

MEMORANDUM

To: ATTORNEYS SEEKING TO BE APPOINTED IN MENTAL HEALTH PROCEEDINGS AND EXTRAORDINARY GUARDIANSHIP ISSUES

From: THE SCREENING REVIEW SUB COMMITTEE OF THE INDIGENT SERVICES COMMITTEE
revised May 2005

Re: APPLICATIONS

Commencing immediately, two (2) registries (wheels) will be established for purposes of appointing attorneys in the following proceedings.

Being a part of any other registry will not result in appointments in the following proceedings:

APS & GUARDIANSHIP MATTERS Registry

- * Adult Protective Services proceedings pursuant to Chapter 415, Fla. Stat.
 - * Emergency Temporary Proceedings pursuant to Chapter 744, Fla. Stat.
 - * Incapacity Proceedings pursuant to Chapter 744, Fla. Stat.
 - * Restoration Proceedings pursuant to Chapter 744, Fla. Stat.
 - * Counsel as required for extraordinary proceedings pursuant to Chapter 744, Fla. Stat.
- To be placed on this registry, the attorney must apply for and be approved for all five (5) type appointments.

Developmentally Disabled, Mental Health & Marchman Matters Registry (special training required)

- * Developmentally Disabled Proceedings pursuant to 393, Fla. Stat.
 - * Court Appointed Conflict Counsel in Baker Acts Chapter 394, Fla. Stat.
 - * Marchman Act proceedings pursuant to Chapter 397, Fla. Stat.
- To be placed on this registry, the attorney must apply for and be approved for all three (3) type appointments. Further, the attorneys on this registry, must be available to accept all appointments over a specified time frame, usually either one or two weeks.

The Screening Review Sub Committee pursuant to a request of the Chief Judge has created an application and review procedure for applications submitted. Applications can be obtained via internet at www.jud11.flcourts.org. Go to the section on Attorney Rotation Wheels
<http://www.jud11.flcourts.org/attywheel/default.htm>

Unless otherwise noticed, the Screening Review Sub Committee will meet on the first Thursday of each month at 12:00 p.m. at the Dade County Courthouse, 16th floor conference room, 73 W. Flagler Street, to review applications. Florida's Sunshine Law

and Public Records Act apply to communications and correspondence with and among the members of the Screening Review Sub Committee.

Requirements: Member in good standing with the Florida Bar, maintain an office in Miami-Dade County together with a local or toll free telephone number to provide access by the Respondent/Ward to their Court Appointed Counsel, represented or assisted in the representation of ten cases in types of matters for which you are seeking appointment and have entered into contract with the Justice Administrative Commission.

Instructions: Complete the application. You must submit an **original** and **three** (3) copies of the application in an envelope marked “committee” and eight (8) copies in a second envelope marked “pre-screen.” A copy of your Florida Bar Card must also be included with the original and all copies of the application. The application with copies must be completed and returned to Anders Madsen, Director of Probate, Administrative Office of the Court, 9th Floor Dade County Courthouse, 73 West Flagler Street, Miami, Florida 33130.