



The Second Judicial District Court Protection Order Process



Types of Protection Orders

- Temporary Protection Orders
 - Expires after 45 days unless EPO hearing is set
 - Hearing not required
 - Advanced notice to adverse party not required
- Extended Protection Orders
 - Up to two years
 - Hearing required within 45 days of TPO
 - Advanced notice of hearing to adverse party required



What Do I Need to Start a TPO Case?

- TPO Application Forms and Packets
 - All necessary documents to apply for a TPO have been compiled into forms and packets. Each packet includes visual, step-by-step instructions.
 - Forms and packets may be downloaded at www.washoecourts.com.
 - Forms and packets may be obtained in person at the District Court.



Where Can I Start A TPO Case?

75 Court Street

Filing Office, Room 131, or
Law Library, Room 101



1 South Sierra

The Self Help Center, 1st Floor, or
Protection Order Help Center, Rm 308



75 Court Street Courthouse Filing Office

Monday – Friday 8-5, 775-328-3110

- Assists applicants with completing and filing temporary protection applications.
- Provides assistance electronically filing all other court documents.
- Provides copies of court records.
- Provides packets and forms for family law cases.
- Accessibility to Spanish speaking interpreters.
- Provides public terminals for case review.



75 Court Street Courthouse Law Library

Monday & Thursday 8-5, Tuesday & Wednesday 10-7, Friday 8-12, 775-328-3250



- Assist applicants with filing temporary protection applications electronically.
- Provides packets and forms for family law cases.
- Provides information on court procedures.
- Offers resources for legal research.
- Hosts the Lawyer in the Library Program
- Provides computer terminals for work and internet access.
- Copy machines are available.
- Access to Spanish speaking interpreters.
- Telephonic access to other language interpreters.



1 South Sierra Street Courthouse

The Self Help Center

Monday - Thursday 8-4:30, Friday 8-12, 775-325-6731

- Creates Family Division packets and forms.
- Assists applicants with completing and filing temporary protection applications electronically.
- Provides packets and forms for family law cases.
- Provides information on court procedures.
- Accessibility to Spanish speaking interpreters.
- Telephonic access to other language interpreters.



1 South Sierra Street Courthouse Protection Order Help Center

Monday – Friday 8-5, 775-328-3127



- Assists applicants with completing and filing temporary protection applications.
- Provides a safe place for applicants to wait for a decision on their application.
- Provides a safe place for applicants to wait for any hearings.
- Accessibility to Spanish speaking interpreters.
- Telephonic access to other language interpreters.
- Provides copies of court records.
- Provides packets and forms for family law cases.



When Will I Know If My Application Was Approved?

- Business Unit Dedicated to Processing TPO Applications
 - Judicial Administrative Oversight
 - 1 Court Master
 - 3 Court Clerks
 - 1 WCSO Bailiff
- Waiting Time Reduced
 - Applicant may choose to wait at courthouse or leave
 - If Applicant chooses to leave, Court staff will call regarding next steps
 - Electronic notification and access to order if a registered e-filer
 - Fax granted TPO application packet to law enforcement for service on adverse party



What If I Need A TPO After Business Hours?

- Current Process
 - Adverse party must be arrested for domestic battery and is presently in custody
 - Adverse party served in jail, if granted.
- Hours of Service
 - Saturday, Sunday and Holidays
 - 8:00 a.m. – 10:00 p.m.
 - Monday – Friday
 - 5:00 p.m. – 10:00 p.m.
 - Answerwest answers initial calls and refers to SJDC employee



What If I Want to Extend My TPO?

- No change to current process
 - Hearings typically scheduled 30 days after TPO is issued, no more than 45 days
 - Hearings are scheduled sooner if parties share custody of children
 - Protection order can be extended for up to two years
 - NOTE: *Remember to request extension in initial application*



Recent Successes and Trends

January through June 2019

- 1154 TPO Cases Initiated
 - (33) After Hours Program
 - (30) Filing Office
 - (44) Law Library/Self-Help Center
 - (37) E-filed by applicant
 - (103) Initiated by DVRC
 - (22) Initiated by Safe Embrace
 - (876) Initiated in the POHC



Expanding Access to the Court Using Electronic Filing

- Ability to apply for a TPO from anywhere in the community
 - Training is available for domestic violence advocates and other community agencies to electronically initiate a TPO case
 - Staff from Safe Embrace, RPD, City of Reno and Tahoe Alliance have been trained
 - Training will continue to be available to advocacy groups upon request
 - Hope to expand training to social workers, hospitals, etc.
- Remote availability of the process may prevent an applicant from having to come to the Court to submit a TPO application.



Challenges

- SJDC Staffing
 - Possible increased staffing needed
- Limited Advocacy Resources
 - Not within the providence of the Court
- Safety Planning
 - Not within the providence of the Court



Important Contacts

- Protection Order Help Center: 775-328-3127
- Self Help Center: 775-325-6731
- Law Library: 775-328-3250
- Michelle Purdy, Filing Office Program Manager: 775-328-3107
- Emily Reed, Self Help Center and Law Library Program Manager: 775-325-6625
- Celina Galindo, Business Systems Analyst: 775-328-3087





Questions

