

JUVENILE APPOINTMENT LIST ORIENTATION SESSIONS

Local Juvenile Rule 4(B)(3) requires that all applicants for any of the Juvenile Court Appointment Lists who were not eligible prior to March 1, 2009, attend an orientation session in order to be eligible for placement on the lists. Orientation sessions are scheduled quarterly. The primary purpose of the session is to familiarize applicants with the requirements for submitting bills for payment. The Administrative Magistrate will briefly discuss the general requirements for the appointment lists but the majority of the session is conducted by the Assigned Counsel staff, who will discuss the billing rules in detail.

All sessions start at 12:00 Noon and last approximately one hour. The sessions are held in the administration conference room on the 6th floor of the Domestic and Juvenile Court. Attendees should check in with the receptionist in administration (down the hall behind the Assignment Office) and you will be directed to the conference room.

2012 Quarterly Orientation Sessions

Tuesday, February 7

Wednesday, May 9

Wednesday, August 8

Wednesday, November 7

The current billing rules of the court are posted on the court's website (fccourts.org) under the section on Domestic/Juvenile Appointment Lists. The court follows the billing requirements of the Ohio Public Defender's Office. Those rules, and the required billing software available for download, can be found at their website, opd.ohio.gov, under the link for Reimbursement. All attendees are encouraged to familiarize themselves with the billing rules prior to the orientation session.

There is no formal sign-up or application required to attend the session. However, please notify Administrative Magistrate Gina Palmer if you plan to attend so we will know about how many people to expect. She can be reached at 614-525-7145 or at Gina_Palmer@fccourts.org.