

ADMINISTRATIVE ORDER

**IN RE:
AD LITEM VOUCHERS FOR
OUT OF COURT HOURS**

§
§ **FAMILY DIVISION –**
§
§ **DISTRICT COURTS**
§
§ **HARRIS COUNTY, TEXAS**
§

ORDER

On October 10, 2014, the attending members of the Board of Judges of the Family Division of the Harris County District Courts unanimously voted to modify the voucher used by ad litem attorneys appointed to represent children and indigent parents in termination cases filed by the Texas Department for Family and Protective Services under Chapter 161 of the Texas Family Code and appointed pursuant to the authorities in Texas Family Code Sections 107.011; 107.012 and 107.013.

Effective November 1, 2014, the form entitled “out of court hours” usually attached as the second page of a submitted voucher shall NO longer be utilized by the family courts of Harris County, Texas. In lieu of this form, all appointed ad litem attorneys shall attach to each payment voucher submitted to the courts an itemized billing statement to reflect the following:

- (1) amount (in hourly increments) of the out of court hours;
- (2) a description of the nature of the out of court hours;
- (3) an identification of the individual responsible for the out of court hours; and
- (4) expended court costs and expenses.

Date signed: October 14, 2014



David D. Farr
Administrative Judge – Family Division