

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF BRONX - DISCOVERY PART

Calendar # _____

PRELIMINARY CONFERENCE ORDER

Pursuant to Part 202 of the Uniform Civil
Rules for the Supreme Court

Plaintiff(s),

- against -

HON. Raymond P. Fernandez

Defendant(s),

Index Number _____

Conference Date _____

APPEARANCES: *Plaintiff:* _____

Firm: _____

By Attorney: _____ Phone: _____

Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 1: _____

Firm: _____

By Attorney: _____ Phone: _____

Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 2: _____

Firm: _____

By Attorney: _____ Phone: _____

Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 3: _____

Firm: _____

By Attorney: _____ Phone: _____

Carrier: _____ Phone: _____ Coverage Amount: _____

I INSURANCE
COVERAGE:

☐ To be furnished within _____ days.

II BILL OF
PARTICULARS:

☐ 1. Not submitted: Bill of Particulars to be served by _____

☐ 2. Served: ☐ 2(a). Satisfactory ☐ 2(b). Unsatisfactory

☐ 3. Supplemental bill of particulars to be served _____

☐ 4. Bill of particulars for affirmative defenses to be served _____

III MEDICAL REPORTS
AND HOSPITAL
AUTHORIZATIONS:

☐ 1. Furnished (Except: _____)

☐ 2. Medical reports or authorizations for records to be served

☐ 3. Hospital authorizations to be served _____

IV PHYSICAL
EXAMINATION:

☐ 1(a). Held ☐ 1(b). Waived

☐ 1(c). Examination of _____

To be held _____

Defendant to designate physician(s) within 21 days of plaintiff's EBT

☐ 2(a). Physician's report furnished

☐ 2(b). Copy of physician's report to be furnished to plaintiff
within _____ days of examination.

- V EXAMINATION BEFORE TRIAL:**
- ☐ 1. ☐ Plaintiff ☐ Defendants ☐ All parties
- ☐ 2. To be held at _____
Date: _____ Time: _____
- ☐ 3. Held (Except: _____) ☐ Waived
- VI OTHER DISCLOSURE:**
- ☐ 1. None
- ☐ 2. All parties to exchange names and addresses of all witnesses, opposing parties' statements, and photographs. If none, an affirmation to that effect shall be exchanged.
- ☐ 3. Authorizations for plaintiff's employment records (IRS) including W-2 for period _____
- ☐ 4. _____
- ☐ 5. To be completed within _____
- VII IMPLADER ACTIONS:** ☐ 1(a). None ☐ 1(b). To be commenced ____ days after all EBT's.
- VIII DESIGNATED FOR TRANSFER:**
- ☐ 1(a). CPLR 325 (c)
- ☐ 1(b). CPLR 325 (d)
- IX ADDITIONAL DIRECTIVES:**
- ☐ See attached page for additional directives
- X ALL PARTIES:** Are directed to complete discovery on or before _____, and appear for a compliance conference on _____.
- XI DISCOVERY MOTIONS:** Parties are reminded that motion practice shall be used as a last resort. The Court will require strict adherence to 22NYCRR 202.20-f, and any motion not supported by an affidavit or affirmation in conformance with Section 202.20-f(b) will be denied with leave to renew upon proper papers. In the event a motion becomes moot, movant shall promptly email a letter to bxdiscovery@nycourts.gov informing the Court. Additionally, should counsel resolve some matters amicably but still require a ruling on others, movant shall email a letter informing the Court of the narrow issues that remain.
- XII STAY OF DISCLOSURE:** The statutory stay of disclosure pursuant to CPLR 3214(b) is hereby VACATED. Parties shall engage in discovery in good faith and may seek a stay of disclosure by order to show cause, where necessary.

This constitutes the decision and order of the Court.

Dated: _____

Enter: _____

Hon. Raymond P. Fernandez, AJSC

Parties must adhere to all dates contained herein relating to the completion of items in this order. Counsel may not enter into any adjournments without further order of the Court.