

## AMENDMENT TO IMPLEMENTATION GUIDELINES

### WORCESTER PROBATE AND FAMILY COURT

This notice serves to amend and supplement the previously issued Implementation Guidelines of the WPFC during the pendency of Standing Order 2020. This situation is fluid and as we determine the best way to navigate this uncharted territory changes will need to be made to our protocol. We appreciate your patience.

I. AMENDMENT: In light of staggered staffing and the fact that only one AJCM is assigned in the building per day, it is requested that requests for emergency telephonic hearings, of any kind including guardianships, be directed to the “on call AJCM / JCM,” rather than the assigned Judge’s AJCM as previously directed. That AJCM/ JCM working in conjunction and remotely with other AJCMS will begin the process and gathering of necessary information to facilitate a call and will transfer the case the AJCM scheduled for the next day. In an effort to prevent duplication of efforts, please direct your emergency requests to the “on call AJCM” assigned for that day. Accordingly, direction of emergency guardianship matters to Jeanne Angers shall be deleted and the section of the implementation guidelines on page 2 should now read:

- ***Request for emergency hearing.*** *All requests for emergency hearing of any kind shall require a motion and supporting affidavit which shall be e-filed. In addition, the Motion and Supporting Affidavit signed under the pains and penalties of perjury by the party litigant shall be emailed to the on call AJCM designated below for review and determination as to whether a telephonic hearing will be scheduled. The affidavit shall set forth, with specificity, the nature of the emergency, as well as what efforts have been made to resolve the matter with the opposing party or their counsel prior to the filing of the motion and request for telephonic hearing. Contact telephone numbers and email addresses (if any) for all counsel and parties shall be set forth in the email correspondence. If the case requires the filing of a new complaint, the pleadings shall be simultaneously filed pursuant to the protocol directed by the Register and the motion and supporting affidavit of emergency should also be emailed to the on call ACJM / JCM below so they may be reviewed as soon as possible by Court. The parties and counsel will be then be notified as to how the Court will proceed. Please note no*

*telephonic hearing will be conducted until all pleadings are filed with the Court.*

**Monday:** [fionnuala.girard@jud.state.ma.us](mailto:fionnuala.girard@jud.state.ma.us)

**Tuesday:** [Jeanne.angers@jud.state.ma.us](mailto:Jeanne.angers@jud.state.ma.us)

**Wednesday:** [Alicia.doherty@jud.state.ma.us](mailto:Alicia.doherty@jud.state.ma.us)

**Thursday:** [Kathleen.brown@jud.state.ma.us](mailto:Kathleen.brown@jud.state.ma.us)

**Friday:** [susan.walton@jud.state.ma.us](mailto:susan.walton@jud.state.ma.us)

**II. SUPPLEMENT:** In the event of an emergency closure of the courthouse all 209A matters will be handled by the scheduled Judicial Response Judge. During full court closure there are no on-site Judges or support staff, and no ability to record telephonic hearings as required. Accordingly, all scheduled telephonic hearings during the period in which the court is closed, will, unless notified by an AJCM be postponed until the court reopens, preferably on the assigned Judge's designated on-site day which generally coincides with their motion day. Upon the court re-opening, if not sooner, you will be contacted by an AJCM to set up the new date and time of the telephonic hearing with every effort made to schedule it within the first 48 hours of the court re-opening. If a matter involves the safety of an individual which cannot otherwise be resolved please call the "on call" AJCM for that particular day. The inability to record telephonic hearings poses a significant problem, however, the matter will be transmitted electronically to the attention of the assigned Judge, for a determination of how to proceed.