

SECTION C

THE CASE

1 When is the case next in court?





DAY	MONTH	YEAR
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

2 What stage has been reached in the case? (please indicate with an "x")

- Debate
- Child Welfare Hearing
- Proof Before Answer
- Proof
- Appeal hearing
- Other – please specify below:

--


 If you are applying for sanction for:

- expert reports and/or mediation using templates  go to Section D.
- experts where you are not using a template  go to Section E.
- counsel  go to Section F.
- unusual work or unusually large expenditure  go to Section G.

SECTION D

TEMPLATES FOR EXPERT REPORTS AND MEDIATION

If you are NOT applying for sanction for an expert report or mediation using templates  go to Section E.

 Where you are seeking sanction for the first time to instruct a particular expert to prepare a report or to use mediation, there may be a template for this work and outlays. The template categories and authorised expenditure (excluding VAT) are shown at Question 1.

If you apply using a template for expert reports or mediation, you do not need to send us substantial information such as pleadings.

The templates do NOT include producing a supplementary report. Even if you have sufficient funding left over within the template limit after you have obtained the first report you should apply for funding for the supplementary report at Section E. If we grant sanction for an expert using the templates, you do not have to make another sanction request to cover the expert's attendance at court, provided the costs of this attendance are within the limits shown in the Civil Legal Assistance Handbook.

If this is your FIRST request to instruct a category of expert or mediation, you can ask for sanction for only ONE expert or mediation in EACH template category.

For example, you can use templates for reports from a gynaecologist and a midwife. But if you want sanction for two gynaecologists' reports, you can only use a template for one in this section, and ask for the second at Section E. If you previously made a first sanction request for a gynaecologist using a template, and you now want sanction for a midwife report, you can use this section.

Templates cannot be used for retrospective sanction requests. If you are making a retrospective sanction request please use Section E.

 By applying for a template you are confirming that:

- you understand that the fees to be charged are within the approved level of expenditure
- this is the first time you have applied for sanction for this category of expert report or mediation
- you have undertaken the work necessary for the template to be used as set out in our guidance in the Civil Legal Assistance Handbook
- that the request is not retrospective.

1 Please apply for a template for an expert report or mediation by putting a cross in one or more of the relevant box(es).

CODE	TEMPLATE CATEGORY	AUTHORISED EXPENDITURE
EXPERTS IN FAMILY CASES		
<input type="checkbox"/>	1 Actuarial – matrimonial cases	£500
<input type="checkbox"/>	2 Valuation of business – matrimonial cases	£1,000
<input type="checkbox"/>	3 Valuation of matrimonial home	£400
<input type="checkbox"/>	4 Valuation of property other than matrimonial home or business – matrimonial cases	£400

CODE	TEMPLATE CATEGORY	AUTHORISED EXPENDITURE
PROFESSIONAL EXPERTS		
<input type="checkbox"/>	5 Accountant	£850
<input type="checkbox"/>	6 Actuarial – non-matrimonial	£800
<input type="checkbox"/>	7 Agricultural	£850
<input type="checkbox"/>	8 Architect	£1,000
<input type="checkbox"/>	9 Care and special needs report	£1,600
<input type="checkbox"/>	10 DNA testing	£500
<input type="checkbox"/>	11 Employment report	£1,300
<input type="checkbox"/>	12 Engineer	£800
<input type="checkbox"/>	13 Ergonomics expert	£1,600
<input type="checkbox"/>	14 Expert social worker	£1,000
<input type="checkbox"/>	15 Handwriting	£600
<input type="checkbox"/>	16 Health and safety report	£850
<input type="checkbox"/>	17 Road traffic expert	£850
<input type="checkbox"/>	18 Surveyor report – non-matrimonial	£500

CODE	TEMPLATE CATEGORY	AUTHORISED EXPENDITURE
MEDICAL – IN CASES OTHER THAN MEDICAL NEGLIGENCE		
<input type="checkbox"/>	19 Accident and emergency	£550
<input type="checkbox"/>	20 Cardiologist	£550
<input type="checkbox"/>	21 Dental	£550
<input type="checkbox"/>	22 Dermatologist	£550
<input type="checkbox"/>	23 Haematologist	£550
<input type="checkbox"/>	24 Neurologist	£700
<input type="checkbox"/>	25 Neurosurgeon	£700
<input type="checkbox"/>	26 Occupational therapist	£800
<input type="checkbox"/>	27 Oncologist	£700
<input type="checkbox"/>	28 Orthodontist	£550
<input type="checkbox"/>	29 Orthopaedic surgeon	£550
<input type="checkbox"/>	30 Paediatrician	£550
<input type="checkbox"/>	31 Plastic surgeon	£550
<input type="checkbox"/>	32 Psychiatric	£550
<input type="checkbox"/>	33 Radiologist	£550
<input type="checkbox"/>	34 Rheumatologist	£550
<input type="checkbox"/>	35 Speech and language therapist	£750

SECTION D (CONTINUED)

TEMPLATES FOR EXPERT REPORTS AND MEDIATION

CODE	TEMPLATE CATEGORY	AUTHORISED EXPENDITURE
MEDICAL EXPERTS IN MEDICAL NEGLIGENCE CASES		
<input type="checkbox"/> 36	Accident and emergency	£1,000
<input type="checkbox"/> 37	Cardiologist	£1,500
<input type="checkbox"/> 38	Dental	£1,200
<input type="checkbox"/> 39	Dermatologist	£1,000
<input type="checkbox"/> 40	Gynaecologist	£1,500
<input type="checkbox"/> 41	Haematologist	£1,000
<input type="checkbox"/> 42	Midwife	£1,000
<input type="checkbox"/> 43	Neonatology	£1,500
<input type="checkbox"/> 44	Neurologist	£1,500
<input type="checkbox"/> 45	Neurosurgeon	£1,500
<input type="checkbox"/> 46	Nursing expert	£1,000
<input type="checkbox"/> 47	Obstetrician	£1,500

CODE	TEMPLATE CATEGORY	AUTHORISED EXPENDITURE
MEDICAL EXPERTS IN MEDICAL NEGLIGENCE CASES (CONTINUED)		
<input type="checkbox"/> 48	Oncologist	£1,500
<input type="checkbox"/> 49	Orthodontist	£1,200
<input type="checkbox"/> 50	Orthopaedic surgeon	£1,000
<input type="checkbox"/> 51	Paediatrician	£1,500
<input type="checkbox"/> 52	Plastic surgeon	£1,500
<input type="checkbox"/> 53	Psychiatric	£1,000
<input type="checkbox"/> 54	Radiologist	£1,000
<input type="checkbox"/> 55	Rheumatologist	£1,000
MEDIATION		
<input type="checkbox"/> 56	Mediation – family cases	£600
<input type="checkbox"/> 57	Mediation – non-family cases	£800
NEW TEMPLATE NOT LISTED ABOVE – please write in title and amount as shown in Board guidance		
<input type="checkbox"/> 58	<input type="text"/>	<input type="text"/>

SECTION E

SANCTION FOR EXPERTS WHERE A TEMPLATE IS NOT USED

If you are NOT applying for sanction for experts ➡ go to Section F.

i Where we have already granted sanction under civil legal aid for an expert, you do NOT have to make another sanction request to cover the expert’s attendance at court, provided the costs of this attendance are within the limits shown in the Civil Legal Assistance Handbook.

EXPERT 1

1 What is the name and address of the first expert you wish to employ?

Expert’s title (please indicate with an “x”)

Mr Ms Mrs Dr Other – please specify:

Expert’s name

Name of expert company or organisation


2 Where is the expert located?

14 What is the expert likely to charge?

Reports

The number of hours

@ Expert's hourly charge

@ £ = £  Where reports cost £1,750 or more, please answer Questions 15-17.**Travel**

The number of hours

@ Expert's hourly charge

@ £ = £ **Travel fares or mileage costs**

Mode of transport

Car mileage (if applicable)

= £ **Meetings/Consultations**


The number of hours

@ Expert's hourly charge

@ £ = £ **Court**

The number of hours

@ Expert's hourly charge

@ £ = £ **Outlays/other** (please specify)= £ **Total**= £ If the cost of the expert's report is less than £1,750  go to Question 18.

15 Where the cost of the expert's report is £1,750 or more (excluding VAT) do you have a comparative quote from another expert? (please indicate with an "x")

 Yes No  go to Question 17.

16 If Yes, what is the total cost of reports from the other expert?

£  Please attach a copy of this quote.

