

Coshocton County Court of Common Pleas, Probate & Juvenile Division

RE: ACTIONS IN RESPONSE TO DECLARED HEALTH EMERGENCY TO PROTECT PUBLIC & COURT

MARCH 23, 2020

GENERAL COURT INFORMATION UPDATE

At this time all court cases scheduled are subject to modification, change, or delay. For any cases that are not delayed, the following may apply. Please review carefully.

1. Essential and necessary Operations will continue on a limited basis as determined by the Court, with restricted access during daily operations.
2. The Court will continue to be OPEN during regular hours, or as updated daily on the Court website.
3. Building Occupancy will be restricted at the discretion of the Court.
4. COVID-19 Health Questionnaire and temperature of incoming parties is mandatory prior to admittance into the building.
5. Only Court or County authorized individuals will be permitted in staff work areas.
6. Marriage License Applications **must be completed online**, unless contact with the Court at 740-622-8969 allows for paper application. The Court will process Marriage Applications on the following schedule:
 - a.) Monday, Wednesday, Friday: 9:30am to 11:30am
 - b.) Tuesday and Thursday: 1:30pm to 3:30pm
 - c.) No more than one couple may be permitted in the building for processing of applications at any given time.
7. Most Bench Warrants will be converted to Personal Recognizance Bonds. Contact the Court if questions.

MARCH 17, 2020

GENERAL COURT INFORMATION

At this time all court cases scheduled are subject to modification, change, or delay. For any cases that are not delayed, the following may apply. Please review carefully.

Only Parties to a case will be permitted in the Courthouse.

Sign in Sheets will have required attendees listed, all others may be denied entrance.

Only essential business as determined by the Court will be scheduled and conducted.

Anyone showing signs or symptoms of illness will be denied entrance.

All entering the Court are encouraged to wash hands thoroughly, use sanitizer, tissues, etc. as posted throughout the building.

Occupancy may be limited throughout the day based on capacity issues as determined by health officials.

The Court may take cell phone numbers if occupancy is at capacity, and call when parties may enter the building.

Internal cleansing and disinfectants are being used at regular intervals in all traffic areas of the building.

Participation in Court Hearings through alternative electronic or telephonic means are under review and may be utilized or granted at the Court's discretion.

Assigned Seating may be required for all court hearings as determined by the Court.

For questions of a general nature, use the following numbers:

PROBATE COURT 740-622-1837

JUVENILE COURT 740-622-8969

Specific Case Type Details are on the following pages

JUVENILE COURT CASES

Abuse / Neglect / Dependency & Child Welfare Related Cases:

- Cases deemed non-essential may be continued to a later date
- Emergency Hearings will be held upon request or as required by law
- GUARDIAN AD LITEM: may file reports electronically or by fax. May appear by phone for hearings at the Courts designated Conference Line (To Be Provided)

Delinquency, Traffic, Unruly Cases:

- Hearings may be continued if deemed non-essential to later dates
- If a hearing is not cancelled, only pertinent parties will be permitted to attend, per general court policy

Specialized Dockets, including Family Dependency and Juvenile Drug Court:

- Team Meetings with Providers will be held via Conference Call on the Court's Dedicated Phone Line at a time to be determined
- Clients scheduled should not report to Court until the required hearing start time, and compliant cases will not appear in Court for that date
- The Court will determine on an individual case basis whether any non-compliant cases will be required to appear in court

Custody, Modifications & Support Hearings:

- Hearings may be continued if deemed non-essential to later dates
- If a hearing is not cancelled, only pertinent parties will be permitted to attend, per general court policy
- GUARDIAN AD LITEM: may file reports electronically or by fax. If required, may appear by phone for hearings at the Courts designated Phone Line (To Be Provided)

PROBATE COURT CASES

- Hearings determined to be non-essential may be continued to a later date
- Sign-in Sheets will be maintained by the Clerk assigned to each hearing that is not cancelled, and attendance or participation may be determined by the Court

JUVENILE COURT LEGAL CLINICS:

FAMILY LAW CLINIC:

April 7, 2020 Clinic is Cancelled

May 5, 2020 Clinic is TBD

Family Law Attorney Meetings

Friday Meetings are Cancelled

The Court is working to establish a call help line for clients.

Clients will be referred on an individual basis once established.

Capital University – Family and Youth Law Center:

Capital University maintains their help center at their discretion

& may not be available for calls or service.

Clients may call the helpline at **614-236-7236**