



# General Counsel

## Coordinate Complicated Legal Matters Manage Successful Outcomes

No two General Counsel (GC) offices are alike. Supporting broad mandates, they must be able to support all manner of GC activities — everything from litigation to crisis management to complex legal advisory work. To efficiently guide legal cases from inception through completion, GC offices require a unified case management platform that can provide situational awareness, manage correspondence, and empower legal teams to digitally input, process, track, manage, and report on matters in a timely and comprehensive manner.

Tyler's General Counsel application enables legal teams to achieve complete oversight of a constant stream of ongoing legal matters. It can track inbound and outbound email correspondence, create an audit trail in compliance with the Federal Records Act (FRA) and Presidential Records Act (PRA), and can be configured to create a "chron" file so that acquiring attorneys can quickly familiarize themselves with shared and reassigned cases.

The federally accredited and secure platform dramatically reduces paperwork, automates workflows and centralizes case information—giving legal teams the ability to closely coordinate and share best practices as they focus on the work at hand. By providing web-based access to every piece of data in a legal case, the General Counsel application can support the lawyers, paralegals, administrative staff, and IT team members of an entire organization regardless of their physical location.

## KEY TRACKED ELEMENTS

- Grievant and Contact Information
- Event Recording and Tracking
- Current Status
- Impending Actions
- Supporting Documents, Transcripts, and Depositions
- Legal Advice inclusive of Versioned Documents
- Archive/Un-archive Case Files

## CASE MANAGEMENT DEVELOPMENT PLATFORM MODULES

- Document Management
- Analytics
- Access (external user portal)
- Direct Scan
- Mobile

*...continued on back*

For more information visit [tylertech.com](http://tylertech.com)

© 2022 Tyler Technologies, Inc. All rights reserved.

## PROVIDING IMPLEMENTATION FLEXIBILITY

The General Counsel application is built on Tyler's Case Management Development Platform, powered by Entellitrak®. It is designed using open standards, open architecture, and platform independence, offering extensibility, interoperability, and portability to organizations of all sizes. In-house developers can fine tune the General Counsel application to accommodate unique requirements, dramatically reducing both implementation time and cost. In addition, the application can be used as either a stand-alone system or as a case management component within an existing General Counsel program.

## CLIENTS

These are organizations that have entrusted their General Counsel programs to Tyler Technologies.



## DETAILED CASE OVERSIGHT AND CONTROL

The General Counsel application is an efficient tool for managing and administering complex legal cases. Designed to manage adherence to strict rules and regulations, it provides organizations with the ability to effectively gather, track, and process detailed legal procedures.

By using the application, General Counsel offices are able to:

- Have individual GC components work independently while using a single agency system
- Reassign cases and all associated background material
- Rapidly determine staffing needs and caseload requirements, preventing critical deliverables from falling through the cracks
- Create and maintain a detailed calendar of deadlines, triggering event-related notifications
- Search across and report on all open and archived matters – including documents that have been OCR'd
- Amend processes, data and rules as they evolve
- Manage system security and user access
- Gain visibility into an entire GC program via a secure, web-based interface

## REPORTS TAILORED TO THE OVERSIGHT OF LEGAL MATTERS

The General Counsel application provides specific summary reports that users can create at the individual, office, district and enterprise level, including:

- Claims and Appeals Status
- Current and Monthly Settlements
- Claims, Liability, and General Summary Report
- Cases by Assigned Attorney
- Grievances by Office
- Number of Grievances by Date Range
- Additional reports can be easily configured to match an organization's needs.

**Contact us for a presentation and demonstration**

[703.709.6110](tel:703.709.6110) | [FD-marketing@tylertech.com](mailto:FD-marketing@tylertech.com) | [tylertech.com](http://tylertech.com)

Empowering people who serve the public®

