

# Commonwealth of Virginia

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## TWELFTH JUDICIAL CIRCUIT

April 16, 2020

### Chesterfield Circuit Court Supplement

Matters and pleadings that do not require a hearing can and should continue to be filed with the Clerk just as they were before the emergency. All cases continue to be processed.

If you want the Court to do something, please ask by filing a motion with the Clerk. If you or your client desire certain actions by the Court, they need to be presented in writing just as they were before the emergency. Subject to the limits of courtroom and docket space, in-person hearings remain available where permitted in the discretion of the presiding judge. Alternatively, to ask the Court to consider the utilization of technology to conduct a remote hearing, the "Motion for Remote Hearing" form has been created to facilitate the filing of such requests.

#### Technology options available in Circuit Court to conduct remote hearings

1. Telephone – the Court and all parties “appear” via telephone (audio only).
2. Video conference – the Court and all parties “appear” by audio and video. The Court cannot provide troubleshooting or technical support to parties appearing remotely via video conference. There currently are two possible options.
  - a. Polycom  
The Supreme Court of Virginia indicates use of Polycom is suitable for cases that involve attorneys, client/defendant physically with attorney if applicable, all levels of government personnel (federal, state, local), correctional facilities (prisons, jails, juvenile detention homes), and hospitals. The Supreme Court of Virginia does not recommend the Polycom service for the general public / *pro se* litigants. If the Court authorizes a hearing via Polycom, all parties will be required to download the Polycom RealPresence Mobile app (note, app has been found to be incompatible with some android model phones and will not work on a Windows 10 device.) The Court will provide connection information upon authorization of the hearing.
  - b. WebEx  
The Supreme Court of Virginia indicates use of WebEx to meet video conferencing needs of the general public / *pro se* parties. If the Court authorizes a hearing via WebEx, all parties will be required to download the WebEx app. The Court will provide connection details upon authorization of the hearing.

The Circuit Court cannot use the following applications for remote hearings:

1. Zoom
2. Skype
3. FaceTime