

**SUPERVISING ATTORNEY AGREEMENT
CHIPS PARENT ATTORNEY ROSTER**

*(Completed agreements should be submitted to the State Court Administrator's Office at
CHIPS.ParentAttorneyRoster@courts.state.mn.us)*

WHEREAS, NAME is an attorney (Attorney ID# _____) who has been licensed to practice law in Minnesota since **DATE**;

WHEREAS, NAME has routinely represented clients child protection cases in **NAME** County since **DATE**; and

WHEREAS, OTHER ATTORNEY NAME 1 lacks the required amount of training and experience required under Judicial Branch Policy 604 to qualify for the CHIPS parent attorney roster; and

WHEREAS, NAME, Attorney ID# _____ whose address is _____, whose telephone number is _____, and is listed or could be listed on the roster of qualified CHIPS parents attorneys and has agreed to supervise attorney **OTHER ATTORNEY NAME 1** in their representation of parent, guardian, or legal custodian clients in child protection proceedings; and

WHEREAS, in the event of a conflict of interest that would prohibit **NAME** from supervising attorney **OTHER ATTORNEY NAME 1**, then **OTHER ATTORNEY NAME 2**, Attorney ID# _____, whose address is _____, whose telephone number is _____, and who is listed or could be listed on the roster of qualified CHIPS parent attorneys has agreed to supervise attorney **OTHER ATTORNEY NAME 1** in their representation of parent, guardian, or legal custodian clients in child protection proceedings; and

NOW, THEREFORE, the parties agree as follows:

1. Upon being offered the opportunity to represent a party in a child protection proceeding, attorney **OTHER ATTORNEY NAME 1** shall confer with court administration and with the supervising attorneys to determine if a conflict of interest exists, and shall take appropriate steps to decline the case or, alternatively, address the conflict of interest in a manner consistent with the requirements of the Rules of Professional Responsibility.
2. Upon being appointed on a child protection case to represent a parent, guardian, or legal custodian **OTHER ATTORNEY NAME 1** shall review all initial pleadings and documentation received from the court and the county attorney's office. Upon review of this documentation, **OTHER ATTORNEY NAME 1** shall promptly contact the supervising attorney to discuss the nature of the case, issues involved in the case, and potential strategies to be used in representation.
3. Pursuant to Judicial Branch Policy 604, supervision must include all juvenile protection matters on which **OTHER ATTORNEY NAME 1** is appointed to represent parents, guardians, or legal custodians through county contract or otherwise retained at county

expense and shall, at a minimum, mean that there is regular and routine access by **OTHER ATTORNEY NAME 1** to the supervisor for consultation on case-related legal issues and strategies and review of the progress of each juvenile protection matter handled by **OTHER ATTORNEY NAME 1** while under supervision.

4. The attorneys supervising **OTHER ATTORNEY NAME 1** acknowledge that they have the ethical obligations of Rule 5.1 of the Rules of Professional Conduct.

DATE: _____

OTHER ATTORNEY NAME 1 (Supervised Attorney)

Attorney ID#: ____

Telephone

Address

Email

I/We, the undersigned supervising attorneys, agree to the above terms and agree to supervise attorney **OTHER ATTORNEY NAME 1** in their representation of parents, guardians, and/or legal custodians in child protection proceedings as contemplated above in **NAME** County.

DATE: _____

NAME (Supervising Attorney)

Attorney ID#: ____

Telephone

Address

Email

DATE: _____

OTHER ATTORNEY NAME 2 (Supervising Attorney)

Attorney ID#: ____

Telephone

Address

Email