



Supreme Court of Arizona
Administrative Office of the Courts
Court Services Division
1501 West Washington, Suite 410
Phoenix, AZ. 85007

MEMORANDUM

To: Superior Court Presiding Judges
Limited Jurisdiction Court Presiding Judges
Presiding Juvenile Court Judges
Superior Court Administrators
Limited Jurisdiction Court Administrators
Limited Jurisdiction Chief Clerks

Cc: Court Services

From: Marcus W. Reinkensmeyer, Director, Court Services Division

Date: June 16, 2017

Re: Guide for Remote Petition Process for Order of Protection *Ex Parte* Hearings

The Committee on the Impact of Domestic Violence and the Courts (CIDVC) is pleased to make available two guides for conducting *ex parte* Order of Protection hearings by video. The first guide is titled [Remote Petition Process for Order of Protection Ex Parte Hearing](#); the second is titled [Safe Communications for Ex Parte Protective Order Hearings](#).

The Arizona Commission on Access to Justice referred this project to CIDVC after identifying a need to improve more timely access to Orders of Protection for domestic violence victims, particularly those in rural areas. CIDVC was asked to explore how to make available to rural hospitals and courthouses the best practices currently being used in several metropolitan areas where domestic violence victims who are receiving treatment at a hospital can seek an Order of Protection remotely.

Rule 9, Arizona Rules of Protective Order Procedure, allows a party to participate by video in a protective order hearing under certain circumstances—one of those circumstances being when a party is reasonably prevented from attending the hearing in person. The guide for *ex parte* hearings by remote video is designed to keep domestic violence victims safe when applying for Orders of Protection from other locations. For example, a victim could apply from a domestic violence shelter, an advocate's office, or even a hospital emergency room.

The step-by-step Remote Petition Process guide provides direction for courts, victim advocates, and law enforcement agencies that wish to partner together to establish remote video procedures. The process includes best practices regarding the flow and transmission of documents among the partners. Law

enforcement agencies can be involved when courts or advocates work with the victim to facilitate service of the protective order. The Safe Communications guide provides basic information about Internet security and the protection of documents traveling among the partners.

The two guides are available on the CIDVC [webpage](#). For hard copies of the guides or for any questions regarding them, please contact Kay Radwanski (kradwanski@courts.az.gov; 602-452-3360).

Thank you.

Marcus W. Reinkensmeyer
Director, Court Services Division
1501 W. Washington
Phoenix, AZ 85007
602.452.3334
602.452.3480 (fax)



Administrative
Office of the
Courts

Annette Mariani

Administrative Assistant
Arizona Supreme Court, AOC
Court Services Division
1501 W. Washington, Ste. 410
Phoenix, AZ 85007
☎ (602) 452-3359
✉ amariani@courts.az.gov