

<b>District Court</b> <b>91h Judicial District, Colorado</b> <b>Court Address: 109 8th St., Suite 104, Glenwood</b> <b>Springs, CO, 81601,</b> <b>970-945-5075</b>	
<b>ADMINISTRATIVE ORDER</b>	<b>COURT USE ONLY</b>
<b>Date: September 21, 2005</b> <b>Chief Judge: T. Peter Craven</b>	<b>Order Number: 05-05</b>
<b>ORDER CONCERNING CASE FLOW OF DOMESTIC RELATIONS</b> <b>CASES</b>	

1. This Order implements CRCP 16.2 and shall govern case management in district court actions under Articles 10, 11, and 13 of Title 14 of the Colorado Revised Statutes, including post-decree matters (Domestic Relations cases).
2. When a Domestic Relations case is filed in the Clerk's office, the Clerk shall schedule an initial status conference to be held within 40 days of the filing of the Petition and give the Petitioner a notice of the time and date of the conference. The Notice shall be served on each of the other parties, unless the party waives service in writing and signs a receipt of the Notice, which is filed with the Court.
3. The Family Court Facilitator shall preside over the initial status conference.
4. All parties and counsel, if any, shall attend the initial status conference before the Family Court Facilitator. The Family Court Facilitator shall excuse attendance if all parties and counsel, if any, file a Stipulated Case Management Plan and a Certificate of Compliance with the mandatory disclosure requirements. The Family Court Facilitator may require additional status conferences to review the Stipulated Case Management Plan.
5. At the initial or any subsequent status conference, the Family Court Facilitator may ---
  - a) refer the matter to the Magistrate for entry of required orders if the parties have stipulated to all issues;
  - b) refer the matter to the Magistrate if there are contested issues (including emergency issues) and all parties are not represented by counsel;
  - c) refer the matter (including emergency issues) to the district judge of assignment if any party is represented by counsel, unless all parties agree to refer it to the magistrate or to have more status conferences before the Family Court Facilitator.
6. Before the case is referred to a magistrate or district judge, the Family Court Facilitator may request the magistrate to appoint a Child and Family Investigator. After the case is referred to a district judge or the magistrate, the presiding judicial officer may direct the appointment of a Child and Family Investigator.

7. For post-decree and modification matters (CRCP 16.2(d)) in which all parties are not represented by an attorney, the magistrate acting for the court shall within 45 days determine if the matter should proceed under CRCP 16.2(e) and sections 1-6 of this Order, or if it should be handled on the pleadings or set for hearing and decided by the magistrate.
8. For post-decree and modification matters in which one or more parties have an attorney, the matter will be referred to the district judge of assignment who shall determine how to proceed under CRCP 16.2(d).
9. Nothing in this Order shall limit any rights of review of orders or judgments of the magistrate under C.R.M. 7.

**Dated: September 21, 2005.**

**BY THE COURT:**



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**T. PETER CRAVEN  
CHIEF JUDGE**

cc: All Judges and Magistrate  
Administration  
Clerks of Court  
Bar Presidents