

C-1-PB-23-000001

Administrative Order

2023-9

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In the Probate Court

Number One

Travis County, Texas

**Administrative Order Directing Deletion of Mental Health
Records from SmartBench**

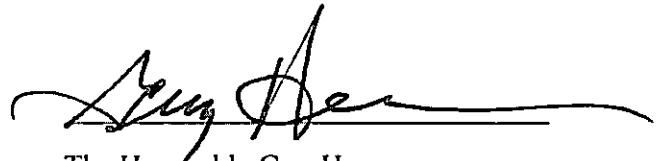
After discovering confidential mental health records on SmartBench that could be accessed by court staff that are not authorized by the Texas Health and Safety Code to access such documents, the Court finds that those documents must be deleted from SmartBench in order to ensure the confidentiality of those records.

It is therefore ORDERED that all mental health and probate records that were not transferred by court order that are stored, housed, found, or located on SmartBench, and their associated SmartBench peripherals, shall be deleted.

It is further ORDERED that any access to probate and mental health records must be approved by the Travis County Clerk, or her designees, or by order of this Court.

It is further ORDERED that any request to access the County Clerk case management system in order to view, download, distribute, or otherwise access, probate and mental health documents shall be made in writing and may be approved in writing by the Travis County Clerk, or her designees.

Signed this 2nd day of May, 2023.



The Honorable Guy Herman

Filed For Record
At 4:30 o'clock P. M.
2 day of May, 2023
Dyana Limon-Mercado
County Clerk, Travis County, Texas

D. MENDEZ