

IN THE SUPERIOR COURTS OF THE APPALACHIAN JUDICIAL CIRCUIT

STATE OF GEORGIA

INTERNAL OPERATING PROCEDURE 2000-34

IN RE: FAMILY VIOLENCE PETITIONS (LAY ASSISTANCE)

Pursuant to O.C.G.A. § 19-13-3(d), “...Family Violence Shelter or social service agency staff members designated by the court may explain to all victims not represented by counsel the procedures for filling out and filing all forms and pleadings necessary for the presentation of their petition [for relief from family violence] to the court...without cost. ...The performance of such assistance shall not constitute the practice of law...” [emphasis added].

This court has authorized staff members of Cherokee Family Violence Center and North Georgia Mountain Crisis Network to carry out the above duties. In order to formalize such authorization and to clarify the parameters of such authorization, it is hereby ordered and adjudged as follows:

1. That staff members in good and current standing with Cherokee Family Violence Center and North Georgia Mountain Crisis Network, as designated by the director of Cherokee Family Violence Center and North Georgia Mountain Crisis Network, are authorized to carry out the duties specified in O.C.G.A. § 19-13-3(d).
2. The forms authorized by this order include and are limited to:
 - a. Petitions for Temporary and Final Protective Order
 - b. Temporary Protective Order
 - c. Final Protective Order
 - d. Contempt of Court Actions on Orders

e. The following incidental forms:

1. Affidavit required under O.C.G.A. § 19-9-49 (where custody is an issue)
2. Dismissal of Temporary or Final Protective Order
3. Continuance of Hearing
4. Extension of Order pending hearing
5. Financial Affidavit under U.S.C.R. 24.2

SO ORDERED, this _____ day of March, 2000.

Brenda S. Weaver, Chief Judge
Superior Courts
Appalachian Judicial Circuit

Ronald J. Armstrong, Judge
Superior Courts
Appalachian Judicial Circuit