



Family Duty Counsel / Family Advice Lawyer Form

Check one box: Regular Duty Counsel Triage Family Advice Lawyer

Lawyer Name:	Court:	Date:
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INSTRUCTIONS:

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| <ol style="list-style-type: none"> 1. Record the client's name. 2. Specify unique case identifier number for each client. 3. Specify the client's gender and the language of service. 4. Record the other party's name. 5. Indicate in the appropriate column for DA, FHR, FSA, IPVI, ISO, and/or SEA the service <i>LETTER</i> that corresponds to the | <ol style="list-style-type: none"> activity/activities provided (see legend below). 6. Insert the appropriate <i>NUMBER(S)</i> for each outcome (see legend below). 7. Record time spent per client. 8. Record your total time waiting at court and travel time (if applicable). |
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LEGEND:

Activities

A	Spousal support application hearing	L	Hearing Minister of Social Development - Guardianship
B	Child support application hearing	M	Hearing Minister of Social Development - Protective Intervention
C	Spousal support variation hearing	N	Hearing Minister of Social Development - Adult Security
D	Child support variation hearing	O	Hearing Minister of Social Development - Supervisory Order
E	Judicial spousal support enforcement hearing	P	Hearing Minister of Social Development - Other
F	Judicial child support enforcement hearing	Q	Emergency Intervention Order/Emergency Protection Order Hearing for initial Order
G	Other	R	Emergency Intervention Order/Emergency Protection Order Variation Hearing
I	Custody application hearing	S	Emergency Intervention Order/Emergency Protection Order Interpretation/Advice (FAL)
J	Access application hearing	T	Substituted Service – prepare application (FAL)
K	Hearing Minister of Social Development - Custody	U	Substituted Service – hearing

Outcome at this point

1	Adjournment	21	Incarceration
2	Provisional order (ISO and DA)	22	Judgment
3	Confirmation order (ISO and DA)	23	Partial payment order
4	Order for paternity test	24	Suspension of support order
5	Custody order	25	Client terminated counsel – refusal of counsel
6	Child support order	26	Order for the appointment of litigation guardian
7	Special expenses order under section 7 of the Federal Child Support Guidelines	27	Order for the appointment of counsel for litigation guardian
8	Spousal support order	28	Order for the appointment of counsel for children
9	Order terminating child support	29	Order for psychiatric or psychological evaluation
10	Order terminating spousal support	30	Warrant issued for arrest
11	Interim order for custody	31	Order to attend issued
12	Interim order for access	32	Other
13	Interim order for child support	33	Supervisory Order
14	Interim order for spousal support	34	Interim Supervisory Order
15	Interim order for exclusive possession of marital home	35	Protective Intervention Order
16	Marital property order	36	Interim Protective Intervention Order
17	Order for section 8 FSA custody and access evaluation	37	Guardianship Order
18	Order under section 128 FSA (no harassment etc...)	38	Addiction Services Outcome
19	Order under section 132 FSA (no contact)	39	Summary Advice Only
20	Contempt order	40	Order under the <i>FHR/IPVI Act</i>

As Duty Counsel / Family Advice Lawyer

I have duly performed all my responsibilities, advised the clients of their rights and rendered all other services to which he/she was entitled.

Lawyer Signature

# CLIENTS SERVED	NAME Surname, First name & initial	COURT FILE # (FD_### - ##)	GENDER (Specify Male or Female)	LANGUAGE OF SERVICE English (E) French (F)	OTHER PARTY Surname, First name & initial / Minister of Social Development	ACTIVITIES Enter letter from service legend						OUTCOME 1	OUTCOME 2	OUTCOME 3	OUTCOME 4	OUTCOME 5	OUTCOME 6	TIME (per client)
						DA	FHR	FSA	IPVI	ISO	SEA							
1			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
2			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
3			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
4			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
5			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
6			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
7			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
8			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
9			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
10			<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> E <input type="checkbox"/> F														
TOTAL TIME WAITING AT COURT:			TRAVEL:						TOTAL TIME WITH CLIENT(S):									

DA – Divorce Act FHR – Family Homes on Reserves and Matrimonial Interests or Rights Act FSA – Family Services Act
IPVI – Intimate Partner Violence Intervention Act ISO – Interjurisdictional Support Order SEA – Support Enforcement Act