

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA**

**Family Court Division**

**Administrative Order No. 21 of 2021**

ORDER

AND NOW, this 25<sup>th</sup> day of June 2021 consistent with the terms of the Pennsylvania Supreme Court's Order No. 553 Judicial Administration Docket, it is ORDERED and DECREED that:

The Philadelphia Family Court building shall be open to the public and all COVID 19 temporary procedures shall expire as of July 6, 2021 at 8:00 a.m.

Specifically, all Family Court units are open and all court proceedings including trials, hearings and conferences, with the exception of child/spousal support conferences shall be conducted in-person. Child/spousal support conferences only shall proceed via Advanced Communication Technology pending further Order of the Court, as permitted by PA Rules of Civil Procedure 1930.3.

Supervised physical custody on Sundays at Family Court shall remain suspended until further Order of the Court.

The Children's Waiting Area will remain closed until further notice. Children are not required to be present for Domestic Relations child custody proceedings unless ordered to appear by the Presiding Judge or Hearing Officer.

**Domestic Relations**

**1. Domestic Relations Customer Service and Intake Units**

Family Court Customer Service and Intake Representatives will resume in-person assistance from 8:00 a.m. to 4:00 p.m. daily.

**2. Custody Emergencies**

Custody emergencies shall be filed in person or by mail. The custody emergency e-mail temporary procedure shall be vacated.

**3. Protection from Abuse Petitions**

Family Court Domestic Relations Domestic Violence Unit staff will resume in-person assistance between 8:00 a.m. and 4:00 p.m. Monday to Friday. Protection from Abuse hearings shall resume being held in person.

The temporary telephonic/electronic filing procedures shall be vacated.

**4. Domestic Relations Clerk of Family Court**

The Domestic Relations Clerk of Family Court shall resume in-person filing from 8:00 a.m. to 4:00 p.m. daily.

The temporary e-mail accounts:

DRClerk[Routine@courts.phila.gov](mailto:Routine@courts.phila.gov) and [DRClerkEmergency@courts.phila.gov](mailto:DRClerkEmergency@courts.phila.gov) shall be discontinued. The Drop Box will no longer be in use as in person filing will be available

**Juvenile**

**1. Juvenile Clerk of Family Court**

In addition to PACFile, the Juvenile Clerk of Family Court shall resume in-person filing from 8:00 a.m. to 4:00 p.m. daily. The temporary -mail account:

[JUVClerkEmergency@courts.phila.gov](mailto:JUVClerkEmergency@courts.phila.gov) shall be discontinued.

*/s/ Margaret T. Murphy*

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Margaret Theresa Murphy  
Administrative Judge  
Family Court Division