# Supreme Court of Kentucky

**ORDER**

**IN RE: ORDER APPROVING APPENDIX A OF THE RULES OF COURT PRACTICE AND PROCEDURE FOR THE 12TH JUDICIAL CIRCUIT, FAMILY COURT DIVISION, HENRY, OLDHAM, AND TRIMBLE COUNTIES**

Upon the recommendation of the Judges of the 12th Judicial Circuit, Henry, Oldham and Trimble counties, and being otherwise sufficiently advised,

Appendix A (Twenty-Four Hour Accessibility to Protective Orders & Local Joint Jurisdictional Protocols) of the Rules of Court Practice and Procedure for the 12th Judicial Circuit, Family Court Division, is hereby approved. This order shall be effective as of the date of this Order and shall remain in effect until further orders of this court.

Entered this the 23rd day of July 2025.

Debra Hembree Lambert
CHIEF JUSTICE

Appendix A

# TWENTY-FOUR HOUR ACCESSIBILITY TO PROTECTIVE ORDERS AND LOCAL JOINT JURISDICTIONAL PROTOCOLS TWELFTH JUDICIAL CIRCUIT AND DISTRICT OLDHAM, HENRY, & TRIMBLE COUNTIES

Pursuant to KRS 403.725 and KRS 456.030, and in compliance with Family Court Rules of Procedure and Practice (FCRPP) Section IV, these local protective order protocols are established to ensure twenty-four (24) hour accessibility to emergency protective orders (EPOs) and temporary interpersonal protective orders (TIPOs) and to establish written procedures for protective order matters in which there may be joint jurisdiction between Circuit/Family and District Courts.

## I. Uniform Protocol for Handling Cases

A. These protocols apply to all actions for a protective order, which includes actions for an EPO, TIPO, domestic violence order (DVO), or Interpersonal Protective Order (IPO).

B. Protective order actions shall be processed consistent with the rules and procedures set forth in the Kentucky Circuit Court Clerk's Manual.

B. All cases will be assigned a "D" case number with the appropriate trailer number within the court case management system and may not be consolidated with any other case type.

C. Domestic violence matters may be reassigned from the district court division to circuit/family court when there is a dissolution/custody proceeding pending.

D. No county shall adopt a blanket "no-drop" policy. Protective order cases are civil matters within the purview of CR 41.01.

E. When parties to a protective order case have a dissolution or child custody action pending outside this Family Court, the Family Court Judge presiding at the hearing may transfer the case to the jurisdiction in which the dissolution or child custody is pending. Consistent with FCRPP 12, when the case is transferred to another circuit due to a pending dissolution or custody matter, the summons shall be reissued by the initiating court and, if applicable and if service has not been made as of the date of transfer, the EPO or TIPO shall remain in effect for a period not to exceed fourteen (14) transfer or as the court determines is necessary for the protection of the petitioner. Thereafter, reissuance of the summons shall occur as needed in the court of transfer.

## II. Twenty-four Hour Accessibility

A. The following agencies and officers are authorized to take domestic violence petitions and administer oaths to the petitioner during regular business hours: The

appropriate Circuit Court Clerk's office or any law enforcement officer.

B. The following agencies and officers are authorized to take domestic violence petitions and administer oaths to petitioner after regular business hours and weekends: All law enforcement officers, Commonwealth and County Attorneys, regional rape crisis centers or domestic violence shelters.

C. Upon receipt of a petition during regular business hours, the authorized agency/officer shall present the petition to the following: Family Court Judge, District Judge, trial commissioner (Henry and Trimble counties only), or Circuit Judge in that order of availability.

D. Upon receipt of a petition after regular business hours, the authorized agency/officer shall present the petition to the on-call judge.

E. Petitions will be reviewed within an hour of presentation to a judge or trial commissioner unless it is impossible due to the unavailability of a judge or trial commissioner.

F. The schedule for domestic violence hearings is as follows:

Henry – 1st, 2nd, & 3rd Tuesday at 2:00 p.m.
Oldham – 1st, 3rd, & 4th Friday at 10:00 a.m.
Trimble – 1st & 3rd Wednesday at 2:00 p.m.

The monthly calendar is subject to change. Monthly calendars can be obtained from the Family Court staff.

## III. Contempt Proceedings

A. Pursuant to KRS 403.763 and KRS 456.180, civil and criminal proceedings for violation of a protective order for the same violation of a protective order shall be mutually exclusive.

B. No petitioner may be held in contempt for failing to appear at a domestic violence hearing or to prosecute a criminal violation of a protective order.