



A Guide to Preparing the Specialized Docket Local Rule

Purpose of Document

The purpose of this document is to serve as a guide identifying the issues that shall be addressed in the specialized docket local rule required under Sup.R. 36.20 (A)(1). Under Sup.R. 36.20 (A)(1), to receive certification as a specialized docket, trial courts are required to adopt a local rule implementing the “Specialized Dockets Standards” as set forth in Sup.R., Appx. I.

The local rule establishes the specialized docket. It shall identify the type of specialized docket and state the goals of the program. To demonstrate compliance with the specialized docket standards, the local rule shall address the legal and clinical eligibility criteria for placement into the program, including any disqualifying factors. It shall identify the process for entering the specialized docket and address the issue of how and when a case will be transferred in multi-judge courts. The local rule shall address participant monitoring and incorporate, by reference, the specialized docket’s program description, participant handbook, and participation agreement. Termination from the program also shall be addressed, including case-assignment issues in multi-judge courts.

Local Rules of Court
_____ **Court**
_____ **County, Ohio**

Rule _____. Specialized Dockets

- (A) **Establishment of _____ Docket** — This shall state the court’s intent to create a specialized docket according to the requirements set forth in Sup.R 36.20 through 36.29 and identify the type of docket being created. It also shall identify the goals, objectives, and the start date of the program.
- (B) **Placement in _____ Docket** — This shall provide a general guideline on how a person is considered for the program (i.e., is an application or motion for consideration required and to whom it is directed). This also shall state the legal and clinical eligibility criteria for the program, including any disqualifying factors.
- (C) **Case Assignment in Multi-judge Courts** — This only is necessary in multi-judge courts and shall identify at what stage a case is transferred to the specialized docket judge, how it will affect case assignment and caseloads for the specialized docket judge, and what happens to cases that are unsuccessfully terminated from the specialized docket program (e.g., does the case stay with the specialized docket judge or is it returned to the judge originally assigned the case?).
- (D) **_____ Docket Case Management** — This shall provide a general description of the plan to provide services to participants and incorporate, by reference, the specialized docket’s program description, participant handbook, and participation agreement.
- (E) **Termination from _____ Docket** — This shall identify the termination criteria for the specialized docket and state what generally will occur with the participant’s case if he/she is terminated from the program.