LRS Overview

- Registration is only $125/year.
- Over 1,000 calls received in 2019.
- 633 callers were referred to participating attorneys.
- $125,000 in fees earned by participating attorneys.
- LRS phone line continues to be personally answered by WBA staff.

To view the complete set of rules for the Lawyer Referral Service go to www.westbar.org. Forms for renewing LRS registration are included in this mailing.

Please return completed application to the bar office by Friday, DECEMBER 27, 2019.

Overview of the Lawyer Referral Service (LRS)

Member Information

1. The annual fee for participation in LRS is $125.
2. The enrollment period extends from January 1 through December 31. Attorneys can join at any time throughout the year for $125.
3. To be a member of LRS, a lawyer must be actively engaged in the practice of law and a member in good standing in the Westmoreland Bar Association.
4. Each member must carry professional liability insurance in the amount of at least $100,000/$300,000 and provide a certificate of such insurance to the LRS.
5. Participants in the Experience Panels will be required to complete a separate registration form and certify that they meet the Experience Panel requirements.
6. Membership in the LRS is on an individual basis. Referrals can be made only to an attorney who has registered for a particular category. If a referral member cannot or does not want to be retained by the LRS client, the attorney must refer the client back to the LRS service for a referral to the next LRS member on the list. A member of the LRS service shall not refer an LRS client to another law firm member or any other attorney.
7. The LRS must be notified in writing of any lapse, termination, or material change in professional liability coverage.
Referral Process

8. Clients pay a $35 administrative fee to the LRS before the referral is made. The lawyer shall provide an initial consultation for up to 1/2 hour at no charge to the client but can inform the client prior to the consultation about any fee associated with consultations beyond 1/2 hour.

9. The $35 administrative fee is waived for all plaintiff personal injury, claimant workers’ compensation cases, claimant social security cases and personal (debtor) bankruptcy cases.

10. The LRS administrator collect the administrative fee and contacts the attorney’s office to make the appointment for the client. The attorney is not permitted to screen the client by phone to determine if the attorney wants to take the case.

11. At the time of referral, the client’s name, address, and telephone number along with a brief description of the legal problem will be emailed, mailed or faxed to the attorney for confirmation.

12. If the initial appointment is not scheduled by the LRS at the time of referral, the attorney must advise the LRS within 24 hours (1 business day) of the referral being made as to the date and time of the appointment.

13. When the client lives outside the area or under special circumstances, the initial consultation may be by telephone.

14. Participating attorneys remit to the LRS fifteen percent (15%) of all fees in excess of $500 earned on any case referred by LRS.

Example:

An initial fee of $3,000 is collected on a particular case. The attorney remits $375 ($3,000 - $500 - $2,500 x 15% = $375). Thereafter, 15% of all fees collected by the attorney are remitted to the LRS, as the fees are collected.

15. All referrals are made on a rotation basis determined by the client’s nature of the problem, geographic location and availability.

16. The clients are informed that they are responsible for calling the attorney’s office to cancel or reschedule any appointment that they cannot keep. The clients are asked to give 24-hour notice of any cancellation.

Reporting Requirements

17. All attorneys must submit a status report to LRS - on a form provided.

18. Attorneys must complete quarterly case reports as provided by the LRS.

Miscellaneous

19. Failure to adhere to the LRS Policies will result in suspension or removal.

To view the complete set of rules for the Lawyer Referral Service go to www.westbar.org.
Attorney's Name: ________________________________

***Complete attorney information only if this has changed in last 6 months.***

Primary office address* ____________________________  Zip __________

Primary Telephone Number* ___________  Cell number: ________________

Additional Office Telephone Numbers: ____________________________

Email address (required for participation in the 2018 program) ________________

Branch Office information (if applicable) ____________________________

Licensed to practice in these states: ____________________________

Geographic Restrictions - Please specify counties where you would be willing to handle cases: ____________________________

Certification of Application for Lawyer Referral
I hereby verify that the statements made in the attached application are true and correct. I understand that false statements herein made are subject to the penalties of 18 Pa. C.S. Section 4904, relating to unsworn falsification to authorities.

I agree to notify the LRS promptly and in writing if my Professional Liability Insurance is terminated or if I am reprimanded or disciplined concerning an allegation of professional misconduct.

I have reviewed and read the LRS Rules and Regulations and agree to abide by the same as they may be amended from time to time. Without limiting the foregoing, I agree that, in the event of any fee dispute between myself and any client referred to me by the LRS, and at the client’s request, such dispute shall be submitted to the WBA Fee Dispute Committee.

SIGNATURE: ____________________________________________

Payment Information
Please return completed application by December 27, 2019.

Send completed application and VERIFICATION OF LIABILITY INSURANCE COVERAGEx to: Lawyer Referral Service, 129 North Pennsylvania Ave., Greensburg, PA 15601

☐ I enclose a check for $125 (made payable to WBA).
☐ I choose to pay my 2019 LRS Membership by credit card as indicated below:

Charge my credit card:  ☐Master Card  ☐Visa  Card # __________________________

Exp. Date ____________  Three digit security code on back of card ____________

Authorized Signature ____________________________________________
Experience Panels
Experience Panels are those Referral Categories/Panels for which the LRS requires attorneys to demonstrate achievement of certain objective levels of experience.

<table>
<thead>
<tr>
<th>Categories</th>
<th>Sub-Categories</th>
<th>Insurance Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Litigation</td>
<td>Medical Malpractice, Professional Malpractice, Product Liability</td>
<td>$500,000 / $1 million</td>
</tr>
<tr>
<td>Criminal</td>
<td>All categories except Summary Offenses and Traffic Violations</td>
<td>$500,000 / $1 million</td>
</tr>
<tr>
<td>Employment Law</td>
<td>ERISA/Pensions</td>
<td>$500,000 / $1 million</td>
</tr>
<tr>
<td>Family Law</td>
<td>Parent Termination Rights, Children’s Bureau</td>
<td>$100,000 / $300,000</td>
</tr>
<tr>
<td>Orphans’ Court</td>
<td>Estate Planning/Trusts</td>
<td>$500,000 / $1 million</td>
</tr>
</tbody>
</table>

What are Experience Panels?
The term “Experience Panels” is used to describe those areas of practice specifically designated by the LRS for which attorneys desiring to register must demonstrate they have achieved a certain predetermined level of competence. Experience Panels differ from other panels offered by LRS in that it is necessary to meet more stringent requirements beyond the basics for lawyer referral participation.

Why have Experience Panels?
The American Bar Association Model Rules, approved by the ABA House of Delegates, provide that “a quality lawyer referral service should have [experience] panels.” In order to qualify as a service that meets ABA standards, a lawyer referral service must have at least one such panel.

The ABA has reported that consumers contact bar association-sponsored lawyer referral services with the expectation of a referral to a competent attorney. There is an implied “seal of approval” associated with a bar association referral. As a public service, the association takes steps to ensure a certain measure of quality along with each referral. Experience panels make it easier for the LRS to present that assurance of quality.
Civil Litigation

☐ Medical Malpractice: I certify that I have completed 12 CLE credits in this particular area. I have tried 2 jury trials (as lead counsel or second seat) or I certify that at least 10% of my practice is in this area.

☐ Professional Malpractice: I certify that I have completed 12 CLE credits in this particular area. I have tried 2 jury trials (as lead counsel or second seat) or I certify that at least 10% of my practice is in this area.

☐ Product Liability: I certify that I have completed 12 CLE credits in this particular area. I have tried 2 jury trials (as lead counsel or second seat) or I certify that at least 10% of my practice is in this area.

Criminal

☐ Appeals: I certify that I have been counsel of record on at least 2 criminal appellate cases.

For any of the following categories, I certify that I have been counsel on at least 2 jury trials as either lead counsel or second seat:

☐ Drug Offenses

☐ DUI

☐ Federal

☐ Felonies

☐ Juvenile

☐ Misdemeanors

Employment Law

☐ ERISA/Pensions: I certify that I have had 2 cases or 6 CLE credits within the past 2 years in this specific category.

Family Law

☐ Parent Termination Rights: I certify that I have been counsel in 2 trials as either lead counsel or second seat.

☐ Children’s Bureau: I certify that I have been counsel in at least 2 jury trials as either lead counsel or second seat.

Orphans’ Court

☐ Estate Planning/Trusts: I certify that I have 12 CLE credits within the past 2 years, specifically in advanced estate planning issues.

☐ I certify that I maintain malpractice insurance in the amount of $500,000/$1,000,000 (excludes family law experience panels).

Name (please print):________________________ Signature:________________________