

# Supreme Court of Kentucky

## ORDER

**IN RE: ORDER APPROVING TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL JOINT JURISDICTION PROTOCOL FOR THE 15TH JUDICIAL CIRCUIT AND DISTRICT, CARROLL, GRANT, AND OWEN COUNTIES**

Upon the recommendation of the Judges of the 15th Judicial Circuit and District, Carroll, Grant, and Owen counties, and being otherwise sufficiently advised,

The Twenty-Four Hour Accessibility to Protective Orders and Local Joint Jurisdiction Protocol for the 15th 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 March 2016.

  
CHIEF JUSTICE

**TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL  
JOINT JURISDICTION PROTOCOL  
15<sup>th</sup> JUDICIAL CIRCUIT AND DISTRICT  
CARROLL COUNTY**

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:

CARROLL COUNTY CIRCUIT CLERK'S OFFICE 8:00 A.M. – 4:30 P.M. MONDAY-FRIDAY  
\_\_\_\_\_  
\_\_\_\_\_

- B. The following agencies and officers are authorized to take protective order petitions and administer oaths to petitioner **after** regular business hours and weekends:

POLICE AGENCIES AND COUNTY ATTORNEY  
\_\_\_\_\_  
\_\_\_\_\_

- C. Upon receipt of a petition **during** regular business hours, the authorized agency/officer shall present the petition to the following:

ANY JUDGE OR TRIAL COMMISSIONER  
\_\_\_\_\_  
\_\_\_\_\_

- D. Upon receipt of a petition **after** regular business hours, the authorized agency/officer shall present the petition to:

ANY JUDGE OR TRIAL COMMISSIONER  
\_\_\_\_\_  
\_\_\_\_\_

**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 District Court.

D. The schedule for hearings on protective orders is as follows:

CARROLL DISTRICT COURT, WEDNESDAYS AT 9:00 A.M.; CASES ASSIGNED TO THE  
CIRCUIT COURT (WHERE A CI CASE IS PENDING) SHALL BE HEARD AT 9:00 A.M. ON  
REGULAR CIRCUIT MOTION DATES

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.

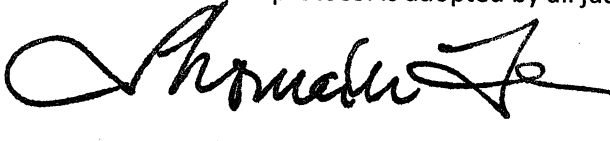
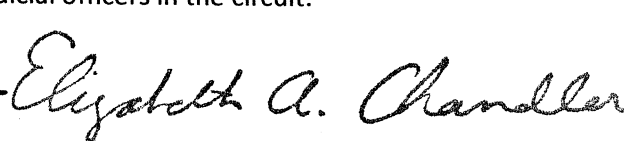
B. Petitioners seeking to initiate contempt proceedings should contact:

CARROLL CIRCUIT CLERK'S OFFICE  
802 CLAY STREET  
CARROLLTON KY 41008  
(502) 732-4305

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:

Name/Title/ Date  
**THOMAS M. FUNK,**  
**DISTRICT JUDGE DIVISION II**

Name/Title/Date  
**ELIZABETH A. CHANDLER,**  
**DISTRICT JUDGE DIVISION I**

  
Name/Title/Date **3-3-2016**  
**R. LESLIE KNIGHT, CIRCUIT JUDGE**

Name/Title/Date

**TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL  
JOINT JURISDICTION PROTOCOL  
15<sup>th</sup> JUDICIAL CIRCUIT AND DISTRICT  
OWEN COUNTY**

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.

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- 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:

OWEN COUNTY CIRCUIT CLERK'S OFFICE 8:00 A.M. – 5:00 P.M. MONDAYS; 8:00 A.M. – 4:00 P.M. TUESDAY – FRIDAY

- B. The following agencies and officers are authorized to take protective order petitions and administer oaths to petitioner **after** regular business hours and weekends:

POLICE AGENCIES AND COUNTY ATTORNEY

- C. Upon receipt of a petition **during** regular business hours, the authorized agency/officer shall present the petition to the following:

ANY JUDGE OR TRIAL COMMISSIONER

- D. Upon receipt of a petition **after** regular business hours, the authorized agency/officer shall present the petition to:

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**III. Assignment of Cases**

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- C. The circuit clerk shall assign interpersonal protective order cases to the District Court.

D. The schedule for hearings on protective orders is as follows:

OWEN DISTRICT COURT, FRIDAYS AT 9:00 A.M.; CASES ASSIGNED TO THE CIRCUIT COURT (WHERE A CI CASE IS PENDING) SHALL BE HEARD AT 9:00 A.M. ON REGULAR CIRCUIT MOTION DATES

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**

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B. Petitioners seeking to initiate contempt proceedings should contact:

OWEN CIRCUIT CLERK'S OFFICE  
401 S. MAIN STREET  
PO BOX 473  
OWENTON KY 40359  
(502) 484-2232

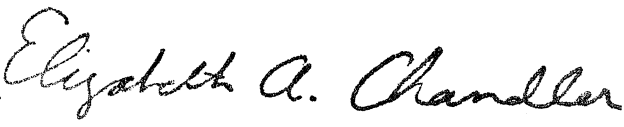
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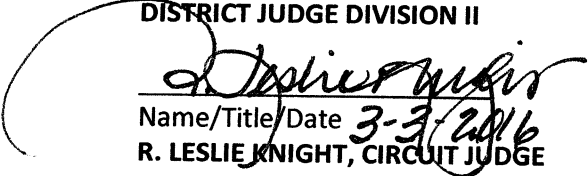
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Name/Title/Date  
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Name/Title/Date **3-3-2016**  
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Name/Title/Date

**TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL  
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**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:

GRANT COUNTY CIRCUIT CLERK'S OFFICE 8:30 A.M. – 4:00 P.M. MONDAY-FRIDAY  
AS WELL AS THE 1<sup>ST</sup> AND LAST SATURDAY OF EACH MONTH FROM 8:30 A.M. – 12:00  
NOON

- B. The following agencies and officers are authorized to take protective order petitions and administer oaths to petitioner **after** regular business hours and weekends:

POLICE AGENCIES AND COUNTY ATTORNEY

- C. Upon receipt of a petition **during** regular business hours, the authorized agency/officer shall present the petition to the following:

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- C. The circuit clerk shall assign interpersonal protective order cases to the District Court.

D. The schedule for hearings on protective orders is as follows:

GRANT DISTRICT COURT, TUESDAYS AT 1:00 P.M.; CASES ASSIGNED TO THE CIRCUIT COURT (WHERE A CI CASE IS PENDING) SHALL BE HEARD AT 9:00 A.M. ON REGULAR CIRCUIT MOTION DATES

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.

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GRANT CIRCUIT CLERK'S OFFICE  
224 SOUTH MAIN STREET  
WILLIAMSTOWN KY 41097  
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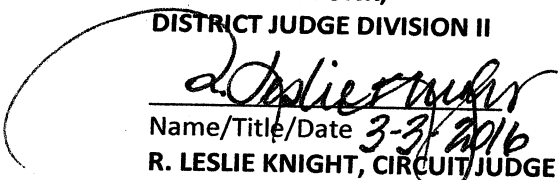
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ELIZABETH A. CHANDLER,  
DISTRICT JUDGE DIVISION I

  
Name/Title/Date 3-31-2016  
R. LESLIE KNIGHT, CIRCUIT JUDGE

\_\_\_\_\_  
Name/Title/Date