



San Francisco-Marin
LAWYER REFERRAL AND
INFORMATION SERVICE

THE BAR ASSOCIATION OF SAN FRANCISCO

Lawyer Referral and Information Service

201 Mission Street, 4th Floor

San Francisco, CA 94105

Telephone: (415) 477-2374

Fax: (415) 477-2389

<http://www.sfbar.org>

**APPLICATION FOR
FAMILY LAW PANEL**

(Please complete the application to the extent possible if applying under Rule 6 below)

Name: _____ State Bar number: _____

Telephone: _____ Fax: _____

E-mail address: _____

San Francisco office address: _____

Marin County office address: _____

Mailing address (if different): _____

Number of years of continuous active practice in California: _____

Please check all that apply: I am applying for the ☐ San Francisco panel / ☐ Marin County panel

Substantial Equivalent Experience - Under Rule 6: If you cannot meet the following requirements for panel membership, but believe that you qualify by reason of substantial, equivalent experience, you may submit an outline of such experience, as provided for in Rule 6 of the Lawyer Referral and Information Service Rules.

Certified Specialists

An applicant who is a certified Family Law Specialist, and whose current certification will last through the current membership year, qualifies automatically for Parts A, B and C. Otherwise, applicant must qualify under the stated requirements for Parts D, E, and F.

☐ I am a certified Family Law specialist. Date certified: _____

I would like to receive referrals in the following categories:

Part A: ☐ Class 1 ☐ Class 2 ☐ Class 3 ☐ Part B ☐ Part C

Experience Qualifications

Part A

CLASS 1 - DISSOLUTIONS

Applicant must have handled five (5) dissolution or nullity of marriage cases filed within the last five (5) years. Two must have included property settlement agreements and two must have been cases in which applicant appeared at contested RFO proceedings. If the cases were filed outside California, applicant must include a statement explaining how and why the experience is equivalent to the stated requirements.

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

Cases with property settlement agreements:

1. _____

2. _____

Cases with appearance at contested RFO hearings:

3. _____

4. _____

Other case:

5. _____

CLASS 2 - DISSOLUTIONS WITH CHILD CUSTODY

Applicant must qualify for Part A, Class 1 **AND** within the last three years must have handled either **a)** one child custody hearing with witnesses **OR b)** three child custody or visitation disputes, one of which must have been a child custody matter which went through the evaluation process of the Office of Family Court Services or its equivalent in other counties.

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

One child custody hearing with witnesses:

OR

One child custody dispute involving the Office of Family Court Services:

1. _____

Two child custody or visitation disputes matters:

2. _____

3. _____

CLASS 3 - DISSOLUTIONS INVOLVING SELF-EMPLOYED SPOUSE

Applicant must qualify for Part A, Class 1 **AND** have handled one dissolution case in which applicant made evaluation of the business of a self-employed spouse.

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

Nature of business: _____

PART B – ADOPTIONS – (1. PRIVATE REFERRALS AND 2. COURT APPOINTMENTS)

1. PRIVATE REFERRALS FOR ADOPTION

Applicant must have handled two direct adoptions and one contested adoption within the last five years.

Direct Adoptions

County	Court	Case #	Case Title	Dates of Representation
1. _____				
2. _____				

Contested Adoption

County	Court	Case #	Case Title	Dates of Representation
1. _____				

2. COURT APPOINTMENT PANEL – ADOPTIONS

This is a separate panel, administered by the LRIS Court Programs and the Superior Court with additional qualification procedures. Within the last **five** years, applicant must have handled either **a)** one child custody hearing with witnesses OR **b)** three child custody or visitation disputes, one of which must have been a child custody matter which went through the evaluation process of the Office of Family Court Services or its equivalent in other counties, **AND c)** have handled three contested adoptions, one of which must have involved questions of paternity, **AND d)** certify that applicant has completed 15 units of Continuing Legal Education as described below approved for credit by the State Bar of California. **This is a continuing annual obligation and complies with the State Bar Guidelines on the Delivery of Services in Indigent Defense.** (Five of the 15 required units may be completed through self-study.)

County	Court	Case #	Case Title	Dates of Representation
---------------	--------------	---------------	-------------------	--------------------------------

a) One child custody hearing with witnesses:

OR

b) One child custody dispute involving the Office of Family Court Services:

1. _____

Two child custody or visitation disputes matters:

2. _____

3. _____

AND

c) Three contested adoptions, one of which must have involved questions of paternity

County	Court	Case #	Case Title	Dates of Representation	Paternity (Y/N)
--------	-------	--------	------------	-------------------------	-----------------

1. _____
2. _____
3. _____

d) I hereby certify that I have completed at least 15 units (no more than 5 units are self-study) of Continuing Legal Education approved for credit by the State Bar of California relating directly to Family law, at least 5 of which pertain to Adoption proceedings and Paternity within the year preceding this application as follows:

	Title of Training	Adoption (Yes/No)	Paternity (Yes/No)	Date(s) of training	Number of Hours	Provider	Self-Study (S) Participate (P)
1.							
2.							
3.							
4.							
5.							

I understand that this separate CLE requirement is an annual obligation and hereby certify that all of the information in Part B 2. of this application is true and correct that that I had full responsibility for all cases listed in the application, or if not, I have attached an explanation.

Date: _____ Signature: _____

PART C – GUARDIANSHIP OF MINORS

Applicant must have handled one matter filed within the last five years in which custody was the primary issue.

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

I ☐ will ☐ will not handle TRO for domestic violence.

I ☐ will ☐ will not handle non-income clients and look to court for fees from client's spouse.

PART D – LIMITED SCOPE REPRESENTATION

Applicant must show at least five years in practice in family law and have attended or viewed at least three hours of training on limited scope representation to be qualified to provide limited scope representation services to clients in any of the above categories for which you are qualified: Part A, 1,2,3; Part B; Part C, and TRO. Those applicants who wish to qualify for LSR referrals must agree to use Risk Management materials developed by the Limited Scope Representation Committee of the California Commission on Access to Justice, as well as the LSR forms developed by the Judicial Counsel. NOTE: Those applicants who wish to provide reduced fee limited scope services on the LRIS Low-Fee Family law panel must meet the same experience and training requirements as stated above.

☐ I have practiced Family Law for at least five (5) years:

Indicate period of years: _____

☐ I have completed at least three (3) hours of Limited Scope Training:

Date(s) of LSR training: _____

Name of provider(s): _____

Length of training(s): _____

Please indicate in which classification of experience you are interested to provide limited scope representation services. Note that you must have qualified under the experience requirements listed in this application for the category(s) you select:

☐ Dissolutions

☐ Adoptions

☐ Dissolutions with child custody

☐ Guardianship of minors

☐ Dissolutions with self-employed spouse

☐ TRO

☐ I am willing to provide limited scope representation services at a reduced fee for low fee clients.

I agree to use the Risk Management materials developed by the Limited Scope Representation Committee of the California Commission on Access to Justice when engaging in this type of representation.

Date: _____

Signature: _____

PART E – COURT APPOINTMENT PANEL – FAMILY LAW CONTEMPT

This is a separate panel, administered by the LRIS Court Programs and the Superior Court with separate qualification procedures. Applicant must qualify for Part A. of this application and have handled three contempt proceedings in family court within the last five years. Applicant must provide a statement of his or her familiarity with criminal law as it relates to family law contempt proceedings and certify that applicant has completed 15 units of continuing legal education as described below.

County	Court	Case #	Case Title	Dates of Representation
1. _____				
2. _____				

3. _____

Statement of my familiarity with criminal law as it relates to family law contempt proceedings:

I hereby certify that I have completed at least 15 units (and no more than 5 units are self-study) of Continuing Legal Education approved for credit by the State Bar of California relating directly to Family law, at least 5 of which pertains to Criminal Defense or Contempt proceedings within the year preceding this application as follows:

	Title of Training	Family Law (Yes/No)	Criminal Defense or Contempt (Yes/No)	Date(s) of training	Number of Hours	Provider	Self-Study (S) Participate (P)
1.							
2.							
3.							
4.							
5.							

I understand that this separate CLE requirement is an annual obligation and hereby certify that all of the information in Part E. of this application is true and correct that that I had full responsibility for all cases listed in the application, or if not, I have attached an explanation.

Date: _____ Signature: _____

PART F – COURT APPOINTMENT PANEL – MINORS’ COUNSEL FOR FAMILY LAW

This is a separate panel, administered by the LRIS Court Programs and the Superior Court with separate qualification procedures. Applicant must complete parts 1-5 below, and because the Superior Court frequently seeks to appoint counsel from the “**Specialty Minor’s Subpanel**,” applicants are encouraged to complete as many of the Subpanels as possible. Applicant must also certify that applicant has completed 15 units of Continuing Legal Education as described below (in the section following the **Specialty Minors’s Subpanel**).

1. Within the past 5 years, applicant must have represented parents or minors in a minimum of 5 family law cases, at least 2 of which involved contested RFO hearings; **AND**
2. Within the past three years, applicant must have handled either **a)** one child custody hearing with witnesses **OR b)** three child custody or visitation disputes, one of which must have been a child custody matter which went through the evaluation process; **AND**
3. Within the past three years, applicant must have represented and interviewed minors in five dependency, probate, immigration and/or family law proceedings*; **AND**
4. Applicant must have attended or viewed on DVD, the San Francisco Unified Family Court's Family Law Minor's Counsel Training; **AND**
5. Applicant must certify completion of 15 units of Continuing Legal Education as described below (in the section following the **Specialty Minor's Subpanel**),

Within the last five years, five family law cases, at least two of which involved contested RFO hearings:

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____
2. _____
3. _____

Two cases involving contested RFO hearings:

4. _____
5. _____

AND

Within the last three years, one child custody hearing with witnesses:

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

OR

Three child custody or visitation disputes, one of which must have been a child custody matter which went through the evaluation process:

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____
2. _____

One child custody matter which went through the evaluation process:

3. _____

AND

Within the last three years, five dependency, probate, immigration and/or family law proceedings in the course of which applicant represented and interviewed minors: ****Please also indicate age of the child****.

County	Court	Case #	Case Title	Dates of Representation	Age Group**
--------	-------	--------	------------	-------------------------	-------------

1. _____
2. _____
3. _____
4. _____
5. _____

AND

Applicant must have attended or viewed on DVD, the San Francisco Unified Family Court's Family Law Minor's Counsel Training:

Date Attended Training or Viewed DVD of Training

1. _____

Specialty Minor's Sub-Panels (Optional but Recommended)

An applicant should apply for specialty sub-panels as the Court often needs to appoint an attorney with certain expertise. In order to qualify for a specialty sub-panel, applicant must have handled at least one case in the past **three** years in which the issue identified in the categories below was significant. The following categories have been identified for sub-panels:

☐ Child abuse (sexual or physical)

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

☐ Domestic violence

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

☐ Drug abuse of parents and/or minors

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

☐ Mental health issues of minor or parents

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

☐ Particular medical issue of minor

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

☐ Educational issues

County	Court	Case #	Case Title	Dates of Representation
--------	-------	--------	------------	-------------------------

1. _____

Significant issue of case:

AND

5. Education Requirements for Membership on Court Appointment Panel – Minor’s Counsel for Family Law

I hereby certify that I have completed at least 15 units (no more than 5 units are self-study) of Continuing Legal Education approved for credit by the State Bar of California relating directly to Family law, or Dependency Law but at least eight (8) of which relate directly to representation of minors, and one (1) hour relating to Domestic Violence, within the year preceding this application as follows:

	Title of Training	Representation of Minors (Yes/No)	Domestic Violence (Yes/No)	Date(s) of training	Number of Hours	Provider	Self-Study (S) Participate (P)
1.							
2.							
3.							
4.							
5.							

This is a continuing and annual obligation, **AND**

Each calendar year, BASF's Family Law Section will present at least two roundtable discussions of related topics, such as alienation, the use of experts and conflicts of interest. Panel members will be required to attend at least one of these sessions.

I understand that this separate CLE requirement of the Court Appointment Panel – Adoptions is an annual obligation and hereby certify that all of the information in Part F. of this application is true and correct that that I had full responsibility for all cases listed in the application, or if not, I have attached an explanation.

Date: _____ Signature: _____

PART G. - COLLABORATIVE LAW PRACTICE

1. Within the last five years, applicant must have handled five dissolution or nullity of marriage cases. Two must have included property settlement agreements and two must have been cases in which applicant appeared at contested RFO proceedings. If the cases were filed outside California, applicant must include a statement explaining how and why the experience is equivalent to the stated requirements; **AND**
2. Within the last three years applicant must have handled either **a)** one child custody hearing with witnesses **OR b)** three child custody or visitation disputes, one of which must have been a child custody matter which went through the evaluation process of the Office of Family Court Services or its equivalent in other counties; **AND**
3. Two completed collaborative law cases in the family law context; **AND**
4. At least 12-hours of training in collaborative law offered in accordance with the International Academy of Collaborative Professionals; **AND**
5. At least 30 hours or more of mediation training.

NOTE: Those applicants who wish to provide **reduced fee collaborative law** services on the LRIS Low-Fee Family law panel must meet the same experience and training requirements as stated above, **except for** having completed two collaborative law cases in the family law context.

Of the five dissolution cases required, two included property settlement agreements:

County	Court	Case #	Case Title	Dates of Representation
1. _____				
2. _____				

Of the five dissolution cases required, two must have been cases with appearance at contested RFO hearings:

County	Court	Case #	Case Title	Dates of Representation
3. _____				
4. _____				

Other case:

5. _____

Within the last three years applicant must have handled either:

a) One child custody hearing with witnesses:

OR

b) One child custody dispute involving the Office of Family Court Services:

1. _____

Two child custody or visitation disputes matters:

2. _____

3. _____

Two completed collaborative law cases in the family law context:

County	Case Title	Completion Date
--------	------------	-----------------

1. _____

2. _____

At least 12-hours of training in collaborative law offered through the International Academy of Collaborative Professionals;

Title of Training	Number of hours	Date(s) of training
-------------------	-----------------	---------------------

At least 30 hours or more of mediation training:

Title of Training	Number of hours	Date(s) of training
-------------------	-----------------	---------------------

I had full responsibility for all cases listed in the application or, if not, I have attached an explanation.

Date: _____

Signature: _____