

**Superior Court of the District of Columbia
FAMILY COURT PANEL APPLICATION 2011**

Attorneys of all experience levels who are enthusiastic and committed to providing high quality representation in connection with this important work are encouraged to apply. In order for the Family Court Panel Oversight Committee to determine an applicant's qualifications, the applicant must answer all questions on this application or note specifically if a question is not applicable. **Each question must appear before the answer and all applications must be typewritten.** Certificates Concerning Discipline from the Office of Bar Counsel of the District of Columbia, or equivalent documents from other jurisdictions where you are now or previously have been admitted to the Bar, and certification that D.C. Bar dues have been paid currently must be included with the application. In addition, applicants shall include one recent photograph of themselves with the hardcopy of their application.

Filing Instructions:

(1) applications must be sent as an attachment in Word Document by e-mail to CCANCJA@dsc.gov and in the subject of email list the following: Last name of applicant, first name, middle initial: and

(2) one hardcopy of the application and supporting documentation, including photograph, must be submitted to the Counsel for Child Abuse and Neglect (CCAN) office, Room 4415, Superior Court, 500 Indiana Ave NW, Washington DC 20001 (202-879-1406).

Applicants must submit both the e-mailed and hard copy application with supporting documentation. Incomplete applications will not be considered. No notice will be provided to the applicant concerning failure to complete the application or to submit the required documentation.

BOTH THE ELECTRONIC AND HARDCOPY VERSIONS OF THE APPLICATION MUST BE RECEIVED BY 5:00PM ON SEPTEMBER 1, 2011 IN ORDER TO ENSURE CONSIDERATION. ANY APPLICATION RECEIVED AFTER THAT TIME WILL BE TREATED AS AN APPLICATION SUBMITTED BETWEEN RE-ESTABLISHMENT PERIODS AND CONSIDERED ACCORDINGLY.

1. Full name (include any former names used) and D.C. Bar number.

ANSWER:

- (a) If you are pending Bar Examination results or decision on your application for admission by waiver, please indicate the date of the Bar Examination or date of your application for admission by waiver. (Note: Applicant must be a member of the D.C. Bar before appointment to the Panel).

ANSWER:

2. Please state the panel or panels to which you are applying (i.e., Juvenile, GAL, Other CCAN, and/or Special Education Attorney).

ANSWER:

3. If you are a member of any panel for the Superior Court (CJA, GAL, CCAN, Juvenile, Mental Health, Special Education Attorney), please state the panel(s) of which you are a member and the date of admission. In addition if you have previously applied for any other panel (CJA, GAL, CCAN, Juvenile, Mental Health, Special Education Attorney), and were not accepted, state the year(s) of all of your previous applications(s). Also, please describe any additional actions you have undertaken since you were not accepted to a panel that you wish the committee to consider.

Note: If you wish to attach your most recent, fully completed application, you may do so or you may wish to complete an entirely new application. **In either event, you must complete this application with respect to *updated* information.**

ANSWER:

4. (a) Office address, telephone number, fax number, cell phone number and email address.

ANSWER:

- (b) If your office is not in the District of Columbia, state how far it is from the D.C. Superior Court.

ANSWER:

- (c) If you do not have an office or if your office is not in the District of Columbia, explain where you meet your clients to discuss their cases.

ANSWER:

- (d) For all applicants, describe your system for receiving messages from clients and describe your support staff, if any.

ANSWER:

- (e) For all applicants, describe your arrangements for coverage of your cases when you are on vacation or otherwise absent.

ANSWER:

- (f) For all applicants, describe your mode of transportation for visiting children or clients.

ANSWER:

5. List in reverse chronological order (most recent first) each law school and college you have attended, including dates of attendance and the degrees awarded, and describe any honors you have received or significant activities, or work, in which you were involved.

ANSWER:

6. State whether you are a member in good standing of the District of Columbia Bar. List all other courts in which you have been admitted to practice, with dates of admission. For each, state whether you are currently a member of that Bar in good standing and if not, why not. Include a Certificate Concerning Discipline from the Officer of the Bar of the District of Columbia or its equivalent from each jurisdiction where you have been admitted to practice.

ANSWER:

7. Describe in reverse chronological order (most recent first) your work history since you graduated from law school.

ANSWER:

8. Describe any other work experiences you believe might be relevant to those assessing your qualifications for a Family Court Panel.

ANSWER:

9. Describe legal education programs you have attended within the last five years. (You need not list every program.)

ANSWER:

10. Describe course work and clinical training you have had concerning the law of evidence. (You need not list every course or all training.)

ANSWER:

11. Summarize in one paragraph your litigation experience.

ANSWER:

12. Briefly describe your experience and expertise concerning each of the following:
 - (a) residential placement

ANSWER:

(b) special education programs and procedures

ANSWER:

(c) adoption procedures, including adoption subsidies

ANSWER:

(d) legal guardianship and custody proceedings

ANSWER:

(e) the Interstate Compact for Placement of Children

ANSWER:

(f) Section 8 and other housing programs for low-income people

ANSWER:

(g) drug treatment programs

ANSWER:

(h) teen mother programs

ANSWER:

(i) independent living programs

ANSWER:

(j) mental health programs and issues

ANSWER:

(k) domestic violence programs

ANSWER:

13. List up to five D.C. Superior Court judicial officers who have the most information about your qualifications to serve on the panel or panels to which you have applied. If you believe the judicial officer's knowledge is based primarily on a specific case or cases in which you appeared, please identify the case or cases. Because this application process is confidential, you may use full names as well as case numbers. If you have not appeared in

D.C. Superior Court in the past five years, but have appeared in a court or courts in other jurisdictions, you may list non-D.C. judicial officers provided you include contact information so that the Panels Committee can contact them.

ANSWER:

IF YOU ARE APPLYING FOR THE JUVENILE PANEL, PLEASE ANSWER QUESTIONS 14 – 17. IF YOU ARE NOT APPLYING FOR THE JUVENILE PANEL, PLEASE SKIP TO QUESTION 17.

14. In approximately how many juvenile cases in the District of Columbia have you served as counsel?

ANSWER:

15. Approximately how many juvenile cases have you tried to a verdict?

ANSWER:

16. Describe your work in no more than five juvenile cases in which you have served as counsel. For each of those matters, provide (a) the case name, (b) the case number, (c) the court where the case was heard, (d) the date of trial, if any, (e) a description of the legal or factual issues involved or why the case is significant, (f) the name of the judge who presided over the case.

ANSWER:

IF YOU ARE APPLYING FOR THE GAL OR CCAN PANEL, PLEASE ANSWER QUESTIONS 17 – 20. IF YOU ARE NOT APPLYING FOR THE GAL OR CCAN PANEL, PLEASE SKIP TO QUESTION 21.

17. In approximately how many cases have you served as a GAL in the District of Columbia?

ANSWER:

18. In approximately how many neglect or abuse, termination of parental rights, or contested adoption cases have you served as counsel to a party (as distinguished from GAL) in the District of Columbia?

ANSWER:

19. Approximately how many neglect or abuse, termination of parental rights, or contested adoption cases have you tried:

(a) as GAL?

ANSWER:

- (b) as counsel to a party (as distinguished from GAL)?

ANSWER:

20. Describe your work in no more than five neglect or abuse cases or termination of parental rights or contested adoption cases in which you have served as GAL or counsel.

ANSWER:

IF YOU ARE APPLYING FOR THE SPECIAL EDUCATION ATTORNEY PANEL PLEASE ANSWER QUESTIONS 21 – 24. IF YOU ARE NOT APPLYING FOR THE SPECIAL EDUCATION ATTORNEY PANEL, PLEASE SKIP TO QUESTION 25.

21. In approximately how many special education cases in the District of Columbia have you served as counsel?

ANSWER:

22. In approximately how many special education cases have you participated in an administrative hearing?

ANSWER:

23. Describe your work in no more than five cases in which you have served as a special education attorney.

ANSWER:

24. Are you willing to seek compensation from the D.C. Public Schools for any eligible services prior to seeking compensation from the court for such services? Do you affirm that in no instance will you seek compensation from the court for services for which you have been or will be compensated by DCPS?

ANSWER:

FINAL QUESTIONS FOR ALL APPLICANTS:

25. Since your admission to the District of Columbia Bar, have you ever:

- (a) been convicted of a crime which carries a potential sentence of 180 days or more in prison?

ANSWER:

- (b) been sued by a client or been a party or otherwise involved in any other legal proceedings?

ANSWER:

- (c) been the subject of a complaint to any court, administrative agency, bar association or disciplinary committee, or other professional group in the District of Columbia or elsewhere?

ANSWER:

26. If your answer is yes to any of the above, please provide particulars.

ANSWER:

27. Provide any other information that you believe might be of assistance in assessing your qualifications to receive appointments to represent indigent clients in Family Court, including but not limited to any languages other than English in which you are fluent.

ANSWER:

28. Attorneys selected to represent indigent clients in Family Court are expected to fully comply with the Child Abuse and Neglect Attorney Practice Standards,¹ and timely satisfy their initial and continuing legal education requirements. Are you willing to act in accordance with the Attorney Practice Standards and timely satisfy all CLE requirements?

ANSWER:

29. Pursuant to Administrative Orders, the court sets an annual cap for attorney compensation for all appointed representation. Do you agree to comply with these Orders and any subsequent Order setting the annual cap for compensation, and do you understand that violation of any such Order may result in your removal from the panel(s)?

ANSWER:

¹ Adopted by Administrative Order 03-07, February 28, 2003.

30. If you are currently employed at another position and if you are accepted to the Panel, please describe the process you will undertake to make yourself available for Family Court appointments and when you would expect to be able to accept such appointments.

ANSWER:

31. List and describe any attachments to the application, including Bar certificates. For each state whether the attachments have been filed electronically with the e-mailed application.

ANSWER:

Please certify the following at the bottom of your completed questionnaire:

I declare under penalty of perjury under the laws of the United States that the answers provided in the Family Court Panel Application are true and accurate to the best of my knowledge and belief. Further I certify that I am a member in good standing of the District of Columbia Bar.

Signature

Date