

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

Cook County Cir. Ct. (Domestic Violence Div.) G.A.O. 2019-4 (eff. March 19, 2019) is hereby amended as follows:

**GENERAL ADMINISTRATIVE ORDER No. 2019-4**

**SUBJECT: ADDING CALENDAR V4 TO CLERK'S OFFICE RANDOMIZATION PROCESS**

Cook County Cir. Ct. (Domestic Violence Div.) G.A.O. 2019 DV 04 (eff. March 19, 2019) is hereby amended. Cook County Cir. Ct. (Domestic Violence Div.) A.O. 2022 DV 01 (eff. January, 26, 2022) is hereby vacated.

WHEREAS, civil Protective Orders Courtroom 403, Calendar V4 was created as of March 19, 2019; and

WHEREAS, civil Protective Orders Courtroom 304, Calendar V3, was created as of February, 11, 2019; and

WHEREAS, these amended procedures and policies are for the purpose of aiding the court, the Clerk's Office, and litigants, and are necessary for courtroom efficiency;

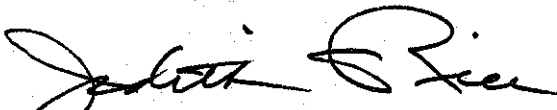
**EFFECTIVE IMMEDIATELY, IT IS HEREBY ORDERED** that, the following procedures and policies shall be in place and adopted by the Domestic Violence Division:

1. There are four (4) civil Protective Order calendars as of the entry of this order: Courtroom 201, Calendar 71; Courtroom 202, Calendar 72; Courtroom 304, Calendar V3; and Courtroom 403, Calendar V4.
  - a. EOPs
    - i. Until automated randomization is established by the clerk's office, every case for Calendar 71, 72, V3, and V4 will be entered manually by the screening clerk and their staff.
    - ii. The clerk shall indicate the courtroom and calendar numbers on the top right-hand corner of the first page of the proposed Emergency Protective Order.
    - iii. All first returns are returnable only to their assigned courtroom and calendar as indicated in the "next court date" section of the first page of the proposed Emergency Protective Order.
    - iv. If the courtroom and calendar numbers are not indicated on the proposed Emergency Protective Order, it is the responsibility of the clerk to indicate the courtroom and calendar numbers on the Order prior to the case being directed to a courtroom for hearing.
    - v. Unless it is an Order for dismissal, no Order issued after a hearing on a Petition for Emergency Protective Order shall be entered without the courtroom and calendar numbers indicated in the next court date section.
  - b. Criminal courtroom judges hearing Petitions for civil Emergency Orders of Protection are to follow the same procedure as provided above.
  - c. The even and odd system that was previously in place, when there were only two civil courtrooms in the Division, is no longer used.

- d. The Clerk's Office shall schedule all return court dates on the calendar to which those cases are assigned (Calendars 71, 72, V3, and V4).
    - i. Petitions for Emergency Orders of Protection should be sent for hearing to their originally assigned calendars when the corresponding calendar judge is available.
    - ii. If the calendar judge is not available, new petitions shall be sent to the first available judge for hearing.
  - e. If the late duty judge finds no designated calendar assignment on the Petition for Protective Order, the courtroom clerk must call the screening clerk to obtain the courtroom and calendar number.
2. All cross-petitions between the same parties shall be identified by the Clerk's Office as companion cases and shall be scheduled to return for subsequent court dates to the same courtroom and calendar number on the same date and time.
  3. If there are two or more petitions filed by the same petitioner, all petitions shall be assigned to the same calendar and courtroom as the initial petition. Transfer Orders signed by the judge presiding are required for any subsequent petitions originally assigned to a different calendar.
  4. A Fee Waiver Petition under Illinois Supreme Court Rule 298 (298 Petition) shall be sent to the same civil calendar and courtroom number in which the corresponding case is assigned.
  5. Domestic Relations cases:
    - a. Domestic Relations cases pending at the Richard J. Daley Center are to be heard pursuant to Cook County Cir. Ct. (Domestic Violence Division) G.A.O. 2022 DV 04, Amended (eff. Feb. 6, 2023).
    - b. Cases pending in the suburban districts are to be randomized between all civil courtrooms and calendars, Courtroom 201, Calendar 71; Courtroom 202, Calendar 72; Courtroom 304, Calendar V3; and Courtroom 403, Calendar V4.
  6. If civil courtroom judges have a scheduled afternoon hearing, they may hear Petitions for Emergency Orders of Protection between 2:00PM-2:30PM and may start their scheduled afternoon hearings at 2:30PM. If civil or criminal courtroom judges do not have afternoon hearings scheduled or proceeding, then Petitions for Emergency Orders of Protection shall be heard at 2:00PM by any available civil or criminal judge until that judge's assistance is no longer necessary.
    - a. Late duty judges may start hearing Petitions for Emergency Orders of Protection at 2:00PM unless they have a scheduled hearing proceeding.
    - b. Afternoon schedules are subject to change. The staff of the Presiding Judge's Office may direct Emergency Protective Order hearings to any available courtroom.

Dated this 26<sup>th</sup> day of May, 2023

ENTER:

 2123  
Judith Rice  
Acting Presiding Judge  
Domestic Violence Division, Cook County

Judge Judith C. Rice

MAY 26 2023

Circuit Court - 2123