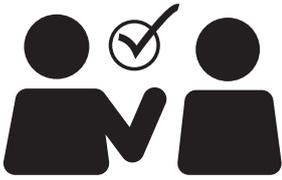


Preparing for court: client form



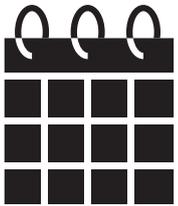
Before you start

Ask someone you trust to help you fill out this form. This could be your support worker, carer or someone in your family.



About this form

If you have been charged with an offence and have a court date, this form is for you.



This form has been specially designed for you to get help from a lawyer before you go to court.



What do lawyers do?

A lawyer works for you and will help you understand the court system and protect your rights.



How a lawyer can help you:

- Provide advice on the strength of the police case against you
- Advise you on what your legal options are
- Represent you in court
- Help you find support services
- Help you access courts best suited to your case



What a lawyer can't do:

- Tell you what to do
- Lie to the police or the court
- Guarantee outcomes

What to do



Step 1. Before going to court

If you have had contact with police and have to go to court, the first thing you should do to prepare for court is get legal advice from a lawyer.

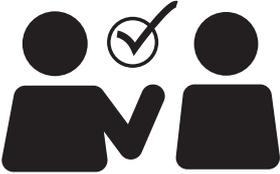


Go to:

supportingjustice.net/prepare-for-court
to find out how to prepare for court,
including how to get legal advice.



Before you meet with a lawyer, ask someone you trust to help you fill out this form.



This could be your support worker, carer or someone in your family.



You can choose 'Prefer not to say' if you don't want to answer a question.



Step 2. When meeting with your lawyer or going to court

Bring this completed form to all meetings you have with your lawyer.

Also bring this form to court in case you need it.



How will my information be used?

Your lawyer will use the information you provide to:

- Help you in the best way in court
- Help with any support you might need



If you write names of people that know about you, like your support worker or doctor, your lawyer might want to ask them questions to help you with your court case.

Preparing for court: client form

Instructions to support workers, carers and family members

- Please complete this form with the person you are supporting or caring for, who has been charged with an offence
- This completed form should be taken to:
 - All meetings the person has with their lawyer
 - Court dates where the person is appearing
- If disability diagnosis report(s) are available (see Question 6), these reports should be shared with a lawyer alongside this completed form
- Go to supportingjustice.net/prepare-for-court to find out how to prepare for court, including how to get legal advice for the person in your support or care.

Part A: Provide your contact details

Who is completing this form?

Your name: _____

Your phone number: _____

Your email: _____

Your relationship to the person charged: _____

Is it OK for a lawyer to contact you about the answers provided?

Yes

No

Part B: Questions to ask the person you are assisting

1. Support contacts

1.1 Who is the best person to contact about your situation?

Their name is: _____

Their phone number is: _____

Their email address is: _____

Is it OK for a lawyer to contact this person with questions about you?

Yes No

1.2 Do you have a support worker?

Yes No I don't know

If YES

Their name is: _____

Their phone number is: _____

Their email address is: _____

Is it OK for a lawyer to contact this person with questions about you?

Yes No

2. Communicating with lawyers

2.1 How should a lawyer communicate with you?

Write things down as well as tell me things Repeat what they say

Anything else?

2.2 Is there anything else your lawyers should know about how, where and when you want to be communicated with?

2.3 How should your lawyer share information with you?

Send you an email

Send an email to another person:

What is their name?

What is their email address?

Send by post/mail to you

Send by post/mail to another person

What is their name?

What is their postal address?

Call you on the phone

Call another person

What is their name?

What is their phone number?

Send you a text message

Send a text message to another person

What is their name?

What is their phone number?

2.4 Do you want reminders sent to you, for example about meeting and court dates?

Yes No

If YES, how do you want reminders sent to you?

Send you an email

Send an email to another person:

What is their name?

What is their email address?

Send by post/mail to you

Send by post/mail to another person

What is their name?

What is their postal address?

Call you on the phone

Call another person

What is their name?

What is their phone number?

Send you a text message

Send a text message to another person

What is their name?

What is their phone number?

3. Living arrangements

3.1 Where are you living? (tick as many as apply to you)

- | | | |
|---|---|--|
| <input type="checkbox"/> In a private rental | <input type="checkbox"/> In government, social or community housing | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> With family | | _____ |
| <input type="checkbox"/> In a place I own | <input type="checkbox"/> In a boarding or rooming house | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> In supported accommodation | <input type="checkbox"/> No fixed address | |

3.2 Have you been to a Housing Access Point recently for help with somewhere to live?

- Yes No I don't know

If YES, which housing service Access Point/s did you go to, and who is your main point of contact there?

Name of Access Point _____

Name of person to contact _____

Phone number of contact _____

Email address of contact _____

Is it OK for a lawyer to contact this person with questions about you?

- Yes No

4. Financial arrangements

4.1 How do you pay for bills (tick all that apply)?

- | | | |
|--|---|--|
| <input type="checkbox"/> I have a job | <input type="checkbox"/> I receive a disability support pension | <input type="checkbox"/> Other: _____ |
| | | _____ |
| <input type="checkbox"/> I receive Centrelink payments | <input type="checkbox"/> Someone else manages my finances (e.g a family member or State Trustees) | <input type="checkbox"/> Prefer not to say |

4.2 Are you financially supporting anyone else?

Yes No I don't know

If YES, who are you financially supporting?

Children Family

Other: _____

Prefer not to say

5. Treatment and support

5.1 Have you ever experienced one or more of these things? (tick all that apply):

Trouble remembering things

Violence

Self-harm

Injuries to your head and spine

Trauma

Prefer not to say

Loss of consciousness

Motor vehicle accident

5.2 Are you receiving or have you received support or treatment for any of the things above?

Yes No Prefer not to say

If YES

What kind of support or treatment? _____

When did this support or treatment start (or end)? _____

Are you on any medication? If so, what medication are you prescribed? _____

Who is (or was) supporting or treating you? _____

What is their phone number? _____

What is their email address? _____

Is it OK for a lawyer to contact this person with questions about you?

Yes No

5.3 Do you have a doctor or health service that you see regularly?

Yes No

If YES:

What is your doctor/psychologist or counsellor's name?

What is the name of their clinic?

What is their phone number?

What date did you last see your doctor?

Is it OK for a lawyer to contact this person with questions about you?

Yes No

6. Disability

6.1 Have you ever been diagnosed with a disability or health condition?

Yes No I don't know

If YES:

What is your diagnosis?

What age were you when you were diagnosed?

Do you have a report that confirms your diagnosis?

Yes No I don't know

If YES, please photocopy and share report(s) about your diagnosis with your lawyer so they can use it to help your court case.

7. NDIS

7.1 Do you have an NDIS plan?

Yes No I don't know

If YES:

What is the name of the person who knows most about your NDIS plan?

What is their phone number?

What is their email address?

Is it OK for a lawyer to contact this person with questions about you?

Yes No

7.2 Do you need help with your NDIS plan?

Yes No

8. More information to help support you

Is there anything else you want your lawyer to know about you?

Part C: Questions for lawyer

Before you meet with your lawyer, and to help prepare for court, it is recommended to write down questions that you might want to ask your lawyer.

Write your questions below and take them to your meeting with your lawyer.

What questions do you want your lawyer to answer?