

EMERGENCY OPERATIONS FOR ESSENTIAL SERVICES
4TH CIRCUIT/PROBATE COURT

During the Jackson Court shutdown, the following procedures will be in effect:

For Individuals seeking to file for a Personal Protection Order:

- Forms are available at michiganlegalhelp.org or courts.mi.gov
- PPO Petitions/violations can be submitted electronically to akirkpatrick@mijackson.org who will forward them to the on-call judge **OR** individuals may print out petitions and deliver them to the Jackson County Tower Building (120 W. Michigan Avenue) 5th floor conference room between 9 a.m. and 3p.m. Monday through Friday beginning Wednesday, March 18, 2020. Court forms will also be available for printing at that location beginning Wednesday, March 18, 2020.
- Also beginning March 18, 2020, AWARE, Inc. legal advocates will be available to assist individuals with the completion of qualified forms Monday – Friday from 9:00 a.m. to 3:00 p.m. on the 5th floor of the Jackson Tower Building in the Conference Room.
- Personal Protection Order Petitions will be processed daily by the on-call Judge.

Mental Health hearings

- Mental health petitions and emergency hearings may be submitted to jkelly@mijackson.org
- Mental Health Petitions will be reviewed daily by the on-call Judge.

DHHS hearings

- Petitions/removal hearings and 24-hour hearings will be processed according to the on-call Judge schedule attached.
- Michigan Department of Health and Human Services (DHHS) has all contact information for the on-call Judges and Referee to process removal petitions and conduct necessary hearings.
- Any necessary hearings may be conducted remotely or on the 5th floor of the Jackson County Tower building.

Felony Probation Matters

- Should be brought to the attention the individual probation agent who will communicate with the assigned on-call Judge.
- All paperwork can be processed electronically or in person at the discretion of the on-call Judge.
- Any necessary hearings may be conducted remotely or on the 5th floor of the Jackson Tower Building.

All other emergency issues/filings

- May be forwarded to akirkpatrick@mijackson.org and will be addressed at the discretion of the on-call judge.