



STATE OF NEW YORK  
**UNIFIED COURT SYSTEM**  
**FIRST JUDICIAL DISTRICT**  
**SUPREME COURT, CIVIL BRANCH**  
60 CENTRE STREET  
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**LAWRENCE K. MARKS**  
Chief Administrative Judge

**DEBORAH A. KAPLAN**  
Administrative Judge for Civil Matters  
First Judicial District

**GEORGE J. SILVER**  
Deputy Chief Administrative Judge  
New York City Courts

**ADMINISTRATIVE ORDER OF THE**  
**ADMINISTRATIVE JUDGE, SUPREME COURT**  
**NEW YORK COUNTY CIVIL BRANCH**

**PRESENT:**

**Hon. Deborah A. Kaplan**  
**Administrative Judge**  
**Supreme Court, New York County, Civil Branch**

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In order to protect the health and safety of everyone involved in MHL proceedings, including the parties, Court and counsel, and, at the same time, honor patients' due process rights, it is hereby

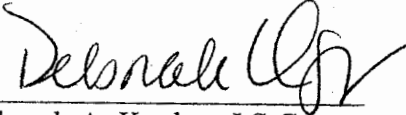
**ORDERED** that pursuant to Judiciary Law § 2-b (3), for the duration of the COVID-19 crisis, any necessary hearings shall take place by video conference or telephone. Videoconference, which shall be by Skype invitation from the Court, shall be conducted in any hospital that has facilities available for videoconferencing. Where secure videoconferencing is not available in a particular hospital setting or Court, provisions shall be made to conduct hearings telephonically.

Court personnel (judge, clerk, court reporter, interpreter is needed) shall be together at the courthouse, and the patient, patient's counsel, hospital counsel and hospital witness(es) shall appear remotely. If counsel is only able to participate by telephone, or a particular hospital does not have a suitable space to conduct the hearing, arrangements shall be made to accommodate any counsel's appearance by telephone. Attorneys shall serve all documents between attorneys via email; patients will be personally served with paper copies on inpatient units. Any documents used during the proceedings will be scanned between locations, and the Court shall scan court orders to the hospital.

In addition, where AOT applications are made on consent, all parties may waive appearances and submit orders for the court's signature.

Regarding guardianship matters, MHLS staff shall work with guardianship judges to identify only essential matters that must go forward. All other matters shall be held in abeyance, in recognition of the fact that guardianship clients are often among the most physically vulnerable.

Dated: New York, New York  
March 18, 2020

  
Deborah A. Kaplan, J.S.C.  
Administrative Judge

Hon. Deborah A. Kaplan  
Administrative Judge  
Supreme Court, New York County  
Civil Branch