

**CHESTER COUNTY COURT OF COMMON PLEAS**  
**COVID-19 TEMPORARY PROTOCOL FOR REMOTE CONFERENCES**

Notwithstanding the limitations of the current Emergency Order, individual Judges and Hearing Officers are available to work remotely with counsel to resolve cases or issues within cases. This could take the form of conferences to attempt to resolve agreed-upon issues ripe for resolution, or the submission of agreed-upon Orders for review and execution by the Court. This would be accomplished with the assistance of the Judges and Hearing Officers working remotely and utilizing telephone and/or video conferencing, when necessary.

Cases eligible for this program are limited to civil, family and orphans' court matters, where counsel or parties agree to participate.

To determine if a Judge or Hearing Officer is available to participate in this program , counsel are to submit a Case Conference Request Form to the applicable Court Administration office:

**Civil:** [cvconferences@chesco.org](mailto:cvconferences@chesco.org)

**Orphans':** [occonferences@chesco.org](mailto:occonferences@chesco.org)

**Family:** [fcconferences@chesco.org](mailto:fcconferences@chesco.org)

You will be contacted by court staff regarding the availability of the Judge or Hearing Officer and if the matter is eligible for a remote conference.

If the Judge/Hearing Officer is available to participate in a remote conference, a conference will be scheduled by court personnel. Parties will be provided with the date and time of the conference as well as call-in instructions to the county's conference call /video conferencing platform.

**PLEASE NOTE: Even in the absence of a conference, counsel may submit agreed orders to be signed by a Judge to the applicable Court Administration mailbox (above) at any time.**

For questions or clarifications regarding this policy, please contact Court Administration at 610-344-6170.