**APPENDIX B**

**Form FPN7-2**

[Family Practice Note 7]

COURT FILE NUMBER

COURT COURT OF QUEEN’S BENCH

 OF ALBERTA

JUDICIAL CENTRE

PLAINTIFF/Applicant or

Respondent:

DEFENDANT/Applicant or

Respondent

DOCUMENT **PRELIMINARY Practice Note 7**

 **INTERVENTION ORDER**

Clerk’s Stamp

ADDRESS FOR SERVICE AND CONTACT INFORMATION OF PARTY FILING THIS DOCUMENT

DATE ON WHICH ORDER WAS PRONOUNCED:

LOCATION OF HEARING: , Alberta

NAME OF JUSTICE WHO MADE THIS ORDER:

UPON APPLICATION of *[Name of party]* for a Practice Note 7 Intervention;

AND UPON noting the position of *[Name of party]*;

AND UPON having read the *[Applicant’s/Respondent’s]* Affidavit, sworn *[date]*;

AND UPON the Court being advised that the name and birth date of each child of the parties’ marriage or relationship is as follows:

 *[Child’s name]*born *[child’s date of birth]*; and

 *[Child’s name]*born *[child’s date of birth]*;

AND UPON NOTING the current parenting arrangement has been set by interim Order of Justice *[name of Justice]*, which provides that *[describe nature of parenting arrangement].*

AND UPON the Court determining that it is in the best interests of the child(ren) that a Practice Note 7 Intervention be ordered;

AND UPON the Court being satisfied, on a preliminary basis, that the parties are able to pay the cost of the Intervention, taking into account any available subsidies and health care coverage, or that *[Name of party]* is able to pay the entire cost of the Intervention at first instance, subject to their right to seek a contribution from the other party at the conclusion of the Intervention;

IT IS ORDERED THAT:

1. A Practice Note 7 *[describe type of Intervention]* Intervention shall be arranged by the parties in accordance with this Order.
2. Within 14 days of the date of this Order, the parties shall select a Parenting Expert who will conduct the Intervention. If the parties cannot agree on the choice of Parenting Expert, they will contact the following Parenting Expert(s) to determine their availability and shall select the parenting expert who can provide the earliest estimated date for completion of the Intervention: *[Parenting Expert A, Parenting Expert B, Parenting Expert C]*
3. Within 30 days of the date of this Order, the parties shall either provide the Court with a Practice Note 7 Intervention Order, signed by the parties and the Parenting Expert (indicating approval of the terms of the Order and consent to Act) or shall arrange for and schedule a case conference in open court with the Justice who granted the Preliminary Practice Note 7 Intervention Order, the Parenting Expert (who may appear by telephone), and counsel (where one or both parties is represented). The purpose of the conference is to:
	1. ensure the Intervention contemplated is the appropriate one for the family circumstances;
	2. discuss the terms of a service agreement, the required retainer and the date the retainer is to be paid; and,
	3. determine the scope of the Intervention (including approximate number of hours required and the estimated date for completion) and the specific issues the Parenting Expert is to address;
	4. *[Name of party]* is responsible for arranging for the attendance of the Parenting Expert (in person or by phone).
4. If the parties fail to comply with paragraphs 2 or 3 of this Order within the time specified, the party seeking the Practice Note 7 Intervention Order must immediately contact the Justice granting this Order to advise of the following:
	1. particulars of the non-compliance;
	2. the reason, if any, for the non-compliance; and,
	3. any agreement reached on parenting issues since the Preliminary Practice Note 7 Intervention Order was granted.
5. Upon receipt of such correspondence, the Justice may direct the parties to appear in Court to address the non-compliance.
6. Once the conference referred to in paragraph 3 has been held, counsel or the Court Generated Order Clerk (where the parties are self-represented), will prepare the Practice Note 7 Intervention Order. Counsel or the self-represented party applying for the Practice Note 7 Intervention will arrange for the Parenting Expert to sign the Order, indicating his/her approval of the terms of the Order and consent to act.

 Justice of the Court of Queen’s Bench