**APPENDIX A**

**Form FPN7-1**

[Family Practice Note 7]

COURT FILE NUMBER

COURT COURT OF QUEEN’S BENCH

OF ALBERTA

JUDICIAL CENTRE

PLAINTIFF/Applicant or

Respondent:

DEFENDANT/Applicant or

Respondent:

DOCUMENT **Practice Note 7**

**INTERVENTION ORDER**

Clerk’s Stamp

ADDRESS FOR SERVICE AND CONTACT INFORMATION OF PARTY FILING THIS DOCUMENT

DATE ON WHICH ORDER WAS PRONOUNCED:

LOCATION OF HEARING: , Alberta

NAME OF JUSTICE WHO MADE THIS ORDER:

UPON NOTING THE CONSENT OF *[Specify Plaintiff/Defendant names]*; or

UPON NOTING THAT A PRELIMINARY PRACTICE NOTE 7 INTERVENTION ORDER WAS GRANTED BY JUSTICE *[name of Justice]* ON *[date]:*

AND UPON the Court being advised that the name and birth date of each child of the parties’ marriage or relationship is as follows:

*[Child’s name]*born *[child’s date of birth]*; and

*[Child’s name]*born *[child’s date of birth]*;

AND UPON NOTING the current parenting arrangement has been set by interim Order of Justice *[name of Justice]*, which provides that *[describe nature of parenting arrangement].*

AND UPON the Court determining that it is in the best interests of the child(ren) that a Practice Note 7 Intervention be ordered;

AND UPON the Court being satisfied that the parties are able to pay the cost of the Intervention, taking into account any available subsidies and health care coverage, or that the party seeking the Intervention is able to pay the entire cost of the Intervention at first instance, subject to their right to seek a contribution from the other party at the conclusion of the Intervention;

AND UPON noting the Parenting Expert’s consent to act and approval of the terms of this Order endorsed hereon;

AND UPON the Court being advised that the parties have signed the Parenting Expert’s service agreement;

IT IS ORDERED THAT:

1. *[Name of Parenting Expert]* is hereby appointed as Parenting Expert to carry out the following Intervention under Family Law Practice Note 7: *[Describe type of Intervention and whether Evaluative or Therapeutic]*
2. The Parenting Expert will be paid a retainer of *[amount]* on or before *[date].* Subject to the ultimate determination by the trial Justice as to how the parties shall bear the cost of the Parenting Expert, payment to the Parenting Expert shall be paid by the parties as follows:
3. *[Name of party]* shall pay *[percentage]* of the costs in the interim;
4. *[Name of other party]* shall pay *[percentage]* of the costs in the interim;
5. The Parenting Expert will spend a maximum of *[number]* hours conducting and reporting on the Intervention, unless otherwise extended by agreement between the parties and the Parenting Expert. The estimated date for completion is *[date].*
6. The specific issues the Parenting Expert is to address are as follows: *[List Issues]*
7. The parties shall not make further applications or proceed with steps in previously scheduled applications until the Intervention is completed, unless the health or safety of a child is at risk or the Parenting Expert recommends an application be made.
8. All third parties involved with the child(ren) and their parents, including but not limited to the child(ren)’s teachers and school authorities, family and child counsellors and assessors, mediators, church personnel, visit supervisors, medical service providers, psychologists and social workers are hereby authorized to be interviewed and to release any and all information about the child(ren) and their parents, including documentary information, to the Parenting Expert, where release is not prohibited by statute, privilege or otherwise. The ability of the parenting expert to obtain information, including documentary information, from a person employed or assisting in the administration of the *Child, Youth and Family Enhancement Act*, is subject to the confidentiality and privilege provisions of that Act, including section 126.11 thereof.
9. The parties shall cooperate with the Parenting Expert as required.
10. If, in the Parenting Expert’s professional judgment, it is necessary for the Parenting Expert to speak with a child, either alone or with the parents, the consent of the parents is hereby dispensed with.
11. *[This clause is optional; use only when applicable, provided safety can be maintained.]* The Queen’s Bench No-contact Order/Emergency Protection Order/Queen’s Bench Protection Order/Restraining Order *[dated]* is limited or suspended by the following terms: *[List terms]* to the extent necessary to facilitate the Intervention.
12. Unless the Intervention is completed or otherwise terminated, the Parenting Expert shall, within 3 months of the commencement of the Intervention, provide a brief status update regarding the number of sessions held to date, the remaining sessions in the retainer, any impediments to the process, the expected completion date for the report, and any other relevant information to the Justice granting this Order, with copies to the parties where appropriate.
13. The Parenting Expert shall prepare an Intervention Report. The Parenting Expert’s recommendations for the parties, if any, shall be appended to the Intervention Report.
14. The Parenting Expert shall provide copies of the Intervention Report to the Justice granting this Order and to counsel for the parties. The parties shall not receive a copy of the Intervention Report, but they may receive, either from counsel or the Parenting Expert, a copy of the appendix to the Intervention Report containing the Parenting Expert’s recommendations.
15. The parties may review the entire Intervention Report at their counsel’s office, while under supervision. They shall not have a cell phone or other electronic device in their possession while viewing the report. The parties shall not receive a copy or make handwritten notes or electronic copies of the report without prior leave of the Court.
16. Where a party is self-represented, the party may contact the Court to arrange to review the entire Intervention Report in the presence of a Clerk of the Court, which may include a Clerk of the Provincial Court. The party is not permitted to have a cell phone or other electronic device in their possession while reviewing the report. The party shall not receive a copy or make handwritten notes or electronic copies of the report without prior leave of the Court.
17. The child(ren) shall not see or receive copies of any portion of the Intervention Report, including any appendix, nor shall the parties discuss any aspect of the report with the child(ren), including the Parenting Expert’s recommendations.
18. The Intervention Report will be placed in a sealed envelope on the Court file (sealing does not preclude a party’s access to the report, as outlined above).
19. Either party may refer to the Intervention Report on the court file in any subsequent parenting application or judicial dispute resolution, but the Intervention Report shall not be attached as an exhibit to an affidavit in any proceeding. Nor shall the parties include any letters or reports of what transpired during the Intervention. For the purposes of summary trials, trials, or other oral hearings, the report must be treated as a sealed exhibit.
20. In the event a Practice Note 8 Child Custody/Parenting Evaluation is ordered, the Practice Note 7 Intervention Report(s) shall be provided to the Parenting Expert conducting the Practice Note 8 Evaluation.
21. Neither party may bring a complaint to the professional body governing the practice of the Parenting Expert until after:

a. the parties have resolved all parenting issues as evidenced by a written settlement agreement or final order or judgment; or,

b. the Court has rendered its decision in the matter for which a Practice Note 7 Intervention has been ordered, and all appeals have been heard or all appeal periods have expired.

1. *[This clause is optional; use only when applicable.]* The consent of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to this Practice Note 7 Intervention is hereby dispensed with.
2. *[This clause is optional; use only when applicable.]* Rule 9.4(2)(c) is invoked.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Consent to Act and Approval of Order

as to Content *[Name of Parenting Expert]*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*[Choose as applicable]* Consented to or Approved as to Content

*[Name of Counsel]* for *[Name of party]*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*[Choose as applicable]* Consented to or Approved as to Content

*[Name of Counsel]* for *[Name of party]*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Justice of the Court of Queen’s Bench