1. **Case Intake**: Attorneys submit forensic evaluation request form (see website) to PHR Asylum Program.

2. **Case Screening**: PHR screens all new cases for potential fit with the PHR Asylum Network of volunteer evaluators.

3. **Volunteer Outreach**: PHR emails local case options to volunteer evaluators regularly. Evaluators reply with their interest in a case.

4. **Case Placement**: PHR confirms evaluator case placement, and provides attorney with evaluator contact information.

5. **Scheduling**: The asylum client’s attorney contacts the volunteer evaluator to schedule an evaluation for the asylum client.

6. **Evaluation**: The evaluation occurs at a location convenient for the volunteer evaluator; the volunteer’s office or – if the client is detained – at the detention center.

7. **Affidavit** (testimony possible): The volunteer evaluator writes up the evidence gathered in the form of an affidavit for use during the asylum trial. Oral testimony is sometimes requested.

8. **Asylum Case Outcome**: The attorney submits an outcome report to PHR, to help us evaluate the impact of and promote our work.

**N.B.** Due to the heavy demand for forensic evaluations, PHR cannot guarantee securing an evaluation for every case. The probability that your case will be placed increases with advance notice.

You will be responsible for contacting the health professional and making an appointment for your client. You also will be responsible for securing an interpreter if your client needs one for the evaluation.