



Office of Indigent
Legal Services

Parent Representation Semi-Annual Report (PRR-195)

Part 2 Training: Article 10 & TPR Representation, Grant-Funded Positions & Training

July 25, 2024

Reminders from the Part 1:

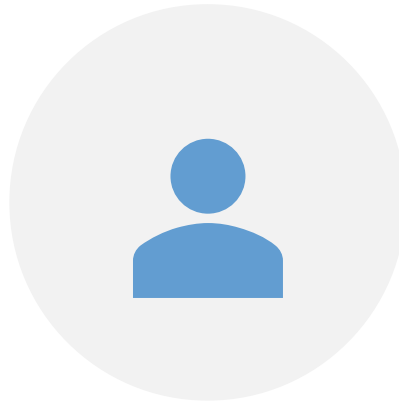
The current “reporting period” is the date your contract was signed through June 30th, 2024)

Some questions may not be relevant to every provider’s grant-funded project. You will be able to skip these questions when you complete the form.

Overview of Part 2:



ARTICLE 10 & TPR
REPRESENTATION &
OUTCOMES



GRANT-FUNDED ATTORNEY &
SPECIALIZED SERVICE
POSITIONS



CONTINUING EDUCATION &
TRAININGS

Quantifying Quality Parent Representation

- Attorney presence at first court appearance
 - Family Separation, Placements and Reunification
 - Outcomes at Fact-Finding and Dispositional Hearings
 - Motion Practice
 - Interdisciplinary Representation – The Use of Specialized Services
 - Attorney-Client Communication
- 

Article 10 & TPR Representation

29. For Article 10 and Termination of Parental Rights petitions **opened** during the reporting period, in how many of those petitions was an attorney present/not present at the first court appearance?

	Number of First Appearances Where Attorneys were Present	Number of First Appearances where Attorneys were NOT Present	Unable to Report
Abuse	4	1	<input type="radio"/>
Neglect			<input type="radio"/>
Termination of Parental Rights			<input type="radio"/>

Article 10 & TPR Representation(Cont'd)

30. For Article 10 and Termination of Parental Rights petitions **closed** during the reporting period, how many began as IRs?

	Total	Unable to Report
Abuse	<input type="text"/>	<input type="radio"/>
Neglect	<input type="text"/>	<input type="radio"/>
Termination of Parental Rights	<input type="text"/>	<input type="radio"/>

Article 10 & TPR Representation – Dependents

31. For Article 10 and Termination of Parental Rights petitions **closed** during the reporting period, please report the total number of children who were subjects of the petitions.

	Total Number of Children	Unable to Report
Abuse	5	<input type="radio"/>
Neglect	15	<input type="radio"/>
Termination of Parental Rights	0	<input type="radio"/>

= 20 children were subjects of the petitions

Article 10 & TPR Representation – Family Separation

32. For Article 10 petitions **closed** during the reporting period, please report the total number of children who were **removed** at any time during the Article 10 proceeding.

Article 10 & TPR Representation – Family Separation

32(a). Please report the total number of children removed during the Article 10 proceeding who were placed into the following initial placement options:

	Number of Children Placed	Unable to Report
Kinship Custody	<input type="text"/>	<input type="radio"/>
Kinship Foster Care	<input type="text"/>	<input type="radio"/>
Non-Kinship Foster Care	<input type="text"/>	<input type="radio"/>
Institutional Setting	<input type="text"/>	<input type="radio"/>
Non-Respondent Parent	<input type="text"/>	<input type="radio"/>
Other/Placement Unknown	<input type="text"/>	<input type="radio"/>

Article 10 & TPR Representation – Family Separation

32(b). Please Report the following:

I) Of the children removed, how many experienced at least one change in placement?

Total

Unable to Report

II) Of the children removed, how many were returned to your client's custody by the close of the petition?

III) Of all children who were returned to parent, what was the average number of days that they were out of your clients' custody?

IV) Of children who were not returned, how many remained in placement at the close of the petition?

Fact-Finding Hearings

33. For Article 10 and Termination of Parental Rights petitions closed during the reporting period, how many contested **Fact-Finding Hearings** took place? *This includes hearings which commenced but were settled before conclusion of the Fact-Finding Hearing.*

Fact-Finding Hearings – Article 10

33(a). Of the Fact-Finding Hearings that took place for **Article 10** petitions, please report the number of Fact-Finding Hearing outcomes for all children who were the subjects of the closed Article 10 petitions.

	Number of Outcomes for All Children Who Were Subjects of the Closed Petitions	Unable to Report
Dismissed	<input type="text"/>	<input type="checkbox"/>
Adjournment in Contemplation of Dismissal	<input type="text"/>	<input type="checkbox"/>
Withdrawal	<input type="text"/>	<input type="checkbox"/>
Finding After Hearing	<input type="text"/>	<input type="checkbox"/>
Finding: Consent (No Admission)	<input type="text"/>	<input type="checkbox"/>
Finding: Consent (Admission)	<input type="text"/>	<input type="checkbox"/>
Other: (Please specify)	<input type="text"/>	<input type="checkbox"/>

Fact-Finding Hearings – TPR

33(b). Of the Fact-Finding Hearings that took place for **Termination of Parental Rights (TPR)** petitions, please report the number of Fact-Finding Hearing outcomes for all children who were the subjects of the closed TPR petitions.

	Number of Outcomes for All Children Who Were Subjects of the Closed Petitions	Unable to Report
Dismissed	<input type="text"/>	<input type="checkbox"/>
Finding	<input type="text"/>	<input type="checkbox"/>
Conditional Surrender	<input type="text"/>	<input type="checkbox"/>
Other: (Please specify)	<input type="text"/>	<input type="checkbox"/>

Dispositional Hearings

34. For all Article 10 and Termination of Parental Rights petitions closed, how many contested **Dispositional Hearings** took place? *This includes hearings which commenced but were settled before conclusion of the Dispositional Hearing.*

Dispositional Hearings – Article 10

34(a). Of the contested Dispositional Hearings that took place for **Article 10** petitions, please report the number of Dispositional Hearing outcomes for all children who were the subjects of the closed Article 10 petitions.

	Total	Unable to Report
Suspended Judgement	<input type="text"/>	<input type="radio"/>
Order of Protection	<input type="text"/>	<input type="radio"/>
Child Released to Client	<input type="text"/>	<input type="radio"/>
Child Released to Non-Respondent Other	<input type="text"/>	<input type="radio"/>
Foster Care	<input type="text"/>	<input type="radio"/>
Custody/Guardianship Granted to Client	<input type="text"/>	<input type="radio"/>
Custody/Guardianship Granted to Other	<input type="text"/>	<input type="radio"/>
Other: (Please specify)	<input type="text"/>	<input type="radio"/>

Dispositional Hearings - TPR

34(b). Of the contested Dispositional Hearings that took place for **Termination of Parental Rights (TPR)** petitions, please report the number of Dispositional Hearing outcomes for all children who were the subjects of the closed TPR petitions.

	Total	Unable to Report
Suspended Judgement	<input type="text"/>	<input type="radio"/>
Termination of Parental Rights	<input type="text"/>	<input type="radio"/>
Other: (Please specify)	<input type="text"/>	<input type="radio"/>

Motion Practice

35. For Article 10 and Termination of Parental Rights petitions closed, report total number of **motions filed** (specifying by type of motion)

Motion Type	Total
§ 722-C Ex Parte Application for Services Other than Counsel	
FCA § 1028 Hearing	
Enter/Modify/Enforce Visitation Order	
Discovery Motions	
Dismiss Petition	
Return/Release of Child/Trial Discharge	
Vacate or Modify Any Order	
Contempt	
Motion/OTSC Reply/Responses	



Use of Specialized Services

E.g., social worker/caseworker, parent advocate/mentor, investigator, expert, etc.

- Personnel (a.k.a., salaried, in-house, on-staff...)
- Contract (independent vendor/provider)

Use of Specialized Services (Cont'd)

36. Please report the number of Article 10 and Termination of Parental Rights petitions closed during the reporting period in which any of the following services were provided.

	Abuse	Neglect	Termination of Parental Rights	Position Type	Unable to Report
Social Worker/Case Manager	3	12	0	[Personnel or contract?] <input type="text"/>	<input type="checkbox"/>
Parent Advocate/Mentor				-- Select -- <input type="text"/>	<input type="checkbox"/>
Paralegal				-- Select -- <input type="text"/>	<input type="checkbox"/>
Investigator				-- Select -- <input type="text"/>	<input type="checkbox"/>
Interpreter				-- Select -- <input type="text"/>	<input type="checkbox"/>
Expert				-- Select -- <input type="text"/>	<input type="checkbox"/>
Other				-- Select -- <input type="text"/>	<input type="checkbox"/>

Answering #36

Step 1. Identify the type of specialized service you are reporting on

Step 2. Indicate the number of Abuse, Neglect and TPR petitions for which this specialized service was provided

Step 3. Select the position type (Personnel or Contract)

Repeat Steps 1-3 for all relevant specialized service types

Use of Specialized Services (Cont'd)

37(a). Please provide a summary of your office's use of grant funded specialized service personnel in Article 10 petitions. In your response, please describe how specialized service personnel are assigned and ways in which the utilization of specialized service personnel positively impacted representation.

37(b). Please provide a summary of how your office worked with contracted specialized service professionals in Article 10 petitions. In your response, please describe how contracted specialized service professionals are assigned and ways in which the utilization of contracted specialized services positively impacted representation.

Grant-Funded Positions: Attorneys

38. Please report **the number of Article 10 attorney positions** that are funded by the above ILS grant(s) as of June 30, 2024. For each attorney position, please provide **the type, starting date**, indicate if it was a **new hire, an upgrade of an existing hire** (i.e., an increase in hours), or an attorney position placed on **contract**, and select if the attorney provides supervision and/or mentorship to other staff in the office. Then, enter the **total number of article 10 petitions** assigned during the reporting period. **If your office provides IR, please also include the total number of IRs assigned during the reporting period.**

	Type of Position	Starting Date (mm/yyyy)	New Hire, Upgrade of Existing Hire, or On Contract	Provides Investigation Representation	What was the total number of Article 10 petitions through June 30, 2024?	What was the total number of IRs assigned through June 30, 2024?
Attorney Position 1	-- Select -- <input type="checkbox"/>	<input type="text"/>	-- Select -- <input type="checkbox"/>	-- Select -- <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Attorney Position 2	-- Select -- <input type="checkbox"/>	<input type="text"/>	-- Select -- <input type="checkbox"/>	-- Select -- <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Attorney Position 3	-- Select -- <input type="checkbox"/>	<input type="text"/>	-- Select -- <input type="checkbox"/>	-- Select -- <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Attorney Position 4	-- Select -- <input type="checkbox"/>	<input type="text"/>	-- Select -- <input type="checkbox"/>	-- Select -- <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Attorney Position 5	-- Select -- <input type="checkbox"/>	<input type="text"/>	-- Select -- <input type="checkbox"/>	-- Select -- <input type="checkbox"/>	<input type="text"/>	<input type="text"/>

Answering #38

Step 1. Beginning with Attorney Position 1, select the category that best represents the position:

- Chief Attorney/Administrator in Charge
- Supervising Attorney: Any attorney that supervises the work of others or provides training/mentoring
- Non-Supervising Attorney: Any Attorney who does not supervise the work of others or provide training/mentoring
- No Attorney Hired

Step 2. Input the starting date of that position (this is the start date of the first attorney to occupy the position)

Step 3. Indicate whether the attorney is a... (See *Instructions & Definitions*)

- New Hire – [any new staff attorney position that was filled as of 6/30/24](#)
- Upgrade of an Existing Hire – [attorney position that existed prior to the reporting period but for which the hours were increased](#)
- On Contract – [an attorney who occupies a position via contract to provide services; working as of 6/30/24](#)

Step 4. Indicate whether this position provides Investigation Representation (if applicable)

Step 5. Enter the total number of Article 10 & TPR petitions assigned to this position through 6/30/2024

Step 6. Enter the total number of IRs assigned to this position through 6/30/2024

Grant-Funded Positions: Specialized Services

39. Please report the number of **specialized services positions** that are funded by the above ILS grant(s) as of June 30, 2024. For each non-attorney position, please provide the **type, starting date**, indicate if it was a **new hire, an upgrade of an existing hire** (i.e., an increase in hours), or a non-attorney position placed on **contract**, and select if the specialized service professional provides **supervision and/or mentorship** to other staff in the office. Then, enter the **total number of closed Article 10 petitions** where the non-attorney positions were used during the reporting period. **If your program provides IR, please also include the total number of IRs where the specialized service(s) were used during the reporting period.**

	Type of Position	Starting Date (mm/yyyy)	New Hire, Upgrade of Existing Hire, or On Contract		Provides Investigation Representation		Total Number of Article 10 Petitions	Total number of IRs
Specialized Service Position 1	-- Select --		-- Select --		-- Select --			
Specialized Service Position 2	-- Select --		-- Select --		-- Select --			
Specialized Service Position 3	-- Select --		-- Select --		-- Select --			
Specialized Service Position 4	-- Select --		-- Select --		-- Select --			
Specialized Service Position 5	-- Select --		-- Select --		-- Select --			

Answering #39

Step 1. Beginning with Specialized Service Position 1, select the position type

- Social Worker/Case Manager
- Parent Advocate/Mentor
- Paralegal
- Investigator
- Interpreter
- Other

Step 2. Input the starting date of that **position** (= *the start date of the first professional to occupy the position*)

Step 3. Indicate whether the Specialized Service Position is a...

- New Hire
- Upgrade of an Existing Hire
- On Contract

Step 4. Indicate whether this position provides services in Investigation Representation (if applicable)

Step 5. Enter the total number of Article 10 & TPR petitions assigned to this position through 6/30/23

Step 6. Enter the total number of IRs assigned to this position through 6/30/23

Attorney/Client Communication

Screener Question:

40. Are you able to report the total number of petitions that correspond to the number of days that elapsed before an attorney had an in-person meeting outside of court with their client after the client was accepted for representation?

- *If yes, you will automatically proceed to Question #41*
- *If no, you will automatically skip to Question #41(b)*

Attorney/Client Communication (Cont'd)

41. For each category below, please report the total number of petitions that correspond to the number of days that elapsed before an attorney had an in-person meeting outside of court with their client after the client was accepted for representation.

	Total Number of Petitions
< 1 Day	
1 - 2 Days	
3 - 5 Days	
6 - 10 Days	
11 - 20 Days	
21 Days or More	

Attorney/Client Communication (Cont'd)

41(b). Please provide a brief description of how your office manages attorney-client communication in **IRs** and **Article 10** petitions. Please include any relevant policies or practices, for instance, if a program policy exists that requires the attorney to contact the client within a specified time frame after notification that the client is being investigated.

CLEs & Trainings

Screenener Question:

42. Do(es) the grant contract(s) include funding for trainings and continuing legal education (CLE) under the ILS grant? Please see Attachment B-1 of your contract if you are unsure.

- *If yes, you will automatically proceed to Question #43*
- *If no, you will automatically skip to Question #45*

CLEs & Trainings (Cont'd)

43. Did you fund, co-sponsor, or host any ILS grant-funded trainings during the reporting period? (y/n)

- If yes, please describe the training



CLEs & Trainings (Cont'd)

44. Please report the total number of attorneys and specialized service professionals who utilized ILS grant funding to attend any type of training.

	Total	Unable to Report
Attorneys	<input type="text"/>	<input type="radio"/>
Specialized Service Professionals	<input type="text"/>	<input type="radio"/>

45. If you have not yet submitted your Implementation Memo, please upload it here.

File 0 of 1

Max file size: 50.0 MB



Drag your file here
or [Browse](#)

46. Please upload any documents that you prepared or utilized as part of the grant funding (e.g., CLE training flyers, job descriptions, intake sheet, case closing form, etc).

File 0 of 1

Max file size: 50.0 MB



Drag your file here
or [Browse](#)

Submitting Your Report

1

Click on the QuestionPro survey link

This is a unique link that ILS emails to you.

2

Enter the data for your provider office

You can 'Save Progress and Continue Later' as needed.

3

Click 'Submit'

You should be able to save a copy of your completed report. If not, we will send you a copy for your records.

Next Steps:

- You will receive a unique link via email to a QuestionPro survey
- Submit your report by **August 30th, 2024**
- Please feel free to reach out to us in the meantime

Questions?

- For additional inquiries about reporting please contact Research Associate Reilly Weinstein at fcdata@ils.ny.gov.