IN THE SUPREME COURT OF THE STATE OF ARIZONA
ADMINISTRATIVE OFFICE OF THE COURTS

In the Matter of:	)	
	)	
MODIFYING ARIZONA CODE OF	)	Administrative Directive
JUDICIAL ADMINISTRATION	)	No. 2020 - 03
TIME REQUIREMENTS DUE TO	)	
A PUBLIC HEALTH EMERGENCY	)	
	)	

Due to concern for the spread of COVID-19 in the general population, the Governor of the State of Arizona has declared a statewide emergency pursuant to A.R.S. § 26-303 and in accordance with A.R.S. §26-301(15).

The Arizona Code of Judicial Administration contains numerous time requirements. In Administrative Order No. 2020-45, the Chief Justice ordered that the Administrative Director "may suspend the requirements of any section of the Code of Judicial Administration if he determines that public health emergency measures significantly impair the ability to operate the program or the parties governed by that code section."

Therefore, pursuant to Administrative Order No. 2020-45,

IT IS DIRECTED that the following time requirements are suspended or modified as follows:

ACJA § 1-302: Education and Training:

1. The 6-hour live program requirement in ACJA § 1-302(H)(1) is suspended for 2020 to facilitate greater flexibility to fulfill the full COJET requirement by viewing pre-recorded programs.
2. The timeframe for new limited jurisdiction judges to complete New Judge Orientation, as required by ACJA § 1-302(I)(5), is extended from 12 months to 24 months, to allow new judges to attend their third week of orientation in 2021.
3. The 2-year timeframe in ACJA § 1-302(I)(3)(b) is suspended for 2020 to allow the chief judges of the court of appeals to attend the annual seminar or meeting of the Council of Chief Judges of Courts of Appeals in a subsequent year.
4. The 3-year timeframe in ACJA § 1-302(J)(3) is suspended for 2020 to allow court administrators, managers and directors to attend a program conducted out-of-state or in-state by an established, nationally recognized training organization in a subsequent year.
5. The timeframe in ACJA § 1-302(K)(3)(b) is extended to allow probation officers to complete the Probation Officer Certification Academy within 18 months rather than 12

months of employment. The corresponding timeframe established by ACJA § 6-104(F)(1) is also extended to 18 months.

6. The timeframe in § ACJA 1-302(K)(4) is extended to allow probation officers to complete the Institute for Intensive Probation Supervision (IPS) within 18 months of assignment rather than 12 months.
7. The 3-year timeframe in ACJA § 1-302(K)(6) is suspended for 2020 to allow chief probation officers and directors of juvenile court to attend at least one program conducted out-of-state or in-state by an established, nationally recognized training organization in a subsequent year.
8. The timeframe in ACJA § 1-302(I)(4)(b) is extended to allow judges to complete the specialized dependency-training program approved by COJET prior to or within 18 months rather than 12 months of assuming a new assignment involving dependency cases.

ACJA 7-101: Court Appointed Special Advocate Program:

The 120-day timeframe for completing the application process in ACJA § 7-101(H)(2) is suspended to allow CASA volunteers to complete their applications in more than 120 days.

The minimum requirement to meet-in-person with the child once every (30) days, established in ACJA §7-101(K)(1)(l) is expanded to include visual meetings conducted via technology.

ACJA § 7-208: Legal Document Preparer:

The April 30 deadline in ACJA § 7-208(I)(2)(a) is extended to June 30 to allow Legal Document Preparers to finish their annual continuing education requirements by June 30th rather than April 30th of 2020.

Dated this 24th day of March, 2020.

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DAVID K. BYERS
Administrative Director of the Courts