

Agenda

Assisting with Family Law Case Intake

- Performing conflicts checks
- Assisting with initial client interview
- Preparing engagement letter, opening file
- Collecting information

Preparing Pleadings and Assisting with Motion Practice

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

Obtaining and Evaluating Financial Information

- Identifying relevant information on assets, debts, income and expenses
- Obtaining financial information
 - Using financial information questionnaires
 - Using interrogatories, requests for production, 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

- Recent developments in Virginia custody law
- Obtaining relevant information
 - Client interview, custody questionnaires, authorizations for disclosure, formal discovery
- Working with guardian-ad-litem
- Working with experts
- Drafting and reviewing parenting plans

Enforcing and Modifying Family Law Orders and Decrees

- Implementing divorce decrees and orders
 - Preparing and filing the decree
 - Enforcing judgments and orders
- Modifying decrees and orders
 - Determining which parts of a decree or order are subject to modification, deciding when to seek modification
- Assisting in modification actions

Handling Ethical Issues in Family Law Practice

- Complying with rules of professional responsibility and ethics guidelines for attorneys and paralegals
- 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

Virginia Family Law Practice for Paralegals

Live, Interactive Webinar - Monday, October 4, 2021

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Learning Objectives

You'll be able to:

Assist with initial client interviews and prepare for temporary orders hearings.

Obtain relevant information on assets, debts, income and expenses.

Assist in custody disputes and work on parenting plans.

Work effectively with experts and with guardians-ad-litem.

Learn which parts of a decree are subject to modification and assist in modification actions.

Comply with rules of professional responsibility and avoid the unauthorized practice of law.



HalfMoon Education Live Webinars

Virginia Family Law Practice for Paralegals

Live, Interactive Webinar - Monday, October 4, 2021



Learn about assisting with family law case intake, preparing pleadings and assisting with motion practice

Examine obtaining and evaluating financial information

Discuss assisting with child custody and visitation issues

Explore enforcing and modifying family law orders and decrees

Study handling ethical issues in family law practice

Continuing Education Credits

This webinar offers paralegals 6.5 CLE hours, including 1.0 ethics hour

NALA Approved
NFPA Approved



Faculty

Robert M. Worster, III *Attorney at Worster Law PLLC in Fairfax, VA*
Mr. Worster is a Marine Corps Veteran and graduate of Mary Washington College and the University of Richmond’s School of Law. He founded Worster Law PLLC in Fairfax, Virginia, in 2019. He primarily practices family law and criminal defense as a mediator, guardian ad litem and litigator. He practices throughout Virginia in all Courts of the Commonwealth. Mr. Worster serves on the Virginia State Bar’s Professionalism Course and Disciplinary Committee. He holds an “AV Preeminent Rating” from Martindale-Hubbell and was named a “Super Lawyer” in 2021. Mr. Worster was also previously named Pro Bono Lawyer of the Year by the Northern Virginia Pro Bono Law Center.

Aaron J. Christoff *Attorney at Law Office of Aaron Christoff PLLC in Alexandria, VA*
Mr. Christoff has practiced family law since 2006 with a focus on complex divorce litigation primarily involving highly contested matters. His advocacy experience includes personally handling all aspects of divorce litigation at every applicable level of the Virginia Court system, including custody, support, and protective order matters in Virginia’s Juvenile and Domestic Relations District Courts; custody, support, divorce grounds, and equitable distribution matters at the Circuit Court level; and briefs filed with the Virginia Court of Appeals for both appellants and appellees. Mr. Christoff’s court appearances include cases presented in Fairfax, Alexandria, Arlington,

Loudoun County, Prince William County, Stafford County, Richmond, Norfolk, and the D.C. Superior Court. He has litigated cases involving custody evaluators, protective orders, guardians ad litem, business valuation experts, psychiatrists, vocational experts, accountants, and private investigators, among others. While no stranger to the courtroom, Mr. Christoff is equally versed in resolving cases through settlement, having personally negotiated and drafted settlement agreements for matters with marital estates ranging from nothing but significant debt to those with values in the tens of millions of dollars. He has pursued and obtained settlement through mediation as well as independent negotiations for custody matters involving modifications based on relocation, special needs children, parent coordinators, international visitation arrangements, and numerous other scenarios. Mr. Christoff received his undergraduate degree in Communications with a focus on public relations from Loyola University of New Orleans in 2003. He obtained his J.D. degree from the University of Richmond T.C. Williams School of Law in 2006. Mr. Christoff is licensed to practice law in the District of Columbia and the Commonwealth of Virginia. He is an active member of the Fairfax Bar Association. He is currently president-elect of the Fairfax Bar Association Board of Directors. He is former chair of the Fairfax Bar Association Legislative Committee, former chair of the Circuit Court Domestic Relations Subcommittee, and former chair of its Judicial Funding Task Force.

Webinar Information

Log into Webinar 8:00 - 8:30 am EDT	Break 12:00 - 12:30 pm EDT
Morning Session 8:30 am - 12:00 pm EDT	Afternoon Session 12:30 - 4:00 pm EDT

Tuition
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Continuing Education Credit Information
This webinar is open to the public and offers 6.5 CLE hours, including 1.0 ethics hour, to Virginia paralegals.

The National Association of Legal Assistants and the National Federation of Paralegal Associations have each approved this event for 6.5 CLE hours, including 1.0 ethics hours.

Completion certificates will be awarded to participants who complete this event, respond to prompts, and earn a passing score (80%) on the quiz that follows the presentation (multiple attempts allowed).

Additional Learning

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Registration

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