OPD Contract Counsel
Proficiency Determination Information Packet

Contract Attorney Name: ___________ Region(s): ____________________________

Regional Deputy Public Defender(s): _______

Areas of Practice (check all that apply):  ☐ Felony Criminal  ☐ Misdemeanor Criminal  ☐ Appellate  ☐ PCR
☐ Sentence Review  ☐ Juvenile  ☐ DN  ☐ DI  ☐ Guardianship  ☐ Developmentally Disabled

Lexis License:  ☐ Yes  ☐ No

A. Comments from RDPD, Regional FTE, or Regional office Personnel, if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

B. Comments from the Conflict Coordinator, if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

C. Comments from Client(s), if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

D. Comments from Judges and/or Court Personnel, if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

E. Comments from Accounting, if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

F. Comments from Contract Management Office, if any:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

G. Observation information and comments:
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________.
Possible questions to Court / Judges/ Office Personnel:
1) Is the Attorney on time and prepared for Court
2) Is the Attorney respectful and courteous to staff
3) Is the Attorney knowledgeable about his cases and his clients
4) Does this Attorney file Motions and/or Briefs in excess

Possible questions to the Client:
1) Did your Attorney meet with you in a timely manner after you were advised who your public defender was?
2) Did your Attorney explain the charges against you and any possible outcomes?
3) Did you have regular contact with your attorney prior to any hearings and/or trials?
4) Was your Attorney on time for appointments and/or hearings?
5) Did you feel that your Attorney represented you fairly and was knowledgeable about your case?