

**RECERTIFICATION 201_ FOR THE PANEL OF
ATTORNEYS FOR CHILDREN**

1. Type or print answers to all questions and attach your answers to the application along with the requested documents. You must sign the affirmation as well as the consent and authorization form.
2. You have until April 30, 201_ to submit your completed application. If we have not received your application by that date, it will be assumed that you no longer wish to serve on the panel and your name will be removed from the roster and the Courts will be notified that you may no longer accept assignments
3. When the review process is underway, we may request attorneys to provide additional information.
4. The process of review will commence when the applications are received. Notification regarding the applications will be made on a rolling basis. You will be notified by letter when a decision has been made regarding your application.
5. In addition to the application, Appellate Panel members must complete the "Additional Questions" at the end of the application.

**APPLICATION FOR 201_ RECERTIFICATION
TO THE APPELLATE DIVISION, FIRST DEPARTMENT
PANEL OF ATTORNEYS FOR CHILDREN**

Name _____ E-Mail _____

Home Address _____ Phone _____

_____ Cell _____

Office Address _____ Phone _____

_____ Fax _____

1. Do you wish to remain active on the assigned counsel panel for the Office of Attorneys for Children of the Appellate Division, First Department?

YES ____ NO ____

2. In which of the following panels are you presently certified? (Check all that apply.)

Bronx County ____ New York County ____ FC Appeals ____

3. Are you a member of any other assigned counsel plans? YES ____ NO ____

Please list additional panel memberships:

4. Are you registered with the Office of Court Administration and have you paid your \$350 biennial fee? YES ____ NO ____

5. Have you registered with the Office of Court Administration as a 'private pay' Attorney for Child pursuant to Part 36 of the Rules of the Chief Judge? YES ____ NO ____

6. In the past two years, how many cases have you been assigned as a 'private pay' Attorney for Child? _____

7. Indicate the number of cases in which you are currently assigned as the Attorney for the Child in:

Family Court _____ Supreme Court _____ IDV Court _____

8. Indicate the number of cases in which you are currently assigned as the Attorney for an Adult in:

Family Court _____ Supreme Court _____ IDV Court _____

9. Do you specialize in a particular area of practice, ie., child protective, juvenile delinquency, custody? Indicate Specialty _____.

10. What is the breakdown of your current caseload of assigned cases?

Child Protective	_____Adult	_____Child
Juvenile Delinquency		_____Child
Custody, Visitation	_____Adult	_____Child
Adoption	_____Adult	_____Child
Support	_____Adult	
PINS		_____Child
Other _____		_____Explain

11.. Have you within the past year been relieved from an assigned case due to a conflict with a client or failure to appear? YES _____ NO _____
If you answered yes, explain in detail.

12. Since last certified to serve on the Panel have you been the subject of **any** complaint or disciplinary proceeding? YES _____ NO _____
If you answered yes, explain in detail and indicate the status and/or resolution, and include the name, docket number and judge.

13. List three cases during the past two years in which you have retained the services of an expert. For each case, list the name and docket number of the case, the name of the presiding judge, the name of the expert and their area of expertise, (i.e. investigator, educational evaluator, psychologist, social worker etc.) and describe briefly for each case the way in which you used the services of the expert.

14.. Select **one** of the contested cases that you have litigated to hearing or trial in the past two years. In one or two paragraphs describe the legal and factual issues, your theory of the case and how you went about presenting your theory in court. For each witness that you called and each that you cross examined, describe their role in the case and your theory and manner of examination. Also include a description of items (including reports) that you entered into evidence. Give the name and docket number of the case and the Judge who presided.

15. In how many Family Court cases in the past two years have you served and filed a Notice of Appeal?

16. In how many cases in Family Court have you requested a stay of an Order Appealed from?

17. What steps have you taken to assist your clients in pursuing their right to appellate review?

18. Where do you conduct client interviews outside of the courthouse? Give the name and caption of the case for at least one client with whom you have met outside of the courthouse.

36. When you are unable to appear on a scheduled court date, what actions do you take to alert the court, your client and the other parties in the case?
37. In the past two years, how many times did you obtain school or Board of Education records? _____ Medical Records? _____ Police Reports? _____ Criminal Records? _____ How did you obtain the records?
38. How do you keep time records of your work on assigned Family Court cases?
39. How many days in the past year have you been the Attorney responsible for Intake? List the dates that you worked Intake.
40. Do you subscribe to any legal periodicals or have any treatises that are updated regularly?
41. Do you belong to any Bar Associations? If so, which ones?
42. Attach a current Curriculum Vitae.

ADDITIONAL QUESTIONS FOR MEMBERS OF THE APPELLATE PANEL

1. List all assignments received during the past year by date of assignment (including cases not perfected). List date the appeal was perfected and the disposition of the appeal.
2. For any case that has not been perfected, explain why.
3. For any case that was dismissed by the Court, explain why.
4. For each case that was assigned to you, describe where and how you consulted with your client.
5. Have you filed an Anders brief in the past two years? If so, how many times? Did your brief receive a response from the Appellate Court?
6. Have you experienced difficulty in obtaining trial transcripts? What steps have you taken to expedite the process?
7. Attach a copy of a brief which you have written and filed within the past two years.
8. In the past two years have you requested an expansion of time to file your brief? If so, how many times?

AFFIRMATION

The undersigned, an attorney duly admitted to practice before the courts of the State of New York, affirms under penalties of perjury and states that the information provided herein is true and accurate.

Date: _____

Signature of Affiant: _____

Print Name: _____

CONSENT AND AUTHORIZATION

I, _____ hereby authorize any investigative or disciplinary or attorney disciplinary committee, board or authority to provide records and documents, dispositions and/or complaints, including but not limited to formal and/or informal inquiries, petitions or complaints relating to me in its possession to: the Appellate Division, First Department, Office of Attorneys for Children, their agents and employees.

A facsimile copy of this Consent and Authorization shall be adequate authority to provide such records and documents.

Signature _____

Dated _____