- **Legal Numbers page:** Go to menu item "Data Entry" - "Legal Numbers" (see screenshot below)
  - Click the "View Legal Number" button for the role that you want to relate to another case. i.e. Father: Charles Cooper is the client on both JCATS #s 60549011 and 60598049
  - Then click the "Add Legal Number for Charles Cooper" button, which routes to the Add Legal Numbers page. Where you can add a legal number type of either "Related JCATS #" or "Related Case #", along with a comment. Upon adding one of these legal numbers, it will display on the Legal Numbers page, and it will cause the Main page to display a Related Cases section as seen in the second screenshot below.
  - If a Related JCATS # is used then it validates that the number exists within the case's agency
  - If a Related Case # is used then it validates that the number exists within the case's agency group.

- **Main page:**
  - If any of the roles on the case have either a "Related JCATS #" or a "Related Case #" then the Main page is flagged with "Has Related Cases Info", and the Related Cases section appears below the People in Case section.
  - Upon clicking the "Related JCATS #" hyperlink, a new browser tab appears with the related case.
  - Important: you need to manually enter the Related JCATS/Case # on the related case as well, so both Main pages will alert and allow you to quickly route to each related case.