

## *Superior Court of the District of Columbia*

### *Procedures For Stand-In Attorneys Representing Parents In Family Treatment Court*

The engagement of Stand-In Attorneys who will be responsible for representing and advising Family Treatment Court (FTC) participants, as needed, during joint FTC review hearings will allow the Court and FTC team to engage with all FTC participants with the purpose of encouraging, congratulating, and recognizing their achievements.

The Stand-In Attorney will be responsible for being present during case staffing meetings and FTC review hearings. Stand-In Attorney will advocate for participants during case staffing meetings and provide legal advice to any participant, as needed. The Stand-In Attorney is responsible for informing the attorney of record about any action taken on behalf of a participant, including any pleadings filed orders issued resulting from Stand-In Attorney's representation. Stand-In Attorneys shall be compensated at the currently established hourly rate. Monthly vouchers shall be issued to cover services starting on the first day of each month and shall be utilized for all services rendered during the entire month only, no cross-over monthly billing shall take place on any voucher (i.e. April voucher issued, only billing for services rendered in the month of April is permitted). ***Vouchers for multiple months will not be processed.*** If a voucher is not used for a specific month in which it was issued, the voucher shall be marked "no intent to bill" in the Web Voucher System (WVS). Vouchers shall be submitted to the presiding judge of the Family Treatment Court for payment at the end of each 30 (or 31) day cycle.

Because FTC is a specialized therapeutic court and matters are handled differently than regular abuse and neglect cases, Stand-In Attorneys must have experience handling FTC cases. Therefore, eligible Stand-In Attorneys shall be drawn from a list of qualified CCAN attorneys with experience handling two or more FTC cases. Attorneys selected to serve as Stand-In Attorneys must agree to serve one day a month for a period not to exceed three months. The Stand-In Attorney must be available from 9:00 a.m. to 12:00 p.m. for case staffing meetings and 1:00 p.m. to 4:45 p.m. for FTC review hearings. If at any time during the three-month rotation the assigned Stand-In Attorney is not available, the attorney must arrange for an Alternate Stand-In Attorney from the approved list of FTC attorneys. To ensure the availability of an adequate number of attorneys to serve as Stand-In Attorneys, the Court will select two (2) Stand-In Attorneys and two (2) Alternates to serve each three-month rotation.

Stand-In Attorneys may be appointed from this list<sup>1</sup> to serve by signing up through the CCAN office procedures. The CCAN Office will email eligible attorneys prior to the start of this new

---

<sup>1</sup> On January 6, 2014, the CCAN office sent an email notification to all CCAN Panel attorneys inviting qualified attorneys to apply to serve as Stand-In Attorney for FTC review hearings. Attorneys seeking to serve as Stand-In Attorneys were instructed to provide the name and case number for two FTC cases. The CCAN staff verified cases

system so that attorneys can indicate whether they are available for the first three-month rotation as the Stand-In Attorney or Alternate. Attorneys must be available on the applicable day each month for the entire three months. If an attorney later becomes unavailable, that attorney shall contact the Stand-In Alternate to appear for the case staffing and review hearing(s). Thereafter, CCAN will email the eligible attorneys one month prior to each three-month rotation to determine availability. If more attorneys sign up than are needed, the Stand-In appointments will be rotated among the attorneys who are eligible for this duty. The CCAN Office staff will facilitate the attorney appointment process and serve as the liaison between the FTC Stand-In Panel and the FTC presiding judge.

Effective March 5, 2014, the following attorneys are eligible to serve as Stand-In Attorneys for FTC:

Nakeisha Blount  
Rahkel Bouchet  
Marco Cabezas  
Jack Gilmore  
Kate Gould  
Murphy Henry  
Chidinma Iwuji  
Cynthia Jefferson  
Adrienne Jemmott  
Madhavan Nair  
Jon Pascale  
Lauren Schwartz  
Ethan Susskind  
Sharon Taylor-Smith  
Barrie Lynn-Tappia  
Richard Tappan  
Julius Terrell  
Russell Washington

---

and appointments to ensure that the cases were FTC matters and that the attorney met the requisite requirement to serve as a Stand-In. The list represents the qualified attorneys.