

## **INFORMATION FOR SUPERVISORS OF PANEL LAWYERS**

Applicants with less than 12 months post admission experience who are appointed to the Summary Criminal Law or General Family Law Panels are required to submit to the supervision of a more experienced lawyer.

Legal Aid NSW may also require applicants with more than 12 months post admission experience to submit to supervision.

Upon appointment to the panel, applicants who are appointed to the panel and their nominated supervisor are required to sign and return to Legal Aid NSW an Undertaking for Appointment to the Panel.

A supervisor assumes a responsibility to train, educate, supervise and mentor the panel lawyer for 12 months from the date the supervisory undertaking is entered into. Conducting regular file reviews and being available if a problem arises are also suggested as being part of the responsibilities of a supervisor.

At the completion of the supervision period, Legal Aid NSW will require the supervisor to provide written confirmation as to their knowledge of the panel lawyer's skill and experience and whether the panel lawyer is a suitable person for appointment to the panel without supervision.

If circumstances change and you find you cannot act as the panel lawyer's supervisor, please advise the panel lawyer at the earliest possible opportunity.

Legal Aid NSW thanks you for taking the time to undertake this important role.

If you require any further information please contact the Professional Practices Branch on 9219 5662

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