

Agenda

Assisting with Family Law Case Intake Assisting with initial client interview Preparing engagement letter, opening file Collecting information	<i>J. Castle</i>
Preparing Pleadings and Assisting with Motion Practice Preparing initial pleadings Requesting temporary relief Preparing for the temporary orders hearing Preparing the temporary orders	<i>S. Swick</i>
Obtaining and Evaluating Financial Information Identifying relevant information on assets, debts, income and expenses Obtaining financial information Using financial information questionnaires Using interrogatories, requests for production, deposition testimony, private investigators Valuing assets Evaluating the information you have obtained Working with accountants and financial experts Preparing financial statements	<i>S. Wolfson</i>
Assisting with Legal Decision Making and Parenting Time Issues Current status of parenting issues in Arizona Obtaining relevant information Client interview, parenting questionnaires, authorizations for disclosure, using formal discovery Working with court appointed advisors and best interests attorneys Working with experts Drafting and reviewing parenting plans	<i>S. Click</i>
Enforcing and Modifying Family Law Orders and Decrees Implementing divorce decrees and orders Preparing and filing the decree Preparing other necessary documents Enforcing judgments and orders Enforcing temporary orders Enforcing custody orders Enforcing support orders Modifying decrees and orders Determining which parts of a decree or order are subject to modification, deciding when to seek modification Assisting in modification actions	<i>S. Everts</i>
Handling Ethical Issues in Family Law Practice Complying with rules of professional responsibility and ethics guidelines for attorneys and paralegals Avoiding conflicts of interest Maintaining client confidentiality Avoiding the unauthorized practice of law Working with the secretive or dishonest client Handling allegations of abuse or neglect Zealous (vs. over-zealous) representation Fee agreements, retainers, and collection of unpaid fees	<i>D. Rose</i>

Arizona Family Law Practice for Paralegals
Tempe, AZ - Friday, February 9, 2018

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Learning Objectives

You'll be able to:

- Assist** with initial client interviews and case intake.
- Obtain** and evaluate financial information.
- Review** the current status of parenting issues in Arizona.
- Avoid** conflicts of interest and the unauthorized practice of law.
- Implement**, enforce and modify divorce decrees, judgments and orders.



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| Prepare pleadings and assist with motion practice | Understand rules of professional responsibility and ethics guidelines for attorneys and paralegals |
| Obtain and evaluate financial information | Assist with the enforcement and modification of family law orders and decrees |
| Assist with parenting issues | |

Continuing Education Credits

This seminar offers paralegals 6.5 CLE hours, including 1.0 ethics hour, that have been approved by the NALA and NFPA.



Age Group	Percentage
18-24	10%
25-34	15%
35-44	5%
45-54	20%
55-64	15%
65-74	2%
75-84	18%
85+	25%