

Supreme Court of Kentucky

ORDER

IN RE: ORDER APPROVING TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL JOINT JURISDICTION PROTOCOL FOR THE 53RD JUDICIAL CIRCUIT AND DISTRICT, ANDERSON, SHELBY AND SPENCER COUNTIES

Upon the recommendation of the Judges of the 53rd Judicial Circuit and District, Anderson, Shelby and Spencer counties, and being otherwise sufficiently advised,

The Twenty-Four Hour Accessibility to Protective Orders and Local Joint Jurisdiction Protocol for the 53rd Judicial Circuit and District is hereby approved. This order shall be effective as of the date of this Order and shall remain in effect until further orders of this court.

Entered this 7th day of January 2016.


CHIEF JUSTICE

**TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL JOINT
JURISDICTION PROTOCOL
53RD JUDICIAL CIRCUIT AND DISTRICT
ANDERSON, SHELBY AND SPENCER COUNTIES**

Pursuant to KRS 403.735 and KRS 456.030, and in compliance with Family Court Rule of Practice and Procedure Section IV, this local protective order protocol is established to ensure twenty-four hour accessibility to emergency protective orders (EPOs) and temporary interpersonal protective orders (TIPOs) and to establish written procedures for matters in which there may be joint jurisdiction between the Circuit/Family and District Courts.

I. Uniform Protocol for Handling Cases

- A. All petitions requested, completed and signed by persons seeking protection under KRS Chapter 403 or KRS Chapter 456 shall be made on form AOC-275.1, and shall be accepted and filed with the court. KRS 403.725, KRS 456.030.
- B. All protective order cases must be processed consistent with the rules and procedures set forth in the Kentucky Circuit Court Clerk's Manual.
- C. All cases will be assigned a "D" case number with the appropriate trailer number within the court case management system and may not be consolidated with any other case type.
- D. "No drop" policies which place limitations on a petitioner's right to modify or withdraw a petition for a protective order are not permitted. Pursuant to KRS 403.740 and KRS 456.060, any orders for relief issued directing or prohibiting any other actions that the court believes will be of assistance in eliminating future acts of domestic violence and abuse, dating violence and abuse, stalking, or sexual assault shall not order the petitioner to take any affirmative action.
- E. Cases may be reassigned within the judicial circuit and, pursuant to FCRPP 12, a case may be transferred to another circuit if there is a pending dissolution or custody matter. If reassignment or transfer occurs, the issuing judge shall re-issue a summons until the matter may be heard by the receiving judge.
- F. The court shall review a petition for a protective order immediately upon its filing. KRS 403.730, KRS 456.040. Petitioners shall not be sent away or left waiting for extended periods of time. Petitions should be reviewed within an hour of presentation to a judge or trial commissioner unless impossible due to no judge or trial commissioner being available.

II. Twenty-four Hour Accessibility

- A. The following agencies and officers are authorized to take protective order petitions and administer oaths to petitioner **during** regular business hours:
Any staff member of the Circuit or District Court of the County.
- B. The following agencies and officers are authorized to take protective order petitions and administer oaths to petitioner **after** regular business hours and weekends:
Dispatchers, officers and/or deputies of the City Police Department or the Sheriff's Department.
- C. Upon receipt of a petition **during** regular business hours, the authorized agency/officer shall present the petition to the following:
Judge S. Marie Hellard, Family Court Judge, or if unavailable, then to either of the District Court's Judges, Judge Donna Dutton, or Judge J.R. Robards. If neither of the District Court's Judges are available, then same shall be presented to Judge Charles Hickman, Judge of the Circuit Court.
- D. Upon receipt of a petition **after** regular business hours, the authorized agency/officer shall present the petition to:
Judge S. Marie Hellard, Family Court Judge, or if unavailable, then to either of the District Court's Judges, Judge Donna Dutton, or Judge J.R. Robards. If neither of the District Court's Judges are available, then same shall be presented to Judge Charles Hickman, Judge of the Circuit Court.

III. Assignment of Cases

- A. Pursuant to KRS 403.735 and KRS 456.030, jurisdiction over petitions filed under this chapter is concurrent between district, circuit, and family court.
- B. The judge reviewing a petition for an order of protection shall indicate in the "Court Action" section of the petition whether the resulting action is a domestic violence action under KRS Chapter 403 or an interpersonal protective order action under KRS Chapter 456.
- C. The circuit clerk shall assign interpersonal protective order cases to the Family Court.
- D. The schedule for hearings on protective orders is as follows:

In Anderson County, on the 2nd, 3rd or 4th Tuesday of the month at 11:00 a.m.
In Shelby County, on the 2nd, 3rd or 4th Wednesday of the month at 10:00 a.m.
In Spencer County, on the 2nd or 3rd Monday of the month at 9:00 a.m.
- E. Cases may be reassigned or transferred between courts if it is determined that there are other actions pending or circumstances indicate that review by the other court is proper. KRS 403.725, KRS 456.030. If reassignment or transfer occurs, the issuing judge shall re-issue a summons until the matter may be heard by the receiving judge.

IV. Contempt Proceedings

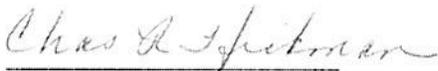
- A. Pursuant to KRS 403.763 and KRS 456.180, civil and criminal proceedings for violation of a protective order for the same violation of a protective order shall be mutually exclusive. Once a criminal or contempt proceeding has been initiated, the other shall not be undertaken regardless of the outcome of the original proceeding.

- B. Petitioners seeking to initiate contempt proceedings should contact:
In Anderson County, contact Pam Robinson, Anderson Circuit Court Clerk, 502-839-3508
In Shelby County, contact Lowry Miller, Shelby Circuit Court Clerk, 502-633-1287
In Spencer County, contact Becky Robinson, Spencer Circuit Court Clerk, 502-477-3220

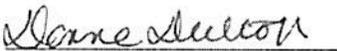
- C. No petitioner may be held in contempt for failure to appear at a domestic violence hearing or prosecute a criminal violation of a protective order.

The undersigned hereby acknowledge that all general orders, forms, policies and procedures relating to domestic violence within the judicial circuit are attached to this protocol and incorporated by reference.

The above protocol is adopted by all judicial officers in the circuit:



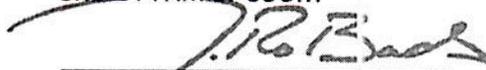
**CHARLES R. HICKMAN, JUDGE
SHELBY CIRCUIT COURT**



**DONNA DUTTON, JUDGE
SHELBY DISTRICT COURT**



**S. MARIE HELLARD, JUDGE
SHELBY FAMILY COURT**



**J. R. ROBARDS, JUDGE
SHELBY DISTRICT COURT**