

IN THE COUNTY COURT FOR THE FIFTEENTH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

IN RE: STANDING ORDER FOR
CASE MANAGEMENT FOR SUBMISSION
OF AGREED CASE MANAGEMENT PLAN FOR
CASES FILED ON OR BEFORE APRIL 29, 2021

**ORDER FOR CASE MANAGEMENT AND REQUEST FOR SUBMISSION OF
AGREED CASE MANAGEMENT PLAN IN PENDING COUNTY CIVIL CASES IN
THE PALM BEACH COUNTY COURT FILED ON OR BEFORE APRIL 29, 2021
(DCMSO)**

Pursuant to Florida Rule of Civil Procedure 1.200(a), Florida Rule of General Practice and Judicial Administration 2.545, and Administrative Order 3.108 entered by the Chief Judge of this Circuit, the parties are informed of the following information and procedures applicable to pending civil lawsuits filed on or before April 29, 2021:

1. **SERVICE OF THIS ORDER.** The Plaintiff is directed to serve a copy of this Order issued in each pending case. One copy of this Order is to be filed with the Clerk of the Circuit Court with proof of service.

2. **CIVIL CASE MANAGEMENT SYSTEM.** The Supreme Court of Florida has established guidelines for the prompt processing and resolution of civil cases. This Court has adopted a case management system to help meet those guidelines. In contested cases, the parties are required to participate in the case management system. The case management system requires consultation and cooperation among the parties for the preparation and submission of an Agreed Case Management Plan. The Agreed Case Management Plan requires the parties to identify a case track, confer in a good faith and attempt to narrow the matters in controversy, identify the issues that require direct involvement by the Court, and establish a schedule for addressing those issues.¹ The Agreed Case Management Plan may be accessed at the Court's website at: <https://15thcircuit.com/civil-differentiated-forms-and-orders>.

Unless all of the Defendants have been served and have defaulted, an Agreed Case Management Plan must be submitted to the assigned divisional queue via the Court's online scheduling system (OLS) as an attachment, in PDF format, to a proposed Order Accepting Agreed Case Management Plan by the following deadline as determined by the age of the case:

¹ Case Track options include Expedited, Streamlined, General, or Complex. Case Tracks have been established in order to comply with the case disposition standards set forth in Florida Rule of General Practice and Judicial Administration 2.250(a)(1)(B).

Cases Filed Before December 31, 2018: **June 1, 2021**
Cases Filed Between January 1, 2019-December 31, 2019: **July 1, 2021**
Cases filed January 1, 2020 and later: **August 2, 2021 or 140 days from the filing of the complaint, whichever is later.**

If the parties are unable to agree on an Agreed Case Management Plan by the applicable deadline, a case management conference will be scheduled by the Court or the Court will review and issue an Order Implementing Case Management Plan without agreement of the parties. No matters that arise as a result of this standing order, including lack of agreement, will be set on the Court's Uniform Motion Calendar and will, instead, be settled by the Court either at the case management conference or via an Order Implementing Case Management Plan without agreement of the parties. If a case management conference is scheduled, attendance by trial counsel and those parties who are not represented by counsel is mandatory.

If all Defendants are served and defaulted or dropped, the Plaintiff will file the appropriate documentation to pursue a Default Final Judgment within 130 days from the date of the filing of the complaint and Final Judgment is to be entered or set for hearing within 150 days of the filing of the complaint.

3. **NON-APPLICABILITY TO SMALL CLAIMS CASES.** The above outlined civil case management system does not apply to cases proceeding under the Florida Rules of Small Claims. However, when parties to a small claims case (excluding Personal Injury Protection cases with a previously signed PIP Scheduling Order) file a Stipulation to Invoke the Rules of Civil Procedure, the civil case management system will apply. Therefore, parties to small claims cases who invoke the Rules of Civil Procedure should submit an Agreed Case Management Plan as outlined above along with their Stipulation to Invoke the Rules of Civil Procedure.

4. **MEDIATION/ALTERNATIVE DISPUTE RESOLUTION (ADR).** ADR provides parties with an out-of-court alternative to settling disagreements. Mediation is a type of ADR wherein an independent third party attempts to arrange a settlement at a conference between the parties. The Court requires the parties to participate in Mediation prior to trial unless the parties agree to another form of ADR.

DONE AND ORDERED in Chambers at West Palm Beach, Florida, on this 26th day of April, 2021.



HEIDI RUSSO-PARDO
ADMINISTRATIVE OFFICE OF THE COURT

Administrative County Judge