

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY
TRIAL DIVISION – CIVIL**

NOTICE TO THE BAR

**ARBITRATION APPEAL PROGRAM
TERMINATION OF STATUS CONFERENCE EVENT
FOR APPEALS FILED AFTER JULY 1, 2006**

Please be advised that the Arbitration Appeal Status Conference event will be discontinued for all arbitration appeals filed after July 1, 2006. Upon filing the appeal from arbitration, an omnibus “Notice of Appeal from Report and Award of the Board of Arbitrators and Case Management Order” will be mailed to all parties and placed on the docket.

The Case Management Order will attach all counsel and parties for trial to take place during a designated Trial Pool month. The Case Management Order will also contain a projected settlement conference date. The Court will send to counsel and all unrepresented parties a separate notice of the actual settlement conference date. A sample Notice of Appeal from Report and Award of the Board of Arbitrators and Case Management Order is printed below.

Please direct all inquiries concerning this notice to the Complex Litigation Center at (215) 686-5100.

*JAMES J. FITZGERALD, III
ADMINISTRATIVE JUDGE
TRIAL DIVISION*

*WILLIAM J. MANFREDI
SUPERVISING JUDGE
TRIAL DIVISION – CIVIL*

*PAUL P. PANEPINTO
COORDINATING JUDGE
COMPLEX LITIGATION CENTER*

**IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY
FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
TRIAL DIVISION - CIVIL**

***Mail Date**

***Name**
***Street Address**
***City, *State, *ZipCode**

***Case Description**
***Case ID**

**NOTICE OF APPEAL FROM REPORT & AND AWARD
OF THE BOARD OF ARBITRATORS**

Notice is given that ***filing party** appeals from the award of the board of arbitrators entered in this case. ***A jury trial has been perfected.** It is hereby certified that the compensation of the arbitrators has been paid.

CASE MANAGEMENT ORDER

Pursuant to Administrative Docket 08 of 1998, an Appeal from the Report and Award of Arbitrators having been filed in the above-captioned matter the case management and time standards adopted for arbitration appeal matters shall be applicable to this case and are hereby incorporated into this Order.

All discovery shall be completed no later than **.

Plaintiff's expert report (if applicable), including any supplemental report, is to be served on opposing counsel and/or opposing party on or before **.

Defendant's expert report is to be served on opposing counsel and/or opposing party on or before **. All pre-trial and dispositive motions must be filed no later than **.

A mandatory pre-trial settlement conference will be scheduled any time after ***SDATE**.

Notice will be sent to all parties at least 30 days in advance of the conference. Fifteen (15) days prior to the conference, all counsel shall serve all opposing counsel a pre-trial settlement memorandum containing the following:

(a) A concise summary of the nature of the case if plaintiff, or the defense if defendant or additional defendant;

(b) A list of all witnesses who may be called to testify at trial by name and address. Counsel should expect witnesses not listed to be precluded from testifying at trial;

(c) A list of all exhibits the party intends to offer into evidence. All exhibits shall be pre-numbered and shall be exchanged among counsel prior to the conference. Counsel should expect any exhibit not listed to be precluded at trial;

(d) Plaintiff shall list an itemization of injuries or damages sustained together with all special damages claimed by category and amount. This list shall include as appropriate, computations of all past lost earnings and future lost earning capacity or medical expenses together with any other unliquidated damages claimed;

(e) Defendant shall state its position regarding damages and shall identify all applicable insurance carriers, together with applicable limits of liability; and

(f) Each counsel shall provide an estimate of the anticipated length of trial.

A copy of your pre-trial settlement memorandum must be submitted to the Court at the time of the conference.

All Motions in Limine shall be filed in Room 296 City Hall not later than 15 days prior to the start of trial. Responding counsel shall have 10 days thereafter to file any response. For pool cases, the start of the trial is defined as the first day of the trial pool listing.

It is also ordered that all counsel and parties are hereby attached for the ***SCHEDMONTH_POOL** and counsel should anticipate trial to begin expeditiously thereafter. If a jury trial has been perfected as stated in the Notice of Appeal portion of this notice, an agreed upon jury charge and an agreed upon jury verdict sheet must be presented to the trial judge at the time of jury selection.

Requests to extend any case management deadline must be submitted by filing a Motion for Extraordinary Relief and filed prior to the expiration of the deadline in question.

All counsel are under a continuing obligation and are hereby ordered to serve a copy of this order upon all unrepresented parties and upon all counsel entering an appearance subsequent to the entry of this order.

**PAUL P. PANEPINTO
COORDINATING JUDGE**