

**CONFIDENTIAL INFORMATION**

Case Number .....

**Criminal/Traffic**

State of Maryland vs. ....

**Civil**

..... vs. ....

The documents contained in this envelope are not public information and are not to be made available to any persons other than a judicial officer of the District Court of Maryland.

The following are examples of documents which are not public record. The list is not all inclusive. Any question as to whether a document should be available for public inspection should be referred to a judge for determination.

- Original documents that have been copied for the purpose of redacting confidential information.
- Criminal History Record - (Computerized CJIS, Federal Databases, and MVA with requests for privacy only)
- Pre-sentence Investigation Report
- Medical Records/Psychological Information (e.g. assessment/information report from the health department alcohol and addictions program, DSS, etc.)
- Request and/or Order for Medical Testing
- Judges'/Commissioners' Notes
- Any document and motion for which a motion to seal or otherwise limit inspection has been filed which has been preliminarily shielded by the clerk (not to exceed five (5) business days).
- Any document including motion and order to which a temporary order precluding or limiting inspection applies.
- Any document including motion and order, to which an order denying inspection applies.
- Any document where the person who has filed, or authorized the filing, of a case record, informs the clerk in writing that the record, any part of the record, or information contained in the case record is confidential. Review is provided in Rule 16-913. The clerk shall make a reasonable effort to determine if the record is subject to inspection. If the custodian determines the record is confidential, review is provided by Rule 16-914 which requires that the clerk apply to the administrative judge.
- Confidential Supplement (Form No. CC-DC-CR-001S)
- DC-085 Application for Appointed Attorney at Initial Appearance (Form No. DC-085)
- Agency records concerning child abuse or neglect.
- Other .....