

Agenda

Assisting with Family Law Case Intake

Assisting with initial client interview
Preparing engagement letter, opening file
Collecting information

Preparing Pleadings and Assisting with Motion Practice

Preparing initial pleadings
Requesting temporary relief
Preparing for the temporary orders hearing
Preparing the temporary orders

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

Working With Divorce Clients and Opposing Counsel

Establishing and maintaining good communication with clients

- Methods of communication and contents of communications
- Guidelines for responding to client communications

Working with difficult clients
Working with the courts and opposing counsel
Maintaining professionalism

Assisting with Alternative Dispute Resolution

Assisting in family law mediation
Understanding and assisting in divorce arbitration
Assisting in the collaborative divorce process

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

Family Law Practice for Paralegals

Overland Park, KS - Friday, August 23, 2019

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Learning Objectives

You'll be able to:

Learn about assisting with family law case intake.

Prepare pleadings and assist with motion practice.

Obtain and **evaluate** financial information.

Work with divorce clients and opposing counsel.

Assist with alternative dispute resolution and handle ethical issues in family law practice.



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Continuing Education Credits

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



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Abraham D. Kuhl *Member of the Law Office of Young, Jakobe & Kuhl, LLC*

Mr. Kuhl is a frequent presenter on a variety of family law issues, and is an active member of the Family and the Law Section of the Kansas City Metropolitan Bar Association. Having served two terms as the chair of the Domestic Relations committee, he has also served as the president of the Family and the Law Section. Additionally, Mr. Kuhl is on the Board of Directors of the Kansas City Metropolitan Bar Foundation, a member of the University of Missouri – Kansas City School of Law Alumni board, and an adjunct professor at the University of Missouri – Kansas City School of Law. He volunteers his time with the Volunteer Attorney Project, is a member of the Association For Women Lawyers of Greater Kansas City, and serves as the executive director of the Eastern Jackson County Bar Association. Mr. Kuhl, like all members of his firm, has dedicated his practice to family law and represents people in dissolution of marriage (divorce) actions, modification of custody and child support actions, establishment of child support actions, adoption matters, paternity actions, and guardianship proceedings. Having completed the guardian ad litem and advanced guardian ad litem trainings, Mr. Kuhl serves as a guardian ad litem in multiple counties, including Jackson, Cass and Clay. In addition, Mr. Kuhl serves as a mediator as well as a special master.

Maggie L. Anderson *Managing Attorney, The Law Office of Maggie L. Anderson, LLC*

Ms. Anderson is the managing attorney at The Law Office of Maggie L. Anderson, LLC, in Kansas City, Missouri. She focuses her practice exclusively in the area of family law, and has extensive experience in both litigating and negotiating complex family law matters such as divorce, paternity, child support, adoption, guardianships and cohabitation issues. Ms. Anderson has spoken on topics concerning the welfare of children in custody proceedings and same-sex divorce and litigation. She has written articles for, and had her work published with, *The Urban Lawyer*, a national quarterly on State and Local government. Ms. Anderson is an active member of the Domestic Law Committee of the Kansas City Metropolitan Bar Association, the Association for Women Lawyers of Greater Kansas City, and the Mid-America Gay & Lesbian Chamber of Commerce. Prior to opening her own practice, she was a senior associate attorney with The Reynolds Law Firm, LLC, focusing her practice primarily on family law. Before that, Ms. Anderson worked as a judicial law clerk for the Honorable Edith L. Messina, the first female judge to take the bench at the 16th Judicial Circuit Court of Missouri, Kansas City. She is admitted to practice law in both Missouri and Kansas.

Seminar Information

Hilton Garden Inn
5800 College Blvd.
Overland Park, KS 66211
(913) 345-2661

Registration
8:00 - 8:30 am
Morning Session
8:30 am - 12:00 pm
Lunch (On your own)
12:00 - 1:00 pm
Afternoon Session
1:00 - 4:30 pm

Tuition

\$289 for individual registration

\$269 for three or more registrants from the same company at the same time.

Included with your registration: *Complimentary continental breakfast and printed seminar manual.*

Receive a reduced tuition rate of \$101 by registering to be our on-site coordinator for the day. For availability and job description, please visit www.halfmoonseminars.org.

How to Register

- Visit us online at www.halfmoonseminars.org
- Mail-in or fax the attached form to 715-835-6066
- Call customer service at 715-835-5900

Cancellations: Cancel at least 48 hours before the start of the seminar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another seminar or the self-study package. You may also send another person to take your place.

Continuing Education Credit Information

This seminar is open to the public and offers 6.5 CLE hours, including 1.0 ethics hour, to all paralegals. The National Association of Legal Assistants and the National Federation of Paralegal Associations have each approved this seminar.

Attendance will be monitored, and attendance certificates will be available after the seminar for most individuals who complete the entire event. Attendance certificates not available at the seminar will be mailed to participants within fifteen business days.

Can't Attend? Order the Manual and Audio from the Live Seminar as a Self-Study Package!

Audio recordings of this seminar are available for purchase starting at \$269. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Registration

Family Law Practice for Paralegals
Overland Park, KS - Friday, August 23, 2019

How to Register	Registrant Information Name: _____ Company/Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Occupation: _____ Email: _____ Phone: _____ Additional Registrants: Name: _____ Occupation: _____ Email: _____ Phone: _____ Name: _____ Occupation: _____ Email: _____ Phone: _____ Email address is required for credit card receipt, program changes, and notification of upcoming seminars and products. Your email will not be sold or transferred. () I need special accommodations. Please contact me.	
Online: www.halfmoonseminars.org		
Phone: 715-835-5900		
Fax: 715-835-6066		Code:
Mail: HalfMoon Education Inc., PO Box 278, Altoona, WI 54720-0278 Complete the entire form. Attach duplicates if necessary.		

Tuition

() **I will be attending the live seminar.** Single Registrant - **\$289.00**. Three or more registrants from the same company registering at the same time - **\$269.00** each.

() **I am not attending.** Please send me the self-study package:

☐ Downloadable MP3 Audio/PDF Manual for **\$269.00**.

☐ CD/Manual Package for **\$289.00**.

(S&H included. Please allow five weeks from seminar date for delivery)

Checks: Make payable to HalfMoon Education Inc.

Credit Card: *Mastercard, Visa, American Express, or Discover*

Credit Card Number: _____

Expiration Date: _____ CVV2 Code: _____

Cardholder Name: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

Email: _____