

**Family Law**  
Subject Matter Application  
(Revised 01.03.2017)

Name: (please print) \_\_\_\_\_

Are you Board Certified in Family Law? \_\_\_\_ yes \_\_\_\_ no (If yes, please indicate below the panels for which you wish to receive referrals. You are not required to provide proof of prior experience.)

If you are not board certified, please complete the application, including case information.

**SPECIALITY AREAS OF FAMILY LAW**

**COLLABORATIVE LAW**

In order to receive referrals in Collaborative Law, you must have taken an approved training, handled one collaborative case within the past three years, and taken five (5) hours of collaborative law related CLE within the last three years. Please submit proof of training and CLE.

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Sponsored by: \_\_\_\_\_

\_\_\_\_ I have met the above requirements and I am qualified to receive referrals in Collaborative Law.

**FAMILY LAW MEDIATION**

In order to receive Family Law Mediation referrals, you must have completed forty (40) classroom hours of mediation training pursuant to Ch. 154.052(a), Texas Practice and Remedies Code, and conducted one formal family law mediation within the past year.

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Sponsored by: \_\_\_\_\_

\_\_\_\_ I have met the above requirement and I am qualified to receive referrals in family law mediation.

## LIMITED SCOPE REPRESENTATION

Limited Scope Legal Representation is intended for self-represented litigants who may not need to hire an attorney for “full representation,” but who need specific advice, services, document review, etc.

The attorney/client mutually agrees to handle a specific and limited service or services, tailored to the needs and concerns of the client, using a detailed contract. The attorney/client understands that this type of practice is a joint effort on the part of the attorney and client, and that the attorney has a specified end to what he or she will perform. This is not a substitute for traditional legal services. It is an alternative form of representation for the pro se litigant.

Although this is not considered a modest means program, typically legal fees are charged on an hourly or flat fee basis with no retainers involved, which will inherently reduce the cost of hiring a lawyer for agreed upon specific tasks. You may charge your regular fees as determined at the time of the initial interview and screening. Consultation fee and percentage fee rules will apply.

In order to participate in this panel, you must attest to the following:

\_\_\_ I will utilize written retainer agreements and retain written records documenting the scope of limited services for each client, including changes in scope when assisting clients referred by the Lawyer Referral Service. LRS can provide samples of limited scope agreements.

\_\_\_ I will use the Notice of Limited Scope and Notice of Withdrawal form, when and if approved by the Travis County judiciary and by local rule, when assisting client referred by the Lawyer Referral Service.

Types of Limited Scope services I offer:

- \_\_\_ Coaching
- \_\_\_ Document review
- \_\_\_ Document preparation/ghostwriting
- \_\_\_ Court appearances
- \_\_\_ Negotiations / Mediation
- \_\_\_ Legal research

- \_\_\_ Responding to discovery
- \_\_\_ Domestic violence
- \_\_\_ Other: \_\_\_\_\_

\_\_\_\_\_

Qualifications:

\_\_\_ I have been in practice at least three (3) years and I have three (3) hours of Limited Scope legal representation training.

## MODEST MEANS PROGRAM (REDUCED LEGAL FEE)

The Modest Means Program is a reduced fee program that assists modest income legal consumers obtain legal counsel. The maximum hourly rate for eligible clients is \$75.00 per hour. As an incentive to participate in the Match Program, percentage fees to LRS are waived.

If you handle only Modest Means Program referrals, LRS will waive first year dues and will provide malpractice insurance coverage. If you handle full fee LRS referrals, you are required to have professional liability insurance coverage at your expense.

LRS staff initially screens Modest Means Program callers using the federal poverty guidelines. Callers are informed of the hourly rate and given information that a retainer may be required. ***The attorney is strongly encouraged to further screen the client.*** If you find the client does not qualify for the Modest Means Program (income is not within accepted guidelines), you are required to notify LRS.

### General Family Law Practice

**Where required, please provide a typed list of cases handled including case name, cause number, party names, year of disposition, brief description of case type and resolution.**

Panel	Requirements
<input type="checkbox"/> Appeals <input type="checkbox"/> Collaborative (see requirements) <input type="checkbox"/> Contested divorce (complex/w assets, children) <input type="checkbox"/> Family violence <input type="checkbox"/> Grandparent access <input type="checkbox"/> Pre/post nuptial agreement	<p>For EACH selection, must have handled two (2) cases as lead attorney within the last three (3) years;</p> <p>or</p> <p>must have handled eight (8) contested cases and two (2) cases involving contested custody or property</p> <p><b>Please provide list.</b></p> <p><input type="checkbox"/> I certify that 25% of my practice is in family law and I have disclosed this percentage on my application for malpractice insurance. I certify that I have five (5) hours CLE in family law in the last year.</p>

MM = Modest Means Program

Panel (indicate full fee and/or Match Program)	Requirements
<input type="checkbox"/> Adoption with termination <input type="checkbox"/> MM <input type="checkbox"/> Child protective services issues <input type="checkbox"/> MM <input type="checkbox"/> Divorce with children <input type="checkbox"/> MM <input type="checkbox"/> Divorce involving bankruptcy <input type="checkbox"/> Interstate/foreign custody <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender <input type="checkbox"/> MM <input type="checkbox"/> Military divorce <input type="checkbox"/> MM <input type="checkbox"/> Modification <input type="checkbox"/> MM <input type="checkbox"/> Protective orders <input type="checkbox"/> MM <input type="checkbox"/> Paternity <input type="checkbox"/> MM <input type="checkbox"/> SAPCR <input type="checkbox"/> MM	<p>Must have handled four (4) contested cases as lead attorney within the last three (3) years and have handled two (2) contested hearings</p> <p><b>Please provide list.</b></p> <p><input type="checkbox"/> I certify that 25% of my practice is in family law and I have disclosed this percentage on my application for malpractice insurance. I certify that I have five (5) hours CLE in family law in the past year.</p>

For panels below, you are not required to prove prior experience.

<input type="checkbox"/> Adoption without termination	<input type="checkbox"/> MM
<input type="checkbox"/> Divorce, uncontested	<input type="checkbox"/> MM
<input type="checkbox"/> Emancipation	<input type="checkbox"/> MM
<input type="checkbox"/> Enforcement	<input type="checkbox"/> MM
<input type="checkbox"/> Name changes	<input type="checkbox"/> MM
<input type="checkbox"/> Paternity / uncontested / establish of child support	<input type="checkbox"/> MM
<input type="checkbox"/> Powers of attorney	

☐ I certify that I practice and am qualified to accept family law cases. I meet the membership requirements for receiving referrals from LRS in this area, and will maintain compliance with the requirements as long as I accept these referrals.

Date \_\_\_\_\_ Signature \_\_\_\_\_