

Complex Case Rate (CCR) roster application

Please review LAO's Complex Case Rate policy to ensure that you meet the requirements before completing this application.

You may attach a curriculum vitae as part of the application; however it is not a requirement. You may provide LAO with a reference letter from any of your referees; however, LAO may still contact the referee. LAO may obtain information from other sources.

In some instances, the applicant may be requested to provide further information or attend for an interview to help LAO assess his/her eligibility for the roster.

LAO will assess your eligibility within 60 days of receipt of the required documentation. In certain circumstances, the time frame may be extended. Please do not contact LAO regarding the status of the application during the 60-day period.

Eligible roster members will receive written confirmation. An ineligible lawyer will receive written reasons for the refusal.

Membership on the CCR roster does not entitle a lawyer to CCR funding on regular criminal certificates or other Big Case Management (BCM) cases.

Please submit your application by email to gencasemgmt@lao.on.ca.

1. Personal information

Name:

Contact:

Address:

Unit #:

Town/City:

Province:

Postal code:

Phone:

Email:

LAO Solicitor #:

LSO #:

Date and province of
call to bar:

Are you a member of LAO's criminal and ESM rosters?

Yes

No

Are you able to conduct a trial in the French language?

Yes

No

Are you fluent in any other languages?

Yes

No

If yes, indicate language(s):

Have you previously applied to the CCR roster?

Yes

No

2. Publications

2.1 Please list and legal publications (within the last 5 to 10 years)

Title of publication	Published where?	Date published

3. Recognition/awards

3.1 Please provide information on any profession recognition or awards.

4. Personal suitability

4.1 Please advise of any complaints currently on file with the Complaints Resolution Department of the Investigations Department of the LSO or any other Law Society. (Note: LAO will consider the application of a candidate who is involved in in a complaint if, after receiving details, LAO is of the opinion that the nature is such that it would not prevent the candidate from being eligible.)

4.2 Please advise of any complaints currently with the Proceedings Authority Committee of the LSO or any other Law Society. (Note: Candidates will generally not be considered if involved in such a complaint; however, if LAO receives sufficient information about the complaint being frivolous or lacking in foundation, then it will not be a bar to the candidate being considered.)

4.3 Please advise if you have been sanctioned by the LSO or any other Law Society. (Note: Candidates will generally not be considered if they have been sanctioned by a Law Society. However, if LAO receives sufficient information about the circumstances surrounding the sanction, then the sanction will not be a bar to the candidate being considered.)

4.4 Please advise of any errors or omissions presently on file with the LawPro against you. (Note: Candidates will generally not be considered if they have an outstanding Errors and Omissions claim registered with the LawPro. However, if LAO receives sufficient information that the claim is not substantiated, then such a claim will not be a bar to the candidate being considered.)

4.5 Please advise if you are currently involved as a defendant in any civil (excluding family matters) proceedings. (Note: LAO will consider the application of a candidate who is involved in a civil proceeding if, after receiving details, LAO is of the opinion that the nature is such that it would not prevent the candidate from being eligible.)

4.6 Please advise if you have any outstanding civil judgements against you or any past or present proposals to creditors or assignments in bankruptcy. (Note: LAO will consider the application of a candidate who is involved in this situation if, after receiving details, LAO is of the opinion that the nature is such that it would not prevent the candidate from being eligible.)

4.7 Please advise if you are currently involved as an accused in any criminal proceedings. (Note: LAO will consider the application of a candidate who is involved in a criminal proceeding if, after receiving details, LAO is of the opinion that the nature is such that it would not prevent the candidate from being eligible.)

4.8 Please advise if you have ever been found guilty of a criminal offence, for which you have not received a pardon. (Note: LAO will consider the application of a candidate who is involved in the above if, after receiving details, LAO is of the opinion that the nature is such that it would not prevent the candidate from being eligible.)

5. Post Graduate Education

5.1 Establishment

Name:

From / to:

Degree:

Focus of study:

5.2 Other relevant education-related information

6. Continuing education after Call to Bar (within past 5 years)

6.1 List any continuing education course, seminar or presentation that you have given along with their dates and locations.

7. Professional and employment experience

7.1 Legal career experience (chronological order, brief description of work):

7.2 Have you ever been lead counsel on a murder preliminary inquiry or trial or appeal? Yes No

If yes, please list the (up to 5, if applicable) most recent cases, the nature of the proceedings and the result:

7.3 Have you ever worked as junior counsel or co-counsel on a murder preliminary inquiry or trial or appeal?

Yes

No

If yes, with whom did you do the case, what was your role, listing the most recent cases, the nature of the proceedings and the result. For example, did you cross-examine witnesses, did you argue any applications or did you present an opening or closing address.

7.4 Have you ever been lead counsel on a preliminary inquiry or trial or appeal involving the following offences?

Manslaughter

Attempted murder

Conspiracy to commit murder

Criminal negligence cause death

Impaired cause death

Aggravated sexual assault

Any other offence(s) that could be considered similar in complexity

If you checked any of the boxes above, please list the most recent case, the nature of the proceeding, the result and provide a brief explanation if necessary.

7.5 Have you ever been lead counsel and successfully litigated in the following matters?

Dawson / Garafoli

Dangerous offender / Long-term Offender

Constitutional Challenges to
Legislation

Judicial Stay of Proceedings

Stinchcombe

s.24(2) Exclusion of Evidence

Any other application that
could be considered similar in
complexity

If you checked any of the boxes above, please list the most recent case, the nature of the proceeding, the result and provide a brief explanation if necessary.

8. Referrals

Please provide the names of three referees. Your references should have direct and recent knowledge of your professional work. A referee should be able to provide a considered assessment about your suitability for admission to the CCR roster based on at least one of the following criteria:

- Your professional achievements
- Your reputation for ethical standards and civility

All information will be kept in confidence by LAO. In making these inquiries, every effort will be made to maintain confidentiality.

You may provide LAO with a reference letter from the individuals listed below. LAO may still contact the referee directly.

Some examples of eligible referees are as follows:

- Defence counsel from another firm
- Crown Attorney (Federal or Provincial)

- Provincial of Superior Court Judge
- Police officer or private investigator
- Member of charitable organization where you have volunteered
- Expert witness used in any past or present cases

None of the following person are eligible to act as a reference:

- A partner, an associate, a co-worker, an employer or an employee of the applicant;
- • A relative of the applicant;
- • A member of LAO's board ;
- • An employee of LAO; or
- • Members of the Exceptions Committee

Referee info #1

Name:

Title and company:

Address:

Phone:

Email:

Referee info #2

Name:

Title and company:

Address:

Phone:

Email:

Referee info #3

Name:

Title and company:

Address:

Phone:

Email:

9. Optional

9.1 Please provide any pertinent supplemental information about you that is not captured above that may assist LAO in its consideration of your application.

I hereby attest that the information provided in the application is accurate. I understand that if I am deemed to be an eligible member of the CCR roster, I must continue to comply with the Criteria of Evaluation during my four-year term.

Name:

Date:

Signature:

Email this form and any attachments to gencasemgmt@lao.on.ca.

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The information being collected is pursuant to s. 19 of the Legal Aid Services Act, 2020, and is in accordance with the Freedom of Information and Protection Act (FIPPA), 1990, for the purposes of determining suitability and eligibility for membership on the CCR roster, investigations, and the administration of LASA. Any questions regarding this collection should be directed to the Privacy and Information Management Coordinator at fippa@lao.on.ca and/or 1-800-668-8258.

