement agreement signed & returned by NO appellant? Continue negotiations if appeal is within the 120 calendar day YES timeframe Expunged Expunged Time delayed Modified Overturned immediately w/conditions Expungement Settlement parameters entered into CAMDRS Databases and Trails/CAPS Program assistant tracks settlement condition timeframes Finding upheld, letter sent Successful expungement _ YES NO > to Appellant letter sent to Appellant Settlement conditions met? Settlement parameters/outcome entered into CAMDRS Databases and Trails/CAPS