

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS  
DOMESTIC RELATIONS DIVISION**

**ADMINISTRATIVE ORDER:** 2022 D 11

**SUBJECT:** Incarcerated Litigants Program

Pursuant to General Order 2015 D 5, the Incarcerated Litigant Pilot Program was established in order to promote access to justice for incarcerated litigants in Domestic Relations Division cases in the Circuit Court of Cook County.

**EFFECTIVE IMMEDIATELY, IT IS HEREBY ORDERED THAT:**

1. Based on the success of the Incarcerated Litigant Pilot Program, the designation as a pilot program is revoked and it is hereby established as a permanent program of the Domestic Relations Division of the Circuit Court of Cook County. The program is expanded to allow participation in the program beyond cases in which Cabrini Green Legal Aid (CGLA) is providing legal representation to an incarcerated individual.
2. The Incarcerated Litigant Call (ILC) is for Domestic Relations Division cases where (1) at least one of the litigants is currently incarcerated and (2) Illinois has jurisdiction over the legal matter.
3. The ILC has been established primarily for litigants in either the Illinois Department of Corrections or the Cook County Department of Corrections. Litigants in other facilities may request a transfer to the ILC under the procedures below; however, if technology is not compatible, the case may be returned to the original calendar.
4. Any cases to be heard on the ILC shall only be scheduled on the predesignated dates for the hearing of such cases. For scheduling of dates and the submission of required documents, please refer to the Presiding Judge's Standing Order.<sup>1</sup>
5. The procedure for placing a qualifying case filed in the Domestic Relations Division on the ILC is as follows:
  - a. For cases in which the Petitioner is an incarcerated individual represented by a Civil Legal Services Provider, where no substantive orders have yet been entered by the assigned judge, the matter shall be transferred from the calendar originally assigned by the Clerk of the Circuit Court to Calendar 01 upon the filing of the ILC Transfer Form.<sup>2</sup>

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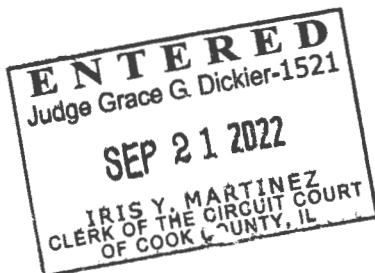
<sup>1</sup> The Standing Order can be found on the Presiding Judge's information page located at <http://www.cookcountycourt.org/ABOUT-THE-COURT/County-Department/Domestic-Relations-Division/Judges-Information>.

<sup>2</sup> The Incarcerated Litigant Call Transfer Form is attached.

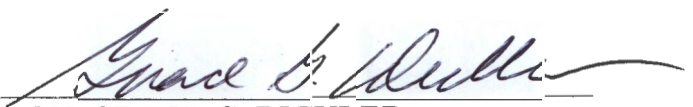
- b. For pre-judgment cases in which the Respondent is an incarcerated individual represented by a Civil Legal Services Provider, where no substantive orders have yet been entered by the assigned judge, the matter shall be transferred from the calendar originally assigned by the Clerk of the Circuit Court to Calendar 01 upon the filing of the ILC Transfer Form.
  - c. For all other ongoing cases in which the litigant is an incarcerated individual represented by a Civil Legal Services Provider, the litigant may file a motion before the regularly assigned calendar judge to transfer to the ILC, and, if granted, the case shall be transferred from the calendar originally assigned by the Clerk of the Circuit Court to Calendar 01.
  - d. For all cases in which the litigant is an incarcerated individual who is self-represented or represented by private counsel, the litigant may file a motion before the regularly assigned calendar judge to transfer to the ILC, and, if granted, the case shall be transferred from the calendar originally assigned by the Clerk of the Circuit Court to Calendar 01.
6. Cases transferred to the ILC pursuant to this Order shall not be deemed an exercise of statutory rights for "Substitution of Judge."
7. ILC cases will remain on Calendar 01 until further order of court.

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Dated this 21<sup>st</sup> day of September 2022. This Order supersedes General Order 2015 D 5 entered on July 24, 2015. This Order shall be spread upon the records of this Court and published.



ENTERED:

  
HON. GRACE G. DICKLER  
Presiding Judge  
Domestic Relations Division

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS  
COUNTY DEPARTMENT, DOMESTIC RELATIONS DIVISION**

IN RE:  Marriage  Civil Union  Legal Separation  Allocation of Parental Responsibilities  
 Visitation (Non-Parent)  Support  Parentage of:

\_\_\_\_\_  
Petitioner

and

\_\_\_\_\_  
Respondent

No.: \_\_\_\_\_

Calendar: \_\_\_\_\_

**TRANSFER TO INCARCERATED LITIGANTS CALL**

This cause having been filed in the Domestic Relations Division, the Petitioner/Respondent being represented by the following Civil Legal Services Provider (CLSP), \_\_\_\_\_, and Petitioner/Respondent being an incarcerated litigant, Petitioner/Respondent requests that this matter be transferred pursuant to Administrative Order 2022 D 11 to the Presiding Judge of the Domestic Relations Division, or any other judge sitting in his/her stead in Room 1905 of the Richard J. Daley Center, Chicago, Illinois 60602, and be assigned to Calendar 01 to be heard on the Incarcerated Litigants Call.

\_\_\_\_\_  
Petitioner/Respondent (Attorney)

Pursuant to Administrative Order 2022 D 11 of the Domestic Relations Division of Circuit Court of Cook County, this cause is transferred to the Presiding Judge of the Domestic Relations Division, or any judge sitting in his/her stead in Room 1905 of the Richard J. Daley Center, Chicago, Illinois 60602 for assignment to Calendar 01, to be heard on the Incarcerated Litigants Call.

Atty. No.: \_\_\_\_\_  
Name: \_\_\_\_\_  
Atty. for: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Primary Email Address: \_\_\_\_\_  
Secondary Email Address: \_\_\_\_\_