

RULES FOR LOUISIANA DISTRICT COURTS

TITLES I, II, III, IV, V, and VI

Caddo Parish Juvenile Court

Parish of Caddo

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| Title - I | Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules |
| Chapter - 3 | Organization of the Court |
| Rule - 3.1 | a. The Juvenile Court for Caddo Parish is divided into three judicial divisions – A, B, and C. |
| Appendix - 3.1 | b. Specialty courts include Juvenile Drug Court, Family Drug Court, Individualized Disposition Docket (I.D.D./mental health court), Truancy, Child Support, Domestic Abuse Assistance, Adoption, and Traffic. |
| Divisions or Sections of Court | Personnel |
| Amended August 9, 2010, effective September 1, 2010. | <p>The personnel of the Court shall be organized into four departments called the Administrative Office, the Office of the Clerk of Court, the Caddo Parish Juvenile Probation Department and the Caddo Parish Juvenile Detention Home.</p> <p>The heads of these departments shall be, respectively, the Judicial Administrator, Clerk, Chief Probation Officer and Superintendent of Detention. The department heads shall be appointed by majority vote of the Court and shall serve at the pleasure of the Court. All other personnel shall be appointed by majority vote of the Court upon the recommendation of the applicable department head and shall serve at the pleasure of the Court.</p> <p>Each department head shall direct the day to day operations of their department. The Clerk shall perform all duties of the office of clerk of court as required by law.</p> |
| | Hours of Court |
| | <p>The Clerk's office shall be open from 8:00 a.m. to 4:30 p.m. every day except Saturdays, Sundays, legal holidays and in cases of public emergency. Unless otherwise directed by the presiding judicial officer, court proceedings shall be conducted during those hours.</p> <p>Motions are set for argument before the assigned Judge in the Dependency section on Mondays at 8:45 a.m. and 1:00 p.m. and in the Delinquency sections on Tuesdays at 9:00 a.m. Motions filed prior to 2:00 p.m. Thursday are set the upcoming Monday or Tuesday, and motions filed after 2:00 p.m. Thursday are set one week following. Motions requiring the taking of evidence shall thereafter be set for hearing as directed by the Judge. Motions bearing the signature of all counsel may be granted without hearing.</p> |

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| Title - I | Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules |
| Chapter - 3 | Duty Judges |
| Rule - 3.2 | a. The designation of a Duty Judge shall rotate weekly at 8 a.m. on Monday among the three judicial divisions. |
| Appendix - 3.2 | b. The responsibilities of the Duty Judge shall include: |
| Duty Judges | <ol style="list-style-type: none">1. accepting all calls from the detention center to determine, based on assessment criteria, whether to release a juvenile before the Continued Custody Hearing;2. accepting all calls from the Office of Community Service concerning instant orders; and3. accepting requests for arrest and search warrants, to set bonds, to sign verified complaints, to handle non-support bench warrants, and for other after-hour inquiries and incidental matters related thereto. |
| Amended August 9, 2010, effective September 1, 2010; amended effective June 1, 2011. | |

c. Hearing Officers, as authorized by law, may be designated by the Duty Judge to assist with these after hours and weekend duty calls.

d. Another Judge or the Hearing Officer, as authorized by law, shall issue and/or sign orders of an emergency nature if the Judge to whom the case is assigned is ill, on vacation, or otherwise unavailable.

Fines, Fees and Court Costs

Unless otherwise ordered, fees, fines, and court costs shall be paid to the Clerk in cash or certified funds at the time they are charged or assessed.

Appointment of Attorney

Any attorney residing or practicing in Caddo Parish is subject to appointment by the Court unless exempted by law.

Assignment of Counsel by the District Attorney

The District Attorney of Caddo Parish shall assure the assignment of at least one attorney to each judicial division on a full-time basis. Said attorney, or a qualified substitute, shall be present for all judicial proceedings for his/her assigned judicial division.

Assignment of Counsel by the Chief Public Defender

The Chief Public Defender of Caddo Parish shall assure the assignment of at least one attorney to each judicial division on a full-time basis. Said attorney, or a qualified substitute, shall be present for all judicial proceedings for his/her assigned judicial division.

Transfer of Assignment

When circumstances require, the Clerk may transfer an assigned case to another judicial division by consent of the affected Judges. However, the Chief Judge shall make the final assignment if the transfer creates a conflict.

a. If a Judge recuses himself/herself in a proceeding before that Judge's court, the Clerk of Court shall devise a system whereby such cases are randomly assigned to another division of the Court.

Child In Need of Care (CINC) - Assignment of Cases

a. The allotment of CINC cases shall be random. The Clerk of Court shall devise a system whereby all CINC cases shall be randomly divided among each judicial division in accordance with the rules set out herein below.

b. If any child or children in a new CINC case has a prior CINC matter, the new CINC case shall be assigned to the judicial division that was assigned the earliest filed pleading, regardless of disposition, and the Clerk shall assign the case the same docket number as the prior case.

c. If there is no prior assignment, the Clerk shall randomly assign such cases among each judicial division.

d. For good cause, including when any CINC child's sibling has been involved in a prior CINC matter, the Court may transfer an assigned CINC case to the appropriate judicial division and may order that matter consolidated with any related CINC cases.

e. A single petition or complaint may be filed and one case file maintained by the Clerk for multiple children sharing at least one parent. The Court may sever such proceedings.

Child In Need of Care (CINC) - Hearings

a. CINC continued custody cases will be scheduled as follows:

Division A - Monday and Wednesday at 1:30 p.m.;

Division B - Wednesday at 8:30 a.m. and Thursday and Friday at 1:30 p.m.;

Division C - Tuesday and Thursday at 9:00 a.m.

b. All other CINC hearings will be scheduled as follows:

Division A - Monday at 9:00 a.m., 1:30 p.m.; Wednesday at 1:30 p.m.;

Division B - Thursday at 1:30 p.m.; Friday at 9:00 a.m., 1:30 p.m.;

Division C - Tuesday at 9:00 a.m., 1:30 p.m.; Thursday at 9:00 a.m.

c. Judges will not allow the setting, carryover or continuances of CINC matters contrary to these time slots without the express approval of the affected Judge.

Delinquency - Assignment of Cases

a. Assignment of Cases

The allotment of delinquency cases shall be random. The Clerk of Court shall devise a system whereby all delinquency cases shall be randomly divided among each judicial division in accordance with the rules set out herein below.

b. Single Defendants

1. The Clerk shall assign a defendant with a new delinquency case to the judicial division assigned the earliest prior delinquency or FINS petition (except Truancy) concerning the child. The assignment of the case shall be based on the earliest filed petition, regardless of the disposition of such petition.

2. If there is no prior assignment, the Clerk shall randomly assign such cases among each judicial division.

c. Co-defendants

1. Unless otherwise ordered, when any co-defendant has been previously assigned to a judicial division in a delinquency or FINS (except Truancy) case, the Clerk shall assign all of the co-defendants to the judicial division assigned the earliest prior petition of any co-defendant. Such assignment shall be made regardless of the disposition of such petition.

2. Unless otherwise ordered, where all co-defendants in a case have no prior delinquency or FINS case(s), the Clerk shall assign all of the other new co-defendants to the judicial division assigned the first new co-defendant.

3. After adjudication, each co-defendant's case shall be transferred for disposition to the judicial division to which the child was originally assigned. The case shall be set for hearing on the next available delinquency/FINS date to allow the parties to schedule disposition.

4. Any subsequent case involving one of the original co-defendants, which does not involve the other co-defendants, shall be assigned to the judicial division assigned the earliest prior delinquency or FINS case concerning that child. The assignment of the case shall be based on the earliest filed petition, regardless of its disposition.

Delinquency - Hearings

a. Continued Custody Hearings are held in the Duty Judge's division at 9:00 a.m. on Monday, Wednesday, and Friday. The Assistant District Attorney and Indigent Defender assigned to that division shall appear for Continued Custody Hearings.

b. Appearances to Answer are scheduled as follows:

Division A - Thursday at 8:30 a.m.;

Division B - Tuesday at 8:30 a.m.;

Division C - Monday at 1:30 p.m.

c. Delinquency motions and reviews are scheduled as follows:

Division A - Tuesday at 9:00 a.m.;

Division B - Monday at 9:00 a.m.; alternate Thursdays at 9:00 a.m. (OJJ reviews)

Division C - Monday at 9:00 a.m.

d. Delinquency trials are scheduled as follows:

Division A - Tuesday 1:30 p.m.;

Division B - Monday at 1:30 p.m.;

Division C - Thursday at 1:30 p.m.

Family In Need of Services (FINS) - Hearings and Assignment of Cases

a. The allotment of FINS cases (except Truancy) shall be random. Assignment of FINS cases (except Truancy) is made in the same manner as assignment of cases in delinquency.

b. Continued Custody Hearings shall be conducted in the Duty Judge's division at the same time as delinquency Continued Custody Hearings.

c. Truancy matters shall be heard in a single, designated judicial division that will be determined by a decision of the Court.

d. Truancy Court shall be held each Thursday at 1:30 p.m.

e. All other FINS hearings shall be set before the assigned judicial division and held at the same time and in the same manner as delinquency hearings.

Specialty Courts - Assignment of Cases and Hearings

a. All specialty courts shall be heard in a single, designated judicial division that will be determined by a decision of the Court.

b. The Clerk of Court shall assign cases in specialty courts to the judicial division designated to hear that particular specialty court.

c. The specialty court hearings will be scheduled as follows:

1. Juvenile Drug Court - Thursday at 3:30 p.m.;
2. Truancy Court - Thursday at 1:30 p.m.;
3. Family Drug Court - Thursday at 9:00 a.m.;
4. Individualized Disposition Docket (I.D.D./mental health court) - every other Tuesday at 1 :30 p.m.;
5. Child Support, Domestic Abuse Assistance, Adoptions, and Traffic cases shall be scheduled and heard in accordance with the rules set out herein below.

Child Support - Hearings and Assignment of Cases

a. All matters pertaining to child support proceedings filed pursuant to La. Ch. C. art. 311 shall be heard in a single, designated judicial division that will be determined by a decision of the Court.

b. Unless otherwise ordered, child support proceedings filed pursuant to La. Ch. C. art. 311 are assigned to the Hearing Officer and shall be set at 8:00 a.m. on Wednesdays or at such other time as directed by the Hearing Officer or the Court.

c. Child support matters, including certain executions of sentences and reviews of the findings of the Hearing Officer, shall be set every Wednesday at 1:00 p.m. in the judicial division designated to hear child support cases.

Child Support Proceeding; Fee

The Court hereby assesses and shall collect a fee of five percent of all existing and future ongoing support payments and arrearage ordered by the Court in actions brought by the Department of Social Services to establish or enforce support obligations. In each such action, the Court assesses a one-time fee in the amount of \$25.00 to fund the expenses incurred by the Caddo Parish Indigent Defender Board in the representation of persons ordered to pay support in such actions. The fees assessed under this rule may, for good cause in a particular case, be waived by the Court.

Domestic Abuse Assistance

- a. All matters pertaining to domestic abuse assistance pursuant to La. Ch. C. arts. 1564 et seq. shall be heard in a single, designated judicial division that will be determined by a decision of the Court.
- b. Hearings to obtain domestic abuse assistance shall be assigned to the judicial division designated to hear such matters, or the Judge may assign such matters to the Hearing Officer in accordance with law.
- c. Domestic violence proceedings will be scheduled as follows:

Division B - Every other Thursday at 9:00 a.m.; every other Tuesday of the alternate week at 1:30 p.m.

Hearing Officer - Every Friday at 10:00 a.m.

- d. The Court will not accept waiver of child support in any case. No mutual orders will be issued, nor stipulations of child support in an amount less than the applicable statutory guidelines unless a factual basis for a deviation exists.

Adoptions - Hearings and Assignment of Cases

- a. All matters concerning Title XI (surrenders) and Title XII (adoptions) shall be heard in a single, designated judicial division that will be determined by a decision of the Court.
- b. Applications for Approval for Adoptive Placement, Surrenders of Parental Rights, Adoptions, and related adoption matters shall be assigned to the judicial division designated to hear these matters.
- c. Adoptions shall be held on Wednesday at 9:00 a.m.
- d. Applications for Approval of Adoptive Placement shall be held in accordance with the delays set out in the Children's Code.

Adoption Records

- a. Unless otherwise ordered, the Clerk shall maintain the Court records related to an application for approval of adoptive placement, surrender of parental rights, or petition for adoption for a child in a single case file.
- b. A separate case file shall be maintained for any petition for disclosure under La. Ch. C. art. 1188.
- c. No case file shall be released by the Clerk to any person other than the Judge, the law clerk, or the Judge's secretary without Court order.

Traffic Cases

- a. Unless otherwise ordered, traffic proceedings are assigned to the Hearing Officer.
- b. Both the juvenile and a parent shall appear at all traffic hearings.
- c. Appearances to answer in traffic cases are set at 3:30 p.m. on Wednesdays.
- d. Traffic evidentiary hearings shall be held the 1st Friday of the month at 10:00 a.m. before the Hearing Officer. The Clerk shall notify the Assistant District Attorney of such hearings, and the Assistant District Attorney shall appear at the hearing.
- e. Reviews of the findings of the Hearing Officer in traffic cases are assigned to the Judge on duty when the child appears to answer and set before that Judge at 3:30 p.m. on the same day as delinquency trials. The Clerk shall notify the Assistant District Attorney of such hearings, and the Assistant District Attorney shall appear at the hearing.

Mental Health and Substance Abuse Treatment

- a. Proceedings for the care and treatment of minors in mental health or substance abuse facilities pursuant to Title XIV shall be heard in a single, designated judicial division that will be determined by a decision of the Court.
- b. The Clerk shall assign such mental health and substance abuse matters to the judicial division designated to hear such matters.

- c. An attorney from the Mental Health Advocacy Service shall be appointed to represent the child in all such proceedings.
- d. Any hearing shall be scheduled with priority over other matters and heard in the courtroom, in chambers, or at the treatment facility at the discretion and upon order of the Court.
- e. The petitioner shall be assessed with costs and expenses of the hearing, including professional witness fees.

Abortions (Judicial By-Pass)

- a. Proceedings for judicial approval for minors to consent to medical procedures pursuant to La. R.S. 40:1299.35.5 shall be heard in chambers, anonymously, by designated judicial divisions which will be determined by a decision of the Court.
- b. Judicial By-Pass proceedings shall be randomly assigned by the Clerk to any judicial division designated to hear such matters.
- c. The assigned Judge shall consider the rule upon the application, in a summary manner, within four days, excluding legal holidays, of the filing thereof.
- d. If the assigned Judge is unavailable, the application shall be randomly assigned to another judicial division designated to hear such matters.
- e. The security and administrative staff shall assist the minor in obtaining access to the Clerk of Court's office, whose staff shall assist the minor in preparing the application, unless already completed by the minor.
- f. Pursuant to La. R.S. 40:1299.35.5, the Clerk of Court shall prepare application forms in clear and concise language which shall provide step-by-step instructions for filling out and filing the application forms. All application forms shall be submitted to the attorney general for his approval. The Clerk shall assist each minor who requests assistance in filling out or filing the application forms.
- g. In accordance with the requirement of anonymity set out in La. R.S. 40:1299.35.5, the Clerk of Court shall maintain abortion records by docket number and initials only, and such records may only be accessed by order of the Court.

Emergency Medical Proceedings

- a. The Court has authority to hear emergency medical matters, such as blood transfusions or surgery, on an emergency basis, without the previous filing of written pleadings. Hearings may be held in open court, in chambers or at the emergency site, in the discretion of the Court. In a life threatening situation, such hearing may be held without notice.
- b. If the child has any open case before the Court, the Clerk shall assign such emergency medical matters to the judicial division assigned the open case.
- c. If the child does not have an open case, if not previously assigned, or if the assigned Judge is unavailable, such emergency medical matters shall be temporarily assigned to the Duty Judge for the purposes of such proceedings and will remain assigned to that judicial division during the pendency of the emergency matter and any related hearings.
- d. If the Duty Judge is unavailable, the case shall be randomly assigned by the Clerk to another judicial division.

Termination of Parental Rights - Hearing and Assignment of Cases

- a. Termination of Parental Rights Hearings shall be heard by the judicial division assigned the underlying CINC matter.
- b. Termination of Parental Rights matters will be heard on the same dates and times as CINC matters are heard in the assigned judicial division.

Termination of Parental Rights - Records

Termination of Parental Rights proceedings shall be considered separate suits and have a separate docket number from any other proceeding concerning the same child.

Other Hearings and Assignment of Cases

Unless otherwise ordered, all other matters shall be randomly assigned by the Clerk.

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| Title - I | Chapter Title - Judges, Facsimile Transmissions To The Court, and Technology-Related Rules |
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| Chapter - 3 |
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| Rule - 3.6 |
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| Appendix - 3.6 |
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| Court-Specific Rules Concerning Recording of Protected Persons Pursuant to La. R.S. 15:440.2 |
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| Title - I | Chapter Title - Court Personnel |
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| Chapter - 4 |
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| Rule - 4.1 |
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| Appendix - 4.1 |
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| Judicial Administrators and Clerks of Court |
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| Judicial Administrator Ted Cox |
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| Telephone: (318) 226-6500 |
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| The Judicial Administrator shall be appointed by a majority vote of the Court and shall serve at the pleasure of the Court. The Judicial Administrator shall exercise supervisory authority over all departments and shall report to the Court. |
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| Title - I | Chapter Title - Courtroom Use, Accessibility and Security |
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| Chapter - 5 |
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| Rule - 5.1 |
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| Appendix - 5.1A |
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| Americans with Disabilities Form |
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| http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1A.PDF |
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| Title - I | Chapter Title - Courtroom Use, Accessibility and Security |
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| Chapter - 5 |
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| Rule - 5.1 |
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| Appendix - 5.1B |
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| Request for Interpreter and Order |
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| http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1B.PDF |
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| Title - I | Chapter Title - Courtroom Use, Accessibility and Security |
| Chapter - 5 | |
| Rule - 5.1 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5.1C.PDF |
| Appendix - 5.1C | |
| Interpreter's Oath | |
| Title - I | Chapter Title - Indigents and In Forma Pauperis |
| Chapter - 8 | |
| Rule - 8.0 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX8.0.PDF |
| Appendix - 8.0 | |
| In Forma Pauperis Affidavit | |
| Title - II | Chapter Title - Procedure |
| Chapter - 9 | |
| Rule - 9.12 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.12B.pdf |
| Appendix - 9.12B | |
| Notice of Limited Appearance – Non-Family Law Cases | |
| Title - III | Chapter Title - Arraignment and Pleas |
| Chapter - 18 | |
| Rule - 18.0 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX18.0.PDF |
| Appendix - 18.0 | |
| Waiver of Formal Arraignment and Pleas | |
| Title - V | Chapter Title - Court Organization and Sessions |
| Chapter - 41 | Oral Argument |
| Rule - 41.0 | Unless otherwise ordered, cases submitted on briefs are decided without oral argument. Oral argument may be requested in the form of a motion and order after submission of briefs. When permission for oral argument has been granted to one party, the right to oral argument extends to all parties, unless the right to argue orally has been forfeited. |
| Appendix - 41.0 | |
| Court Procedures | Pleadings and Briefs |
| Amended effective May 24, 2016. | Pleadings on letter sized paper are preferred. Pleadings shall be legible with sufficient copies and service information for service of process. The Clerk may reject any pleadings not in conformance with this rule. |

When the Court orders or any counsel to a proceeding requests the filing of briefs, the original shall be filed and a copy shall be sent to the Judge and all parties. If a decision from another state is cited within the brief, a copy should be attached to the filing.

Unless otherwise ordered by the Court, the MOVANT has ten (10) days to submit his brief to the Court. The RESPONDENT has the following ten (10) days to respond with his brief. The MOVANT then has five (5) to submit his reply.

Briefs not timely filed may not be considered. However, an extension of time may be granted for good cause upon request of the Court.

The minute clerk shall make an entry into the court minutes when the Court issues an order for the submission of briefs. The minute clerk shall also make an entry into the court minutes when the briefs are submitted and filed.

Subpoenas and Summonses

Requests for service of subpoenas or summonses shall be made on a form provided by the Clerk and shall include the signature and telephone number of the requesting attorney. A party proceeding pro se shall obtain leave of court prior to filing requests for service of subpoenas or summonses.

Authorization to File Complaint

Probation officers and peace officers who have territorial jurisdiction over a child and have reasonable grounds to believe that the child's family is in need of services, are hereby authorized to file family in need of services complaints. Caddo Parish School Board school principals and attendance officers who have reasonable grounds to believe that a child's family is in need of services are hereby authorized to file complaints which allege that the family is in need of services due to: (1) the child having repeatedly been absent from school without authority; (2) the child having willfully and repeatedly violated lawful school rules; or (3) the child having violated an ordinance respecting the failure to be in attendance at school [such as Shreveport City Code Sec. 50–204.1(a)] or being in a public place during school hours while suspended from school [such as Shreveport City Code Sec. 50–204.2(c)].

The authority to file families in need of services complaints granted in this rule does not limit any authority that a person would otherwise have to make such filings.

Complaints in the Form of Traffic Citations

Probation officers, peace officers and school attendance officers may file families in need of services complaints prepared on forms which are similar in size and format to uniform traffic citations authorized under R.S. 32:398.1 and 398.4. Such complaints in the form of traffic citations must comply with the requirements of Ch. C. Arts. 730 and 731. If a complaint in the form of a traffic citation is used, a copy of the complaint shall be furnished to the child and, if practical, to a parent of the child by the officer filing the complaint. The copy furnished to the child may notify the child to appear with a parent at a mandatory conference to be convened by the Court or its designee in Courtroom Three at a time specified in the complaint. Unless emergency arrangements are made with the Court's Intake Officer, the time specified shall be 3:30 p.m. on a Wednesday at least seven days after the date on which the child is furnished with a copy of the complaint. A copy of such complaint shall be filed with the Court's Intake Officer as soon as practical, but in no event more than three days after the copy was furnished to the child.

Nothing herein shall preclude the filing of complaints in such other form as may be authorized by the Children's Code.

Delinquency Petitions in the Form of Traffic

Peace officers who have territorial jurisdiction over a child and have reasonable grounds to believe the child is a delinquent child and the district attorney may file delinquency petitions, based on misdemeanor offenses, on forms which are similar in size and format to uniform traffic citations authorized under R.S. 32:398.1 and 398.4. Such petitions must comply with the requirements of Ch. C. Arts. 844 and 845, and the service, notice of right of counsel and summons must comply with Ch. C. Arts. 847 through 852.

Preliminary Hearing and Appointment of Counsel (CINC)

Unless otherwise ordered by the Court, the petitioner shall submit with the petition a proposed order appointing the same counsel as that originally appointed for the child and parents in the need of care proceedings, and setting an appearance to answer before the assigned Judge at 1:00 p.m. on the last Wednesday within 15 days after filing of the petition. All parties shall be present at the appearance to answer hearing. That hearing will also include consideration of a scheduling order.

Discovery

Unless otherwise ordered, discovery in a child in need of care proceeding is to occur in every case in accordance with the Standing Need of Care and Termination Proceeding Discovery Order attached hereto as Appendix B and is effective upon filing of the petition. Motions to restrict discovery shall be filed within the time limits established by the Standing Need of Care and Termination Proceeding Discovery Order.

Act of Surrender

The party filing the authentic act of voluntary surrender shall submit with the surrender proposed orders in accordance with Ch. C. Art. 1131.C(1) and (2) and D. If the surrender indicates that the alleged or adjudicated father is identified but his whereabouts are unknown, the filing party shall also submit a proposed order appointing a curator and directing service of notice on the curator.

If notice of filing of the surrender is required under Ch. C. Arts. 1132 through 1134, the filing party shall prepare and submit such notice to the Clerk and request issuance of such notice and service of same upon the alleged or adjudicated father. The Clerk shall notify the Court and the filing party as soon as practical after receipt of a return indicating that the alleged or adjudicated father cannot be served. The filing party shall be responsible for monitoring the status of service and, immediately upon notice of receipt of a return indicating that the alleged or adjudicated father cannot be served, shall submit to the Court a proposed order for appointment of a curator as required under Ch. C. Art. 1136.B.

Videotaping of Protected Persons

Pursuant to Children's Code Article 324, the Caddo Juvenile Court authorizes the videotaping of any protected person, as defined in Children's Code Article 323, by the local child advocacy center pursuant to the protocol adopted by the Gingerbread House, local law enforcement agencies, the Department of Children and Family Services, and other cooperating agencies.

The issuance of a Court Order in any individual case is not necessary unless the parent, legal guardian, or custodian of a child who is a protected person fails or refuses to consent to such videotaping. In the event of such failure or refusal, the Department of Children and Family Services, District Attorney, or a local law enforcement officer or agency shall apply to the Court for an order authorizing such videotaping.

Title - V

Chapter Title - Adoption Proceedings

Chapter - 46

Rule - 46.0

Appendix - 46.0

Court-Specific Rules
Concerning Filing of
Pleadings and Required
Exhibits in Adoption
Proceedings

Title - VI

Chapter Title - Litigation Filed by Inmates

Chapter - 60

Rule - 60.2

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.2.PDF>

Appendix - 60.2

Form IJR-1: Petition for
Judicial Review

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| Title - VI | Chapter Title - Litigation Filed by Inmates |
| Chapter - 60 | |
| Rule - 60.4 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.4.PDF |
| Appendix - 60.4 | |
| Pro Se Prisoner- Plaintiff's Portion of the Pre-Trial Order | |

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| Title - VI | Chapter Title - Litigation Filed by Inmates |
| Chapter - 60 | |
| Rule - 60.7 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.7A.PDF |
| Appendix - 60.7A | |
| Application To Proceed In Forma Pauperis Filed in District Court | |

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| Title - VI | Chapter Title - Litigation Filed by Inmates |
| Chapter - 60 | |
| Rule - 60.7 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.7B.PDF |
| Appendix - 60.7B | |
| Motion To Proceed In Forma Pauperis on Appeals/Writs | |

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| Title - VI | Chapter Title - Litigation Filed by Inmates |
| Chapter - 60 | |
| Rule - 60.8 | http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX60.8.PDF |
| Appendix - 60.8 | |
| Appeal of Parole Revocation | |

