

RULE 1915.3 CUSTODY ACTIONS

- (a) Commencement of Custody Actions
 - 1. A custody action shall be commenced by the filing of an original and one copy of either a Custody Complaint or a Divorce Complaint or Counterclaim that contains a custody count with the Prothonotary in accordance with Pa.R.C.P. 1915.3.
 - 2. In addition to the filing fees assessed for the filing of complaints, an additional administrative fee in the amount of \$150.00 shall be paid to the Prothonotary simultaneously with the filing of the Custody action.
- (b) A Custody Action shall include the following attachments:
 - 1. A Criminal or Abuse History Verification in accordance with Pa.R.C.P. 1915.3-2. This form is available at the Dauphin County Website on the Self-Help Center page.
 - 2. Self-Represented Party Entry of Appearance, if not represented by legal counsel, in accordance with Local Rule 1930.8. This form is available at at the Dauphin County Website on the Self-Help Center page.
 - 3. The Confidential Information Form.
- (c) The Prothonotary shall promptly forward the original Custody Complaint with the attachments listed above to the Court Administrator's Office for assignment to a Custody Conference Officer.
- (d) If the parties do not reach an agreement at the Custody Conference (see Local Rule 1915.4-2), the Conference Officer may recommend an Interim Order and the case will be assigned to a Family Court Judge.
- (e) As a general rule, if a Judge has handled a contested family law case for that family, the matter will be assigned to that Judge.