

Requirements for Receiving Juvenile Court Appointments

Applications are accepted twice per year – June 1 – 14 OR December 1 thru December 31. Applications can only be submitted during this time period. An attorney who is seeking approval for receiving Juvenile Court appointments must meet the following criteria at the time of application:

The minimum standards for placement on the list of qualified attorneys shall:

1. Be licensed and in good standing with the State Bar of Texas;
2. Exhibit proficiency, professionalism and reliability;
3. Maintain an office in Collin County, a telephone number, fax number and email access, and agree to update the District Clerk promptly of any changes; and
4. Complete ten hours average per year of CLE in criminal law, with six of those hours in juvenile law.
5. An attorney shall submit by October 15th each year a statement that describes the percentage of the attorney's practice time that was dedicated to work based on appointments accepted in this county for adult criminal cases and juvenile delinquency cases for the prior 12 months that begins on October 1 and ends on September 30. The report must be submitted through the online form to the Texas Indigent Defense Commission/form prescribed by the Texas Indigent Defense Commission to the court administration office in the county.

Graduated Lists

Applications will be received for, and lists approved for, the following graduated lists. Each list details the qualifications required for placement on the list:

A. Level One: Qualifications for Appointment for Conduct Indicating a Need for Supervision (CINS) and Delinquent Conduct (where Commitment to the Texas Juvenile Justice Institutional Division is not an Authorized Disposition)

1. An attorney must have been licensed to practice law for a minimum of six months, meet the Minimum Standards for Court Appointed Attorneys set out above, and
2. That attorney shall have observed at least three stipulated juvenile adjudications, three contested juvenile adjudications, three juvenile dispositions and five detention hearings.

B. Level Two: Qualifications for Appointments for Delinquent Conduct and Commitment to the Texas Juvenile Justice Institutional Division (TJJD) without a Determinate Sentence is an Authorized Disposition

1. Must complete eight (8) hours of CLE in juvenile law.
2. An attorney must have been licensed to practice law for a minimum of one year, meet the Minimum Standards for Court Appointed Attorneys set out above, and
3. That attorney must have substantial and active participation in one juvenile or criminal (class B misdemeanor or above) contested trial and ten juvenile adjudications or modifications, contested or uncontested, or ten criminal pleas, or a combination of these totaling ten proceedings, or
4. That attorney must be Board Certified in Juvenile Law or Criminal Law.

C. Level Three: Qualifications for Appointments for Determinate Sentencing or Certification Proceedings

1. Must complete ten (10) hours per year of CLE in juvenile law.
2. An attorney must have been licensed to practice law for a minimum of three years, meet the Minimum Standards for Court Appointment Attorneys set out above, and
3. That attorney must have substantial and active participation in two felony jury trials, juvenile or criminal, and must have been lead counsel in one county or district level jury trial, or
4. That attorney must be Board Certified in Juvenile Law or Criminal Law.

D. Guardian Ad Litem: Qualifications for Appointment

1. Must meet Level Two Appointment attorney qualifications.
2. Substantial and active participation in and knowledge of placements for adolescents.

E. Mental Health Managed Counsel Program:

1. An attorney must meet the minimum qualifications as stated above;
2. Meet the requirements as stated for each level of appointments as stated above;
3. Must complete six (6) hours of CLE per year in Mental Health;
4. Attach a recent photo; AND
5. Complete the supplemental application for the MHMC Program.
6. The MHMC wheel is comprised of a limited number. The positions will be filled by the MHMC Attorney Director based on program needs, attorney qualifications and attorney performance.

Should you have questions, please contact:

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