

MTW

10:35 AM - 12:30 PM

SUMMER 2009

PASS/FAIL

3 CR. HRS.

Public Interest Law Center
Syllabus (Summer 2009)
Clinical Professors Annino and Stone

The FSU College of Law, Public Interest Law Center consists of the Children's Advocacy Clinic and the Family Law Clinic.

The Public Interest Law Center is dedicated to educating students in the various substantive areas of law, professionalism, law office management and trial advocacy skills. Two faculty members act as mentors and instructors. They provide direct supervision to students.

The Law Center's Goals are:

- ❖ To provide students with practical skills training.
- ❖ To represent clients in a professional manner in a variety of forums.
- ❖ To provide students with organizational and management skills.
- ❖ To instill a sense of professionalism and an understanding of the code of professional responsibility.
- ❖ To teach students to advocate zealously within the bounds of the law for their clients.
- ❖ To broaden the pool of skilled advocates available to represent children and other under-represented individuals.
- ❖ To provide students with an opportunity to develop a well-grounded confidence in their skills and abilities in and out of the courtroom.
- ❖ To educate those students who will be tomorrow's lawmakers and to awaken in them a sense of compassion and responsibility for the under-represented.

LAW CENTER'S COURSE OBJECTIVES

- ❖ Organize and manage client case files
- ❖ Interview clients, witnesses, other case-related individuals and/or professionals
- ❖ Create documents and draft pleadings
- ❖ Participate in negotiations
- ❖ Conduct direct examinations, cross-examinations and make evidentiary objections
- ❖ Attend/participate in administrative and/or court hearings
- ❖ Utilize PIKA (law office management software) to update and record client case file information

SUBSTANTIVE AREAS OF LAW

Each student will be responsible for several cases in one or more substantive areas of law. Students will represent clients in the following substantive areas of law:

- ✚ **Special Education**
- ✚ **Disability**
- ✚ **Social Security**
- ✚ **Medicaid**
- ✚ **Health Care Access**
- ✚ **Domestic Violence**
- ✚ **Family Law**
- ✚ **Criminal Defense**
- ✚ **Foster Care**
- ✚ **Juvenile Delinquency**

MANDATORY COURSE REQUIREMENTS

- ✓ **ATTENDANCE:** attend all scheduled classes, court hearings, administrative hearings and professional appointments on time.
- ✓ **PROFESSIONAL RESPONSIBILITY:** follow the ideals and rules of professional responsibility.
- ✓ **OFFICE HOURS (8 hrs. per week):** during office hours you are physically inside the Johnson-Caldwell House; you are available for clients' visits and telephone calls; you will meet each week with your Clinical Professor to discuss case developments and strategy, interview clients, research legal issues, draft pleadings and work on various class assignments.
- ✓ **20-HOUR WORK WEEK:** devote a **minimum** of 20 hours per week to the Public Interest Law Center.
- ✓ **OBSERVATION HOURS:** observe 12 hours of legal proceedings involving the subject matters addressed this semester; observation hours will help meet the 20-hour per week requirement.
- ✓ **JOURNALS (double-spaced, 1" margins, one page minimum):** **Journals are due every Monday by 5:00 p.m.**; submit a typed journal each week containing your reflections on your assigned cases; place journals in the administrative assistant's mailbox to receive credit; the assistant will forward journals to Clinical Professors.
- ✓ **RECORD KEEPING:** **all time spent** and **all actions taken** should be entered in PIKA for each client; complete a **TICKLER** for **all** appointments, court dates, legal deadlines and legal proceedings.
- ✓ **WEEKLY PIKA ENTRIES:** once a week, place a PIKA entry in each of your assigned cases; the PIKA entry should summarize the important developments of the case for that week.
- ✓ **TIME LOGS:** **Time logs are due every Tuesday, but no later than Wednesday by 5:00 p.m.** There is a 7-day grace period to submit time logs. After the grace period, time logs will **NOT** be accepted and the hours for that week will **NOT** be counted toward fulfilling the total hour requirement for the course.
- ✓ **END-OF-SEMESTER REQUIREMENT:** close out assigned cases at the conclusion of the course with either a **Children's Advocacy Clinic: Case Closure Checklist** or a **Family Law Clinic: Case Closure Checklist**. If a case is not ready for closure, a **Case Status Report/Transfer Memorandum** must be prepared and enclosed in each case file. See the Public Interest Law Center's Manual for case transfer and case closure information and instructions.

Failure to meet any one of these requirements constitutes a failing grade for the course. During mid-term week, interns will receive an update of their total hours.

All requests to be excused from class, office hours or any other mandatory requirement must be in writing and approved by your Supervising Professor. Three (3) unexcused absences constitute an automatic failure in the course.

I) CLASS MATERIALS

Clinical Professors will provide the class materials relevant to the Summer 2009 Lecture.

II) CLASS MATERIALS PROVIDED

1. Fla. Stat. Ch. 741 and 61, and the Florida Family Law Rules of Procedure, local rules; Public Interest Law Center, Domestic Violence Manual.
2. Public Interest Law Center, Professionalism, Ethics and Law Office Management.

III) RECOMMENDED REFERENCE MATERIALS

The following recommended resources are available for use in the Public Interest Law Center Library:

1. **PHILIP J. PADOVANO**, Florida Appellate Practice
2. **CHARLES W. EHRHARDT**, Florida Evidence
3. **TRAWICK**, Florida Practice and Procedure
4. **MARK C. WEBER**, Special Education Law and Litigation Treatise
5. **ABRAMS**, Florida Family Law - also on reserve in the library.
6. **CHARLES HALL**, Social Security Disability Practice
7. **LEMON**, Domestic Violence Law, A Comprehensive Overview of Cases and Sources

Students with disabilities needing academic accommodations should:

1. Register with the Student Disability Resource Center (SDRC) and provide documentation substantiating disability.
2. Submit a letter to the instructor from the SDRC indicating you require academic accommodations. This should be performed during the first week of class.

This syllabus and other class materials are available in alternative format upon request.