



STATE OF NEW YORK  
**UNIFIED COURT SYSTEM**  
**NEW YORK CITY FAMILY COURT**  
60 LAFAYETTE STREET  
NEW YORK, NEW YORK 10013  
(646) 386-5190

**JEANETTE RUIZ**  
Administrative Judge  
New York City Family Court

## **New York City Family Court Coronavirus Plan**

The following plan pertains to the family courts in each county comprising the City of New York. In an effort to continue to provide critical emergency relief to the children and families we serve, effective Tuesday, March 17, 2020:

**The Court will establish emergency parts in each county to hear:**

- Child Protection intake cases involving remand applications.
- Newly filed Juvenile Delinquency intake cases involving remand applications and cases of youth on remand status.
- Newly filed emergency Child Custody & Visitation petitions that are required to be heard the same day.
- All newly filed Family Offense petitions.
- Child support violation petitions

**Help Centers:** Petition forms for unrepresented litigants will be made available in the family court Help Centers and will include mailing and/or email instructions for their return to the family court. Dates for newly filed petitions (non-emergencies) will be mailed and emailed.

**Administrative Adjournments:**

Effective Monday, March 16, 2020, all existing scheduled court proceedings, except those matters that will be heard in the emergency parts, will be administratively adjourned. Adjourn dates will be mailed and/or transmitted by email to litigants. Counsel should access the court's E Bulletin which will be updated to provide the new adjourn dates.

The Court will not dismiss cases based upon the non-appearance of parties and/or counsel, unless the Court is informed of the parties' intent to withdraw the action. These cases will be administratively adjourned.

**Participation by Counsel and Parties**

Parties and counsel are not expected to appear in person for non-essential cases. Counsel are encouraged to excuse their clients' appearances.

Telephonic and video appearances (where possible) by counsel and/or parties may be allowed, and in fact, are encouraged by the Court.

**Operations Information Specific to each county courthouse:**

County specific information detailing the location of emergency parts and part telephone numbers, email addresses for the submission of OTSC, will be posted on the NYC Family Court website and disseminated to attorneys, litigants and all agency representatives who appear in family court.

Supervising judges will hold daily conference calls with agency representatives for updates.


**Note:** The following citywide information number is available:  
646.386.5299.

**Postponements:** The following court activities are suspended until further notice:

- Volunteer Attorney Program (VAP)
- Appointment Express
- In court mediation sessions.
- Court childcare centers.
- Court Attorney and Jurists Conferences.
- Court held trainings and all other programs.

All other case types not referenced in this memorandum will be administratively adjourned.

These measures are intended to maintain the operations of the NYC Family Court in the safest possible manner while at the same providing emergency relief to families the court serves during this time medical emergency. This plan may need to be modified in response to changing conditions.

  
Administrative Judge  
New York City Family Court



STATE OF NEW YORK  
UNIFIED COURT SYSTEM  
111 CENTRE STREET  
NEW YORK, N.Y. 10013  
(646) 386-4200

LAWRENCE K. MARKS  
Chief Administrative Judge

GEORGE J. SILVER  
Deputy Chief Administrative Judge  
New York City Courts

**ADMINISTRATIVE ORDER**  
**OF THE DEPUTY CHIEF ADMINISTRATIVE JUDGE**  
**FOR NEW YORK CITY COURTS**

It is hereby **ORDERED** that:

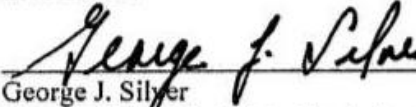
All temporary orders of protection issued in all counties in the New York City Family Court that are due to expire on a date on which the matter may not be heard due to extraordinary circumstances, including a public health emergency, are extended under the same terms and conditions until the date the matter is re-calendared, unless the order is terminated or modified by a judge or by a referee assigned to the case.

It is hereby further **ORDERED** that:

All remand/removal orders issued in all counties in the New York City Family Court under Family Court Act Articles 3, 7 and 10 that are due to expire on a date on which the matter may not be heard due to extraordinary circumstances, including a public health emergency, are extended under the same terms and conditions until the date the matter is re-calendared, unless the order is terminated by a judge or by a referee assigned to the case.

Dated: March 16, 2020  
New York, New York

ENTERED:

  
George J. Silver  
Deputy Chief Administrative Judge  
For Courts Within the City of New York