

# AT-A-GLANCE

The New Jersey Courts is a statewide system made up of 15 vicinages (counties or groupings of counties) and the Administrative Office of the Courts, located in Trenton, which develops and implements policy, procedures and best practices in the vicinages.



# New Jersey Courts

Independence • Integrity • Fairness • Quality Service

## Vicinage Family Division Contacts

<b>Atlantic/Cape May</b> 609-345-6700/609-465-1000	<b>Middlesex</b> 732-519-3273
<b>Bergen</b> 201-527-2700	<b>Monmouth</b> 732-677-4050
<b>Burlington</b> 609-518-2645	<b>Morris/Sussex</b> 973-656-4362
<b>Camden</b> 856-379-2200 ext. 3601	<b>Passaic</b> 973-247-8600
<b>Essex</b> 973-693-6610	<b>Union</b> 908-659-5801
<b>Hudson</b> 201-795-6777	<b>Somerset/ Hunterdon/Warren</b> 908-231-7600
<b>Mercer</b> 609-571-4434	<b>Ocean</b> 732-929-2033
<b>AOC Family Practice</b> 609-984-4228	<b>Cumberland/ Gloucester/Salem</b> 856-453-4534

## Common Court Proceedings in Child Abuse or Neglect Cases

**Order to Show Cause (OSC)** is the first court hearing in a case. The child welfare agency must show cause for custody and protective services, possibly resulting in the placement of a child.

**Case Management Conference (CMC)** is a hearing to ensure that the defendants have representation and to prepare for a fact finding in the absence of a stipulation.

**Fact-Finding** is a hearing to determine if a child has been abused or neglected by the defendant(s), or to determine if the child is at imminent risk of serious harm in the defendants' custody.

**Compliance Review** is a hearing to inform the court of progress being made by all parties toward meeting the service plan goals.

**Permanency Hearing** is an annual hearing to approve a permanent plan for a child.

## Who's Who in the Courthouse?

**Assignment Judge (AJ):** Highest ranking judge designated by the Chief Justice to oversee the vicinage

**Trial Court Administrator (TCA):** Highest ranking staff executive in the vicinage in charge of all court operations under the direction of the Assignment Judge and the Administrative Director

**Family Presiding Judge (PJ):** Oversees administration of Family Division and presides over cases

**Family Judges (including Children in Court Judges):** Presides over cases in the Family Division

**Family Division Manager (FDM):** Oversees case management and staff in the Family Division

**Assistant Family Division Manager (AFDM):** Assists Family Division Manager in oversight of case management and staff in the Family Division, may be specific to a certain case type or county

**Team Leader:** Supervises court staff in the daily management of cases

**Probation Officer and Court Clerk:** Court staff that manage cases on a daily basis

**CPR Board:** Court volunteers that conduct a 45 day review of children in placement and make recommendations to the judge

## What is ASFA?

The Adoption and Safe Families Act (ASFA) is a federal foster care law that prioritizes the safety, health and permanency of children. ASFA, which has been incorporated into NJ statute, mandates that certain requirements must be met in order for a child to receive subsidies from the federal government.

## A Court Order Requires Action!

*NJ Court Rule 1:10-3.*

A court order is a document issued by a judge that requires action - an appearance in court, the production of a document or report, etc.

## Child Welfare Dockets

- **FC (Family Children Placement)** docket: All children in out-of-home placements.
- **FG (Termination of Parental Rights)** docket: Title 30 termination of parental rights complaint filed.
- **FN (Child Protection)** docket: Title 9/Title 30 complaint filed.
- **FL (Kinship Legal Guardianship)** docket: Kinship legal guardianship petition filed.

*This is a broad overview and should not be relied upon for any legal conclusions.*