

Seminar Agenda

Assisting with Family Law Case Intake

J. Panopoulos

Assisting with initial client interview
Preparing engagement letter, opening file
Collecting information

Preparing Pleadings and Assisting with Motion Practice

J. Panopoulos

Preparing initial pleadings
Requesting temporary relief
Preparing for the temporary orders hearing
Preparing the temporary orders

Obtaining and Evaluating Financial Information

T. Braugher

Identifying relevant information on assets, debts, income and expenses
Obtaining financial information
 Using financial information questionnaires
 Using interrogatories, requests for production, subpoenas, deposition testimony, private investigators
 Valuing assets
Evaluating the information you have obtained
Working with accountants and financial experts
Preparing financial statements

Assisting with Child Custody and Visitation Issues

C. MacCausland

Current status of custody law in Massachusetts
Obtaining relevant information
 Client interview, custody questionnaires, authorizations for disclosure, using formal discovery
Working with guardian-ad-litem
Working with experts
Drafting and reviewing parenting plans

Enforcing and Modifying Family Law Orders and Decrees

T. Braugher

Contempt proceedings to enforce family law orders and decrees
 Preparing contempt pleadings
 Enforcing custody orders
 Enforcing support orders
Modifying decrees and orders
Assisting in modification actions

Handling Ethical Issues in Family Law Practice

C. MacCausland

Complying with rules of professional responsibility
Avoiding conflicts of interest
Maintaining client confidentiality
Avoiding the unauthorized practice of law
Working with the secretive or dishonest client
Handling allegations of abuse or neglect
Zealous (vs. over-zealous) representation
Fee agreements, retainers, and collection of unpaid fees

Massachusetts Family Law Practice
for Paralegals
Natick, MA - Wednesday, May 24, 2017

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Learning Objectives

You'll be able to:

Prepare for temporary orders hearings.

Obtain financial information using questionnaires, interrogatories, and requests for production.

Assist with the drafting and review of parenting plans.

Determine which parts of a decree or order are subject to modification.

Identify common ethical issues in family law practice.



Massachusetts Family Law Practice for Paralegals



Natick, MA

Wednesday, May 24, 2017

Get tips on preparing engagement letters and opening files

Learn how to prepare pleadings and assist with motion practice

Identify relevant information on assets, debts, income and expenses

Review about the current status of custody law in Massachusetts

Assist in modification actions

Continuing Education Credits

This seminar offers all paralegals 6.5 CLE hours, including 1.0 ethics hour, that has been approved by NALA and NFPA.



Faculty

Jeneva H. Panopoulos

Associate Attorney for Hastings, Jamieson & Lipschutz Family Law Group
Ms. Panopoulos is an attorney with experience in the private sector and federal government in the areas of domestic relations, labor and employment law, and contract law. Specifically, she has experience litigating and negotiating cases involving all aspects of family law, including divorce, post-judgment modifications, parenting time and custody issues, asset division, child support, and pre- and post-nuptial agreements. Ms. Panopoulos is a member of the Lawrence Bar Association and has completed a mediation training course in compliance with Massachusetts Supreme Judicial Court Rules 8 and 9 for neutrals. She earned her J.D. degree, *magna cum laude*, from the Massachusetts School of Law. Prior to becoming an attorney, Ms. Panopoulos worked as a paralegal.

Timothy D. Braughler

Taylor, Ganson & Perrin, LLP
Mr. Braughler is a partner in the law firm of Taylor, Ganson & Perrin, LLP, where he practices in all aspects of family law, including divorce, child custody, alimony and child support, paternity, adoption, pre- and post-nuptial agreements, restraining orders, as well as many of the rapidly-developing issues relating to LGBTQ families. Mr. Braughler was selected as a Massachusetts Super Lawyers “Rising Star” in the area of family law as published in *Boston Magazine* in 2013, 2014, 2015, and 2016. In addition to family law, Mr. Braughler handles a variety of probate, estate administration, and tax matters. Mr. Braughler received his Bachelor of Science degree from the University of Pittsburgh and graduated *cum laude* from New England School of Law where he served as the Executive Comment and Note Editor of the *New England Law Review*. Mr. Braughler is a member of the Massachusetts Bar Association, the Essex County Bar Association, the Massachusetts LGBTQ Bar Association, and the Greater Boston Family Law Inn of Court.

Cynthia E. MacCausland

Law Offices of Cynthia E. MacCausland
Ms. MacCausland is a Boston based family law and child welfare and education lawyer. She represents clients in the Probate and Family, Juvenile, and District Court Departments. Ms. MacCausland enhances access to legal representation to all clients by providing flat fee services through the Limited Assistance Representation (LAR) model. Her approach to alternative fee agreements and service models is unique among Boston and Massachusetts-area lawyers, and it ensures that families throughout Boston and Eastern Massachusetts may benefit from the consultation, services and support of an experienced attorney. She is active in the community participating in events and training seminars, engaging with her peers and serving on several committees with the Women’s Bar Association, the Boston Bar Association and the Massachusetts Bar Association. In addition, Ms. MacCausland has been selected as a Rising Star in the practice of family law by Massachusetts Super Lawyers for 2013, 2014, and 2015. She has also been recognized as a lifetime fellow of the Massachusetts Bar Foundation. Ms. MacCausland earned her J.D. degree from New England School of Law.

About the Seminar

Courtyard by Marriott Natick
342 Speen Street
Natick, MA 01760
(508) 655-6100

Registration
8:00 - 8:30 am
Morning Session
8:30 am - 12:00 pm
Lunch (On your own)
12:00 - 1:00 pm
Afternoon Session
1:00 - 4:30 pm

Tuition
\$279 for individual registration
\$259 for three or more simultaneous registrations. Each registration includes one copy of the seminar manual.

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Cancellations: Cancel at least 48 hours before the start of the seminar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another seminar or the CD/manual package. You may also send another person to take your place.

Continuing Education Credit Information

This seminar is open to the public and offers 6.5 CLE hours, including 1.0 ethics hour, to all paralegals. The National Association of Legal Assistants and the National Federation of Paralegal Associations have each approved this seminar.

Attendance will be monitored, and attendance certificates will be available after the seminar for most individuals who complete the entire event. Attendance certificates not available at the seminar will be mailed to participants within fifteen business days.

CD/Manual Package: An audio recording of this seminar is available for \$289 (including shipping). Allow five weeks from the seminar date for delivery. Please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

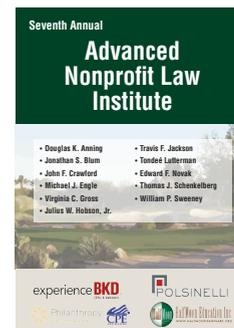
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Registration

Massachusetts Family Law Practice for Paralegals

Natick, MA - Wednesday, May 24, 2017

How to Register

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Tuition

- () **I will be attending the live seminar.** Single Registrant - **\$279.00**. Three or more registrants from the same company registering at the same time - **\$259.00** each.
- () **I am not attending.** Please send me the CD manual package for **\$289.00**. (S&H included. Please allow five weeks from seminar date for delivery)

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