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**HOUSE BILL NO. 589****AMENDMENT IN THE NATURE OF A SUBSTITUTE**(Proposed by the House Committee for Courts of Justice  
on January 27, 2016)

(Patron Prior to Substitute—Delegate Campbell)

*A BILL to amend and reenact §§ 16.1-260, 54.1-3900, and 63.2-332 of the Code of Virginia, relating to filing of petitions and motions by designated nonattorney employees of the Department of Social Services; practice of law; duties of local directors of social services.*

**Be it enacted by the General Assembly of Virginia:**

**1. That §§ 16.1-260, 54.1-3900, and 63.2-332 of the Code of Virginia are amended and reenacted as follows:**

**§ 16.1-260. Intake; petition; investigation.**

A. All matters alleged to be within the jurisdiction of the court shall be commenced by the filing of a petition, except as provided in subsection H and in § 16.1-259. The form and content of the petition shall be as provided in § 16.1-262. No individual shall be required to obtain support services from the Department of Social Services prior to filing a petition seeking support for a child. Complaints, requests and the processing of petitions to initiate a case shall be the responsibility of the intake officer. However, (i) the attorney for the Commonwealth of the city or county may file a petition on his own motion with the clerk, (ii) designated nonattorney employees of the Department of Social Services may complete, sign and file (a) petitions and motions relating to the establishment, modification, or enforcement of support, (b) *petitions for foster care review*, (c) *petitions for permanency planning hearings*, (d) *petitions to establish paternity*, (e) *motions to amend or review an order*, and (f) *motions for a rule to show cause* on forms approved by the Supreme Court of Virginia with the clerk, and (iii) any attorney may file petitions on behalf of his client with the clerk except petitions alleging that the subject of the petition is a child alleged to be in need of services, in need of supervision or delinquent. Complaints alleging abuse or neglect of a child shall be referred initially to the local department of social services in accordance with the provisions of Chapter 15 (§ 63.2-1500 et seq.) of Title 63.2. Motions and other subsequent pleadings in a case shall be filed directly with the clerk. The intake officer or clerk with whom the petition or motion is filed shall inquire whether the petitioner is receiving child support services or public assistance. No individual who is receiving support services or public assistance shall be denied the right to file a petition or motion to establish, modify or enforce an order for support of a child. If the petitioner is seeking or receiving child support services or public assistance, the clerk, upon issuance of process, shall forward a copy of the petition or motion, together with notice of the court date, to the Division of Child Support Enforcement.

B. The appearance of a child before an intake officer may be by (i) personal appearance before the intake officer or (ii) use of two-way electronic video and audio communication. If two-way electronic video and audio communication is used, an intake officer may exercise all powers conferred by law. All communications and proceedings shall be conducted in the same manner as if the appearance were in person, and any documents filed may be transmitted by facsimile process. The facsimile may be served or executed by the officer or person to whom sent, and returned in the same manner, and with the same force, effect, authority, and liability as an original document. All signatures thereon shall be treated as original signatures. Any two-way electronic video and audio communication system used for an appearance shall meet the standards as set forth in subsection B of § 19.2-3.1.

When the court service unit of any court receives a complaint alleging facts which may be sufficient to invoke the jurisdiction of the court pursuant to § 16.1-241, the unit, through an intake officer, may proceed informally to make such adjustment as is practicable without the filing of a petition or may authorize a petition to be filed by any complainant having sufficient knowledge of the matter to establish probable cause for the issuance of the petition.

An intake officer may proceed informally on a complaint alleging a child is in need of services, in need of supervision or delinquent only if the juvenile (i) is not alleged to have committed a violent juvenile felony or (ii) has not previously been proceeded against informally or adjudicated delinquent for an offense that would be a felony if committed by an adult. A petition alleging that a juvenile committed a violent juvenile felony shall be filed with the court. A petition alleging that a juvenile is delinquent for an offense that would be a felony if committed by an adult shall be filed with the court if the juvenile had previously been proceeded against informally by intake or had been adjudicated delinquent for an offense that would be a felony if committed by an adult.

If a juvenile is alleged to be a truant pursuant to a complaint filed in accordance with § 22.1-258 and the attendance officer has provided documentation to the intake officer that the relevant school division has complied with the provisions of § 22.1-258, then the intake officer shall file a petition with the

60 court. The intake officer may defer filing the complaint for 90 days and proceed informally by  
61 developing a truancy plan. The intake officer may proceed informally only if the juvenile has not  
62 previously been proceeded against informally or adjudicated in need of supervision for failure to comply  
63 with compulsory school attendance as provided in § 22.1-254. The juvenile and his parent or parents,  
64 guardian or other person standing in loco parentis must agree, in writing, for the development of a  
65 truancy plan. The truancy plan may include requirements that the juvenile and his parent or parents,  
66 guardian or other person standing in loco parentis participate in such programs, cooperate in such  
67 treatment or be subject to such conditions and limitations as necessary to ensure the juvenile's  
68 compliance with compulsory school attendance as provided in § 22.1-254. The intake officer may refer  
69 the juvenile to the appropriate public agency for the purpose of developing a truancy plan using an  
70 interagency interdisciplinary team approach. The team may include qualified personnel who are  
71 reasonably available from the appropriate department of social services, community services board, local  
72 school division, court service unit and other appropriate and available public and private agencies and  
73 may be the family assessment and planning team established pursuant to § 2.2-5207. If at the end of the  
74 90-day period the juvenile has not successfully completed the truancy plan or the truancy program, then  
75 the intake officer shall file the petition.

76 Whenever informal action is taken as provided in this subsection on a complaint alleging that a child  
77 is in need of services, in need of supervision or delinquent, the intake officer shall (i) develop a plan for  
78 the juvenile, which may include restitution and the performance of community service, based upon  
79 community resources and the circumstances which resulted in the complaint, (ii) create an official record  
80 of the action taken by the intake officer and file such record in the juvenile's case file, and (iii) advise  
81 the juvenile and the juvenile's parent, guardian or other person standing in loco parentis and the  
82 complainant that any subsequent complaint alleging that the child is in need of supervision or delinquent  
83 based upon facts which may be sufficient to invoke the jurisdiction of the court pursuant to § 16.1-241  
84 will result in the filing of a petition with the court.

85 C. The intake officer shall accept and file a petition in which it is alleged that (i) the custody,  
86 visitation or support of a child is the subject of controversy or requires determination, (ii) a person has  
87 deserted, abandoned or failed to provide support for any person in violation of law, (iii) a child or such  
88 child's parent, guardian, legal custodian or other person standing in loco parentis is entitled to treatment,  
89 rehabilitation or other services which are required by law, (iv) family abuse has occurred and a  
90 protective order is being sought pursuant to § 16.1-253.1, 16.1-253.4, or 16.1-279.1, or (v) an act of  
91 violence, force, or threat has occurred, a protective order is being sought pursuant to § 19.2-152.8,  
92 19.2-152.9, or 19.2-152.10, and either the alleged victim or the respondent is a juvenile. If any such  
93 complainant does not file a petition, the intake officer may file it. In cases in which a child is alleged to  
94 be abused, neglected, in need of services, in need of supervision or delinquent, if the intake officer  
95 believes that probable cause does not exist, or that the authorization of a petition will not be in the best  
96 interest of the family or juvenile or that the matter may be effectively dealt with by some agency other  
97 than the court, he may refuse to authorize the filing of a petition. The intake officer shall provide to a  
98 person seeking a protective order pursuant to § 16.1-253.1, 16.1-253.4, or 16.1-279.1 a written  
99 explanation of the conditions, procedures and time limits applicable to the issuance of protective orders  
100 pursuant to § 16.1-253.1, 16.1-253.4, or 16.1-279.1. If the person is seeking a protective order pursuant  
101 to § 19.2-152.8, 19.2-152.9, or 19.2-152.10, the intake officer shall provide a written explanation of the  
102 conditions, procedures, and time limits applicable to the issuance of protective orders pursuant to  
103 § 19.2-152.8, 19.2-152.9, or 19.2-152.10.

104 D. Prior to the filing of any petition alleging that a child is in need of supervision, the matter shall  
105 be reviewed by an intake officer who shall determine whether the petitioner and the child alleged to be  
106 in need of supervision have utilized or attempted to utilize treatment and services available in the  
107 community and have exhausted all appropriate nonjudicial remedies which are available to them. When  
108 the intake officer determines that the parties have not attempted to utilize available treatment or services  
109 or have not exhausted all appropriate nonjudicial remedies which are available, he shall refer the  
110 petitioner and the child alleged to be in need of supervision to the appropriate agency, treatment facility  
111 or individual to receive treatment or services, and a petition shall not be filed. Only after the intake  
112 officer determines that the parties have made a reasonable effort to utilize available community  
113 treatment or services may he permit the petition to be filed.

114 E. If the intake officer refuses to authorize a petition relating to an offense that if committed by an  
115 adult would be punishable as a Class 1 misdemeanor or as a felony, the complainant shall be notified in  
116 writing at that time of the complainant's right to apply to a magistrate for a warrant. If a magistrate  
117 determines that probable cause exists, he shall issue a warrant returnable to the juvenile and domestic  
118 relations district court. The warrant shall be delivered forthwith to the juvenile court, and the intake  
119 officer shall accept and file a petition founded upon the warrant. If the court is closed and the magistrate  
120 finds that the criteria for detention or shelter care set forth in § 16.1-248.1 have been satisfied, the  
121 juvenile may be detained pursuant to the warrant issued in accordance with this subsection. If the intake

officer refuses to authorize a petition relating to a child in need of services or in need of supervision, a status offense, or a misdemeanor other than Class 1, his decision is final.

Upon delivery to the juvenile court of a warrant issued pursuant to subdivision 2 of § 16.1-256, the intake officer shall accept and file a petition founded upon the warrant.

F. The intake officer shall notify the attorney for the Commonwealth of the filing of any petition which alleges facts of an offense which would be a felony if committed by an adult.

G. Notwithstanding the provisions of Article 12 (§ 16.1-299 et seq.), the intake officer shall file a report with the division superintendent of the school division in which any student who is the subject of a petition alleging that such student who is a juvenile has committed an act, wherever committed, which would be a crime if committed by an adult, or that such student who is an adult has committed a crime and is alleged to be within the jurisdiction of the court. The report shall notify the division superintendent of the filing of the petition and the nature of the offense, if the violation involves:

1. A firearm offense pursuant to Article 4 (§ 18.2-279 et seq.), 5 (§ 18.2-288 et seq.), 6 (§ 18.2-299 et seq.), 6.1 (§ 18.2-307.1 et seq.), or 7 (§ 18.2-308.1 et seq.) of Chapter 7 of Title 18.2;

2. Homicide, pursuant to Article 1 (§ 18.2-30 et seq.) of Chapter 4 of Title 18.2;

3. Felonious assault and bodily wounding, pursuant to Article 4 (§ 18.2-51 et seq.) of Chapter 4 of Title 18.2;

4. Criminal sexual assault, pursuant to Article 7 (§ 18.2-61 et seq.) of Chapter 4 of Title 18.2;

5. Manufacture, sale, gift, distribution or possession of Schedule I or II controlled substances, pursuant to Article 1 (§ 18.2-247 et seq.) of Chapter 7 of Title 18.2;

6. Manufacture, sale or distribution of marijuana pursuant to Article 1 (§ 18.2-247 et seq.) of Chapter 7 of Title 18.2;

7. Arson and related crimes, pursuant to Article 1 (§ 18.2-77 et seq.) of Chapter 5 of Title 18.2;

8. Burglary and related offenses, pursuant to §§ 18.2-89 through 18.2-93;

9. Robbery pursuant to § 18.2-58;

10. Prohibited criminal street gang activity pursuant to § 18.2-46.2;

11. Recruitment of other juveniles for a criminal street gang activity pursuant to § 18.2-46.3; or

12. An act of violence by a mob pursuant to § 18.2-42.1.

The failure to provide information regarding the school in which the student who is the subject of the petition may be enrolled shall not be grounds for refusing to file a petition.

The information provided to a division superintendent pursuant to this section may be disclosed only as provided in § 16.1-305.2.

H. The filing of a petition shall not be necessary:

1. In the case of violations of the traffic laws, including offenses involving bicycles, hitchhiking and other pedestrian offenses, game and fish laws or a violation of the ordinance of any city regulating surfing or any ordinance establishing curfew violations, animal control violations or littering violations. In such cases the court may proceed on a summons issued by the officer investigating the violation in the same manner as provided by law for adults. Additionally, an officer investigating a motor vehicle accident may, at the scene of the accident or at any other location where a juvenile who is involved in such an accident may be located, proceed on a summons in lieu of filing a petition.

2. In the case of seeking consent to apply for the issuance of a work permit pursuant to subsection H of § 16.1-241.

3. In the case of a misdemeanor violation of § 18.2-250.1, 18.2-266, 18.2-266.1, or 29.1-738, or the commission of any other alcohol-related offense, provided the juvenile is released to the custody of a parent or legal guardian pending the initial court date. The officer releasing a juvenile to the custody of a parent or legal guardian shall issue a summons to the juvenile and shall also issue a summons requiring the parent or legal guardian to appear before the court with the juvenile. Disposition of the charge shall be in the manner provided in § 16.1-278.8, 16.1-278.8:01, or 16.1-278.9. If the juvenile so charged with a violation of § 18.2-51.4, 18.2-266, 18.2-266.1, 18.2-272, or 29.1-738 refuses to provide a sample of blood or breath or samples of both blood and breath for chemical analysis pursuant to §§ 18.2-268.1 through 18.2-268.12 or 29.1-738.2, the provisions of these sections shall be followed except that the magistrate shall authorize execution of the warrant as a summons. The summons shall be served on a parent or legal guardian and the juvenile, and a copy of the summons shall be forwarded to the court in which the violation is to be tried. When a violation of § 18.2-250.1 is charged by summons, the juvenile shall be entitled to have the charge referred to intake for consideration of informal proceedings pursuant to subsection B, provided such right is exercised by written notification to the clerk not later than 10 days prior to trial. At the time such summons alleging a violation of § 18.2-250.1 is served, the officer shall also serve upon the juvenile written notice of the right to have the charge referred to intake on a form approved by the Supreme Court and make return of such service to the court. If the officer fails to make such service or return, the court shall dismiss the summons without prejudice.

183 4. In the case of offenses which, if committed by an adult, would be punishable as a Class 3 or  
184 Class 4 misdemeanor. In such cases the court may direct that an intake officer proceed as provided in  
185 § 16.1-237 on a summons issued by the officer investigating the violation in the same manner as  
186 provided by law for adults provided that notice of the summons to appear is mailed by the investigating  
187 officer within five days of the issuance of the summons to a parent or legal guardian of the juvenile.

188 I. Failure to comply with the procedures set forth in this section shall not divest the juvenile court of  
189 the jurisdiction granted it in § 16.1-241.

190 **§ 54.1-3900. Practice of law; student internship program; definition.**

191 Persons who hold a license or certificate to practice law under the laws of this Commonwealth and  
192 have paid the license tax prescribed by law may practice law in the Commonwealth.

193 Any person authorized and practicing as counsel or attorney in any state or territory of the United  
194 States, or in the District of Columbia, may for the purpose of attending to any case he may occasionally  
195 have in association with a practicing attorney of this Commonwealth practice in the courts of this  
196 Commonwealth, in which case no license fee shall be chargeable against such nonresident attorney.

197 Nothing herein shall prohibit the limited practice of law by military legal assistance attorneys who  
198 are employed by a military program providing legal services to low-income military clients and their  
199 dependents pursuant to rules promulgated by the Supreme Court of Virginia.

200 Nothing herein shall prohibit a limited practice of law under the supervision of a practicing attorney  
201 by (i) third-year law students or (ii) persons who are in the final year of a program of study as  
202 authorized in § 54.1-3926, pursuant to rules promulgated by the Supreme Court of Virginia.

203 Nothing herein shall prohibit an employee of a state agency in the course of his employment from  
204 representing the interests of his agency in administrative hearings before any state agency, such  
205 representation to be limited to the examination of witnesses at administrative hearings relating to  
206 personnel matters and the adoption of agency standards, policies, rules and regulations.

207 Nothing herein shall prohibit designated nonattorney employees of the Department of Social Services  
208 from (a) *appearing before an intake officer on behalf of the local department of social services to*  
209 *initiate a case in accordance with subsection A of § 16.1-260 or* (b) completing, signing, and filing (1)  
210 petitions and motions relating to the establishment, modification, or enforcement of support, (2) *petitions*  
211 *for foster care review, (3) petitions for permanency planning hearings, (4) petitions to establish*  
212 *paternity, (5) motions to amend or review an order, and (6) motions for a rule to show cause* on forms  
213 approved by the Supreme Court of Virginia in Department cases in the juvenile and domestic relations  
214 district courts.

215 As used in this chapter, "attorney" means attorney-at-law.

216 **§ 63.2-332. Powers and duties of local directors.**

217 The local director shall be the administrator of the local department and shall serve as secretary to  
218 the local board. Under the supervision of the local board, unless otherwise specifically stated, and in  
219 cooperation with other public and private agencies, the local director, in addition to the functions,  
220 powers and duties conferred and imposed by other provisions of law, shall have the powers and perform  
221 the duties contained in this title.

222 *The local director shall designate nonattorney employees who, pursuant to subsection A of*  
223 *§ 16.1-260, are authorized to (i) initiate a case on behalf of the local department by appearing before*  
224 *an intake officer and (ii) complete, sign, and file with the clerk (a) petitions and motions relating to the*  
225 *establishment, modification, or enforcement of support, (b) petitions for foster care review, (c) petitions*  
226 *for permanency planning hearings, (d) petitions to establish paternity, (e) motions to amend or review*  
227 *an order, and (f) motions for a rule to show cause.*

228 **2. That all petitions or motions filed by nonattorney employees of local departments of social**  
229 **services pursuant to this act prior to July 1, 2016 are hereby valid.**