



# JUDICIAL COUNCIL OF CALIFORNIA

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## REPORT TO THE JUDICIAL COUNCIL

*Item No.: 20-062*

For business meeting on: May 15, 2020

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**Title**

Protective Orders: Forms and Procedures for Protecting Minors' Information

**Rules, Forms, Standards, or Statutes Affected**

Amend Cal. Rules of Court, rules 3.1161 and 5.382; adopt forms CH-176, CH-177, CH-178, CH-179, DV-176, DV-177, DV-178, and DV-179; revise forms CH-109, CH-160, CH-160-INFO, CH-165, CH-170, CH-175, DV-109, DV-160, DV-160-INFO, DV-165, DV-170, and DV-175

**Recommended by**

Family and Juvenile Law Advisory Committee  
Hon. Jerilyn L. Borack, Cochair  
Hon. Mark A. Juhas, Cochair  
Civil and Small Claims Advisory Committee  
Hon. Ann I. Jones, Chair

**Agenda Item Type**

Action Required

**Effective Date**

September 1, 2020

**Date of Report**

April 27, 2020

**Contact**

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### Executive Summary

Current law provides that a minor or minor's legal guardian may ask the court to make certain information regarding the minor confidential in a domestic violence or civil harassment restraining order proceeding. Assembly Bill 925 (Stats. 2019, ch. 294) changes the penalty associated with misuse or disclosure of a minor's confidential information, provides circumstances in which the confidential information may be disclosed, and allows third-party access to the confidential information under limited circumstances. This proposal is urgently needed because AB 925 took effect on January 1, 2020.

## **Recommendation**

The Family and Juvenile Law Advisory Committee and the Civil and Small Claims Advisory Committee jointly recommend amending rules of court, adopting eight forms (a set of four in the Domestic Violence Prevention series and a set of four in the Civil Harassment Prevention series), and revising several forms, in order to implement the provisions in AB 925. Specifically, the committees recommend that the Judicial Council, effective September 1, 2020:

1. Amend rules 3.1161 (civil harassment) and 5.382 (domestic violence);
2. Adopt *Request for Release of Minor's Confidential Information* (forms CH-176 and DV-176);
3. Adopt *Notice of Request for Release of Minor's Confidential Information* (forms CH-177 and DV-177);
4. Adopt *Response to Request for Release of Minor's Confidential Information* (forms CH-178 and DV-178);
5. Adopt *Order on Request for Release of Minor's Confidential Information* (forms CH-179 and DV-179);
6. Revise *Notice of Court Hearing* (forms CH-109 and DV-109);
7. Revise *Request to Keep Minor's Information Confidential* (forms CH-160 and DV-160);
8. Revise *Privacy Protection for a Minor (Person Under 18 Years Old)* (forms CH-160-INFO and DV-160-INFO);
9. Revise *Order on Request to Keep Minor's Information Confidential* (forms CH-165 and DV-165);
10. Revise *Notice of Order Protecting Information of Minor* (forms CH-170 and DV-170);  
and
11. Revise *Cover Sheet for Confidential Information* (forms CH-175 and DV-175).

The text of the amended rules and the new and revised forms are attached at pages 9-83.

## **Relevant Previous Council Action**

The existing rules and forms for requesting confidentiality of minor's information went into effect on January 1, 2019. No changes have been made to those rules and forms since they were adopted. Forms CH-109 and DV-109 were part of the same proposal that adopted the new forms for minor's confidentiality and have not been revised since.

## **Analysis/Rationale**

This proposal is urgently needed to implement AB 925,<sup>1</sup> which took effect on January 1, 2020. AB 925 changed the statutory requirements in civil harassment and domestic violence proceedings in three main ways:

1. Allows court to release confidential information to third parties;
2. Changes the penalty for misuse or unlawful disclosure to a sanction rather than contempt of court and provides for certain exceptions where disclosure is permitted without court order; and
3. Provides that an order for confidentiality made in a civil harassment or domestic violence restraining order proceeding applies to certain civil proceedings.

As most litigants in domestic violence and civil harassment restraining order proceedings are self-represented, the forms proposed here would eliminate the need for parties to create their own pleadings and draft orders. Additionally, the proposed amendments to rules are needed to provide consistency in how these requests and orders are processed.

### **Court-ordered release of confidential information to third parties**

Effective January 1, 2020, the court may allow disclosure of information regarding a minor that has been made confidential, if the disclosure is necessary to effectuate the underlying purpose of the restraining order,<sup>2</sup> or if it is in the best interest of the minor. The court may do so on its own motion or by request of any person. If by request, the person (the minor or minor's legal guardian) who asked the court to make the minor's information confidential must be personally served or by first-class mail with a copy of the request (form CH-176 or DV-176) and must have the opportunity to object to the request.

To implement the above, the committees propose amending rules 3.1161 and 5.382 to describe consistent procedures for this process.

### ***Rules 3.1161 and 5.382***

These rules would be amended to:

- Require the person asking the court to release a minor's confidential information to make the request on form CH-176 or DV-176 and to submit to the court a proposed order (form CH-179 or DV-179) along with the request;
- Provide that the court, within 10 days of the filing of form CH-176 or DV-176, provide, by first-class mail, a copy of the request, the blank response form, the notice of request, and a blank cover sheet for confidential information to the person who made the request

<sup>1</sup> AB 925 amends section 6301.5 of the Family Code and section 527.6(v) of the Code of Civil Procedure.

<sup>2</sup> For domestic violence restraining orders, see Family Code section 6220; for civil harassment restraining orders, see Code of Civil Procedure section 527.6(v)(3).

for confidential information. The court must provide notice because the name and address of the person who made the request to keep a minor's information confidential is contained on a confidential form (CH-160 or DV-160) and so may not be available to the person making the request;

- Require that the person (the minor or minor's legal guardian) who asked the court to make the minor's information confidential, if objecting to the request, file the objection on form CH-178 or DV-178 within 20 days from the date of mailing of the notice by the court;
- Allow the court to deny the request for release of minor's confidential information based on the papers;
- Allow the court to schedule a hearing if the minor/legal guardian objects to the request, or to obtain more information regarding the request for release of a minor's confidential information. Any court hearing would be closed and would require at least 10 days' notice to the persons needed at the hearing;
- Require forms containing confidential information be redacted prior to filing in a public file; and
- Provide that the court will provide notice of any order granting or denying a request for release of confidential information if the court's ruling was based on the papers alone (i.e., no court hearing).

***New forms CH-176 and DV-176, Request for Release of Minor's Confidential Information***

This form would be used by any person who wants access to a minor's information that has been made confidential. In some cases, the person may already know the information (e.g., a minor's name or address) but needs an unredacted copy of a court order that involves the minor, like a restraining order protecting the minor.

***New forms CH-177 and DV-177, Notice of Request for Release of Minor's Confidential Information***

This mandatory notice form would be completed by the court and mailed to the minor or legal guardian who made the request to keep the minor's information confidential (i.e., the person who filed form CH-160 or DV-160). The court would also mail a copy of the completed form (CH-176 or DV-176), a blank copy of the response form (CH-178 or DV-178), and a blank cover sheet (CH-175 or DV-175).

***New forms CH-178 and DV-178, Response to Request for Release of Minor's Confidential Information***

This response form would be completed by the person (the minor or minor's legal guardian) who asked the court to make the minor's information confidential. If confidential information is provided on this form, two copies of the form must be provided to the court, along with a copy of

the mandatory cover sheet (form CH-175 or DV-175).<sup>3</sup> If the person who made the request for confidentiality does not agree with the request to release minor's confidential information, the response must be filed within 20 days from the time the notice is mailed by the court.

***New forms CH-179 and DV-179, Order on Request for Release of Minor's Confidential Information***

An order granting, denying, or setting a court hearing would be made on this form. If the court is making an order to release confidential information, a redacted copy would have to be prepared and filed in a public file and the unredacted copy would be filed in a confidential file. As with the *Order on Request to Keep Minor's Information Confidential* (forms CH-165 and DV-165), if the court issues a denial, only page 1 would be filed and the remaining pages discarded.

***Revisions to forms CH-160 and DV-160, CH-165 and DV-165***

An additional item would be added to the *Request to Keep Minor's Information Confidential* (forms CH-160 and DV-160), at item 9, to allow the minor or legal guardian to ask the court to give certain third parties access to unredacted restraining order forms. A parallel item would be included on the *Order on Request to Keep Minor's Information Confidential* (forms CH-165 and DV-165), at item 10. These revisions reflect the amendments in AB 925 that provide that courts may authorize disclosure of the confidential information to certain individuals or entities as necessary to implement the protective order or if otherwise in the best interest of the child. (See Code Civ. Proc., § 527.6(v)(4), eff. Jan. 1, 2020, and Fam. Code, § 6301.5(d), eff. Jan. 1, 2020.)

***Revisions to forms CH-160-INFO and DV-160-INFO***

The item "Is there a penalty for disclosing confidential information?" on page 3 would be revised to include an updated warning about misusing information and provide examples of when disclosure of confidential information is allowed by statute. (See the discussion of AB 925's amendments to the sanctions provisions below.) On page 2, an additional section would be added to "Tips for Step 1: Complete the forms" to explain how a person can ask the court to give third-party access to unredacted documents.

**Monetary sanctions may be imposed for the misuse or disclosure of minor's confidential information**

Effective January 1, 2020, the penalty for misuse or disclosure is a sanction of up to \$1,000, and no longer punishable as contempt of court. Prior to imposition of a sanction, the court is required to assess the person's ability to pay. Under limited circumstances, disclosure without a court order is permitted, including any disclosure by a minor who has alleged abuse.<sup>4</sup>

<sup>3</sup> This procedure is called for under current rules 3.1161(i) (for civil harassment cases) and 5.382(i) (for domestic violence cases) for the filing of documents with information that the court has ordered be kept confidential.

<sup>4</sup> See Code Civ. Proc., § 527.6(v)(3); Fam. Code, § 6301.5(c).

Consistent with these changes in the law, the committees propose revising forms CH-165 and DV-165, at item 7, to include the following language:

**Warning:** Unless authorized by the court or by law, if the information listed below is misused or disclosed to anyone other than law enforcement you may be sanctioned up to \$1,000 or face other court penalties. See [code section]<sup>5</sup> for the limited situations in which disclosures can be made without a court order.

A substantially identical warning would be included on the *Notice of Order Protecting Information of Minor* (forms CH-170 and DV-170), at item 4. Forms CH-109 and DV-109, at item 5b, would also be revised to change the penalty from “contempt of court” to “sanction.”

### **Order for confidentiality applies to other cases**

Currently, an order making a minor’s information confidential applies in any civil proceeding. Effective January 1, 2020, an order for confidentiality would only apply to civil cases between the same parties in the civil harassment or domestic violence restraining order proceedings, and any proceeding initiated under the Family Code if the order for confidentiality was made in a domestic violence restraining order proceeding.<sup>6</sup> The following forms and rules would be revised to reflect this change:

- Rules 3.1161(i) and 5.382(i);
- Forms CH-165 and DV-165 (items 11 and 12, respectively);
- Forms CH-170 and DV-170 (item 3); and
- Forms CH-175 and DV-175 (item 2).

### **Technical change to rule 5.382 and minor changes to existing forms**

A technical change to rule 5.382 is needed to correct the title of a form cited in the rule. In subdivision (e)(2)(D), the title of form DV-160 should read *Request to Keep Minor’s Information Confidential* instead of *Request for Domestic Violence Restraining Order*.

Some commenters suggested minor changes to language, most of which the committees accepted. Other minor changes to formatting and language were made with the goal of making the forms more user-friendly for self-represented litigants.

### **Policy implications**

No policy implications were identified for this proposal.

### **Comments**

This proposal received nine comments. All commenters stated that the proposal appropriately implements AB 925. Four agreed with the proposal, including the Family Violence Appellate

<sup>5</sup> Code Civ. Proc., § 527.6(v)(3) (for civil harassment); Fam. Code, § 6301.5(c)(2) (for domestic violence).

<sup>6</sup> Code Civ. Proc., § 527.6(v)(3)(A); Fam. Code, § 6301.5(c)(1).

Project (FVAP), which sponsored AB 925, three agreed if modified, and two did not indicate a position.

Commenters were the Superior Court of Los Angeles County; the Superior Court of Orange County's Civil and Appellate Divisions; the Superior Court of Orange County's Juvenile and Family Divisions; the Superior Court of San Diego County; FVAP; the Joint Rules Subcommittee (JRS) of the Trial Court Presiding Judges Advisory Committee and the Court Executives Advisory Committee; the Family Law Section of the California Lawyers Association (FLEXCOM); the Orange County Bar Association; and the Public Law Center in Orange County. Most of the comments received were suggestions for improving language and correcting typographical errors. A chart with the full text of the comments received and the committee's responses is attached at pages 84-135.

The committees sought specific comment on whether item 8a(1) on the current versions of forms CH-160 and DV-160 should be removed as it raises potential due process concerns. This item allows the person requesting confidentiality to request that the name of the minor be made confidential from the restrained party. Six commenters responded to this question: one commenter suggested that the item be removed for the due process concerns cited in the invitation to comment while five commenters suggested keeping the option on the current form. After discussion, the committees agreed with the five commenters that the item should remain on the form and any due process issues addressed by the court on a case-by-case basis.

Based on a comment received, committee members discussed whether, under certain circumstances, the person requesting release of confidential information should be responsible for serving that request on the person who made the request for confidentiality. In the proposed rules, the court would be responsible for service because, in many circumstances, the information of the person who made the request for confidentiality will be confidential. In other words, the person seeking release of confidential information would not have access to the person's name and/or address and, therefore, unable to serve them. One court suggested that courts not be responsible for service in cases where the needed information, like the address, is not made confidential. The committees discussed this issue and believed that creating multiple processes for service in these instances would be confusing and possibly cause additional work that would offset any reduction in workload for the court. The committees did not adopt this suggestion.

The FVAP, sponsor of AB 925, suggested that the order forms include a space for the court to state its reasons for denying a request. While the committees see the value in including this on the form, especially for these types of proceedings where most individuals are representing themselves, the committees did not adopt this suggestion. This addition would be a significant change to the form and would require recirculation of the form for comment, delaying implementation of the form. . The committees will consider this revision in the future.

## **Alternatives considered**

The committees considered including a rule of court that would provide a process for the court to determine a person's ability to pay before imposition of a sanction. The committees rejected this idea because courts are accustomed to making this type of determination and are best suited to decide how to make this determination on a case-by-case basis.

The committees considered not recommending new request, response, and order forms for release of confidential information. The committees decided against this as most litigants in these cases are self-represented and providing forms increases their access to the court system. Also, the committees believe that statewide order forms and processes are necessary in these cases, given the sensitive nature of the information.

## **Fiscal and Operational Impacts**

This proposal is required by statute. It will result in costs incurred by courts to train court staff and judicial officers on this new procedure, provide assistance to self-represented litigants in self-help centers, and ensure that filed documents are properly redacted. This proposal is intended to help parties and courts implement these new provisions. In addition, courts will have to update their existing manual and electronic processes.

All court commenters noted that three months would be sufficient time to implement this proposal. However, the Joint Rules Subcommittee suggested that implementation be delayed until January 1, 2021. The committees discussed the possibility of delaying implementation and decided not to delay implementation, as these new forms and processes are already needed. The committees believe that filings for these types of requests will be relatively low, which should give courts some flexibility in implementation.

## **Attachments and Links**

1. Cal. Rules of Court, rules 3.1161 and 5.382, at pages 9-17
2. Forms CH-109, CH-160, CH-160-INFO, CH-165, CH-170, CH-175, CH-176, CH-177, CH-178, CH-179, DV-109, DV-160, DV-160-INFO, DV-165, DV-170, DV-175, DV-176, DV-177, DV-178, and DV-179, at pages 18-83
3. Chart of comments, at pages 84-135
4. Link A: Assembly Bill 925,  
[http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=201920200AB925](http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201920200AB925)



1 Title 3. Civil Rules

2  
3 Division 11. Law and Motion

4  
5 Chapter 3. Provisional and Injunctive Relief

6  
7 Article 4. Protective Orders

8  
9 Rule 3.1161. Request to make minor’s information confidential in civil harassment  
10 protective order proceedings

11  
12 (a) Application of rule

13  
14 This rule applies to requests and orders made under Code of Civil Procedure section  
15 527.6(v) to keep a minor’s information confidential in a civil harassment protective  
16 order proceeding.

17  
18 Wherever used in this rule, “legal guardian” means either parent if both parents  
19 have legal custody, or the parent or person having legal custody, or the guardian, of  
20 a minor.

21  
22 (b)–(f) \* \* \*

23  
24 (g) Factors in selecting redaction procedures \* \* \*

25  
26 (h) ~~Sharing of information about a protected minor~~ Releasing minor’s confidential  
27 information

28  
29 (1) ~~Sharing of information with the respondent~~ To respondent

30  
31 Information about a protected minor must be released to the respondent only  
32 as provided in Code of Civil Procedure section 527.6(v)(4)(~~B~~)(A)(ii), limited  
33 to information necessary to allow the respondent to respond to the request for  
34 the protective order and to comply with the confidentiality order and the  
35 protective order.

36  
37 (2) ~~Sharing of information with law enforcement~~ To law enforcement

38  
39 Information about a ~~protected~~ minor must be shared with law enforcement  
40 ~~only~~ as provided in Code of Civil Procedure section 527.6(v)(4)(A)(i) or by  
41 court order.

1 (3) To other persons  
2

3 If the court finds it is necessary to prevent harassment or is in the best interest  
4 of the minor, the court may release confidential information on the request of  
5 any person or entity or on the court's own motion.  
6

7 (A) Request for release of confidential information

8 (i) Any person or entity may request the release of confidential  
9 information by filing *Request for Release of Minor's Confidential*  
10 *Information* (form CH-176) and a proposed, *Order on Request for*  
11 *Release of Minor's Confidential Information* (form CH-179), with  
12 the court.  
13

14 (ii) Within 10 days after filing form CH-176 with the clerk, the clerk  
15 must serve, by first-class mail, the following documents on the  
16 minor or legal guardian who made the request to keep the minor's  
17 information confidential:  
18

19 a. *Cover Sheet for Confidential Information* (form CH-175);

20  
21 b. *Request for Release of Minor's Confidential Information* (form  
22 CH-176);

23  
24 c. *Notice of Request for Release of Minor's Confidential*  
25 *Information* (form CH-177);  
26

27 d. *Response to Request for Release of Minor's Confidential*  
28 *Information* (form CH-178) (blank copy);  
29

30 e. *Order on Request for Release of Minor's Confidential*  
31 *Information* (form CH-179).  
32

33 (B) Opportunity to object  
34

35 (i) The person who made the request for confidentiality has the right  
36 to object by filing form CH-178 within 20 days from the date of  
37 the mailing of form CH-177, or verbally objecting at a hearing, if  
38 one is held.  
39

40 (ii) The person filing a response must serve a copy of the response  
41 (form CH-178) on the person requesting release of confidential  
42 information. Service must occur before filing the response form  
43 with the court unless the response form contains confidential

1 information. If the response form contains confidential  
2 information, service must be done as soon as possible after the  
3 response form has been redacted.

4  
5 (iii) If the person who made the request for confidentiality objects to  
6 the release of information, the court may set the matter for a closed  
7 hearing.

8  
9 (C) Rulings

10  
11 The request may be granted or denied in whole or in part without a hearing.  
12 Alternatively, the court may set the matter for hearing on at least 10 days'  
13 notice to the person who made the request for release of confidential  
14 information and the person who made the request for confidential information.  
15 Any hearing must be confidential.

16  
17 (i) Order granting release of confidential information

18  
19 a. The order (form CH-179) granting the release of confidential  
20 information must be prepared in a manner consistent with the  
21 procedures outlined in (f).

22  
23 b. A redacted copy of the order (form CH-179) must be filed in a  
24 public file and an unredacted copy of the order must be filed in  
25 a confidential file.

26  
27 c. Service

28  
29 If the court grants the request for release of information based  
30 on the pleadings, the court must mail a copy of form CH-179 to  
31 the person who filed form CH-176 and the person who made  
32 the request to keep the minor's information confidential.  
33 Parties may be served in court if present at the hearing.

34  
35 (ii) Order denying request to release minor's confidential information

36  
37 a. The court may deny a request to release confidential  
38 information based on the request alone.

39  
40 b. The order (form CH-179) denying the release of confidential  
41 information must be filed in a public file and must not include  
42 any confidential information.

1  
2  
3 c. Service

4 If the court denies the request for release of information based  
5 on the pleadings, the court must mail a copy of form CH-179 to  
6 the person who filed form CH-176 and the person who made  
7 the request to keep the minor's information confidential.  
8 Parties may be served in court if present at the hearing.

9 (iii) If the court finds that the request to release confidential  
10 information is insufficiently specific to meet the requirements  
11 under Code of Civil Procedure section 527.6(v)(4)(C), the court  
12 may conduct a closed hearing to determine if there are additional  
13 facts that would support granting the request. The court may  
14 receive any relevant evidence, including testimony from the person  
15 requesting the release of a minor's confidential information, the  
16 minor, the legal guardian, the person who requested the restraining  
17 order, or other competent witness.

18  
19 (i) **Protecting information in subsequent filings and other civil cases**

20  
21 (1) \* \* \*

22  
23 (2) Other civil case

24  
25 (A) Information subject to an order of confidentiality issued under Code of  
26 Civil Procedure section 527.6(v) must be kept confidential in any other  
27 civil case with the same parties.

28  
29 (B) The minor or person making the request for confidentiality and any  
30 person who has been served with a notice of confidentiality must submit  
31 a copy of the order of confidentiality (form CH-165) in any other civil  
32 case ~~involving~~ with the same parties.  
33

1 Title 5. Family and Juvenile Rules

2  
3 Division 1. Family Rules

4  
5 Chapter 11. Domestic Violence Cases

6  
7 Article 1. Domestic Violence Prevention Act Cases

8  
9 Rule 5.382. Request to make minor’s information confidential in domestic violence  
10 protective order proceedings

11  
12 (a)–(d) \* \* \*

13  
14 (e) Orders on request for confidentiality

15  
16 (1) \* \* \*

17  
18 (2) *Order granting request for confidentiality*

19  
20 (A)–(C) \* \* \*

21  
22 (D) *Service and copies*

23  
24 The other party, or both parties if the person making the request for  
25 confidentiality is not a party to the action, must be served with a copy of  
26 the ~~*Request for Domestic Violence Restraining Order Request to Keep*~~  
27 *Minor’s Information Confidential* (form DV-160), *Order on Request to*  
28 *Keep Minor’s Information Confidential* (form DV-165), and *Notice of*  
29 *Order Protecting Information of Minor* (form DV-170), redacted if  
30 required under (f)(4).

31  
32 The protected person and the person requesting confidentiality (if not the  
33 protected person) must be provided up to three copies of redacted and  
34 unredacted copies of any request or order form.

35  
36 (3) \* \* \*

37  
38 (f)–(g) \* \* \*

39  
40 (h) ~~**Sharing of information about a protected minor**~~ **Releasing minor’s confidential**  
41 **information**

42  
43 (1) *Sharing of information with the respondent* *To respondent*

1  
2 Information about a ~~protected~~ minor must be shared with the respondent only  
3 as provided in Family Code section 6301.5(d)(2)(1)(B), limited to information  
4 necessary to allow the respondent to respond to the request for the protective  
5 order and to comply with the confidentiality order and the protective order.  
6

7 (2) ~~Sharing of information with law enforcement~~ To law enforcement

8  
9 Information about a ~~protected~~ minor must be shared with law enforcement  
10 ~~only~~ as provided in Family Code section 6301.5(d)(1)(A) or by court order.  
11

12 (3) To other persons

13  
14 If the court finds it is necessary to prevent abuse within the meaning of Family  
15 Code section 6220, or is in the best interest of the minor, the court may release  
16 confidential information on the request of any person or entity or on the  
17 court's own motion.  
18

19 (A) Request for release of confidential information

20  
21 (i) Any person or entity may request the release of confidential  
22 information by filing *Request for Release of Minor's Confidential*  
23 *Information* (form DV-176) and a proposed order, *Order on*  
24 *Request for Release of Minor's Confidential Information* (form  
25 DV-179), with the court.  
26

27 (ii) Within 10 days after filing form DV-176 with the clerk, the clerk  
28 must serve, by first-class mail, the following documents on the  
29 minor or legal guardian who made the request to keep the minor's  
30 information confidential:  
31

- 32 a. Cover Sheet for Confidential Information (form DV-175);
- 33
- 34 b. Request for Release of Minor's Confidential Information (form  
35 DV-176);
- 36
- 37 c. Notice of Request for Release of Minor's Confidential  
38 Information (form DV-177);
- 39
- 40 d. Response to Request for Release of Minor's Confidential  
41 Information (form DV-178) (blank copy);
- 42
- 43 e. Order on Request for Release of Minor's Confidential  
44 Information (form DV-179).

1  
2 (B) Opportunity to object  
3

4 (i) The person who made the request for confidentiality has the right  
5 to object by filing form DV-178 within 20 days from the date of  
6 the mailing of form DV-177, or verbally objecting at a hearing, if  
7 one is held.  
8

9 (ii) The person filing a response must serve a copy of the response  
10 (form DV-178) on the person requesting release of confidential  
11 information. Service must occur before filing the response form  
12 with the court unless the response form contains confidential  
13 information. If the response form contains confidential  
14 information, service must be done as soon as possible after the  
15 response form has been redacted.  
16

17 (iii) If the person who made the request for confidentiality objects to  
18 the release of information, the court may set the matter for a closed  
19 hearing.  
20

21 (C) Rulings  
22

23 The request may be granted or denied in whole or in part without a hearing.  
24 Alternatively, the court may set the matter for hearing on at least 10 days'  
25 notice to the person who made the request for release of confidential  
26 information and the person who made the request for confidential information.  
27 Any hearing must be confidential.  
28

29 (i) Order granting release of confidential information  
30

31 a. The order (form DV-179) granting the release of confidential  
32 information must be prepared in a manner consistent with the  
33 procedures outlined in (f).  
34

35 b. A redacted copy of the order (form DV-179) must be filed in a  
36 public file and an unredacted copy of the order must be filed in  
37 a confidential file.  
38

39 c. Service  
40

41 If the court grants the request for release of information based  
42 on the pleadings, the court must mail a copy of form DV-179  
43 to the person who filed form DV-176 and the person who made

1 the request to keep the minor's information confidential.  
2 Parties may be served in court if present at the hearing.

3  
4 (ii) Order denying request to release minor's confidential information

5  
6 a. The court may deny a request to release confidential  
7 information based on the request alone.

8  
9 b. The order (form DV-179) denying the release of confidential  
10 information must be filed in a public file and must not include  
11 any confidential information.

12  
13 c. Service

14  
15 If the court denies the request for release of information based  
16 on the pleadings, the court must mail a copy of form DV-179  
17 to the person who filed form DV-176 and the person who made  
18 the request to keep the minor's information confidential.  
19 Parties may be served in court if present at the hearing.

20  
21 (iii) If the court finds that the request to release confidential  
22 information is insufficiently specific to meet the requirements  
23 under Family Code section 6301.5(d)(3), the court may conduct a  
24 closed hearing to determine if there are additional facts that would  
25 support granting the request. The court may receive any relevant  
26 evidence, including testimony from the person requesting release  
27 of the minor's confidential information, the minor, the legal  
28 guardian, the person who requested the restraining order, or other  
29 competent witness.

30  
31 (i) **Protecting information in subsequent filings and other civil cases**

32  
33 (1) \* \* \*

34  
35 (2) *Other civil case*

36  
37 (A) Information subject to an order of confidentiality issued under Family  
38 Code section 6301.5 must be kept confidential in any family law case  
39 and any other civil case with the same parties.

40  
41 (B) The minor or person making the request for confidentiality and any  
42 person who has been served with a notice of confidentiality must submit



1  
2

a copy of the order of confidentiality (form DV-165) in any family law case and any other civil case involving with the same parties.

Clerk stamps date here when form is filed.

**Draft 3.21.2020**

Fill in court name and street address:

**Superior Court of California, County of**

Court fills in case number when form is filed.

**Case Number:**

**1 Person Seeking Protection**

a. Your Full Name: \_\_\_\_\_

Your Lawyer (if you have one for this case):

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

b. Your Address (If you have a lawyer, give your lawyer's information. If you do not have a lawyer and want to keep your home address private, you may give a different mailing address instead. You do not have to give telephone, fax, or e-mail.)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**2 Person From Whom Protection Is Sought**

Full Name: \_\_\_\_\_

*The court will complete the rest of this form.*

**3 Notice of Hearing**

**A court hearing is scheduled on the request for restraining orders against the person in 2:**

<b>Hearing Date</b>	→ Date: _____	Time: _____	Name and address of court if different from above: _____ _____ _____
	Dept.: _____	Room: _____	_____ _____

**4 Temporary Restraining Orders** (Any orders granted are on form CH-110, served with this notice.)

a. Temporary Restraining Orders for personal conduct and stay-away orders as requested in form CH-100, Request for Civil Harassment Restraining Orders, are (check only one box below):

- (1)  All **GRANTED** until the court hearing.
- (2)  All **DENIED** until the court hearing. (Specify reasons for denial in b, below.)
- (3)  Partly **GRANTED** and partly **DENIED** until the court hearing. (Specify reasons for denial in b, below.)



b. Reasons for denial of some or all of those personal conduct and stay-away orders as requested in form CH-100, *Request for Civil Harassment Restraining Orders*, are:

- (1)  The facts as stated in form CH-100 do not sufficiently show acts of violence, threats of violence, or a course of conduct that seriously alarmed, annoyed, or harassed the person in ① and caused substantial emotional distress.
- (2)  Other (*specify*):  As set forth on Attachment 4b.

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**5 Confidential Information Regarding Minor**

- a.  A *Request to Keep Minor’s Information Confidential* (form CH-160) was made and **GRANTED**. (*See form CH-165, Order on Request to Keep Minor's Information Confidential, served with this form.*)
- b. **If the request was granted, the information described in item ⑦ on the order (form CH-165) must be kept CONFIDENTIAL. The disclosure or misuse of the information is punishable as a sanction, with a fine of up to \$1,000 or other court penalties.**

**6 Service of Documents for the Person in ①**

At least  five  \_\_\_\_\_ days before the hearing, someone age 18 or older—not you or anyone to be protected—must personally give (serve) a court’s file-stamped copy of this form CH-109 to the person in ② along with a copy of all the forms indicated below:

- a. CH-100, *Request for Civil Harassment Restraining Orders* (file-stamped)
- b.  CH-110, *Temporary Restraining Order* (file-stamped) **IF GRANTED**
- c. CH-120, *Response to Request for Civil Harassment Restraining Orders* (blank form)
- d. CH-120-INFO, *How Can I Respond to a Request for Civil Harassment Restraining Orders?*
- e. CH-250, *Proof of Service of Response by Mail* (blank form)
- f.  CH-170, *Notice of Order Protecting Information of Minor* and CH-165, *Order on Request to Keep Minor’s Information Confidential* (file-stamped) **IF GRANTED**
- g.  Other (*specify*): \_\_\_\_\_

Date: \_\_\_\_\_



\_\_\_\_\_  
*Judicial Officer*



**To the Person in ① :**

- The court cannot make the restraining orders after the court hearing unless the person in ② has been personally given (served) a copy of your request and any temporary orders. To show that the person in ② has been served, the person who served the forms must fill out a proof of service form. Form CH-200, *Proof of Personal Service*, may be used.
- For information about service, read form CH-200-INFO, *What Is “Proof of Personal Service”?*
- If you are unable to serve the person in ② in time, you may ask for more time to serve the documents. Use form CH-115, *Request to Continue Court Hearing and to Reissue Temporary Restraining Order*.

**To the Person in ② :**

- If you want to respond to the request for orders in writing, file form CH-120, *Response to Request for Civil Harassment Restraining Orders*, and have someone age 18 or older—**not you or anyone to be protected**—mail it to the person in ①.
- The person who mailed the form must fill out a proof of service form. Form CH-250, *Proof of Service of Response by Mail*, may be used. File the completed form with the court before the hearing and bring a copy with you to the court hearing.
- Whether or not you respond in writing, go to the hearing if you want the judge to hear from you before making an order. You may tell the judge why you agree or disagree with the orders requested.
- You may bring witnesses and other evidence.
- At the hearing, the judge may make restraining orders against you that could last up to five years and may order you to turn in to law enforcement, or sell to or store with a licensed gun dealer, any firearms that you own or possess.

**Request for Accommodations**

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk’s office or go to [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms) for *Request for Accommodations by Persons with Disabilities and Response* (form MC-410). (Civ. Code, § 54.8.)

*(Clerk will fill out this part.)*

**—Clerk's Certificate—**

I certify that this *Notice of Court Hearing* is a true and correct copy of the original on file in the court.

*Clerk's Certificate*

[seal]

Date: \_\_\_\_\_

Clerk, by \_\_\_\_\_, Deputy

**When do I use this form?**

Complete this form if you want the court to keep information about a minor in a civil harassment restraining order proceeding confidential and not available to the public or the restrained person. If you only want to keep your home address confidential, you may use a mailing address on your other forms rather than using this form.

**What if there is information I don't want the restrained person to have?**

You can make this request at item **(8)** if you want to ask the court to keep information confidential from the restrained person. If the court grants your request to keep certain information confidential from the restrained person, the information will have to be redacted (whited or blacked out) from all forms before the restrained person gets a copy. But be aware that if the court denies your request, the information may be provided to the restrained person.

**Who will see this form?**

The public will NOT have access to this form.

The restrained person will have access to the entire form unless the court grants the request made in item **(8)** below.

*Clerk stamps date here when form is filed.*

DRAFT- Not approved by  
Judicial Council  
April 2, 2020

*Fill in court name and street address:*

**Superior Court of California, County of**

*Court fills in case number when form is filed.*

**Case Number:**

**1 Parties in This Case**

a. Person who requested restraining order (form CH-100, item **(1)**):

Full Name: \_\_\_\_\_

b. Person to be restrained (form CH-100, item **(2)**):

Full Name: \_\_\_\_\_

**2 Person Making Request for Confidentiality**

a. Full Name: \_\_\_\_\_

b. I am:

(1)  The minor requesting confidentiality.

(2)  The  parent  legal guardian of the minor or minors listed below.

List all the minors that you are making the request for:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Check here if there are additional minors. Attach a sheet of paper and write "Attachment 2b(2)—  
Additional Minors" for a title.

**This is not a Court Order.**



**3 Contact Information****Address where you can receive mail**

**!** This address will be used by the court and the person in **(2)** to notify you in this case. If you want to keep your home address private, you can use another address like a post office box or another person's address, if you have their permission. If you have a lawyer, give your lawyer's address and contact information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Your contact information (optional)**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Lawyer's information (skip if you do not have one)**

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

**4  Requests for More Than One Minor (ONLY for parents or legal guardians)**

I am making this request for two or more minors.

- a.  The information I want confidential (as checked in item **(5)**) is the SAME for all minors.  
 b.  The information I want confidential (as checked in item **(5)**) is NOT the same for all minors.

*If you checked 4b, make sure you list all the information you want confidential for each minor in **(5)**. If you need more space in **(5)**, attach a separate piece of paper.*

**5 Information to Be Kept Confidential From the Public**

I want the information checked below to be made confidential and NOT available to the public.

 (Check all that apply:)a.  **Minor's name**

*(Note: If your request is granted, the public will not have access to the minor's name in this case, but law enforcement must be given this information.)*

b.  **Minor's address**

*(Note: You do NOT have to make this request if you use a mailing address that does not need to be kept confidential. Use that mailing address on all forms in this case and any other civil case.)*

The address I want kept confidential is: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**This is not a Court Order.**

c.  **Information relating to the minor**

**!** (Note: If information relating to the minor is made confidential by the court, the public will not have access to this information but the restrained person must be given the information that is necessary to comply with the restraining order and to respond to the restraining order request. Also, the court may give permission to release confidential information in this case to other people like the minor's childcare provider or school, or anyone who needs the information to protect the minor's best interest or to prevent harassment.)

Describe all information in the documents that will be filed that you want kept confidential.

You may either (*check one*):

- (1)  Attach a copy of form CH-100 or other document that you are filing. Circle all the information you want kept confidential.
- (2)  List the information below, identifying the location of the statements in form CH-100 or other document that you are filing.

<b>Location of Information</b> <i>(for example, form #, page #, paragraph #, line #, attachment #, or exhibit #)</i>	<b>Information to Be Redacted</b> <i>(not viewable by the public)</i>

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 5c(2)" for a title.

(a) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(b) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(c) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(d) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**This is not a Court Order.**



**6 Reasons for Request**

To approve your request in 5, the court must expressly find all of the following:

- The minor's right to privacy overcomes the right of the public access to the information;
- There is a substantial probability that the minor's interest will be prejudiced if the information is not kept confidential;
- The order to keep the information confidential is narrowly tailored; and
- No less restrictive means exist to protect the minor's privacy.

Use these four requirements to help you answer the questions below.

a. Why should the information about the minor provided in item 5 be kept private or confidential?

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Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 6a" for a title.

b. What do you think would happen if the information is NOT made private or confidential?

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Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 6b" for a title.

**This is not a Court Order.**





(Skip items 7 and 8 if you are **not** the person requesting the restraining order.)

**7** If any portion of the request for confidentiality from the public (item 5) is denied, I want to (check one):

a.  **Cancel my request for restraining order**

I ask the court NOT to make a decision on my *Request for Civil Harassment Restraining Orders* (form CH-100). I understand that canceling my request means that I will not receive a restraining order at this time. (Note: You may file a request on the same or different facts at a later date.)

b.  **Move forward with my request for restraining order**

I ask the court to make a decision on my *Request for Civil Harassment Restraining Orders* (form CH-100). (Note: Choosing this option means that the information in your completed form CH-100 and other court papers in this case will be available to the public and must be seen by the restrained person.)

**8**  **Information to Be Kept Confidential From the Restrained Person**

(Note: The restrained person must be given information necessary to comply with the restraining order and to respond to the restraining order request.)

I do not want the restrained person to have access to some of the information checked in item 5.

a. What information do you want to be confidential and not given to the restrained person?

(1)  Minor's name

(2)  Minor's address

(3)  Other information relating to the minor from item 5 (specify):

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 8a(3)" for a title.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. Why should the information listed in 8a be kept confidential and not given to the restrained person?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. What do you think would happen if the information listed in 8a is given to the restrained person?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 8" for a title.

**This is not a Court Order.**



d. If any portion of the request for confidentiality from the restrained person (item 8) is denied, I want to:

(1)  **Cancel my request for restraining order**

I ask the court NOT to make a decision on my *Request for Civil Harassment Restraining Orders* (form CH-100). I understand that canceling my request means that I will not receive a restraining order at this time. (Note: You may file a request on the same or different facts at a later date.)

(2)  **Move forward with my request for restraining order**

I ask the court to make a decision on my *Request for Civil Harassment Restraining Orders* (form CH-100). (Note: Choosing this option means that all of the information in your completed form CH-100 must be seen by the restrained person.)

**9 People I Want to Have Access to Confidential Information**

(Note: If you want other people to have unredacted copies of restraining order forms in this case, you should complete this item.)

a. If my request in item 5 is granted, I want to be allowed to give the following people or entities (check all that apply):

(1)  Minor's school and after-school program

(2)  Minor's childcare provider

(3)  Supervised visitation provider

(4)  Other (name): \_\_\_\_\_

b. copies of documents in this case with the following information (check all that apply):

(1)  Minor's name

(2)  Minor's address

(3)  Information listed in item 5c.

**10** Number of pages attached to this form, if any: \_\_\_\_\_

**11 Signature**

I declare under penalty of perjury under the laws of the State of California that the information above and in all attached papers is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Type or print your name

▶ \_\_\_\_\_  
Sign your name

**12 Lawyer's Signature** (skip if you do not have one)

Date: \_\_\_\_\_

▶ \_\_\_\_\_  
Lawyer's sign

**This is not a Court Order.**



### Can I keep information about a minor confidential?

Yes. In a civil harassment restraining order case, you can ask a judge to make information about a minor confidential. Confidential means that the public is unable to see the information, because the information is kept private. This is important because most papers in your court case are available for the public to see. This means anyone can view information on your papers, including information about a minor. If the judge grants your request, the public will not be able to see the minor's information on your paperwork.

### Who can make this request?

Several people can make this request, including a minor's parent or legal guardian.



Any minor protected by a restraining order can make this request, as well. Also, any person, including a minor, who is the accused person in a case may make this request.

A minor can make this request without the help of an adult. This depends on the minor's age, though. If the minor is 12 years old or younger, the judge may want an adult to help the minor make this request.

For more information on who can make this request, contact your local self-help center or a lawyer.

### What information can I ask the judge to make confidential?

A judge can make any information about a minor confidential. That means that you can ask to make confidential the minor's name, address, and any statements about what the minor experienced or witnessed.

If you want to protect the minor's address only, you do not have to make this request. Instead, you can use a different address on your restraining order request, such as a mailing address that is not where the minor lives, a P.O. box, or someone else's address. If you use someone else's address, be sure to get their permission first.

Whatever address you use, make sure you will get your mail regularly. This is important, because the address you use is the address the court and other party will use to send you papers for your case.

### Does this request cost money?

That depends on the type of harassment. If the person you want to restrain used or threatened to use violence against you or stalked you, you do not have to pay a filing fee. Otherwise, you must pay a filing fee.

If you cannot afford to pay the filing fee, ask the court clerk how to apply for a fee waiver. You will need to fill out [form FW-001](#).

If the protective order is based on prior acts of violence, a credible threat of violence, or stalking, the sheriff or marshal must serve your order for free. Also, if you are eligible for a fee waiver, you can ask the sheriff or marshal to serve the order for free. If you are not eligible for free service, you must pay the sheriff or marshal to serve the order.

### I need an interpreter. How can I get help?



You may use [form INT-300](#) to request an interpreter. Ask court staff for information.

### I have a disability. How can I get help?

You may use [form MC-410](#) to request assistance. Contact the disability/ADA coordinator at your local court for more information.

### Do I need a lawyer to make this request?

No, but this type of request can be hard to get through on your own. Free help may be available at your local court's self-help center. (See below.)



### Where can I find a self-help center?

Find your local court's self-help center at [www.courts.ca.gov/selfhelp](http://www.courts.ca.gov/selfhelp). Self-help center staff will not act as your lawyer but may be able to give you information to help you decide what to do in your case.



**Where can I find other help?**

For safety tips or other help, call or visit the following hotlines online:

National Human Trafficking Hotline, 1-888-373-788; TTY: 711; [www.humantraffickinghotline.org](http://www.humantraffickinghotline.org)

National Sexual Assault Hotline, 1-800-656-4673, [www.rainn.org](http://www.rainn.org)

Stalking Hotline, 1-855-484-2846, [www.victimconnect.org/statistics/stalking/](http://www.victimconnect.org/statistics/stalking/)

**What do I have to do to make information about a minor confidential?****Step 1: Complete the forms.**

You will need to complete these forms to make your request:

[Form CH-160](#)

[Form CH-165](#) (complete items 1 and 2 only)

You can find these forms online at [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms).

▶ See tips to complete the forms.

To request a restraining order, you need to complete different forms. See form [CH-100-INFO](#) for a list of forms you need to complete to request a restraining order.



You can use these steps as a checklist.

**Step 2: Take the forms to your court clerk to file.**

Find out which courthouse to take your forms to by calling your local court or searching online at [www.courts.ca.gov/find-my-court.htm](http://www.courts.ca.gov/find-my-court.htm).

**Step 3: Understand the judge's order.**

The judge will write your orders on [form CH-165](#).

The judge will **grant** or **deny** your request.

▶ See page 3 for what this means.

**Step 4: Give court papers to other parties.**

In some cases, you will need to have your server give court papers to the other parties in your case. This process is called service.

▶ See page 4 for tips to complete service.

**Tips for Step 1: Complete the forms.**

**I only want to protect the minor's address.** If you only want to protect the minor's address, you do not have to make this request. See "What information can I ask the judge to make confidential?" on page 1 for more information.

**I want to protect more than one minor.** Only an adult who is the minors' parent or legal guardian may make a request to protect more than one minor's information.

**I want to give the minor's school or others copies of court orders from this case.** If the court grants your request to make information regarding a minor confidential, you may want to ask the court for permission to give other people copies of certain documents in your case. You can make this request at item 9 on form CH-160.

**My right to cancel my restraining order request:**

You have the right to cancel your request for a restraining order if the judge does not grant your request to make information confidential. This right only applies if you are asking for a restraining order at the same time as your request to make information confidential. To cancel your request for a restraining order, check the box on [form CH-160](#), item 7a, and item 8d(1), if it applies.



If you cancel your restraining order request, you will **not** receive a civil harassment restraining order at this time.

If, **after** canceling your request for a restraining order, you want to ask for a restraining order based on the same facts, you must start the process over. See form [CH-100-INFO](#) for more information.



**► Tips for Step 3:  
Understand the judge's order.**

Look at [form CH-165](#) to see what the judge decided.

**What if the judge granted my request?**

Look closely at [form CH-165](#), items 7 and 8, to see what information the judge made confidential in your case. If the judge granted your request to keep information confidential, the information the judge decided to keep confidential will not be available to the public. The information will be available only to the parties in the case.

At times, the judge may make information confidential from the other party in your case. If this happens, the judge will complete item 8 on [form CH-165](#).

Now, take a close look at item 10 on [form CH-165](#). This tells you who is responsible for redacting the information on your paperwork and the deadline for filing it with the court.

Redacting means to hide (blacken or whiten out) information so it cannot be seen. If the judge makes you responsible for redacting the information, your local self-help center may be able to help you.

**► What if I file documents with the court in the future?**

If you file documents with the court in the future, be sure to use [form CH-175](#) as a cover sheet and follow the instructions at the top of the form.

**What if the judge did not grant (denied) my request?**

This means that if you move forward with your case, the minor's information will not be confidential. This is important because anyone can go to your local courthouse and ask to see the documents you filed in this case.

If the judge does not grant your request, you may have other legal options available to you. Visit your local court's self-help center or talk with a lawyer.

**► What if I asked to cancel my restraining order request?**

If you checked box 7a or 8d(1) on [form CH-160](#) and the judge denied your request, the paperwork you turned in with this request will not be available to the public, except for page 1 of [form CH-165](#). This includes [form CH-100](#) and any proposed order forms. The court will either return these forms to you, destroy them, or delete them from its records unless you give the court permission to file the forms.

**Is there a penalty for disclosing confidential information?**

Misusing or giving out confidential information can result in the court ordering you to pay up to \$1,000 or other court penalties. You will not be penalized if you:

- Give information to police to help them enforce the judge's orders; or
- If you are the minor who has claimed harassment, violence, or threats of violence.



► **Tips for Step 4: Give court papers to all parties in your case.**

In some cases, the judge will order you to serve your court papers. Look at [form CH-165](#) to see what the judge decided.



**What did the judge decide in your case?**

The judge **granted** my request to keep some of the minor's information confidential.

**Your papers must be served.  
Follow steps 1–5 below.**

The judge **denied** (did not grant) my request to keep some information confidential. I did not cancel my request for a restraining order. The **case is still open**.

**If this is your situation, forms CH-160 and CH-165 must be served by mail or in person.  
Follow steps 3–5 below.**

The judge **denied** (did not grant) my request to keep some information confidential. I **canceled** my request for a restraining order and there is **no other issue** in this case for a judge to decide on.

**Your papers do not need to be served.  
You may stop here.**

**Step 1: Find out which papers you need to serve.**

The judge will check which papers you need to serve to the other parties in your case on [form CH-165](#), item 13.

**Step 2: Find out whether you need to serve the other parties personally or by mail.**


The judge will check how you need to serve your court papers to the other parties in your case on [form CH-165](#), item 13.

If the judge checks item 13a, you will need to have your server personally serve (give) your court papers to the other parties in your case.

If the judge checks item 13b, you will need to have your server mail your court papers.

**Step 3: Choose a server.**

The person who serves your papers is called a server. Your server must be at least 18 years old, not protected by the restraining order, and not involved in your case. **You are not allowed to serve your own court papers.**

 Some situations may be dangerous. Think about people's safety when deciding who you choose to serve your court papers.

A sheriff or marshal will serve your court papers for free. Another option is a process server.

A process server is a business you pay to deliver court papers. To hire a process server, look for "process server" on the internet or in the yellow pages.

**Step 4: Have your server give your court papers to all parties**

For personal service, give your server your court papers as well as [form CH-200](#).

For service by mail, give your server your court papers as well as [form PS-030](#).

**Step 5: File proof with the court.**

The court needs proof that your papers were served. After your server completes [form CH-200](#) or form [POS-030](#), take it to the court to file in your case.

If the sheriff or marshal served your papers, they may use another form for proof instead of [form CH-200](#). Make sure a copy is filed with the court and that you get a copy.

For more information, read [form CH-200-INFO](#) or ask your local court's self-help center for help.

Clerk stamps date here when form is filed.

**DRAFT**

**04-02-2020**

**Not approved by  
the Judicial  
Council**

CONFIDENTIAL       PUBLIC VERSION (REDACTED)

**1 Parties in This Case**

- a. Person who requested restraining order (form CH-100, item ①):  
Full Name: \_\_\_\_\_
- b. Person to be restrained (form CH-100, item ②):  
Full Name: \_\_\_\_\_

Fill in court name and street address:

**Superior Court of California, County of**

**2 Person Making Request for Confidentiality**

Full Name: \_\_\_\_\_

*(Court will complete item ③ if request is denied or items ④–⑬ if request is granted or partially granted.)*

Court fills in case number when form is filed.

**Case Number:**

**3  Court Denied Request or More Information Needed**

- a.  **Denied.** The request to keep information of a minor or minors confidential is denied.
  - (1)  **The court will NOT make a decision on the Request for Civil Harassment Restraining Order (form CH-100).** The request for restraining order and proposed order forms must be returned to the requester personally, destroyed, or deleted from electronic files and not filed with the court unless the person requesting the restraining order agrees to file them without any changes.
  - (2)  **The court will make a decision on the Request for Civil Harassment Restraining Order (form CH-100).** The request for restraining order and any accompanying orders will be filed in the public file.
- b.  **More information is needed for court decision.** You must go to court on the date and time below. At the court date, you must provide more information on why you need the court to make information confidential.

**Instructions to Clerk:** If item ③ is checked, file page 1 in a public file and discard pages 2–6.

	Name and address of court if different from above: _____
<div style="border: 1px solid black; border-radius: 15px; padding: 5px; display: inline-block;">Hearing Date</div> <span style="font-size: 2em;">→</span>	Date: _____ Time: _____
	Dept.: _____ Room: _____

c. If item ③ is checked, only this page of this order form will be issued. All other pages may be discarded.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Judge (or Judicial Officer)*

**This is a Court Order.**



*Court will complete the rest of this form if the request is partially or fully granted.*

**4**  **Court Granted Request**

- a.  **Granted in full.** The request to keep the information of a minor or minors confidential is granted in full. Details of the order are stated below in items **5**–**12**.
- b.  **Partially granted.** The request to keep the information of a minor or minors confidential is granted only in part. Details of the order are stated below in items **5**–**12**.

**5** **Findings**

- The court finds all of the following (*all of these findings are required if granting in full or in part*):
  - a. The right to privacy of the minors listed in item **6** overcomes the public's right of access to the information;
  - b. There is a substantial probability that the interests of the minors listed in item **6** will be prejudiced if the information is not kept confidential;
  - c. The order is narrowly tailored; and
  - d. No less restrictive means exist to protect the privacy of the minors in item **6**.

**6**  **Minors Subject to This Order**

This order protects the information listed in item **7** for the following minors:

- a. Name: \_\_\_\_\_
- b. Name: \_\_\_\_\_
- c. Name: \_\_\_\_\_
- d. Name: \_\_\_\_\_

*Check here if there are additional minors. Attach a sheet of paper and write "Attachment 6—Additional Minors" for a title.*

References in this order to “the minor” refer to all minors listed here.

**7** **Information to Be Kept Confidential From Public**

**WARNING:** Unless authorized by the court or by law, if the information listed below is misused or disclosed to anyone other than law enforcement you may be sanctioned up to \$1,000 or face other court penalties. See Code of Civil Procedure section 527.6(v)(3) for the limited situations in which disclosures can be made without a court order.

The following information must be kept confidential and not viewable by the public. (*Check all that apply.*)

a.  **Name of minor**

True name of minor in item <b>6</b> <i>(to be kept confidential)</i>	Initials viewable by the public <i>(to be used in redacted version)</i>

**This is a Court Order.**





b.  **Address of minor**

The following addresses of the minors listed in item ⑥ must be redacted and must not be viewable by the public: \_\_\_\_\_

\_\_\_\_\_

c.  **Information relating to minor (check one):**

(1)  The information CIRCLED in the attached copy of form CH-100 or other document or form is made confidential by this order.

(2)  The information below is made confidential by this order:

<b>Location of Information</b> <i>(for example, form #, page #,  paragraph #, line #,  attachment #, or exhibit #)</i>	<b>Information to Be Redacted</b> <i>(not viewable by the public)</i>
---	--

(a) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(d) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 7c(2)" for a title.

d.  **Other:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**8 Information to Be Kept Confidential From the Restrained Person**

The restrained person (*full name*), \_\_\_\_\_, will have access to the following information checked in item **7** to comply with the protective order and prepare a response:

- a.  All the information, unredacted.
- b.  All the information except for the following:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 8b" for a title.

**9 People Who May Have Access to Unredacted Court Documents**

a. The minor's (*check all that apply*):

- (1)  School and after-school program
- (2)  Minor's childcare provider
- (3)  Supervised visitation provider
- (4)  Other (*name*): \_\_\_\_\_

b. may be given copies of unredacted documents from this case with the following information:

- (1)  Minor's name
- (2)  Minor's address
- (3)  Minor's information listed in item 7c.

c. Law enforcement may have access to any information in this case that is necessary to enforce the restraining order.

**This is a Court Order.**



**10 Responsibility for Redacting All Forms and Documents**

- a. All forms and documents submitted with the request for confidentiality **must be redacted and filed with the court** no later than *(number of court days or date)* \_\_\_\_\_ by the:
- (1)  Court
  - (2)  Person making the request
  - (3)  Other \_\_\_\_\_
- b. The redacted documents must be filed in a public file and the unredacted documents must be filed in a confidential file.

**11 Court Records and Hearings**

The information listed in item **7** must NOT be disclosed by the court in any:

- a. Registers of actions, indexes, court calendars, court transcripts, or minute orders in this case, or any civil case with the same parties, in the State of California.
- b. Future court hearings, including any documents introduced during a hearing in this case, or any civil case with the same parties, in the State of California.

**12 To All Parties**

- a. The information made confidential by this order must NOT be made public in this case, or any other civil case with the same parties in the State of California.
- b. If you file a document in this case or any case noted above in 12a that includes information listed in item **7**, you must attach *Cover Sheet for Confidential Information* (form CH-175) to the front, and include a copy of this order if there is not already one in the case.

**This is a Court Order.**



**13 To the Person Making the Request for Confidentiality**

You must do the following:

- a.  Have a copy of each form listed in item c below **personally served** on (given to) the restrained person.  
(See form CH-200-INFO to find out how to meet this requirement. Personal service is required when the protected person is making this request and when forms CH-100, CH-109, and CH-110 have NOT been served on the restrained person.)
- b.  Have a copy of each form listed in item c mailed to the:
- (1)  Restrained person
  - (2)  Protected person
  - (3)  Other: \_\_\_\_\_  
(See form POS-030, Proof of Service by First-Class Mail - Civil, to find out how to meet this requirement.)
- c. Forms to serve:
- (1) Form CH-170, Notice of Order Protecting Information of Minor  
**(Form CH-170 should be the first page with all other forms stapled behind it.)**
  - (2)  Form CH-100, Request for Domestic Violence Restraining Order
  - (3)  Form CH-109, Notice of Court Hearing
  - (4)  Form CH-110, Temporary Restraining Order
  - (5)  Form CH-160, Request to Keep Minor's Information Confidential  
 Unredacted       Redacted (if item 8b on CH-165 is checked)
  - (6) Form CH-165, Order on Request to Keep Minor's Information Confidential  
 Unredacted       Redacted (if item 8b on CH-165 is checked)
  - (7) Form CH-175, Cover Sheet for Confidential Information (leave blank)
  - (8)  Other: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
*Judge (or Judicial Officer)***Instructions to Clerk**

1. The originals of all unredacted documents containing the information checked in item 7 must be kept in a confidential file and must NOT appear in any **register of action, calendar, index, minute order, or transcript** in this case, or any civil case with the same parties, in the State of California.
2. For any copies provided that include confidential information, use *Notice of Order Protecting Information of Minor* (form CH-170) as a cover sheet for each set of forms.
3. Any information listed in item 8b must not be available to the restrained person and must be filed in a confidential file.

**This is a Court Order.**

*Clerk stamps date here when form is filed.***1 Confidential Information**

The court has made some information in this case confidential. Details of the order for confidentiality are in form CH-165, *Order on Request to Keep Minor's Information Confidential*. Confidential information may be given **only** to law enforcement to enforce the restraining order.

**2 Documents Attached to This Notice**

The following documents contain confidential information:

- a.  Form CH-100, *Request for Civil Harassment Restraining Orders*
- b.  Form CH-109, *Notice of Court Hearing*
- c.  Form CH-110, *Temporary Restraining Order*
- d.  Form CH-130, *Civil Harassment Restraining Order After Hearing*
- e.  Form CH-160, *Request to Keep Minor's Information Confidential*
- f.  Form CH-165, *Order on Request to Keep Minor's Information Confidential*
- g.  Form CH-175, *Cover Sheet for Confidential Information* (leave blank)
- h.  Other: \_\_\_\_\_

*Fill in court name and street address:***Superior Court of California, County of***(Court fills in this case number when form is filed.)***Case Number:****Instructions to Clerk**

When providing copies of unredacted filed documents to any party, you must attach this cover sheet on top of the document or set of documents. Complete item **2** to indicate the forms that are attached.

**3 Filing Documents**

If you file any document that contains any confidential information in this case or other civil case with the same parties, **you MUST also use form CH-175 as a cover sheet**. See form CH-165, item **7** for all information made confidential by the court.

**4 To person receiving this notice:**

Unless authorized by the court or by law, **you may be sanctioned up to \$1,000 or face other court penalties** if you misuse or disclose the information that is confidential in this case to anyone other than law enforcement. See Code of Civil Procedure section 527.6(v)(3) for the limited situations in which disclosures can be made without the court's permission.

Clerk stamps date here when form is filed.

Instructions

Use this cover sheet:

When information about a minor has been made confidential (granted on form CH-165, Order on Request to Keep Minor's Information Confidential, and you want to file a document or form that includes confidential information (see form CH-165, item 7).

How to use this cover sheet

- Make two copies of the documents you want to file.
Complete this form, place it on top of the documents (both copies) you want to file, and file them with the court.

Large empty box for clerk stamping date.

Fill in court name and street address:

Superior Court of California, County of

Fill in the case number:

Case Number:

Instructions to Clerk

- 1. The court must review and approve a redacted version of documents attached to this cover sheet before filing.
2. Once approved by the court, file the redacted version in a public file.
3. File the unredacted version and this cover sheet in a confidential file.

1 Parties in This Case

- a. Person who filed the case: (Name):
b. Other party or parties: (Name):

2 Information About the Order for Confidentiality

- a. The order was made in (check one):
(1) This case.
(2) Another civil case:
(a) Case number:
(b) County it was filed in:
Attach a copy of the order (form CH-165) if you have one.
b. Minor protected by confidentiality order:
(1) Name:
(2) Name:
Check here if you need more space. Include the information on a separate piece of paper, write "Attachment 2" on the top, and attach it to this form.

3 I have attached two copies of the following documents:

- Form CH-
Other form or document (describe):

4 Signature

Date:

Type or print your name

Sign your name

Check here if you are a lawyer.

**DRAFT****2020****Not approved by  
the Judicial Council****Instructions****Who should complete this form?**

Use this form if you want to ask the court to give you information about a minor that has been made confidential in a civil harassment restraining order case. After you file this form with the court, the court will provide a copy of this request to the person who made the request to keep the minor's information confidential. That person will have an opportunity to disagree with your request before the court makes a decision on your request.

**What do I do if I received a completed copy of this form?**

The person in ② is asking the court for access to information that has been made confidential (see item ③ on page 2 of this form). If you do NOT agree with this request, complete and file *Response to Request for Release of Minor's Confidential Information* (form CH-178), by the deadline listed on form CH-177, item ④.

Fill in court name and street address:

**Superior Court of California, County of**

Fill in case number:

**Case Number:****① Parties in This Case****a. Protected party (check one)**

- Name of protected party is: \_\_\_\_\_
- Name of protected party is confidential in this case.

**b. Restrained party (check one)**

- Name of restrained party is: \_\_\_\_\_
- Name of restrained party is confidential in this case.

**② My Information**

My full name is: \_\_\_\_\_

 I am applying on behalf of (*name of entity*): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

How do you know the minor? \_\_\_\_\_

My contact information (*optional*):

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Lawyer's information (*skip if you do not have a lawyer*):

Name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

**This is not a Court Order.**

**3**  **My Request Involves One Minor**

I ask the court to release the confidential information checked below (*check all that apply*):

- a.  Minor's name
- b.  Minor's address
- c.  Other information about the minor

(Please describe the information that you want released to you. For example, you can describe where the information is located by providing the form #, page #, and item # of where the information is located.)

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Check this box if you need more space for your answer. Attach a piece of paper to this form and write "Attachment 3c" at the top.

**4**  **My Request Involves More Than One Minor**

a.  The information I ask the court to release is the **same for all minors**.

- (1)  Minors' names
- (2)  Minors' address(es)
- (3)  Other information about the minors

(Please describe the information that you want released to you. For example, you can describe where the information is located by providing the form #, page #, and item # of where the information is located.)

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b.  The information I ask the court to release is **not the same for all minors**.

(Please describe the confidential information that you want released to you by the court for each minor. If the minor's name was made confidential use the initials or name used by the court to identify each minor.)

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Check this box if you need more space for your answer. Attach a piece of paper to this form and write "Attachment 4" at the top.

**This is not a Court Order.**







*Clerk stamps date here when form is filed.***DRAFT****2020****Not approved by  
the Judicial Council**

**The court sent you this notice because someone has asked the court to release confidential information about a minor.**

You have the right to tell the court if you disagree with the request to release confidential information. You have until the deadline listed below in item ④ . For next steps, see the instructions on page 2.

*Fill in court name and street address:***Superior Court of California, County of***Court fills in case number when form is filed.***Case Number:****① Parties in this case**a. Protected Party (*check one*):

- Name of protected party is: \_\_\_\_\_
- Name of protected party is confidential in this case

b. Restrained Party (*check one*):

- Name of restrained party is: \_\_\_\_\_
- Name of restrained party is confidential in this case

**② Person asking for minor's confidential information**

*Full Name:* \_\_\_\_\_ wants access to information that has been made confidential in this case. To see what information the person wants access to, see *Request for Release of Minor's Confidential Information* (form CH-176), which is included with this notice.

**③ You are receiving this notice because:**

- You are the minor who made the request to keep information confidential.
- You are the parent or legal guardian who made the request to keep minor's information confidential.

**④ Deadline to disagree with request**

The person in ③ has until (*date*) \_\_\_\_\_ to file a completed *Response to Request for Release of Minor's Confidential Information* (form CH-178) with the court clerk. Form CH-178 is included with this notice.



**—Clerk's Certificate—**

[seal]

I certify that I am not a party to this case and that a true copy of the *Notice of Request for Release of Information* (form CH-177), blank copy of the *Response to Request for Release of Minor's Confidential Information* (form CH-178), *Cover Sheet for Confidential Information* (form CH-175), and a true copy of the *Request for Release of Minor's Confidential Information* (form CH-176) were mailed first class, postage fully prepaid, in a sealed envelope to the person in ③.

a. Date of mailing: \_\_\_\_\_

*(Instructions to clerk for item 4: The deadline is the first court business day after 20 days from the date of mailing.)*

b. Mailed from the courthouse listed on page 1.

c. Mailed to the address of person in ③, provided to the court on Request to Keep Minor's Information Confidential (form CH-160), filed on *(date)* \_\_\_\_\_

Date: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy

**Next Steps for person in ③**

- Form CH-176**, *Request for Release of Minor's Confidential Information*, is included with this notice. Take a close look at it to see who made the request (item ②) and what confidential information the person is asking the court to release (page 2).
  
- A blank copy of form CH-178**, *Response to Request for Release of Minor's Confidential Information*, is also included with this notice. If you do not agree with the request to release confidential information, you must complete form CH-177 and file it with the court clerk by the deadline listed in item ④ on page 1 of this form CH-177. You can also find form CH-178 at [www.courts.ca.gov/ch-178.pdf](http://www.courts.ca.gov/ch-178.pdf).
  
- After the judge makes a decision, you should receive a copy of the judge's order *Order on Request for Release of Minor's Confidential Information* (form CH-179). If you do not receive a copy of the judge's order, you can contact the court to get a copy.

*Clerk stamps date here when form is filed.***DRAFT****2020****Not approved by  
the Judicial Council** **CONFIDENTIAL** **PUBLIC VERSION (REDACTED)****Instructions****When to use this form?**

If someone is asking the court for information about a minor that has been made confidential, you can use this form to let the court know if you agree or disagree with the request.

**Who should use this form?**

You should use this form if you are a minor, parent, or legal guardian who made a request to keep information confidential.

**What do I need to complete and file this form?**

You will need three documents that you should have received with this form:

- ▶ Form CH-176, *Request for Release of Minor's Confidential Information*;
- ▶ Form CH-177, *Notice of Request for Release of Minor's Confidential Information*; and
- ▶ Form CH-175, *Cover Sheet for Confidential Information*.

You will need to give the court form CH-175 and two copies of your completed form CH-178. Make sure you take these forms to the court for filing by the deadline listed on form CH-177.

*Fill in court name and street address:***Superior Court of California, County of***Fill in case number:***Case Number:****1 Parties in This Case****a. Protected party**

Name: \_\_\_\_\_

**b. Restrained party**

Name: \_\_\_\_\_

**2 Information About the Request to Release Confidential Information**

Name of person requesting minor's confidential information \_\_\_\_\_

*(person listed on form CH-176, item 2):***This is not a Court Order.**

**3 My Information**

a. Your name: \_\_\_\_\_

b. My contact information

**! Address where I can receive mail:**

This address will be used by the court and other parties in this case to send you notices of court dates and documents. If you want to keep your home address private, you can use another address like a post office box or another person's address if you have their permission. If you have a lawyer, give your lawyer's address and contact information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Lawyer's information *(skip if you do not have one)*:

Name: \_\_\_\_\_

State Bar No.: \_\_\_\_\_

**4 Do You Agree to the Request to Release Minor's Confidential Information?**

a.  **No, I do NOT agree to the request** and do not want the court to give any confidential information to the person listed in item **2** because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is not a Court Order.**



b.  **No, to some of the request.** I agree to the person listed in item ② having some information but do NOT want the person to have access to *(check everything that you do NOT want the person in ② to have)*:

- Minor's name
- Minor's address
- Other information about the minor

**I do not want the person to have the information checked above because:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c.  **Yes, I agree to the request** and want the court to give the person listed in ② all the confidential information they requested on form CH-176.

**⑤ Serve the Person Making the Request**

You must have your server mail a redacted copy of this form (with no confidential information) to the person listed in ②. Have your server complete form [POS-030](#), *Proof of Service by First-Class Mail--Civil*, after this form is mailed and file the completed form [POS-030](#) with the court.

**⑥ Signature**

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Type or print your name

▶ \_\_\_\_\_  
Sign your name

**⑦ Lawyer's Signature** *(skip if you do not have one)*

Date: \_\_\_\_\_

▶ \_\_\_\_\_  
Lawyer's signature

**This is not a Court Order.**

*Clerk stamps date here when form is filed.*

- CONFIDENTIAL
- PUBLIC VERSION (REDACTED)

**DRAFT**

**4.2.2020**

**Not approved by  
the Judicial Council**

*Fill in court name and street address:*

**Superior Court of California, County of**

*Fill in case number:*

**Case Number:**

**Instructions to Clerk**

If item ③ is checked, file page 1 in a public file with all confidential information redacted, and discard pages 2-4. If item ④ is checked, file the original in a confidential file and a redacted copy in a public file.

**① Parties in This Case**

a. **Protected party** (check one):

- Name: \_\_\_\_\_
- Name is confidential in this case.

b. **Restrained party** (check one):

- Name: \_\_\_\_\_
- Name is confidential in this case.

**② Person Asking for Release of Minor's Confidential Information**

Full Name: \_\_\_\_\_

On behalf of (name of entity): \_\_\_\_\_

*(The court will complete item ③ if request is denied or items ④ - ⑨ if request is granted or partially granted.)*

**③  Court Denied Request or More Information Is Needed**

a.  **The court denies the request by the person in ②** to release minor's confidential information.

b.  **The court needs more information before making a decision.**

The person in ② must go to court on the date and time below to give more information why the court should release minor's confidential information.

**Court Date** →

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_

Name and address of court, if different from above:  
\_\_\_\_\_  
\_\_\_\_\_

c.  The court will mail a copy of this order to the person who made the request to keep minor's information confidential.

d. If ③ is checked, only page 1 of this order will be issued. All other pages may be discarded.

Date: \_\_\_\_\_

*Judicial Officer*

**This is a Court Order.**



**4**  **Court Granted Request**

- a.  The request made by the person in **2** is:
  - (1)  Completely granted.
  - (2)  Partially granted.
- b.  The court, on its own motion, releases minor's confidential information as described in **6**.
- c. **Details of the order are stated below in items 5 – 9 .**

**5** **Court's Findings**

- a.  In granting the request made by the person in **2** the court finds that the:
  - (1) person who made the request to keep minor's information confidential has been properly served and has had sufficient time to respond; and
  - (2) release of the minor's confidential information is *(check at least one)*:
    - (A)  necessary to prevent harassment.
    - (B)  in the minor's best interest.
- b.  The court, on its own motion, releases the minor's confidential information as described in **6** because it is *(check at least one)*:
  - (A)  necessary to prevent harassment.
  - (B)  in the minor's best interest.

**6** **Release of Confidential Information**

- a. The following persons/entities may have access to the information listed in **6** b *(check all that apply)*:
  - (1)  The person listed in **2**.
  - (2)  Minor's school *(name)*: \_\_\_\_\_.
  - (3)  Minor's after-school program *(name)*: \_\_\_\_\_.
  - (4)  Minor's childcare provider *(name)*: \_\_\_\_\_.
  - (5)  Supervised visitation provider *(name)*: \_\_\_\_\_.
  - (6)  Other *(name of person or entity)*: \_\_\_\_\_.

**This is a Court Order.**



b. This order releases minor's confidential information as follows:

**Minor 1:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Minor 2:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Minor 3:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check this box if you need more space to include more minors or more information. Attach a sheet of paper and write "Attachment 6b" for a title.

**This is a Court Order.**



7 All other information made confidential by the court and not released with the court's permission must be kept confidential. Any person who misuses or discloses the minor's confidential information to anyone other than law enforcement **may be sanctioned up to \$1,000 or face other court penalties**. See Code of Civil Procedure section 527.6(v) for the limited situations when confidential information can be disclosed without the court's permission.

8  **Service**

- a.  The court will send a copy of this order to the person listed in 2 and the minor or legal guardian who made the request to keep minor's information confidential.
- b.  The person in 2 must have a server mail a copy of this order to the minor or legal guardian who made the request for confidential information. Have the server complete and file [Proof of Service by First-Class Mail — Civil \(form POS-030\)](#) after the copy has been mailed.

9  **Other Orders:**

\_\_\_\_\_

\_\_\_\_\_

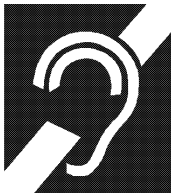
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
*Judge (or Judicial Officer)*



**Request for Accommodations**

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to [www.courts.ca.gov/forms.htm](http://www.courts.ca.gov/forms.htm) for *Request for Accommodations by Persons With Disabilities and Response* (form MC-410). (Civ. Code, § 54.8.)

**—Clerk's Certificate—**

Clerk's Certificate  
[seal]

I certify that this *Order on Request for Release of Minor's Confidential Information (Civil Harassment Prevention)* (form CH-179) is a true and correct copy of the original on file in the court.

Date: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy

**This is a Court Order.**

Clerk stamps date here when form is filed.

**Draft- Not approved by  
Judicial Council  
3.19.20**

Fill in court name and street address:

**Superior Court of California, County of**

Court fills in case number when form is filed.

**Case Number:**

**1 Name of Person Asking for Order:**

\_\_\_\_\_

Your lawyer in this case (if you have one):

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**Address** (If you have a lawyer for this case, give your lawyer's information. If you do not have a lawyer and want to keep your home address private, give a different mailing address instead. You do not have to give your telephone, fax, or e-mail.)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_


**2 Name of Person to Be Restrained:**

\_\_\_\_\_

*The court will fill out the rest of this form.*

**3 Notice of Hearing**

**A court hearing is scheduled on the request for restraining orders against the person in 2:**

	Date: _____	Time: _____	Name and address of court if different from above: _____
	Dept.: _____	Room: _____	_____
	_____		

**4 Temporary Restraining Orders (Any orders granted are attached on form DV-110.)**

a. Temporary Restraining Orders for personal conduct and stay-away orders as requested in form DV-100, *Request for Domestic Violence Restraining Order*, are (check only one box below):

- (1)  All **GRANTED** until the court hearing.
- (2)  All **DENIED** until the court hearing. (Specify reasons for denial in b, below.)
- (3)  Partly **GRANTED** and partly **DENIED** until the court hearing. (Specify reasons for denial in b, below.)

b. Reasons for denial of some or all of those personal conduct and stay-away orders as requested in form DV-100, *Request for Domestic Violence Restraining Order*, are:

- (1)  The facts as stated in form DV-100 do not show reasonable proof of a past act or acts of abuse. (Family Code, §§ 6320 and 6320.5.)
- (2)  The facts do not describe in sufficient detail the most recent incidents of abuse, such as what happened, the dates, who did what to whom, or any injuries or history of abuse.
- (3)  Further explanation of reason for denial, or reason not listed above:

\_\_\_\_\_  
\_\_\_\_\_



**5 Confidential Information Regarding Minor**

- a.  A Request to Keep Minor's Information Confidential (form DV-160) was made and **GRANTED** (see form DV-165, Order on Request to Keep Minor's Information Confidential, served with this form.)
- b. **If the request was granted, the information described on the order (form DV-165, item 7) must be kept CONFIDENTIAL. The disclosure or misuse of the information is punishable as a sanction, with a fine of up to \$1,000 or other court penalties.**

**6 Service of Documents by the Person in 1**

At least  five  \_\_\_\_\_ days before the hearing, someone age 18 or older—not you or anyone to be protected—must personally give (serve) a court file-stamped copy of this form (DV-109, Notice of Court Hearing) to the person in 2 along with a copy of all the forms indicated below:

- a. DV-100, Request for Domestic Violence Restraining Order (file-stamped)
- b.  DV-110, Temporary Restraining Order (file-stamped) **IF GRANTED**
- c. DV-120, Response to Request for Domestic Violence Restraining Order (blank form)
- d. DV-120-INFO, How Can I Respond to a Request for Domestic Violence Restraining Order?
- e. DV-250, Proof of Service by Mail (blank form)
- f.  DV-170, Notice of Order Protecting Information of a Minor, and DV-165, Order on Request to Keep Minor's Information Confidential (file-stamped), **IF GRANTED**
- g.  Other (specify): \_\_\_\_\_

Date: \_\_\_\_\_

Judicial Officer

**Right to Cancel Hearing: Information for the Person in 1**

- If item 4a(2) or 4a(3) is checked, the judge has denied some or all of the temporary orders you requested until the court hearing. The judge may make the orders you want after the court hearing. You can keep the hearing date, or you can cancel your request for orders so there is no court hearing.
- If you want to cancel the hearing, use form DV-112, Waiver of Hearing on Denied Request for Temporary Restraining Order. Fill it out and file it with the court as soon as possible. You may file a new request for orders, on the same or different facts, at a later time.
- If you cancel the hearing, do not serve the documents listed in item 6 on the other person.
- If you want to keep the hearing date, you must have all of the documents listed in item 6 served on the other person within the time listed in item 6.
- At the hearing, the judge will consider whether denial of any requested orders will jeopardize your safety and the safety of children for whom you are requesting custody or visitation.
- You must come to the hearing if you want the judge to make restraining orders or continue any orders already made. If you cancel the hearing or do not come to the hearing, any restraining orders made on form DV-110 will end on the date of the hearing.



**To the Person in ① :**

- The court cannot make the restraining orders after the court hearing unless the person in ② has been personally given (served) a copy of your request and any temporary orders. To show that the person in ② has been served, the person who served the forms must fill out a proof of service form. form DV-200, *Proof of Personal Service*, may be used.
- For information about service, read form DV-200-INFO, *What Is “Proof of Personal Service”?*
- If you are unable to serve the person in ② in time, you may ask for more time to serve the documents. Read form DV-115-INFO, *How to Ask for a New Hearing Date*.

**To the Person in ② :**

- If you want to respond in writing, mail a copy of your completed form DV-120, *Response to Request for Domestic Violence Restraining Order*, to the person in ① and file it with the court. You cannot mail form DV-120 yourself. Someone age 18 or older — **not you** — must do it.
- To show that the person in ① has been served by mail, the person who mailed the form must fill out a proof of service form. Form DV-250, *Proof of Service by Mail*, may be used. File the completed form with the court before the hearing and bring a copy with you to the hearing.
- For information about responding to a restraining order and filing your answer, read form DV-120-INFO, *How Can I Respond to a Request for Domestic Violence Restraining Order?*
- Whether or not you respond in writing, go to the hearing if you want the judge to hear from you before making an order. You may tell the judge why you agree or disagree with the orders requested. You may bring witnesses and other evidence.
- **At the hearing, the judge may make restraining orders against you that could last up to five years.**
- **The judge may also make other orders about your children, child support, spousal support, money, and property and may order you to turn in or sell any firearms that you own or possess.**



**Request for Accommodations**

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk’s office or go to [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms) for *Request for Accommodations by Persons with Disabilities and Response* (form MC-410). (Civ. Code, § 54.8.)

*(Clerk will fill out this part.)*

**—Clerk's Certificate—**

*Clerk’s Certificate*  
*[seal]*

I certify that this *Notice of Court Hearing* is a true and correct copy of the original on file in the court.

Date: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy

When do I use this form?

Complete this form if you want the court to keep information about a minor in a domestic violence restraining order proceeding confidential and not available to the public or the restrained person. If you only want to keep your home address confidential, you may use a mailing address on your other forms rather than using this form.

What if there is information I don't want the restrained person to have?

You can make this request at item (8) if you want to ask the court to keep information confidential from the restrained person. If the court grants your request to keep certain information confidential from the restrained person, the information will have to be redacted (whited or blacked out) from all forms before the restrained person gets a copy. But be aware that if the court denies your request, the information may be provided to the restrained person.

Who will see this form?

The public will NOT have access to this form.

The restrained person will have access to the entire form unless the court grants item (8) on this form.

Clerk stamps date here when form is filed.

Draft- Not approved by Judicial Council 03.26.20

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:

1 Parties in This Case

a. Person who requested restraining order (form DV-100, item (1)):

Full Name: \_\_\_\_\_

b. Person to be restrained (form DV-100, item (2)):

Full Name: \_\_\_\_\_

2 Person Making Request for Confidentiality

a. Full Name: \_\_\_\_\_

b. I am:

(1) [ ] The minor requesting confidentiality.

(2) [ ] The [ ] parent [ ] legal guardian of the minor or minors listed below.

List all the minors that you are making the request for:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_


Name: \_\_\_\_\_

[ ] Check here if there are additional minors. Attach a sheet of paper and write "Attachment 2b(2)—Additional Minors" for a title.

This is not a Court Order.



**3 Contact Information****Address where you can receive mail**

 This address will be used by the court and the person in **(2)** to notify you in this case. If you want to keep your home address private, you can use another address like a post office box or another person's address, if you have their permission. If you have a lawyer, give your lawyer's address and contact information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Your contact information (optional)**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Lawyer's information (skip if you do not have one)**

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

**4  Requests for More Than One Minor (only for parents or legal guardians)**

I am making this request for two or more minors.

- a.  The information I want confidential (as checked in item **(5)**) is the SAME for all minors.  
 b.  The information I want confidential (as checked in item **(5)**) is NOT the same for all minors.

(If you checked 4b, make sure you list all the information you want confidential for each minor in **(5)**. If you need more space in **(5)**, attach a separate piece of paper.)

**5 Information to Be Kept Confidential from the Public**

I want the information checked below to be made confidential and NOT available to the public.

 (Check all that apply)a.  **Minor's name**

(Note: If your request is granted, the public will not have access to **the minor's name** in this case, but law enforcement must be given this information.)

b.  **Minor's address**

(Note: You do NOT have to make this request if you use a mailing address that does not need to be kept confidential. Use that mailing address on all forms in this case and any other civil case.)

The address I want kept confidential is: \_\_\_\_\_

**This is not a Court Order.**

c.  **Information relating to the minor**

**!** (Note: If information relating to the minor is made confidential by the court, the public will not have access to this information but the restrained person must be given the information that is necessary to comply with the restraining order and to respond to the restraining order request. Also, the court may give permission to release confidential information in this case to other people like the minor's childcare provider or school, or anyone who needs the information to protect the minor's best interest or to prevent abuse.)

Describe all information in the documents that will be filed that you want kept confidential.

You may either (*check one*):

- (1)  Attach a copy of form DV-100 or other document that you are filing. Circle all the information you want kept confidential.
- (2)  List the information below, identifying the location of the statements in form DV-100 or other document that you are filing.

<b>Location of Information</b> <i>(for example, form #, page #, paragraph #, line #, attachment #, or exhibit #)</i>	<b>Information to Be Redacted</b> <i>(not viewable by the public)</i>
---	--

(a) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(b) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(c) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(d) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 5c(2)" for a title.

**This is not a Court Order.**





**6 Reasons for Request**

To approve your request in 5, the court must expressly find all of the following:

- The minor's right to privacy overcomes the public's right to access the information;
- There is a substantial probability that the minor's interest will be prejudiced if the information is not kept confidential;
- The order to keep the information confidential is narrowly tailored; and
- No less restrictive means exist to protect the minor's privacy.

Use these four requirements to help you answer the questions below.

a. Why should the information about the minor provided in item 5 be kept private or confidential from the public?

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Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 6a" for a title.

b. What do you think would happen if the information was NOT made private or confidential?

---

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---

---

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---

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 6b" for a title.

**This is not a Court Order.**



**(Skip item 7 and 8d if you are not requesting a restraining order at the same time as this request.)**

**7 If any portion of the request for confidentiality from the public (item 5) is denied, I want to (check one):**

a.  **Cancel my request for restraining order**

I ask the court NOT to make a decision on my *Request for Domestic Violence Restraining Order* (form DV-100). I understand that cancelling my request means that I will not receive a restraining order at this time. *(Note: You may file a request on the same or different facts at a later date.)*

b.  **Move forward with my request for restraining order**

I ask the court to make a decision on my *Request for Domestic Violence Restraining Order* (form DV-100). *(Note: Choosing this option means that all of the information in your completed form DV-100 and other court papers in this case will be available to the public and must be seen by the restrained person.)*

**8  Information to Be Kept Confidential from the Restrained Person**

*(Note: The restrained person must be given information necessary to comply with the restraining order and to respond to the restraining order request.)*

I do not want the restrained person to have access to some of the information checked in item 5.

a. What information do you want to be confidential and not given to the restrained person?

(1)  Minor's name

(2)  Minor's address

(3)  Other information relating to the minor from item 5 (specify):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Why should the information listed in 8a be kept confidential and not given to the restrained person?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

c. What do you think would happen if the information listed in 8a is given to the restrained person?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 8" for a title.

**This is not a Court Order.**



- d.  If any portion of the request for confidentiality from the restrained person (item 8) is denied, I want to:
- (1)  **Cancel my request for restraining order**  
I ask the court NOT to make a decision on my *Request for Domestic Violence Restraining Order* (form DV-100). I understand that canceling my request means that I will not receive a restraining order at this time. (Note: You may file a request on the same or different facts at a later date.)
- (2)  **Move forward with my request for restraining order**  
I ask the court to make a decision on my *Request for Domestic Violence Restraining Order* (form DV-100). (Note: Choosing this option means that all of the information in your completed form DV-100 and other court papers in this case must be seen by the restrained person.)

**9 People I Want To Have Access To Confidential Information**

(Note: If you want other people to have unredacted copies of restraining order forms in this case, you should complete this item.)

- a. If my request in item 5 is granted, I want to be allowed to give the following people/entities (check all that apply):
- (1)  Minor's school and after-school program
- (2)  Minor's childcare provider
- (3)  Supervised visitation provider
- (4)  Other (name of person or entity): \_\_\_\_\_
- b. copies of documents from this case with the following information (check all that apply):
- (1)  Minor's name
- (2)  Minor's address
- (3)  Information listed in item 5c.

**10** Number of pages attached to this form, if any: \_\_\_\_\_

**11 Signature**

I declare under penalty of perjury under the laws of the State of California that the information above and all attached papers are true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Type or print your name

\_\_\_\_\_  
Sign your name

**12 Lawyer's Signature** (skip if you do not have one)

Date: \_\_\_\_\_

\_\_\_\_\_  
Lawyer's signature

**This is not a Court Order.**

**Can I keep information about a minor confidential?**

Yes. In a domestic violence restraining order case, you can ask a judge to make information about a minor confidential. Confidential means that the public is unable to see the information, because the information is kept private. This is important because most papers in your court case are available for the public to see. This means anyone can view information on your papers, including information about a minor. If the judge grants your request, the public will not be able to see the minor's information on your paperwork.

**Who can make this request?**

Several people can make this request, including a minor's parent or legal guardian.



Any minor protected by a restraining order can make this request, as well. Also, any person, including a minor, who is the accused person in a case may make this request.

A minor can make this request without the help of an adult. This depends on the minor's age, though. If the minor is 12 years old or younger, the judge may want an adult to help the minor make this request.

For more information on who can make this request, contact your local self-help center or a lawyer.

**What information can I ask the judge to make confidential?**

A judge can make any information about a minor confidential. That means that you can ask to make confidential the minor's name, address, any statements about the minor's abuse, or any abuse the minor witnessed.

If you want to protect the minor's address only, you do not have to make this request. Instead, you can use a different address on your restraining order request, such as a mailing address that is not where the minor lives, a P.O. box, or someone else's address. If you use someone else's address, be sure to get their permission first.

Whatever address you use, make sure you will get your mail regularly. This is important, because the address you use is the address the court and other party will use to send you papers for your case.

**Does this request cost money?**

No, this request is free.

**I need an interpreter. How can I get help?**

You may use [form INT-300](#) to request an interpreter. Ask court staff for information.

**I have a disability. How can I get help?**

You may use [form MC-410](#) to request assistance. Contact the disability/ADA coordinator at your local court for more information.

**Do I need a lawyer to make this request?**

No, but this type of request can be hard to get through on your own. Free help may be available at your local court's self-help center. (See below.)

**Where can I find a self-help center?**

Find your local court's self-help center at [www.courts.ca.gov/selfhelp](http://www.courts.ca.gov/selfhelp). Self-help center staff will not act as your lawyer but **may be able** to give you information to help you decide what to do in your case.

**Where can I find other help?**

The National Domestic Violence Hotline provides free and private safety tips and help in over 100 languages. Call them at 1-800-799-7233; 1-800-787-3224 (TTY); or visit online at [www.thehotline.org](http://www.thehotline.org).

**What do I have to do to make information about a minor confidential?**

If you're ready to start the process for this request, go to page 2 to see a checklist of steps you need to complete in order to ask the judge to make information about a minor confidential.



**What do I have to do to make information about a minor confidential?**

**○ Step 1: Complete the forms.**

You will need to complete these forms to make your request:

- [Form DV-160](#)
- [Form DV-165](#) (complete items 1 and 2 only)

You can find these forms online at [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms).

▶ See tips to complete the forms.

To request a restraining order, you need to complete different forms. See form [DV-505-INFO](#) for a list of forms you need to complete to request a restraining order.



You can use these steps as a checklist.

**▶ Tips for Step 1: Complete the forms**

**I only want to protect the minor's address.** If you only want to protect the minor's address, you do not have to make this request. See "What information can I ask the judge to make confidential?" on page 1 for more information.

**I want to protect more than one minor.** Only an adult who is the minors' parent or legal guardian may make a request to protect more than one minors' information.

**I want to give the minor's school or other people copies of court orders from this case.**

If the court grants your request to make information regarding a minor confidential, you may want to ask the court for permission to give other people copies of certain documents in your case. For example, if the minor's name was made confidential and the restraining order protects the minor, you may want the minor's school to have a copy that is unredacted (shows the minor's name). You can make this request at item 9 on form DV-160.

**My right to cancel my restraining order request.**

You have the right to cancel your request for a restraining order if the judge does not grant your request to make information confidential. This right only applies if you are asking for a restraining order at the same time as your request to make information confidential. To cancel your request for a restraining order, check the box on [form DV-160](#), item 7a, and item 8d(1), if it applies.



If you cancel your request for a restraining order, you will **not** receive a domestic violence restraining order at this time.

If, **after** canceling your request for a restraining order, you want to ask for a restraining order based on the same facts, you must start the process over. See [form DV-505-INFO](#) for more information.

**○ Step 2: Take the forms to your court clerk to file.**

Find out which courthouse to take your forms to by calling your local court or searching online at [www.courts.ca.gov/find-my-court.htm](http://www.courts.ca.gov/find-my-court.htm).

**○ Step 3: Understand the judge's order.**



The judge will write your orders on [form DV-165](#). The judge will **grant** or **deny** your request.

▶ See page 3 for what this means.

**○ Step 4: Give court papers to other parties.**

In some cases, you will need to have your server give court papers to the other parties in your case. This process is called service.

▶ See page 4 for tips to complete service.



**► Tips for Step 3:  
Understand the judge's order.**

Look at [form DV-165](#) to see what the judge decided.

**What if the judge granted my request?**

Look closely at [form DV-165](#), **items 7 and 8**, to see what information the judge made confidential in your case. If the judge granted your request to keep information confidential, the information the judge decided to keep confidential will not be available to the public. The information will be available only to the parties in the case.

At times, the judge may make information confidential from the other party in your case. If this happens, the judge will complete box **8b** on [form DV-165](#).

Now, take a close look at item **9** on [form DV-165](#). This tells you who is responsible for redacting the information on your paperwork and deadline for filing it with the court.

Redacting means to hide (blacken or whiten out) information so it cannot be seen. If the judge makes you responsible for redacting the information, your local self-help center may be able to help you.

**What if the judge did not grant (denied) my request?**

This means that if you move forward with your case, the minor's information will not be confidential on your paperwork. This is important because anyone can go to your local courthouse and ask to see the documents you filed in this case.

If the judge does not grant your request, you may have other legal options available to you. Visit your local court's self-help center or talk with a lawyer.

**► What if I asked to cancel my restraining order request?**

If you checked box 7a or 8d(1) on [form DV-160](#) and the judge denied your request, the paperwork you turned in with this request will not be available to the public, except for page 1 of [form DV-165](#). This includes [form DV-100](#) and any proposed order forms. The court will either return these forms to you, destroy them, or delete them from its records unless you give the court permission to file the forms.

**► What if I file documents with the court in the future?**

If you file documents with the court in the future, be sure to use [form DV-175](#) as a cover sheet and follow the instructions at the top of the form.

**Is there a penalty for disclosing confidential information?**

Misusing or giving out confidential information can result in the court ordering you to pay up to \$1,000 or other court penalties. You will not be penalized if you:

- Give information to police to help them enforce the judge's orders, or
- If you are the minor who has claimed abuse.



► **Tips for Step 4: Give court papers to all parties in your case.**

In some cases, the judge will order you to serve your court papers. Look at [form DV-165](#) to see what the judge decided.



What did the judge decide in your case?

The judge **granted** my request to keep some of the minor's information confidential.

**Your papers must be served.  
Follow steps 1–5 below.**

The judge **denied** (did not grant) my request to keep some information confidential. The **case is still open** because there are other issues for a judge to decide on, like divorce or custody.

**If this is your situation, forms DV-160 and DV-165 must be served by mail or in person.  
Follow steps 3–5 below.**

The judge **denied** (did not grant) my request to keep some information confidential. I **canceled** my request for a restraining order and there is **no other issue** in this case for a judge to decide on.

**Your papers do not need to be served.  
You may stop here.**

**Step 1: Find out which papers you need to serve.**

The judge will check which papers you need to serve to the other parties in your case on [form DV-165](#), item 13.

**Step 2: Find out whether you need to serve the other parties personally or by mail.**


The judge will check how you need to serve your court papers to the other parties in your case on [form DV-165](#), item 13.

If the judge checks item 13a, you will need to have your server personally serve (give) your court papers to the other parties in your case.

If the judge checks item 13b, you will need to have your server mail your court papers.

**Step 3: Choose a server.**

The person who serves your papers is called a server. Your server must be at least 18 years old, not protected by the restraining order, and not involved in your case. **You are not allowed to serve your own court papers.**

 Some situations may be dangerous. Think about people's safety when deciding who you choose to serve your court papers.

A sheriff or marshal will serve your court papers for free. Another option is a process server.

A process server is a business you pay to deliver court papers. To hire a process server, look for "process server" on the internet or in the yellow pages.

**Step 4: Have your server give your court papers to all parties.**

For personal service, give your server your court papers as well as [form DV-200](#).

For service by mail, give your server your court papers as well as [form DV-250](#).

**Step 5: File proof with the court.**

The court needs proof that your papers were served. After your server completes [form DV-200](#) or [form DV-250](#), take it to the court to file in your case.

If the sheriff or marshal served your papers, they may use another form for proof instead of [form DV-200](#). Make sure a copy is filed with the court and that you get a copy.

For more information, read [form DV-200-INFO](#) or ask your local court's self-help center for help.

Clerk stamps date here when form is filed.

Draft- Not approved by Judicial Council

03.26.20

CONFIDENTIAL PUBLIC VERSION (REDACTED)

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:

Instructions to Clerk: If item 3 is checked, file page 1 in a public file and discard pages 2-6.

1 Parties in This Case

- a. Person who requested restraining order (form DV-100, item 1): Full Name:
b. Person to be restrained (form DV-100, item 2): Full Name:

2 Person Making Request for Confidentiality

Full Name:

(Court will complete item 3 if request is denied or items 4-13 if request is granted or partially granted.)

3 Court Denied Request or More Information Needed

- a. Denied. The request to keep information of a minor or minors confidential is denied.
(1) The court will NOT make a decision on the Request for Domestic Violence Restraining Order (form DV-100).
(2) The court will make a decision on the Request for Domestic Violence Restraining Order (form DV-100).
b. More information is needed for court decision. You must go to court on the date and time below.

Hearing Date box with fields for Date, Time, Dept., Room, and Name and address of court if different from above.

c. If 3 is checked, only this page of this order form will be issued. All other pages may be discarded.

Date:

Judge (or Judicial Officer)

This is a Court Order.





*Court will complete the rest of this form if the request is partially or fully granted*

**4**  **Court Granted Request**

- a.  **Granted in full.** The request to keep the information of a minor or minors confidential is granted in full. Details of the order are stated below in items **5–12**.
- b.  **Partially granted.** The request to keep the information of a minor or minors confidential is granted only in part. Details of the order are stated below in items **5–12**.

**5** **Findings**

- The court finds all of the following (*all of these findings are required if granting in full or in part*):
  - a. The right to privacy of the minors listed in item **6** overcomes the public's right of access to the information;
  - b. There is a substantial probability that the interests of the minors listed in item **6** will be prejudiced if the information is not kept confidential;
  - c. The order is narrowly tailored; and
  - d. No less restrictive means exist to protect the privacy of the minors in item **6**.

**6**  **Minors Subject to This Order**

This order protects the information listed in item **7** for the following minors:

- a. Name: \_\_\_\_\_
- b. Name: \_\_\_\_\_
- c. Name: \_\_\_\_\_
- d. Name: \_\_\_\_\_

Check here if there are additional minors. Attach a sheet of paper and write "Attachment 6—Additional Minors" for a title.

References in this order to “the minor” refer to all minors listed here.

**7** **Information to Be Kept Confidential from the Public**

**WARNING:** Unless authorized by the court or by law, if the information listed below is misused or disclosed to anyone other than law enforcement, you may be sanctioned up to \$1,000 or face other court penalties. See Family Code section 6301.5 for the limited situations in which disclosures can be made without a court order.

The following information must be kept confidential and not viewable by the public. (*Check all that apply.*)

a.  **Name of minor**

**True name of minor in item **6****  
*(to be kept confidential)*

**Initials viewable by the public**  
*(to be used in redacted version)*


**This is a Court Order.**



b.  **Address of minor**

The following addresses of the minors listed in item ⑥ must be redacted and must not be viewable by the public: \_\_\_\_\_

\_\_\_\_\_

c.  **Information relating to minor (check one):**

(1)  The information CIRCLED in the attached copy of form DV-100 or other document or form is made confidential by this order.

(2)  The information below is made confidential by this order:

<b>Location of Information</b> <i>(for example, form #, page #,  paragraph #, line #,  attachment #, or exhibit #)</i>	<b>Information to Be Redacted</b> <i>(not viewable by the public)</i>
---	--

(a) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(d) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 7c(2)" for a title.

d.  **Other:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**8 Information to Be Kept Confidential from the Restrained Person**

The restrained person (*full name*) \_\_\_\_\_ will have access to the following information checked in item **7** to comply with the protective order and prepare a response:

- a.  All the information, unredacted.
- b.  All the information except for the following:

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Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 8b" for a title.

**9 People Who May Have Access to Unredacted Court Documents**

a. The minor's (*check all that apply*)

- (1)  School and after-school program
- (2)  Minor's childcare provider
- (3)  Supervised visitation provider
- Other (*name*): \_\_\_\_\_

b. may be given copies of unredacted documents from this case with the following information (*check all that apply*):

- (1)  Minor's name
- (2)  Minor's address
- (3)  Minor's information listed in item 7c.

c. Law enforcement may have access to any information in this case that is necessary to enforce the restraining order.

**This is a Court Order.**

**10 Responsibility for Redacting All Forms and Documents**

- a. All forms and documents submitted with the request for confidentiality **must be redacted and filed with the court** no later than *(number of court days or date)* \_\_\_\_\_, by the:
- (1)  Court
  - (2)  Person making the request
  - (3)  Other: \_\_\_\_\_
- b. The redacted documents must be filed in a public file, and the unredacted documents must be filed in a confidential file.

**11 Court Records and Hearings**

The information listed in item **7** must NOT be disclosed by the court in any:

- a. Registers of actions, indexes, court calendars, court transcripts, or minute orders in this case, any family law case, or any civil case with the same parties, in the State of California.
- b. Future court hearings, including any documents introduced during a hearing in this case, any family law case, or any civil case with the same parties, in the State of California.

**12 To All Parties**

- a. The information made confidential by this order must NOT be made public in this case, any family law case, or any other civil case with the same parties, in the State of California.
- b. If you file a document in this case or any case noted above in 12a that includes information listed in item **7**, you must attach form DV-175, *Cover Sheet for Confidential Information*, to the front, and include a copy of this order if there is not already one in the case.

**This is a Court Order.**



**13 To the Person Making the Request for Confidentiality**

You must do the following:

- a.  Have a copy of each form listed in item (c) below **personally served** on (given to) the restrained person.  
(See form DV-200-INFO to find out how to meet this requirement. Personal service is required when the protected person is making this request and when forms DV-100, DV-109 and DV-110 have NOT been served on the restrained person.)
- b.  Have a copy of each form listed in item (c) mailed to the:
- (1)  Restrained person
  - (2)  Protected person
  - (3)  Other: \_\_\_\_\_
- (See form DV-250 to find out how to meet this requirement.)
- c. Forms to serve:
- (1) Form DV-170, *Notice of Order Protecting Information of Minor*  
**(Form DV-170 should be the first page with all other forms stapled behind it.)**
  - (2)  Form DV-100, *Request for Domestic Violence Restraining Order*
  - (3)  Form DV-109, *Notice of Court Hearing*
  - (4)  Form DV-110, *Temporary Restraining Order*
  - (5)  Form DV-160, *Request to Keep Minor's Information Confidential*  
 Unredacted       Redacted (if item 8b on DV-165 is checked)
  - (6) Form DV-165, *Order on Request to Keep Minor's Information Confidential*  
 Unredacted       Redacted (if item 8b on DV-165 is checked)
  - (7) Form DV-175, *Cover Sheet for Confidential Information* (leave blank)
  - (8)  Other: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
*Judge (or Judicial Officer)***Instructions to Clerk**

- (1) The originals of all unredacted documents containing the information checked in item 7 must be kept in a confidential file and must NOT appear in any **register of action, calendar, index, minute order, or transcript in this case, any family law case, or any civil case with the same parties, in the State of California.**
- (2) If item 8b is checked, provide the person making this request with no more than three certified copies of forms DV-100, DV-109, and DV-110, which must include any information in item 7 but must NOT include any information listed in item 8b. Use form DV-170, *Notice of Order Protecting Information of Minor*, as a cover sheet for each set of forms.
- (3) Any information listed in item 8b must not be available to the restrained person and must be filed in a confidential file.

**This is a Court Order.**

*Clerk stamps date here when form is filed.*Draft- Not approved by  
Judicial Council  
03.18.20*Fill in court name and street address:***Superior Court of California, County of***Court fills in case number when form is filed.***Case Number:****Instructions to Clerk**

When providing copies of unredacted filed documents to any party, you must attach this cover sheet on top of the document or set of documents. Complete item ② to indicate the forms that are attached.

**① Confidential Information**

The court has made some information in this case confidential. Details of the order for confidentiality are in form DV-165, *Order on Request to Keep Minor's Information Confidential*. Confidential information may be given ONLY to law enforcement to enforce the restraining order.

**② Documents Attached to This Notice**

The following documents contain confidential information:

- a.  Form DV-100, *Request for Domestic Violence Restraining Order*
- b.  Form DV-109, *Notice of Court Hearing*
- c.  Form DV-110, *Temporary Restraining Order*
- d.  Form DV-130, *Restraining Order After Hearing*
- e.  Form DV-160, *Request to Keep Minor's Information Confidential*
- f.  Form DV-165, *Order on Request to Keep Minor's Information Confidential*
- g.  Form DV-175, *Cover Sheet for Confidential Information* (leave blank)
- h.  Other: \_\_\_\_\_

**③ Filing Documents**

If you file any document that contains any confidential information in this case, other family law case, or other civil case with the same parties, you must also use form DV-175 as a cover sheet. See form DV-165, item ⑦ for all information made confidential by the court.

**④ To person receiving this notice:**

Unless authorized by the court or by law, you may be sanctioned up to \$1,000 or face other court penalties if you misuse or disclose the information that is confidential in this case to anyone other than law enforcement. See Family Code section 6301.5(c)(2) for the limited situations in which disclosures can be made without the court's permission.

Clerk stamps date here when form is filed.

Instructions

Use this cover sheet:

When information about a minor has been made confidential (granted on form DV-165, Order on Request to Keep Minor's Information Confidential), and you want to file a document or form that includes confidential information (see form DV-165, item 7).

How to use this cover sheet

- Make two copies of the documents you want to file.
Complete this form, place it on top of the documents (both copies) you want to file, and file them with the court.

Draft- Not approved by the Judicial Council 03.18.20

Fill in court name and street address:

Superior Court of California, County of

Fill in the case number:

Case Number:

Instructions to Clerk

- 1. The court must review and approve a redacted version of documents attached to this cover sheet before filing.
2. Once approved by the court, file the redacted version in a public file.
3. File the unredacted version and this cover sheet in a confidential file.

1 Parties in This Case

- a. Person who filed the case: (Name):
b. Other party or parties: (Name):

2 Information About the Order for Confidentiality

- a. The order was made in (check one):
(1) This case.
(2) Another civil or family law case:
(a) Case number:
(b) County it was filed in:
Attach a copy of the order (form DV-165) if you have one.
b. Minor protected by confidentiality order:
(1) Name:
(2) Name:
Check here if you need more space. Include the information on a separate piece of paper, write "Attachment 2" on the top, and attach it to this form.

3 I have attached two copies of the following documents:

- Form DV-
Other form or document (describe):

4 Signature

Date:

Type or print your name

Sign your name

Check here if you are a lawyer.

*Clerk stamps date here when form is filed.*

**DRAFT**

**3.26.20**

**Not approved by  
the Judicial Council**

**Instructions**

**Who should complete this form?**

Use this form if you want to ask the court to give you information about a minor that has been made confidential in a domestic violence restraining order case. After you file this form with the court, the court will provide a copy of this request to the person who made the request to keep the minor's information confidential. That person will have an opportunity to disagree with your request before the court makes a decision on your request.

**What do I do if I received a completed copy of this form?**

The person in ② is asking the court for access to information that has been made confidential (see item ③ on page 2 of this form). If you do NOT agree with this request, complete and file form DV-178, *Response to Request for Release of Minor's Confidential Information*, by the deadline listed on item ④ on form DV-177, *Notice of Request for Release of Minor's Confidential Information*.

*Fill in court name and street address:*

**Superior Court of California, County of**

*Court fills in case number when form is filed.*

**Case Number:**

**① Parties in This Case**

**a. Protected party (check one):**

- Name of protected party is: \_\_\_\_\_
- Name of protected party is confidential in this case.

**b. Restrained party (check one):**

- Name of restrained party is: \_\_\_\_\_
- Name of restrained party is confidential in this case.

**② My Information**

My full name is: \_\_\_\_\_

I am applying on behalf of (name of entity): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

How do you know the minor? \_\_\_\_\_

**My contact information (optional):**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Lawyer's information (skip if you do not have a lawyer):**

Name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

**This is not a Court Order.**





**3**  **My Request Involves One Minor**

I ask the court to release the confidential information below (*check all that apply*):

- a.  Minor's name
- b.  Minor's address
- c.  Other information about the minor

(Please describe the information that you want released to you. For example, you can describe where the information is located by providing the form #, page #, and item # of where the information is located.)

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Check this box if you need more space for your answer. Attach a piece of paper to this form and write "Attachment 3c" at the top.

**4**  **My Request Involves More Than One Minor**

a.  The information I ask the court to release is the **same for all minors**.

- (1)  Minors' names
- (2)  Minors' address(es)
- (3)  Other information about the minors

(Please describe the information that you want released to you. For example, you can describe where the information is located by providing the form #, page #, and item # of where the information is located.)

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b.  The information I ask the court to release is **not the same for all minors**.

(Please describe the confidential information that you want released to you by the court for each minor. If the minor's name was made confidential use the initials or name used by the court to identify each minor.)

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Check this box if you need more space for your answer. Attach a piece of paper to this form and write "Attachment 4" at the top.

**This is not a Court Order.**



**5 Reasons I Want Access to Minor's Confidential Information**

To grant your request, the court must find that giving you the minor's confidential information is needed to prevent abuse or is in the best interest of the minor.

**With that in mind, why should the court give you the minor's confidential information you asked for on page 2?**

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**6** Number of pages attached to this form, if any: \_\_\_\_\_

**7 Signature**

I declare under penalty of perjury under the laws of the State of California that the information above and in all attached papers is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Type or print your name



\_\_\_\_\_  
Sign your name

**8 Lawyer's Signature** *(skip if you do not have one)*

Date: \_\_\_\_\_



\_\_\_\_\_  
Lawyer's signature

**This is not a Court Order.**

*Clerk stamps date here when form is filed.***DRAFT****03.26.20****Not approved by  
the Judicial Council**

**The court sent you this notice because someone has asked the court to release confidential information about a minor.**

You have the right to tell the court if you disagree with the request to release confidential information. You have until the deadline listed below in item ④. For instructions on next steps, go to page 2.

*Fill in court name and street address:***Superior Court of California, County of***Court fills in case number when form is filed.***Case Number:****① Parties in this case**a. Protected Party (*check one*):

- Name of protected party is: \_\_\_\_\_
- Name of protected party is confidential in this case

b. Restrained Party (*check one*):

- Name of restrained party is: \_\_\_\_\_
- Name of restrained party is confidential in this case

**② Person asking for minor's confidential information**

*Full Name:* \_\_\_\_\_ wants access to information that has been made confidential in this case. To see what information the person wants access to, see form DV-176, *Request for Release of Minor's Confidential Information*, which is included with this notice.

**③ You are receiving this notice because:**

- You are the minor who asked to keep your information confidential.
- You are the parent or legal guardian who asked to keep minor's information confidential

**④ Deadline to disagree with request**

The person in ③ has until (*date*) \_\_\_\_\_ to file a completed form DV-178, *Response to Request for Release of Minor's Confidential Information*, with the court clerk. Form DV-178 is included with this notice.



—Clerk's Certificate—

[seal]

I certify that I am not a party to this case and that a true copy of the *Notice of Request for Release of Information* (form DV-177), blank copy of the *Response to Request for Release of Minor's Confidential Information* (form DV-178) and *Cover Sheet for Confidential Information* (form DV-175), and a true copy of the *Request for Release of Minor's Confidential Information* (form DV-176) were mailed first class, postage fully prepaid, in a sealed envelope to the person in ③.

- a. Date of mailing: \_\_\_\_\_  
(Instructions to clerk for item 4: The deadline is the first court day after 20 days from the date of mailing)
- b. Mailed from the courthouse listed on page 1.
- c. Mailed to the address of person in ③, provided to the court on form DV-160, *Request to Keep Minor's Information Confidential*, filed on (date) \_\_\_\_\_

Date: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy

**Next Steps for Person in ③**

- Form DV-176, *Request for Release of Minor's Confidential Information***, is included with this notice. Take a close look at form DV-176 to see who made the request (item ②) and what confidential information the person is asking the court to release (page 2).
- A blank copy of form DV-178, *Response to Request for Release of Minor's Confidential Information***, is also included with this notice. If you do not agree with the request to release confidential information, you must complete form DV-177 and file it with the court clerk by the deadline listed in item ④ on page 1 of this form DV-177. You can also find form DV-178 at [www.courts.ca.gov/dv-178.pdf](http://www.courts.ca.gov/dv-178.pdf).
- After the judge makes a decision, you should receive a copy of the judge's order on form DV-179, *Order on Request for Release of Minor's Confidential Information*. If you do not receive a copy of the judge's order, you can contact the court to get a copy.

Clerk stamps date here when form is filed.

**DRAFT  
03.25.20****Not approved by  
the Judicial Council** **CONFIDENTIAL** **PUBLIC VERSION (REDACTED)****Instructions****When should this form be used?**

If someone is asking the court for information about a minor that has been made confidential, you can use this form to let the court know if you agree or disagree with the request.

**Who should use this form?**

You should use this form if you are a minor, parent, or legal guardian who made a request to keep information confidential.

**What do I need to complete and file this form?**

You will need three documents that you should have received with this form:

- ▶ Form DV-176, *Request for Release of Minor's Confidential Information*;
- ▶ Form DV-177, *Notice of Request for Release of Minor's Confidential Information*; and
- ▶ Form DV-175, *Cover Sheet for Confidential Information*.

You will need to give the court form DV-175 and two copies of your completed form DV-178. Make sure you take these forms to the court for filing by the deadline listed on form DV-177.

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

**Case Number:****1 Parties in This Case****a. Protected party**

Name: \_\_\_\_\_

**b. Restrained party**

Name: \_\_\_\_\_

**2 Information About the Request to Release Confidential Information**

Name of person requesting minor's confidential information \_\_\_\_\_

*(This is the person listed on form DV-176, item 2):***This is not a Court Order.**

**3 My Information**

a. Your name: \_\_\_\_\_

b. My contact information

**! Address where I can receive mail:**

This address will be used by the court and other parties in this case to send you notices of court dates and documents. If you want to keep your home address private, you can use another address like a post office box or another person's address if you have their permission. If you have a lawyer, give your lawyer's address and contact information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Lawyer's information *(skip if you do not have one)*:

Name: \_\_\_\_\_

State Bar No.: \_\_\_\_\_

**4 Do You Agree to the Request to Release Minor's Confidential Information?**

a.  **No, I do NOT agree to the request** and do not want the court to give any confidential information to the person listed in **2** because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is not a Court Order.**



- b.  **No, to some of the request.** I agree to the person listed in item ② having some information but do NOT want the person to have access to (*check everything that you do NOT want the person in ② to have*):
- Minor's name
  - Minor's address
  - Other information about the minor

**I do not want the person to have the information checked above because:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- c.  **Yes, I agree to the request** and want the court to give the person listed in ② all the confidential information they requested on form DV-176.

**⑤ Serve the Person Making the Request**

You must have your server mail a redacted copy of this form (with no confidential information) to the person listed in ②. Have your server complete form DV-250, *Proof of Service by Mail*, after this form is mailed and file the completed form DV-250 with the court.

**⑥ Signature**

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Type or print your name



\_\_\_\_\_  
Sign your name

**⑦ Lawyer's Signature** (*skip if you do not have one*)

Date: \_\_\_\_\_



\_\_\_\_\_  
Lawyer's signature

**This is not a Court Order.**

Clerk stamps date here when form is filed.

- CONFIDENTIAL PUBLIC VERSION (REDACTED)

DRAFT

03.30.20

Not approved by the Judicial Council

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:

Instructions to Clerk

If item 3 is checked, file page 1 in a public file with all confidential information redacted, and discard pages 2-4. If item 4 is checked, file the original in a confidential file and a redacted copy in a public file.

1 Parties in This Case

a. Protected party (check one):

- Name of protected party is: Name of protected party is confidential in this case.

b. Restrained party (check one):

- Name of restrained party is: Name of restrained party is confidential in this case.

2 Person Asking for Release of Minor's Confidential Information

Full Name:

- On behalf of (name of entity):

(The court will complete item 3 if request is denied or items 4-9 if request is granted or partially granted.)

3 Court Denied Request or More Information Is Needed

- The court denied the request by the person in 2 to release minor's confidential information.

- The court needs more information before making a decision.

The person in 2 must go to court on the date and time below to give more information why the court should release minor's confidential information.

Court Date Date: Time: Dept.: Room: Name and address of court, if different from above:

- The court will mail a copy of this order to the person who made the request to keep minor's information confidential.

- If 3 is checked, only page 1 of this order will be issued. All other pages may be discarded.

Date:

Judge (or Judicial Officer)

This is a Court Order.





**4**  **Court Granted Request**

- a.  The request made by the person in **2** is:
  - (1)  Completely granted.
  - (2)  Partially granted.
- b.  The court, on its own motion, releases minor's confidential information as described in item **6**.
- c. Details of the order are stated below in items **5** – **9**.

**5** **Court's Findings**

- a.  In granting the request made by the person in **2** the court finds that the:
  - (1) person who made the request to keep the minor's information confidential has been properly served and has had sufficient time to respond; and
  - (2) release of the minor's confidential information is *(check at least one)*:
    - (A)  necessary to prevent abuse.
    - (B)  in the minor's best interest.
- b.  The court, on its own motion, releases minor's confidential information as described in item **6** because it is *(check at least one)*:
  - (A)  necessary to prevent abuse.
  - (B)  in the minor's best interest.

**6** **Release of Confidential Information**

- a. The following persons/entities may have access to the information listed in **6** b *(check all that apply)*:
  - (1)  The person listed in **2**.
  - (2)  Minor's school *(name)*: \_\_\_\_\_.
  - (3)  Minor's after-school program *(name)*: \_\_\_\_\_.
  - (4)  Minor's childcare provider *(name)*: \_\_\_\_\_.
  - (5)  Supervised visitation provider *(name)*: \_\_\_\_\_.
  - (6)  Other *(name of person or entity)*: \_\_\_\_\_.

**This is a Court Order.**



b. This order releases minor's confidential information as follows:

**Minor 1:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Minor 2:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Minor 3:** \_\_\_\_\_  
*(use fictitious name if not releasing confidential name)*

(1)  Minor's name: \_\_\_\_\_

(2)  Minor's address: \_\_\_\_\_

(3)  Other information about the minor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check this box if you need more space to include more minors or more information. Attach a sheet of paper and write "Attachment 6b" for a title.

**This is a Court Order.**



7 All other information made confidential by the court and not released with the court's permission must be kept confidential. Any person who misuses or discloses the minor's confidential information to anyone other than law enforcement **may be sanctioned up to \$1,000 or face other court penalties**. See Family Code section 6301.5 for the limited situations when confidential information can be disclosed without the court's permission.

8  **Service**

- a.  The court will send a copy of this order to the person listed in 2 and the minor or legal guardian who made the request to keep the minor's information confidential.
- b.  The person in 2 must have a server mail a copy of this order to the minor or legal guardian who made the request for confidential information. Have the server complete and file form [DV-250, Proof of Service by Mail](#), after the copy has been mailed.

9  **Other Orders**

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Date: \_\_\_\_\_

\_\_\_\_\_  
*Judge (or Judicial Officer)*



**Request for Accommodations**

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to [www.courts.ca.gov/forms.htm](http://www.courts.ca.gov/forms.htm) for *Request for Accommodations by Persons With Disabilities and Response* ([form MC-410](#)). (Civ. Code, § 54.8.)

**—Clerk's Certificate—**

Clerk's Certificate

[seal]

I certify that this *Order on Request for Release of Minor's Confidential Information* (form DV-179) is a true and correct copy of the original on file in the court.

Date: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy

**This is a Court Order.**

	<b>Commenter</b>	<b>Position</b>	<b>Comment</b>	<b>Committee Response</b>
1.	California Lawyers Association. Executive Committee of the Family Law Section (FLEXCOM) By Saul Bercovitch, Director of Governmental Affairs	A	<p>FLEXCOM agrees with this proposal.</p> <p>FLEXCOM also responds as follows to the Request for Specific Comments:</p> <p>Does the proposal appropriately address the stated purpose? Yes.</p> <p>Should a personal asking that the information of a minor be kept confidential be precluded from asking that the name of the minor not be provided to the restrained party? (That is, should item 8a(1) on form DV-160 be removed)? Item 8a(1) is acceptable and should not be removed.</p> <p>Are the forms easy for users to understand? Yes.</p> <p>Do you have any suggestions for improving their usability and readability? No.</p>	<p>The committees thank you for your comments.</p> <p>No response required.</p> <p>The committees agree and recommend keeping this item on CH-160 and DV-160.</p> <p>No response required.</p> <p>No response required.</p>
2.	FAMILY VIOLENCE APPELLATE PROJECT By Shuray Ghorishi, Senior Managing Attorney 449 15th Street, Suite 104 Oakland, CA 94612 Tel: 510-858-7358 Fax: 866-920-3889 <a href="http://www.fvaplaw.org">www.fvaplaw.org</a>	A	Family Violence Appellate Project (“FVAP”) greatly appreciates the opportunity to comment on the above-listed Invitation to Comment. FVAP was founded in 2012 to ensure the safety and well-being of domestic abuse survivors and their children by helping them obtain effective appellate representation. FVAP is the only organization in California dedicated to appealing cases on behalf of low-and moderate-income domestic abuse survivors and their children. Since its inception, FVAP has screened over 2,000 requests for assistance, has represented appellants and respondents in 48 appeals and writs, and has filed amicus curiae briefs in 16	

	Commenter	Position	Comment	Committee Response
			<p>cases that raised significant issues of statewide concern for domestic abuse survivors. Our work has, to date, resulted in over 38 published appellate decisions interpreting the Domestic Violence Prevention Act and other California Family Code sections designed to protect survivors of domestic abuse and their children. We also engage in legislative advocacy and were proud to sponsor AB 925, which is implemented by these rule and form proposals.</p> <p>Proposal: Amend Cal. Rules of Court, rules 3.1161 and 5.382; adopt forms CH-176, CH-177, CH-178, CH-179, DV-176, DV-177, DV-178, and DV-179; revise forms CH-160, CH-160-INFO, CH-165, CH-170, CH-175, DV-160, DV-160-INFO, DV-165, DV-170, and DV-175.</p> <p>Purpose: This proposal is needed to implement AB 925,1 which took effect on January 1, 2020. As most litigants in domestic violence and civil harassment restraining order proceedings are self-represented, the forms proposed would eliminate the need for parties to create their own pleadings and draft orders. Additionally, the proposed amendments to rules are needed to provide consistency in how these requests and orders are processed.</p> <p>1. Does the proposal appropriately address the stated purpose? Yes, the proposal appropriately addresses the stated purpose. The purpose of AB 925 is to ensure sensitive information about a minor in restraining order matters be kept confidential, while also</p>	<p>1. The committees thank you for your comments.</p>

	Commenter	Position	Comment	Committee Response
			<p>allowing persons necessary to the safety and well-being of abuse survivors access to that information. As the sponsor of the AB 925, FVAP believes the proposal, including the revisions and additions to the court rules and existing forms, as well as the adoption of new forms, meets the statutory purpose and intent of AB 925. Like any new procedure, the process for requesting information be made confidential and for requesting the release of confidential information is complex. However, CH-160-INFO and DV-160-INFO explain the process in a way that self-represented litigants should understand.</p> <p>2. Should a person asking that the information of a minor be kept confidential be precluded from asking that the name of the minor not be provided to the restrained party? (That is, should item 8a(1) on forms CH-160 and DV-160 be removed? See the discussion in “Alternatives considered,” above.) Although rare to occur in practice, it is true that a restrained party may be able to respond to and enforce the civil harassment or domestic violence restraining order without knowing the minor’s legal name. This may occur when the restrained party knew the minor only by an alias or assumed name. For this reason, item 8a(1) on forms CH-160 and DV-160 should not be removed. [Fn. 1 925 amends section 6301.5 of the Family Code and section 527.6(v) of the Code of Civil Procedure.]</p>	<p>2. The committees agree that there may be situations where it would be appropriate to make the minor’s name confidential from the restrained party. Courts can make this determination on a case-by-case basis. This item will remain on the forms.</p>

	Commenter	Position	Comment	Committee Response
			<p>3. Are the forms easy for users to understand? Without information sheets, the forms will be difficult for self-represented litigants to navigate, but when the forms are used in tandem with CH-160-INFO and DV-160-INFO, the process of seeking and opposing the confidentiality and release requests will be easier for self-represented litigants to understand.</p> <p>4. Do you have any suggestions for improving their usability and readability? FVAP encourages the Judicial Council Members to include a line next to 3.a. on forms CH-179 and DV-179, to allow a space for the trial court to state its reasons for denying the release of the minor’s confidential information. As proposed, the rules would allow the trial court to make a decision on a request to release the minor’s confidential information without a court hearing. If this occurs, the person making the request to release confidential information will not know why their request was denied, thus hindering their ability to obtain a successful outcome with additional release requests in other court proceedings.</p>	<p>3. The committees acknowledge that the law and the processes for this type of request will be especially difficult for self-represented litigants to navigate on their own. The committees hope that the information forms will help self-represented litigants navigate the process and know when and where to get help.</p> <p>4. The committees will consider this suggestion in the future when revisions to these forms are required again. While the committees understand the value of the court stating its reasons for denial, this change was not included in the proposal that went out for public comment. This change would impact the workload of courts and should go out for public comment.</p>
3.	Orange County Bar Association By Scott B. Garner, President P.O. Box 6130 Newport Beach, CA 92658	AM	1) Rule 3.1161 (revision): Small changes that make the form more readable; adds capitalization for increased clarity. Adds section for others seeking confidential information. Suggested edits: see separately attached PDF including suggested edits on p. 9, lines 3, 42 and 43; p. JO, lines 11, 12 and 31; p. 11, lines 5 and 16.	1) Thank you for your comments. See below for the committees’ response.

	Commenter	Position	Comment	Committee Response
			<p>Rule 5.382 (revision): Small changes to rule, adding sections relevant to new law. Suggested edits: p. 13, line 15; p. 14, line 26; p. 15, lines I, 17, and 28.</p> <p>*Listed below are the suggested revisions received by commenter for both rules:</p> <ul style="list-style-type: none"> <li>• to subdivision h(3), “ If the court finds it is necessary to prevent abuse within the meaning of Family Code section 6220, or <b>it</b> is in the best interest...”</li> <li>• to subdivision h(3)(B)(ii), “The person filing a response must serve a copy of the response (form DV-178) on the person requesting release of confidential information- <b>Service must occur</b> before filing the response form with the court, unless the response form contains confidential information.</li> <li>• to subdivision (h)(3) “The request may be granted or denied in whole or in part without a hearing. <del>or</del> <b>Alternatively</b>, the court may set the matter for hearing on at least 10 days’ notice to the person who made the request...”</li> <li>• to subdivision h(3)(C)(i)(c), “If the court grants the request for release of information based on the pleadings, the court must mail a copy of form DV-179 to the person who filed form DV-176 and <b>to</b> the person who made the request...”</li> </ul> <p>to subdivision h(3)(C)(ii)(c), “If the court denies the request for release of information based on the pleadings, the court must mail a copy of</p>	<p>The committees believe that the existing language is grammatically correct and did not incorporate this change.</p> <p>The committees agree that separating the information into two sentences makes it easier to read.</p> <p>The committees agree that separating the information into two sentences makes it easier to read.</p> <p>The committees believe that the existing language is grammatically correct and did not incorporate these changes.</p>



	Commenter	Position	Comment	Committee Response
			<p>form DV-179 to the person who filed form DV-176 and <u>to</u> the person who made the request.</p> <p>3) CH-160 (revision): Allows for listing of people to have access to confidential info. No suggested edits.</p> <p>4) CH-160-INFO (revision): Adds info on asking court for permission to give confidential info and for disclosing confidential info. No suggested edits.</p> <p>5) CH-165 (revision): Adds warning about disclosing confidential information; adds listing of those who may have access to confidential documents. No suggested edits.</p> <p>6) CH-170 (revision): Adds notice about disclosure of minor information. No suggested edits.</p> <p>7) CH-175 (revision): No suggested edits.</p> <p>8) CH-176 (new): Request for release of minor's confidential information. No suggested edits.</p> <p>9) CH-177 (new): Suggested edit: remove comma in section 4.</p> <p>10) CH-178 (new): No suggested edits.</p> <p>11) CH-179 (new): Suggested edit: formatting, section 3.</p> <p>12) DV-160 (revision): Adds info on release of confidential information where it is in the minor's best interest. No suggested edits.</p> <p>13) DV-160-INFO (revision): Adds info on how to disclose to interested parties where it is in the best interest of the minor and penalties for unauthorized disclosure. No suggested edits.</p>	<p>3. No response required.</p> <p>4. No response required.</p> <p>5. No response required.</p> <p>6. No response required.</p> <p>7. No response required.</p> <p>8. No response required.</p> <p>9. This change has been made.</p> <p>10. No response required.</p> <p>11. This change has been made.</p> <p>12. No response required.</p> <p>13. No response required.</p>

	Commenter	Position	Comment	Committee Response
			<p>14) DV-165 (revision): Adds disclosure warnings and section for who may have access to unredacted court documents.</p> <p>15) DV-170 (revision): Adds "notice" about unauthorized disclosure. No suggested edits.</p> <p>16) DV-175 (revision): Adds reference to family law. No suggested edits .</p> <p>17) DV-176 (new): No suggested edits.</p> <p>18) DV-177 (new): No suggested edits.</p> <p>19) DV-178 (new): No suggested edits.</p> <p>20) DV-179 (new): Suggested edit: formatting, page I of 4, section 3.</p> <p>Specific Comments:</p> <p>1) Does the proposal adequately address the stated purpose? Yes. The proposed amendments to the rules of court, the new forms and amended forms are consistent with the new law.</p> <p>2) Should a person asking that the information of a minor be kept confidential be precluded from asking that the name of the minor not be provided to the restrained party? No. The court can still order the information be released where circumstances warrant it. The existing form is already structured this way, and the practice potentially protects minor witnesses who are not the protected parties in a protective order.</p> <p>3) Are the forms easy for users to understand? There are lots of them and they are a little confusing; however, the info forms help to map out which forms need to be jillied out in which circumstances.</p>	<p>14. No response required.</p> <p>15. No response required.</p> <p>16. No response required.</p> <p>17. No response required.</p> <p>18. No response required.</p> <p>19. No response required.</p> <p>20. This change has been made.</p> <p>No response required.</p> <p>The committees agree that there may be situations where it would be appropriate to make the minor's name confidential from the restrained party. Courts can make this determination on a case-by-case basis. This item will remain on the forms.</p> <p>No response required.</p>

	Commenter	Position	Comment	Committee Response
			4) Do you have suggestions for improving usability and readability? Suggestions to specific forms are attached.	See responses above.
4.	Public Law Center By Leigh E Ferrin, Director of Litigation and Pro Bono Santa Ana, CA 92701 Tel: 714-541-1010 Email:	A	<p>Public Law Center (PLC) is a 501(c)(3) not-for-profit organization that provides free civil legal services to low-income individuals and families across Orange County. The civil legal services that we provide include consumer, family, immigration, housing, veterans, community organizations, and health law.</p> <p>PLC appreciates the opportunity to comment on Invitation W20-09, which is proposing to amend the California Rules of Court and adopt a number of forms that would allow a minor’s legal guardian to make certain information confidential in a domestic violence or civil harassment restraining order proceeding. PLC agrees with the proposed forms, and appreciates the thoughtfulness that went into them.</p> <p>For California Rule of Court 3.1161 and 5.382, PLC does have a question about the Court’s ability to deny the request for release of minor’s information. Does the Court have discretion to deny even if the person who requested confidentiality has not objected to the request?* And if so, is there a certain standard that must be met by either side? We understand that much of this will come out in case law, but it does help to provide a background to litigants when allowing a judge to deny a request based solely on the submitted papers, for instance. And this is also particularly true when one or both</p>	<p>The committees thank you for your comments.</p> <p>Yes, for domestic violence prevention cases the court may release confidential information if the court finds that disclosure is “necessary to effectuate the purpose of this division specified in Section 6220, including implementation of the protective order, or if it is in the best interest of the minor.” Fam. Code section 6301.5(c)(2)(A). Similarly, in civil harassment prevention cases the court may release confidential information if “disclosure is necessary to prevent harassment or is in the best interest of the minor.” Code of Civ. Proc. section 527.6(v)(i)-(ii).</p>

	Commenter	Position	Comment	Committee Response
			<p>sides may be self-represented, which is so common in domestic violence restraining order actions. (*This comment has been revised to reflect commenter’s intended question.)</p> <p>PLC agrees that the name of the minor should not be provided to the restrained party. In some circumstances, the minor and/or his or her guardian may have chosen to change their name for a number of reasons. PLC has encountered clients who have specifically changed their name after leaving an abusive situation, in part for protection and in part for a clean break. PLC has also encountered restrained parties who have continued to seek out information about our clients after a restraining order is in place, and providing the current/updated name could make that an easier option for restrained parties.</p> <p>PLC appreciates the information sheets that were created and believes they will be very useful for litigants seeking to utilize this protection. PLC believes that the forms are user friendly and does not have any suggestions to change them.</p>	<p>These standards are described in plain language at item 5 on forms CH-176 and DV-176, Request for Release of Minor’s Confidential Information.</p> <p>The committees agree that there may be situations where it would be appropriate to make the minor’s name confidential from the restrained party. Courts can make this determination on a case-by-case basis. This item will remain on the forms.</p> <p>Thank you for your comment.</p>
5.	<p>Superior Court of California, County of Los Angeles By Bryan Borys 111 North Hill Street, Room 620 Los Angeles, CA 90012 Tel. 213-633-0115</p>	AM	<p>Comments on code/forms: 1. Page 8, Section (A)(i): We recommend removing “order” after proposed. 2. CH-160, 1<sup>st</sup> paragraph should read, ...information about a minor in a civil harassment restraining order...</p>	<p>1. This change has been made. 2. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>3. CH-160, 2<sup>nd</sup> paragraph, remove “out” after the parenthesis (whited or blacked out)</p> <p>4. CH-160, page 1 remove “Court fills in case number when form is filed.” Above case number. These cases may be filed in a dissolution/parentage case, so no new case number would issue.</p> <p>5. CH-160, #1b. We recommend changing the line to read “Person to be restrained.”</p> <p>6. CH-160, page 2, #5a. Recommend that line should read “Note: If your request is granted, the public will not have access to minor’s name in this case, but law enforcement must be given this information.”</p> <p>7. CH-160, page 5, #7, We recommend a note following (check one): as follows, “Note: Skip if you are not the person requesting the restraining order.” CH-160, page 6, #8d. We recommend a note following (check one): as follows, “Note: Skip if you are not the person requesting the restraining order.”</p> <p>8. CH-160—INFO, page 1, right column, 4<sup>th</sup> paragraph, “the order” should be moved up to the line above.</p> <p>9. CH-160-INFO, page 3, left column, 2<sup>nd</sup> paragraph in bubble, second sentence should read “If this happens, the judge will complete item 8 on form CH-165.”</p>	<p>3. This change has been made.</p> <p>4. The committees did not accept this change because there will be some instances when this form will be filed with other papers that will open a new case.</p> <p>5. The committees believe that the proposed change is easier for litigants to understand and have made the revision.</p> <p>6. The committees did not accept this change as many of the items, including item 5, are stated in the second person.</p> <p>7. The committees agree and have included this instruction once, above item 7.</p> <p>8. This change has been made.</p> <p>9. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>10. CH-160-INFO, page 4, right column, Step 4, remove the “.” Before For Personal service.</p> <p>11. CH-165, page 1, page 1 remove “Court fills in case number when form is filed.” Above case number. These cases may be filed in a dissolution/parentage case, so no new case number would issue.</p> <p>12. CH-165, page 1, #1b. We recommend changing line to “Person to be restrained.” CH-165, page 5, #10a(2) Remove the word “minor’s”</p> <p>13. CH-170, page 1, remove the words “ticket number” above the case number box.</p> <p>14. CH-176, page 3, #5, bold sentence should read “With that in mind, why should the court give you the minor’s confidential information you asked for in item 3?”</p> <p>15. CH-178, page 3, #4b. We recommend changing the bold sentence as follows: “I do not want the person above to have this information because:”</p> <p>16. CH-179, page 2, #6a.(2), “afterschool” should be “after school.”</p> <p>17. DV-160, page 1, Remove “Court fills in case number when form is filed.” From above the case number box.</p> <p>18. DV-160, page 1, #1b. We recommend changing line to “Person to be restrained.”</p>	<p>10. This change has been made.</p> <p>11. The committees did not accept this change since there will be some instances when this form will be filed with other papers that will open a new case.</p> <p>12. The committees believe that the proposed change is easier for litigants to understand and have made the revision.</p> <p>13. This change has been made.</p> <p>14. This change has been made.</p> <p>15. The committees have revised the sentence to read “<b>I do not want the person to have the information listed above because:</b>”</p> <p>16. This has been changed to “after-school.”</p> <p>17. The committees did not accept this change since there will be some instances when this form will be filed with other papers that will open a new case.</p> <p>18. The committees believe that the proposed change is easier for litigants to understand and have made the revision.</p>

	Commenter	Position	Comment	Committee Response
			<p>19. DV-160, page 2, #5a, we recommend to changing the note as follows: “Note: If your request is granted, the public will not have access to minor’s name in this case, but law enforcement must be given this information.”</p> <p>20. DV-160, page 5, #7, We recommend a note following (check one): as follows, “Note: Skip if you are not the person requesting the restraining order.” DV-160, page 6, #8d. We recommend a note following (check one): as follows, “Note: Skip if you are not the person requesting the restraining order.”</p> <p>21. DV-160-INFO, page 1, right column, under “Where can I find a self-help center?” We recommend changing the second sentence as follows: “Self-help center staff will not act as your lawyer but may be able to give you information to help you decide what to do in your case.”</p> <p>22. DV-165, page 1, #1b. We recommend changing line to “Person to be restrained.”</p> <p>23. DV-165, page 5, #10a.(2), remove the word “minor’s”</p> <p>24. DV-176, page 3, #5, the bold sentence should read “With that in mind, why should the court give you the minor’s confidential information you asked for in item 3?”</p>	<p>19. The committees did not accept this change as many of the items, including item 5, are stated in the second person.</p> <p>20. The committees agree and have included this instruction once above item 7.</p> <p>21. This change has been made.</p> <p>22. The committees believe that the proposed change is easier for litigants to understand and have made the revision.</p> <p>23. This change has been made.</p> <p>24. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>25. DV-178, page 1, line above the Case Number box should read “Fill in case number.”</p> <p>26. DV-178, page 3, bold sentence, we recommend it read as follows: “I do not want the person above to have this information because:”</p> <p>27. DV-179, page 2, #6a(2), “afterschool” should be “after school”</p> <p><b>Request for Specific Comment</b> In addition to comments on the proposal as a whole, the advisory committees are interested in comments on the following:</p> <ul style="list-style-type: none"> <li>• Does the proposal appropriately address the stated purpose?  Yes, with the recommended changes above.</li> <li>• Should a person asking that the information of a minor be kept confidential be precluded from asking that the name of the minor <i>not</i> be provided to the restrained party? (That is, should item 8a(1) on forms CH-160 and DV-160 be removed? See the discussion in “Alternatives considered,” above.)  No, the person asking for the information to be confidential should have the option to request this.</li> <li>• Are the forms easy for users to understand?</li> </ul>	<p>25. This change has been made.</p> <p>26. The committees have revised the sentence to read “<b>I do not want the person to have the information listed above because:</b>”</p> <p>27. The committees propose using “after-school.”</p> <p>Thank you for your comments.</p> <p>The committees agree that there may be situations where it would be appropriate to make the minor’s name confidential from the restrained party. Courts can make this determination on a case-by-case basis. This item will remain on the forms.</p>



	Commenter	Position	Comment	Committee Response
			<p>Yes, with the recommended changes above.</p> <ul style="list-style-type: none"> <li>Do you have any suggestions for improving their usability and readability?</li> </ul> <p>Yes, as noted in the recommended changes above.</p> <p>The advisory committees also seek comments from <i>courts</i> on the following cost and implementation matters:</p> <ul style="list-style-type: none"> <li>What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?</li> </ul> <p>New procedure, new case management codes, staff training for clerical, supervisors, Judicial Assistants, Court Reporters, Family Court Services staff and Judicial Officers. Training would be approximately 8 hours.</p> <ul style="list-style-type: none"> <li>Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?</li> </ul>	<p>No response required.</p> <p>No response required.</p> <p>No response required.</p>

	<b>Commenter</b>	<b>Position</b>	<b>Comment</b>	<b>Committee Response</b>
			Yes, this would be adequate.	The committees appreciate the input.
6.	Superior Court of California, County of Orange By TAG <TAG@occourts.org> (On behalf of the Orange County Superior Court Civil and Appellate Division Management and Analyst Team)	NI	<p><b>Does the proposal appropriately address the stated purpose?</b> Yes, the proposal appropriately addresses the stated purpose. There may be times that a childcare provider or school administrator needs to access confidential information or other individual as specified, so as to protect the minor.</p> <p><b>Should a person asking that the information of a minor be kept confidential be precluded from asking that the name of the minor not be provided to the restrained party?</b> No comment.</p> <p><b>Are the forms easy for users to understand?</b> Yes, the language used in these forms are understandable and at a comprehensible reading level for the general public. Also, the flow of the potential filing is extremely helpful from the prospective of the litigant.</p> <p><b>Do you have any suggestions for improving their usability and readability?</b> Under “People I Want to Have Access to Confidential Information,” item number 9, if one chooses “Other” a “please specify relationship” would improve usability of the form.</p> <p>What if the minor transfers to a new school? Does "minor's school" apply to any school the minor is attending? Same with the caregiver – What if the caregiver is a relative, and then a professional</p>	<p>The committees thank you for your comments.</p> <p>No response required.</p> <p>No response required.</p> <p>The committees agree that providing some direction would improve usability. Item 9(a)(4) has been changed to “other (name of person or entity)”.</p> <p>Yes. If the court allows the minor’s school to have an unredacted copy then it could be given to any school that the minor attends. If more limited</p>

	Commenter	Position	Comment	Committee Response
			<p>caregiver is hired? Please provide guidance in this regard.</p> <p>Regarding the CH-165 Order, the court (at least in orange county) is more inclined to have the court make the redactions when parties are self-represented. We recommend adding a section on the order regarding people who may have access - that the PARTIES are responsible for THOSE copies. For example, the court will continue to make the redacted versions for the court file and the respondent's packet; however, if the court grants the request to allow the school to have access, the party would be responsible for providing the appropriate/applicable copy to the school. This would take some of the responsibility off of the court.</p> <p>For example, if the address is confidential from the respondent, and allegations (5c) are confidential from the school, there would potentially be four+ versions?</p> <p>1 - Original/Confidential</p> <p>2 - Redacted Copies</p> <p>3 - Respondent's Copy</p> <p>4 - Minor's School</p> <p>5 - Minor's Childcare Provider</p>	<p>access is desired then “other” could be used to list a specific school or provider.</p> <p>The committees believe that responsibility for redacting the copies for third parties should rest with the same person/entity that is ordered to redact the copies for the court file. Under the rules, the court must consider a number of factors in deciding who should be responsible for redaction. If the court determines that redaction is complicated and that a self-represented litigant does not have the resources to appropriately redact, then the same concerns would likely apply to redaction of copies for third parties.</p>

	Commenter	Position	Comment	Committee Response
			<p>Perhaps, the Request (CH-160) should include a disclosure that the party will be required to provide copies and that the Order (CH-165) include a line item that states that the party is responsible for providing the copies based on item 10b.</p> <p><b>What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?</b></p> <p>Procedures would need to be updated to inform court staff on processing these forms. Judicial Officers will need to be informed.</p> <p>Regarding public information, new informational packets will need to be printed when self-represented litigants come to the window and request confidentiality for a minor.</p> <p><b>Would two months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?</b></p> <p>Three to four months would be more reasonable for implementation; however, there may not be a high volume of such requests, which may allow flexibility in implementation.</p> <p><b>How well would this proposal work in courts of different sizes?</b></p>	<p>No response required.</p> <p>No response required.</p> <p>The committees appreciate the input.</p>

	Commenter	Position	Comment	Committee Response
			I believe it would work well. The new protective order forms would have an equal impact for courts of all sizes.	No response required.
7.	Superior Court of California, County of Orange By Fen-Ru Chen Administrative Analyst Family Law and Juvenile Court 657-622-5158 fchen@occourts.org	NI	<p><b>Comments</b> <b>DV-160</b></p> <p>1. Second bullet on #6 is missing a space</p> <p>⑥ <b>Reasons for Request</b> To approve your request in ⑤, the court must expressly find all of the following:</p> <ul style="list-style-type: none"> <li>• The minor's right to privacy overcomes the public's right to access the information.</li> <li>• There is a substantial probability that the minor's interest will be prejudiced if the information is not kept confidential;</li> <li>• The order to keep the information confidential is narrowly tailored; and</li> <li>• No less restrictive means exist to protect the minor's privacy.</li> </ul> <p>2. For consistency purposes, item 9 (2)(3)(4) to mirror/require the same information on DV-179 #6</p> <p>⑨ <b>People I Want To Have Access To Confidential Information</b> <i>(Note: If you want other people to have unredacted copies of restraining order forms in this case, you should complete this item.)</i></p> <p>If my request in item ⑤ is granted, I want to be allowed to give the following people/entities:</p> <p>(1) <input type="checkbox"/> minor's school (2) <input type="checkbox"/> minor's childcare provider (3) <input type="checkbox"/> supervised visitation provider (4) <input type="checkbox"/> other</p> <p>copies of documents this case with the following information:</p> <p>(1) <input type="checkbox"/> minor's name (2) <input type="checkbox"/> minor's address (3) <input type="checkbox"/> information listed in item 5c.</p>	<p>1. Spaces have been added.</p> <p>2. The committees agree and have made these items consistent across forms.</p>

	Commenter	Position	Comment	Committee Response
			<p>⑥ Release of Confidential Information</p> <p>a. The following persons/entities may have access to the information listed in ⑥ b (check all that apply):</p> <p>(1) <input type="checkbox"/> the person listed in ②.</p> <p>(2) <input type="checkbox"/> minor's school and afterschool program.</p> <p>(3) <input type="checkbox"/> minor's childcare provider (name): _____.</p> <p>(4) <input type="checkbox"/> supervised visitation provider (name): _____.</p> <p>(5) <input type="checkbox"/> other (name): _____.</p> <p>3. After item 9 (4) language to be modified as follows: copies of unredacted documents from this case with the following information:</p> <p>⑨ People I Want To Have Access To Confidential Information</p> <p><i>(Note: If you want other people to have unredacted copies of restraining order forms in this case, you should complete this item.)</i></p> <p>If my request in item ⑥ is granted, I want to be allowed to give the following people/entities:</p> <p>(1) <input type="checkbox"/> minor's school</p> <p>(2) <input type="checkbox"/> minor's childcare provider</p> <p>(3) <input type="checkbox"/> supervised visitation provider</p> <p>(4) <input type="checkbox"/> other</p> <p>copies of documents this case with the following information:</p> <p>(1) <input type="checkbox"/> minor's name</p> <p>(2) <input type="checkbox"/> minor's address</p> <p>(3) <input type="checkbox"/> information listed in item 5c.</p> <p><b>DV-165</b></p> <p>4. For consistency purposes, #10 a. (2)(3) to mirror/require the same information on DV-179 #6.</p>	<p>3. This change has been made.</p> <p>4. The committees do not agree with this suggestion. In most cases, it seems more likely that a minor/legal guardian would want the exception to apply to any childcare provider or supervised visitation provider, as these providers may change. However, form 179 is an order resulting from a request by a specific provider therefore the order should reflect the provider's name.</p>

	Commenter	Position	Comment	Committee Response
			<p>5. Also, for consistency purposes, #10 a. (1) to read: minor’s school. #10 b. (1), (2), (3) lowercase “M” in</p> <p><b>10 People Who May Have Access to Unredacted Court Documents</b></p> <p>a. The minor’s (check all that apply)</p> <p>(1) <input type="checkbox"/> school</p> <p>(2) <input type="checkbox"/> minor’s childcare provider</p> <p>(3) <input type="checkbox"/> supervised visitation provider</p> <p>(4) <input type="checkbox"/> other (name): _____</p> <p>may be given copies of unredacted documents from this case with the following information:</p> <p>b. (1) <input type="checkbox"/> Minor’s name</p> <p>(2) <input type="checkbox"/> Minor’s address</p> <p>(3) <input type="checkbox"/> Minor’s information listed in item 7c.</p> <p>c. Law enforcement may have access to any information in this case that is necessary to enforce restraining order.</p> <p>minor’s to be consistent with all other DV forms.</p> <p><b>6 Release of Confidential Information</b></p> <p>a. The following persons/entities may have access to the information listed in 6 b (check all that apply)</p> <p>(1) <input type="checkbox"/> the person listed in 2.</p> <p>(2) <input type="checkbox"/> minor’s school and afterschool program</p> <p>(3) <input type="checkbox"/> minor’s childcare provider (name): _____</p> <p>(4) <input type="checkbox"/> supervised visitation provider (name): _____</p> <p>(5) <input type="checkbox"/> other (name): _____</p> <p>6. For section #11(a), it is recommended that “If your request is granted, you must file a DV-175 into your other open FL or Civil cases you may have in the state of California” be added.</p>	<p>5. The committees have removed “minor” from this item as it is redundant.</p> <p>6. The committees did not accept this addition as the primary audience for item 11 is the court. Information regarding when to use form DV-175, Cover Sheet for Confidential Information, is included at item 12 which is directed at the parties in the case.</p>

	Commenter	Position	Comment	Committee Response
			<p>7. For section #12, it is recommended that it be renamed to “Notice to All Parties,” instead of To All Parties.”</p> <p>8. For <b>Instruction to Clerk</b> (page 6 of 6) it is recommended to include the following language to item 1: Not appear in any register of actions, calendar, index, minute order, transcript in this case, any family law case, or any civil case with the same parties, in the State of California.</p> <p>9. Item 2. References the incorrect item (9b) twice, it should reference item <b>8b</b>. Item 2. It is recommended to include the name of the form referenced: form DV-170, <i>Notice of Order Protecting Information of Minor</i>.</p> <p><b>DV-170</b></p> <p>10. Item 1. It is recommended to include DV-130 to the last sentence of this section. To read as follows: Confidential information may be given ONLY to law enforcement to enforce the restraining order (attached form DV-110 or DV-130).</p> <p><b>DV-175</b></p> <p>11. It is recommended to add the following to the <b>Instructions to Parties: Instructions to Parties or Attorneys</b>. Make <b>two copies</b> (one redacted and one</p>	<p>7. The committees prefer the current heading, as “notice” is a legal term that may not be clearly understood by self-represented litigants.</p> <p>8. The committees agree and have included this language.</p> <p>9. These changes have been made.</p> <p>10. The committees have removed the reference to DV-110 and prefers not to reference any form than list the different forms that a restraining order could be issued on.</p> <p>11. The committees did not make these revisions. If an attorney represents a party in an action, the attorney will know to follow the instructions that apply to parties. Rule of Court 5.382(i) does not require the party to submit a redacted and</p>



	Commenter	Position	Comment	Committee Response
			<p>unredacted, if applicable, please refer to DV-165 item 9) of the documents you want to file.</p> <p>12. Add a section at the bottom for the date, Lawyer’s name and signature.</p> <p><b>DV-176</b></p> <p>13. It is recommended to add the name of the form (DV-177) reference under <b>What do I do if I received a completed copy of this form? Form DV-177, Notice of Request for Release of Minor’s Confidential Information, item 4.</b></p> <p>14. Item 2. It is recommended to change <b>My Information</b> to <b>Person or Entity Requesting Minor’s Confidential Information</b> (to be consistent with order – DV-179)</p> <p>15. Item 3 and Item 4 should be switched to be consistent with DV-160 and DV-165.</p> <p>16. Section 3 c. it is recommended to include an option for the requestor to have the ability to attach any forms CIRCLED, if any where attached to DV-165.</p>	<p>unredacted copy. When a party submits form DV-175 along with two copies of the proposed filings, the court is to decide who is responsible for redaction, using the factors laid on in Rule 5.382(f).</p> <p>12. The committees have added a signature block for lawyers.</p> <p>13. This change has been made.</p> <p>14. The committees prefer the current heading but have included a checkbox that the applicant would check if they are applying on behalf of an entity.</p> <p>15. The committees have reformatted this item to make it easier to complete.</p> <p>16. The committees are concerned that it could lead to inadvertent disclosure of confidential information. For this reason the committees chose not to include this as an option.</p>

	Commenter	Position	Comment	Committee Response
			<p>17. Item 5 if the recommendation above to switch Item 3 and Item 4 are approved, the following language will have to reflect item 4: <b>With that in mind, why should the court give you the minor’s confidential information you asked for in item 4.</b> For section #5, the request is made on #3 of this form, and the question should read: With that in mind... in item 3?”.</p> <p><b>DV-177</b></p> <p>18. For item #3, it is recommended to change the wording to “Person this notice was sent to.”</p> <p>19. Also, it is recommended to change the second checkbox to read: “Parent/Legal Guardian who requested to keep the minor’s information confidential.”</p> <p>Page 2 - <b>Clerk’s Certificate</b> –</p> <p>20. It is recommended to for Item c. to include the name of the form referenced: form DV-160, <i>Request to Keep Minor’s Information Confidential</i></p> <p>21. Page 2 of DV-177 In the “Instructions and Information on Next Steps” section, the format of items referenced in “Form DV-176” and “A blank</p>	<p>17. Based on the reformatting of items 3 and 4, this sentence will now refer to page 2.</p> <p>18. The committees have changed this item and item 4 to use a second-person point of view (e.g you, your).</p> <p>19. This change has been made.</p> <p>20. This change has been made.</p> <p>21. Items in this section will be consistently referred to using bubble numbers.</p>

	Commenter	Position	Comment	Committee Response
			<p>copy of form DV-178” portions are not consistent.</p> <div data-bbox="772 358 1398 662" style="border: 1px solid blue; padding: 5px;"> <p><b>Instructions and Information on Next Steps</b></p> <p>Form DV-176 is included with this notice. Take a close look at form DV-176 to see who made the request (item 2) and what confidential information the person is asking the court to release (item 3).</p> <p>A blank copy of form DV-178 is also included with this notice. If you do not agree with the request to release confidential information, you must complete form DV-177 and file it with the court clerk by the deadline listed in (4) paragraph 1 of this form DV-177. You can also find form DV-178 at <a href="http://www.courts.ca.gov/dv-178.pdf">www.courts.ca.gov/dv-178.pdf</a>.</p> </div> <p>22. Also, in paragraph 2 of “A blank copy of form DV-178,” sentence two should say: If you do not agree with the request to release confidential information, you must complete form DV-178.</p> <p>In the <b>Instructions and Information on Next Steps</b> section:</p> <p>23. It is recommended that <b>Form DV-176</b> includes the name of the form: Form DV-176, <i>Request for Release of Minor’s Confidential Information</i>.</p> <p>24. If the recommendations for form DV-176 (above) to switch items 3 and 4 are approved, the last section would have to reference item 4, instead of 3: <i>Take a close look at form DV-176 to see who made the request (item 2) and what confidential information the person is asking the court to release (item 4).</i></p>	<p>22. This change has been made.</p> <p>23. This change has been made.</p> <p>24. As noted above, the reference will now be to page 2.</p>

	Commenter	Position	Comment	Committee Response
			<p>25. It is recommended that form DV-178 includes the name of the form: A blank copy of form DV-178, <i>Response to Request for Release of Minor's Confidential Information</i>.</p> <p>26. It is recommended that <b>A blank copy form DV-178</b> section is modified to include the following: If you agree or disagree with the request to release confidential information, you must complete form DV-178 and file it with the court clerk by the deadline listed in item 4 on page 1 of this form DV-177. (<i>Agree</i> is referenced on form DV-178 under <b>Instructions</b> section, under the portion of <b>When to use this form?</b>).</p> <p><b>DV-178</b></p> <p>27. In the “<b>Instructions</b>” section, under the portion of “<b>Who should use this form?</b>” it is recommended to change to:</p> <p style="padding-left: 40px;">If you are a minor or parent/legal guardian who requested to keep information confidential.</p> <p>28. In the <b>Instructions</b> section, under <b>What do I need to complete this form?</b> It is recommended to add to the last section: Form DV-175, Cover Sheet for Confidential Information. You will need to give the court form DV-175 and two copies (one redacted</p>	<p>25. The title of each form will be listed in the first instance each is mentioned.</p> <p>26. The committees prefer the current language. The instruction on form DV-178 correctly states when the form can be used. The instruction on form DV-177 states when the form must be used (when the person does not agree to the request to release information).</p> <p>27. This change was made.</p> <p>28. As noted above, the applicable rule does not require the submission of a redacted and unredacted copy.</p>

	Commenter	Position	Comment	Committee Response
			<p>and one unredacted, if applicable, please refer to DV-165 item 9) of your completed form DV-178.</p> <p>29. Item 2 Revised to: Name of person or entity requesting minor’s confidential information (person listed on form DV-176, item 2): _____</p> <p>30. Item 4 b. to include an option to allow the party to include documents, if attached to form DV-176 under <b>Other information about the minor.</b></p> <p>31. Item 4 c. to read: <b>Yes, I agree to the request</b> and want the court to give the person listed in 2 all the confidential information they requested on form DV-176 item 3 (or 4, if the recommendation above for form DV-176 is approved to switch items 3 and 4).</p> <p><b>DV-179</b></p> <p>32. #1 (a) and (b) add a line right after “Name.” (Name: _____).</p> <ul style="list-style-type: none"> <li>It is recommended that item 1 a. and 1 b. to be consistent with form DV-176. Item 1 a. (first box) Name of protected party is _____ (second box) Name of protected party is _____</li> </ul>	<p>29. The committees believe that listing the name of the person making the request is sufficient.</p> <p>30. The committees prefer the current construction. Allowing attachments may lead to inadvertent disclosure of confidential information.</p> <p>31. The confidential information requested is now on page 2 of DV-176. The committees prefer the current language.</p> <p>32. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>confidential in this case. Item 1 b. (first box) Name of restrained party is _____ (second box) Name of restrained party is confidential in this case.</p> <p>33. Item 2. It is recommended to add “or Entity” to the title of this section: <b>Person or Entity Asking for Release of Minor’s Confidential Information</b></p> <p>Item 3 a. It is recommended to add “or entity listed”: <b>The court denies the request by the person or entity listed in 2 to release minor’s confidential information.</b></p> <p>Item 3 b. It is recommended to add “or entity listed”: <b>The person or entity listed in 2 must go to court on the date and time below to give more information why the court should release minor’s confidential information.</b></p> <p>34. #3(c) To read: The court will mail a copy of this order to the minor or parent/legal guardian who requested to keep minor’s information confidential.</p> <p>35. Item 4 a. It is recommended to add “or entity listed”: <b>The request made by the person or entity listed in 2 is:</b></p>	<p>33. The committees have revised item 2 to allow the person making the request to indicate if they are appearing on behalf of an entity or business. The committees believe that this change is sufficient to capture when requests are made by entities and not individuals.</p> <p>34. The committees have revised this sentence as follows, “The court will mail a copy of this order to the person who made the request to keep minor’s information confidential.”</p> <p>35. The committees did not make this change and believe the current language sufficiently communicates whether the request was granted or partially granted.</p>

	Commenter	Position	Comment	Committee Response
			<p>36. Item 5 a. It is recommended to add “or entity listed”: <b>In granting the request made by the person or entity listed in 2 the court finds that the:</b></p> <p>37. #5 (a)(2) release of minor’s confidential information as described in item 6 is (check at least one):</p> <p>#6 (a) The following persons/entities may have access to the information as described in 6 b (check all that apply):</p> <p>38. Item 6 a. (2). It is recommended to add (name) and a line right after minor’s school and afterschool program (<i>name</i>) _____.</p> <p>39. #6b to read: This order releases minor’s confidential information as follows:</p> <p>40. Item 7. It is recommended to add the following language to the last sentence: Any person who misuses or discloses the minor’s confidential information <b>to anyone other than law enforcement may be sanctioned up to \$1,000 or face other court penalties.</b> See Family Code section 6301.5(c)(2) for the limited situations in which disclosures can be made without a court order.</p>	<p>36. The committees do not believe the added language is necessary and may make the sentence harder to understand.</p> <p>37. The committees prefer the current language.</p> <p>38. The committees agree and have made these changes.</p> <p>39. This change has been made.</p> <p>40. The committees have included the following sentence, “See Family Code section 6301.5 for the limited situations in which disclosures can be made without a court order.”</p>

	Commenter	Position	Comment	Committee Response
			<p>41. Item 8 a. It is recommended to add “or entity listed”: <b>The court will send a copy of this order to the person or entity listed in 2...</b></p> <p>Item 8 b. It is recommended to add “or entity listed”: <b>The person or entity listed in 2 must have a server mail...</b></p> <p>42. #8 (a) The court will send a copy of this order to the person listed in 2 and the minor or parent/legal guardian who requested to keep the minor’s information confidential.</p> <p>(b) The person in 2 must have a server mail a copy of this order to the minor or parent/legal guardian who requested to keep the minor’s information confidential.</p> <p>43. <b>Clerk’s Certificate area</b> – name of the form listed is incomplete. Sentence should read:  I certify that this Order on Request for Release of Minor’s Confidential Information is a true and correct copy of the original on file in the court.</p> <ul style="list-style-type: none"> <li>• <i>Does the proposal appropriately address the stated purpose?</i>  Yes, with the following comments:</li> </ul> <p>44. CRC 5.382  (h) (3) (A) (ii) - For those cases in which the minor's address is not ordered to be kept confidential, service on the party that</p>	<p>41. The committees believe the current language sufficiently communicates what the responsibilities of the court or person in 2 are.</p> <p>42. To improve readability, the phrase “minor or legal guardian” has been replaced with “person.”</p> <p>43. This change has been made.</p> <p>44. The committees did not adopt this suggestion. The committees believe that creating multiple processes for service in these instances would be confusing and possibly cause additional work that</p>



	Commenter	Position	Comment	Committee Response
			<p>requested to keep the minor's information confidential should not be court's burden. Language may be revised to "Within ten days after filing form DV-176 with the clerk, the minor or legal guardian who requested to keep the minor's information confidential must be served, by first-class mail, with the following document, (if minor's address is ordered confidential, service will be made by the clerk):</p> <p>45. (h) (3) (C) (i) (c) and (ii) (c) Service - indicates the court must mail a copy of form DV-179 to the person who filed form DV-176 and the person who requested to keep the minor's information confidential.</p> <p>If all parties are present in court, service portion may add: "Parties may be served in court if present at the hearing."</p> <ul style="list-style-type: none"> <li>• <i>Should a person asking that the information of a minor be kept confidential be precluded from asking that the name of the minor not be provided to the restrained party? (That is, should item 8a(1) on DV-160 be removed? See the discussion in "Alternatives considered." above.)</i> No further comments.</li> <li>• <i>Are the forms easy for users to understand?</i></li> </ul>	<p>would offset any reduction in workload for the court.</p> <p>45. The committees have made this change.</p> <p>No response required.</p>

	Commenter	Position	Comment	Committee Response
			<p>Yes.</p> <ul style="list-style-type: none"> <li><i>Do you have any suggestions for improving their usability and readability?</i> Yes, please refer to the Comments section above</li> <li><i>What would the implementation requirements be for courts - for example, training staff (please identify the position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?</i> Implementation would require staff training, procedure revision, and updates to the case management system.</li> <li><i>Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?</i> Yes.</li> </ul>	<p>No response required.</p> <p>See above for responses.</p> <p>No response required.</p> <p>The committees appreciate the input.</p>
8.	<p>Superior Court of California, County of San Diego By Mike Roddy, Executive Officer Central Courthouse 1100 Union Street San Diego, CA 92101</p>	AM	<p>1. Does the proposal appropriately address the stated purpose? Yes; however, does keeping the minor's information confidential also prevent local law enforcement from disclosing such names from their restraining order online query system?</p> <p>2. Should a person asking that the information of a minor be kept confidential be precluded from asking</p>	<p>1. Law enforcement will have access to information through the Department of Justice's restraining order database to the extent that it is necessary to enforce the restraining per Family Code section 6301.5(d)(1)(A) and Code of Civ. Proc. section 527.6(v)(4)(A)(i).</p> <p>2. The committees believe that there may be situations where it would be appropriate to make</p>

	Commenter	Position	Comment	Committee Response
			<p>that the name of the minor <i>not</i> be provided to the restrained party? (That is, should item 8a(1) on forms CH-160 and DV-160 be removed? See the discussion in “Alternatives considered,” above.) Yes, for the due process reasons set forth in the Invitation.</p> <p>3. Are the forms easy for users to understand? Yes.</p> <p>4. Do you have any suggestions for improving their usability and readability? See General Comments.</p> <p>5. What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems? Updating internal procedures, training staff, and adding filings to case management systems.</p> <p>6. Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation? Yes, provided the final version of the forms are provided to the courts at least 30 days prior to the effective date. This will give courts sufficient time to update their procedures, configure local packets, and order printed stock.</p> <p>7. How well would this proposal work in courts of different sizes? It appears that the proposal would work for courts of all sizes.</p>	<p>the minor’s name confidential from the restrained party. Courts can address due process issues on a case-by-case basis. This item will remain on the forms.</p> <p>3. No response required.</p> <p>4. The committees thank you for your comments. See responses below for each comment submitted.</p> <p>5. No response required.</p> <p>6. The committees appreciate the input.</p> <p>7. No response required.</p>

	Commenter	Position	Comment	Committee Response
			<p><b>GENERAL COMMENTS:</b></p> <p>8. <b>CH-160:</b> Replace reference to “domestic violence restraining order” with “civil harassment.”</p> <p>9. <b>Item 3b</b> (... <i>You do not have to give a telephone, fax, or e-mail address.</i>)</p> <p>10. <b>Item 5</b> (See Cal Style Manual, § 4:9 and DV-160.) Information to Be Kept Confidential <del>F</del>from the Public</p> <p>11. <b>Item 5a</b> (<i>Note: If your request is granted, the public will not have access to <del>you</del> the minor’s name in this case, but law enforcement must be given this information.</i>)</p> <p>12. <b>Item 8</b> (See Cal Style Manual, § 4:9.) Information to Be Kept Confidential <del>F</del>from the Restrained Person</p> <p>13. <b>Item 8</b> (See page 3, item 5c [<i>Note</i>]) (<i>Note: The restrained person must be given the information <u>that is</u> necessary to comply with the restraining order and to respond to the restraining order request.</i>)</p> <p><b>CH-160-INFO Page 1</b></p> <p>14. A judge can make any information about a minor confidential. That means that you can ask to make confidential the minor's name, address, any</p>	<p>8. This change has been made.</p> <p>9. This section has been revised to be consistent with the contact section of other newly revised forms.</p> <p>10. Using a capital “f” is consistent with the council’s style guide, which requires capitalization of prepositions that are four letters or more.</p> <p>11. This change has been made.</p> <p>12. Same response as above.</p> <p>13. The committees prefer the current wording and did not make this change.</p> <p>14. Because the basis for civil harassment restraining orders can include violence and other actions, the committees have changed the</p>

	Commenter	Position	Comment	Committee Response
			<p>statements about the minor's <del>abuse</del> <u>harassment</u>, or any <del>abuse</del> <u>harassment</u> the minor witnessed.</p> <p>15. If you <del>only</del> want to protect the <u>only</u> minor's address, you do not have to make this request.  <b>Page 2, right column</b>  <b>Tips for Step 1: Complete the forms.</b>  <b>I <del>only</del> want to protect <u>only</u> the minor's address.</b>  If you <del>only</del> want to protect <u>only</u> the minor's address, you do not have to make this request. See "What information can I ask the judge to make confidential?" on page 1 for more information.</p> <p>16. <b>I want to protect <del>multiple minors</del> <u>more than one minor</u>.</b> Only an adult who is the minors' parent or legal guardian may make a request to protect <del>multiple minors'</del> <u>the information of more than one minor</u>.</p> <p>17. <b>I want to give the minor's school or others copies of court orders from this case.</b> If the court grants your request to make information regarding a minor confidential, you may want to ask the court for permission to give other people copies of certain documents in your case. You can make this request at item 9 on form CH-160.</p> <p>18. <b>My right to cancel my restraining order request.</b> If you are the party asking for the civil harassment restraining order and the judge does not grant your confidentiality request, you have the right</p>	<p>sentence to read as follows, "That means that you can ask to make confidential the minor's name, address, or any statements about what the minor experienced or witnessed."</p> <p>15. The committees have changed the sentence to read as follows, "If you want to protect the minor's address only, you do not have to make this request."</p> <p>16. This change has been made.</p> <p>17. This change has been made.</p> <p>18. The committees have simplified this sentence, to read as follows, "You have the right to cancel your request for a restraining order if a judge does not grant your request to make information</p>

	Commenter	Position	Comment	Committee Response
			<p>to cancel your <u>request for a civil harassment restraining order request</u>.</p> <p>19. To <del>have</del> <u>cancel</u> your <u>request for a civil harassment restraining order request canceled</u>, check the box on form CH-160, item 7a, and item 8d(1), if it applies.</p> <p>20. If you cancel your <u>request for a civil harassment restraining order request</u>, you will <b>not</b> receive a civil harassment restraining order at this time.</p> <p>21. If, <b>after</b> canceling your <u>request for a civil harassment restraining order request</u>, you want to ask for a civil harassment restraining order based on the same facts, you must start the process over. See form CH-100-INFO for more information.</p> <p><b>Page 3, left column</b>  <b>What if the judge granted my request?</b></p> <p>22. Look closely at form CH-165, pages 2-<del>54</del> (<u>items 8 and 9</u>), to see what information the judge made confidential in your case.</p> <p>23. If the judge granted your request <del>to keep information confidential</del>, the information the judge decided to keep confidential will not be available to the public. The information will <del>only</del> be available <u>only</u> to the parties in the case.</p> <p>24. At times, the judge may make information confidential from the other party (<u>the restrained person</u>) in your case.</p>	<p>confidential. This right only applies if you are asking for the restraining order <b>at the same time</b> as your request to make information confidential.</p> <p>19. This change has been made.</p> <p>20. This change has been made.</p> <p>21. This change has been made.</p> <p>22. Items 7 and 8 are referenced instead of pages 2-4.</p> <p>23. These changes have been made.</p> <p>24. This sentence has been changed to read as follows, “At times, the judge may make</p>

	Commenter	Position	Comment	Committee Response
			<p>25. If this happens, the judge will <u>complete</u> item <del>89</del> on form CH-165.</p> <p>Now, take a close look at item <del>910</del> on form CH-165. This tells you who is responsible for redacting the information on your paperwork and the deadline for filing it with the court.</p> <p><b>26. Page 3, right column What if the judge did not grant (denied) my request?</b> This means that if you move forward with your case, the minor's information <u>on your paperwork</u> will not be confidential <del>on your paperwork</del>. This is important because anyone can go to your local courthouse and ask to see the documents you filed in this case.</p> <p><b>27. What if I asked to cancel my restraining order request?</b> ... The court will either return these forms to you, destroy them, or delete them from <del>their</del> <u>its</u> records unless you give the court permission to file the forms.</p> <p><b>28. Is there a penalty for disclosing confidential information?</b> ... You will not be penalized if you: - Give information to police to help them enforce the judge's orders; or - If you are the minor who has claimed <del>abuse</del> <u>harassment</u>.</p>	<p>information confidential from the restrained person.”</p> <p>25. These changes were not made. The items are correctly referenced on the draft form CH-165 included in the proposal.</p> <p>26. This change was made.</p> <p>27. This change was made.</p> <p>28. The language has been changed to, “If you are the minor who has claimed harassment, violence or threats of violence.”</p>

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			<p><b>Page 4, right column</b></p> <p>29. <b>Step 4: Have your server give your court papers to all parties.</b></p> <p>30. For service by mail, give your server your court papers as well as form CH-<del>250</del>260. The court needs proof that your papers were served. After your server completes form CH-200, CH-260, or form POS-030, take it to the court to file in your case.</p> <p>31. <b>CH-165:</b> <b>Box at bottom of page:</b> If item 3 is checked, file page 1 in a public file and discard pages 2-<del>5</del>6.</p> <p>32. <b>Item 8</b> (See Cal Style Manual, § 4:9.) Information to Be Kept Confidential <del>F</del>from the Restrained Person</p> <p>33. <b>Item 10 People Who May Have Access to Unredacted Court Documents</b> <b>a(2)</b> – The word “minor’s” is not necessary. a(4) ___ other (<i>full name</i>):</p> <p>34. <b>Item 12a:</b> Propose adding the following language “any family law case, or any other civil case <u>with the same parties.</u>”</p> <p>35. <b>Item 13 To the Person Making the Requesting <del>for</del> Confidentiality</b></p>	<p>29. This change was made.</p> <p>30. This section should reference Form POS-030, not CH-250 or CH-260.</p> <p>31. This change has been made.</p> <p>32. Using a capital “f” is consistent with the council’s style guide, which requires capitalization of prepositions that are four letters or more.</p> <p>33. The committees believe that the current language is easier to understand and did not adopt the suggested revision.</p> <p>34. This change has been made.</p> <p>35. The committees believe that the current language is easier to understand and did not adopt the suggested revision.</p>



	Commenter	Position	Comment	Committee Response
			<p>36. <b>Item 13c(1) (Form CH-170 should be the first page with all others forms stapled behind it.)</b>  (2) ___ Form CH-100, Request for <del>Domestic Violence</del> <u>Civil Harassment</u> Restraining Order</p> <p><b>CH-170</b></p> <p>37. <b>Item 1</b>... Confidential information may be given ONLY to law enforcement to enforce the restraining order (attached form CH-110 <u>or CH-130</u>).</p> <p>38. <b>Item 2a.</b> Form CH-100, <i>Request for Civil Harassment Restraining Orders</i>  d. Form CH-130, <i>Civil Harassment Restraining Order After Hearing</i></p> <p>39. <b>Item 3</b> (See CH-165, item 12a.) If you file any document that contains any confidential information in this case, <u>any family law case, or another civil case with the same parties, you MUST also use form CH-175 as a cover sheet.</u> ...</p> <p>40. <b>CH-175</b>  <b>Instructions to Parties</b> When to use this cover sheet: <u>Item 4a or 4b on f</u> Form CH-165 has been <del>issued</del> <u>checked</u> by the court</p> <p><b>CH-176</b></p> <p>41. Propose changing first person “My” to second person “<b>Your</b>” throughout the form, which is consistent with other CH forms (e.g. CH-100, 115, etc.).</p>	<p>36. These changes have been made.</p> <p>37. The reference to CH-110 has been removed as it could be other forms, like CH-130 and CH-730.</p> <p>38. These changes have been made to correctly reflect the titles of the two forms.</p> <p>39. The committees prefer the current language because it is unlikely that parties in a civil harassment case will also be the same parties in a family law case. “Civil case” means any civil proceeding, including family law and probate cases.</p> <p>40. The committees have changed this sentence to the following, “When information about a minor has been made confidential (granted on form CH-165).”</p> <p>41. The committees prefer writing in the first person, when possible. The committees note that new and recently revised forms, like CH-160 and CH-115, use the first-person point of view.</p>

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			<p>42. <b>Instructions: What do I do if I received a completed copy of this form?</b>  The person in 2 is asking the court for access to information that has been made confidential (see item 3 on page 2 of this form). If you do NOT agree with this request, complete and file <i>Response to Request for Release of Minor's Confidential Information</i> (form CH-1778), by the deadline listed on form CH-177, item 4.</p> <p>43. <b>Item 2:</b> Propose changing “My name is” to “Full Name”, as the proposed Notice form (CH-177) requires the clerk to include the requesting party’s full name.</p> <p>44. <b>Item 4a.</b> The information I <del>am asking from the court</del> <u>want released</u> is the same for all minors.  b. The information I <del>am asking from the court</del> <u>want released</u> is <b>not</b> the same for all minors.</p> <p>45. <b>Item 5 Reasons I Am Asking <del>the Court</del> for <u>the Minor's Confidential Information</u></b></p> <p>46. To approve your request, the court must find that giving you the minor's confidential information is necessary to <del>either</del> prevent harassment or is in the best interest of the minor.  The question listed should reference Item 3 not 2.</p> <p>47. <b>Verification, p. 3</b> (See, e.g., form CH-160, page 6.) I declare under penalty of perjury under the laws</p>	<p>42. Thank you. This change has been made.</p> <p>43. This has been changed to “My full name is:”.</p> <p>44. These changes have been made with minor revisions.</p> <p>45. The committees have changed this heading to “Reasons I Want Access to Minor’s Confidential Information.”</p> <p>46. This change has been made.</p> <p>47. Item 6 incorporates attachments therefore the reference to all attachments is not needed. Form</p>

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			<p>of the State of California that the information above <u>and on all attachments</u> is true and correct.</p> <p><b>CH-177</b></p> <p>48. <b>Page 1, paragraph 2</b> ... For next steps, see <u>the</u> instructions on page 2.</p> <p>49. <b>Page 2</b> For person in 3:</p> <p><b>Instructions and Information on Next Steps</b></p> <p>50. <b>Form CH-176</b> is included with this notice. Take a close look at <del>form CH-176</del> <u>it</u> to see who made the request (item 2) and what confidential information the person wants to access (item 3).</p> <p>51. <b>A blank copy of form CH-178</b> is also included with this notice. If you do not agree with the request to release confidential information, you must complete form CH-178 and file it with the court clerk by the deadline listed in 4 on page 1 of this form <del>CH-177</del>. ...</p> <p>52. <b>CH-178:</b> Propose changing first person “My” to second person “<b>Your</b>” throughout the form, which is consistent with other CH forms (e.g. CH-100, 115, etc.).</p> <p><b>Instructions</b></p> <p>53. <b>When <del>to use</del> <u>should</u> this form <u>be used</u>? Who should use this form?</b></p>	<p>CH-160 will reflect the same declaration under penalty of perjury.</p> <p>48. This change has been made.</p> <p>49. This section has been rename to “Next Steps for Person in 3”</p> <p>50. This change has been made.</p> <p>51. The committees prefer to include the reference to form CH-177. A lot of forms are mentioned in this section and there is concern that referring to CH-177 as “this form” may be insufficient.</p> <p>52. The committees prefer writing in the first person, when possible. The committees note that new and recently revised forms, like CH-160 and CH-115, use the first-person point of view.</p> <p>53. The committees prefer the current language, as contained in the proposal.</p>

	Commenter	Position	Comment	Committee Response
			<p><del>If you are a</del> <u>A</u> minor or legal guardian who made a request to keep <u>the minor's</u> information confidential.</p> <p>54. <b>Item 4b</b> ___ Other information about the minor (<i>specify</i>): _____</p> <p>55. <del>The reasons why</del> <b>I do not want the person to have <u>this the information checked</u> above is because:</b></p> <p>56. <b>Item 5</b> Should this item be revised for consistency with item 5 in form DV-178?</p> <p>You must have your server mail a <u>redacted</u> copy of this form (<u>with no confidential information</u>) to the person listed in 2.</p> <p><b>CH-179, page 4</b></p> <p>57. <b>Item 8b</b> Remove “, after the copy has been mailed” from hyperlink or delete underscore.</p> <p><b>Clerk's Certificate</b></p> <p>58. I certify that this <i>Order on Request for <u>Release of Minor's Confidential Information (Civil Harassment Prevention) (form CH-179)</u></i> is a true and correct copy of the original on file in the court.</p> <p>59. <b>DV-160-INFO Page 1, left column</b> A minor can make this request without the help of an adult. <del>This depends</del> <u>depending</u> on the minor's</p>	<p>54. The third option in item 4b is intentionally vague so the person completing the form does not unintentionally disclose or describe the confidential information that they do not want disclosed.</p> <p>55. This change has been made.</p> <p>56. Yes, this item will be revised to be consistent with the DV form.</p> <p>57. This change has been made.</p> <p>58. This change has been made.</p> <p>59. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>age, though. If the minor is 12 years old or younger, the judge may want an adult to help the minor make this request. (See CH-160 INFO.) 60. If you <del>only</del> want to protect the <u>only</u> minor's address, you do not have to make this request. ...</p> <p><b>Page 2, right column</b></p> <p>61. <b>Tips for Step 1: Complete the forms.</b> <b>I <del>only</del> want to protect <u>only</u> the minor's address.</b> If you <del>only</del> want to protect <u>only</u> the minor's address, you do not have to make this request. See "What information can I ask the judge to make confidential?" on page 1 for more information.</p> <p>62. <b>I want to protect <del>multiple minors</del> <u>more than one minor</u>.</b> Only an adult who is the minors' parent or legal guardian may make a request to protect <del>multiple minors'</del> <u>the information of more than one minor</u>.</p> <p>63. <b>My right to cancel my restraining order request.</b> If you are the party asking for the civil harassment restraining order and the judge does not grant your confidentiality request, you have the right to cancel your <u>request for a domestic violence restraining order request</u>. To <del>have</del> <u>cancel</u> your <u>request for a domestic violence restraining order request canceled</u>, check the box on form DV-160, item 7a, and item 8d(1), if it applies.</p>	<p>60. The sentence has been revised to "If you want to protect the minor's address only..."</p> <p>61. The sentence has been revised to "I want to protect the minor's address only."</p> <p>62. This change has been made.</p> <p>63. The committees have simplified this sentence, to read as follows, "You have the right to cancel your request for a restraining order if a judge does not grant your request to make information confidential. This right only applies if you are asking for the restraining order <b>at the same time</b> as your request to make information confidential."</p>

	Commenter	Position	Comment	Committee Response
			<p>64. If you cancel your <u>request for a domestic violence restraining order request</u>, you will <b>not</b> receive a domestic violence restraining order at this time.</p> <p>If, <b>after</b> canceling your <u>request for a domestic violence restraining order request</u>, you want to ask for a domestic violence restraining order based on the same facts, you must start the process over. See form DV-505-INFO for more information.</p> <p><b>65. Page 3, left column</b>  <b>What if the judge granted my request?</b>  Look closely at form DV-165, pages 2-<del>54</del> (<u>items 7 and 8</u>), to see what information the judge made confidential in your case.</p> <p>66. If the judge granted your request <del>to keep information confidential</del>, the information the judge decided to keep confidential will not be available to the public. The information will <u>only</u> be available <u>only</u> to the parties in the case.</p> <p>67. Redacting means to hide (<del>whited or blacked</del> <u>blacken or whiten</u> out) information so it cannot be seen. If the judge makes you responsible for redacting the information, your local self-help center may be able to help you.</p> <p><b>DV-165:</b>  68. <b>Item 3a</b> – Italicize titles of forms.  The court will NOT make a decision on the <i>Request for Domestic Violence Restraining Order</i> (form DV-100).</p>	<p>64. These changes have been made.</p> <p>65. Items 7 and 8 are now referenced instead of pages 2-4.</p> <p>66. These changes have been made.</p> <p>67. This change has been made.</p> <p>68. These changes have been made.</p>

	Commenter	Position	Comment	Committee Response
			<p>The court will make a decision on the <i>Request for Domestic Violence Restraining Order</i> (form DV-100).</p> <p><b>69. Box at bottom of page 1:</b> If item 3 is checked, file page 1 in a public file and discard pages 2-<del>56</del>.</p> <p><b>70. Top of page 2</b> – Insert period. <i>Court will complete the rest of this form if the request is partially or fully granted.</i></p> <p><b>71. Item 7</b> Information to Be Kept Confidential from <u>the</u> Public</p> <p><b>72. Item 10 People Who May Have Access to Unredacted Court Documents</b></p> <p><b>73. Item 10a(2)</b> – The word “minor’s” is not necessary. (4) ___ other (<i>full name</i>):</p> <p><b>74. Item 13 To the Person <del>Making the Requesting</del> <del>for</del> Confidentiality</b></p> <p><b>75. Item 13a</b> (<i>See form DV-160200-INFO to find out how to meet this requirement. ....</i>)</p> <p><b>76. Item 13c(1)</b> (Form DV-170 should be the first page with all others forms stapled behind it.)</p>	<p>69. This change has been made.</p> <p>70. This change has been made.</p> <p>71. This change has been made.</p> <p>72. The committees believe that the current language is easier to understand and did not adopt the suggested revision.</p> <p>73. “Minor’s” has been deleted.</p> <p>74. The committees believe that the current language is easier to understand and did not adopt the suggested revision.</p> <p>75. This change has been made.</p> <p>76. This change has been made.</p>

	Commenter	Position	Comment	Committee Response
			<p><b>77. Box at bottom of page 6</b> If item <del>9b</del> <u>8b</u> is checked, provide the person making this request no more than three certified copies of forms DV-100, DV-109, and DV-110, which must include any information in item 7 but must NOT include any information listed in item <del>9b</del> <u>8b</u>. Use form DV-170<del>5</del> as a cover sheet for each set of forms.</p> <p>78. Any information listed in item 8b must not be available to the restraining person and <u>must be</u> filed in a confidential file.(See CH-165.)</p> <p><b>79. DV-170:</b> Item 1: Confidential information may be given ONLY to law enforcement to enforce the restraining order (attached form DV-110 <u>or DV-130</u>).</p> <p>80. <b>Item 3:</b> Remove underscore from “you MUST also <u>use</u>...”</p> <p><b>Center footer</b> 81. Notice <del>Of</del> Order Protecting Information of Minor</p> <p>82. <b>DV-175 Instructions to Parties</b> When to use this cover sheet: <u>Item 4a or 4b on Form DV-165 has been issued checked</u> by the court</p> <p>83. <b>Item 2a(2)</b> Another civil<del>l</del> <u>or</u> family law case</p>	<p>77. The committees agree that item 8b is the correct reference. However, form DV-170 is the correct for the clerk to use as a cover sheet, not form DV-175.</p> <p>78. This change has been made.</p> <p>79. Instead of listing all the possible forms that a restraining order could be issued on, the committees have removed the reference to DV-110.</p> <p>80. This change has been made.</p> <p>81. This change has been made.</p> <p>82. The committees have changed this sentence to the following, “When information about a minor has been made confidential (granted on form DV-165).”</p> <p>83. This change has been made.</p>



	Commenter	Position	Comment	Committee Response
			<p><b>DV-176</b></p> <p>84. Propose changing first person “My” to second person “<b>Your</b>”, which is consistent with other DV forms (e.g. DV-100, 115, etc.).</p> <p>85. <b>Item 2.</b> Propose changing “My name is” to “Full Name”, as the proposed Notice form (DV-177) requires the clerk to include the requesting party’s full name.</p> <p>86. <b>Item 4a.</b> The information I <del>am asking from the court</del> <u>want released</u> is the same for all minors.  b. The information I <del>am asking from the court</del> <u>want released</u> is <b>not</b> the same for all minors.</p> <p><b>87. Item 5: Reasons I Am Asking <del>the Court</del> for <u>the Minor's Confidential Information</u></b></p> <p>88. The question listed should reference Item 3 not 2.</p> <p>89. <b>Verification, p. 3</b> (See, e.g., form CH-160, page 6.)  I declare under penalty of perjury under the laws of the State of California that the information above <u>and on all attachments</u> is true and correct.</p> <p><b>DV-178</b></p> <p>90. Propose changing first person “My” to second person “<b>Your</b>” throughout the form, which is consistent with other DV forms (e.g. DV-100, 115, etc.).</p>	<p>84. The committees prefer writing in the first person, when possible. The committees note that new and recently revised forms, like CH-160 and CH-115, use the first-person point of view.</p> <p>85. This has been changed to “My full name is:”.</p> <p>86. The committees have reformatted this section to make it easier to complete.</p> <p>87. The committees have changed this heading to “Reasons I Want Access to Minor’s Confidential Information.”</p> <p>88. The page number is now referenced instead of an item number.</p> <p>89. To state the same idea but with simpler language, the committees propose adding “and on all papers.”</p> <p>90. The committees prefer writing in the first person, when possible. The committees note that new and recently revised forms, like DV-160 and DV-115, use the first-person point of view.</p>

	Commenter	Position	Comment	Committee Response
			<p><b>Instructions</b></p> <p>91. <del>When to use</del> <b>should this form be used?</b>  <b>Who should use this form?</b>  If you are a <u>A</u> minor or legal guardian who made a request to keep <u>the minor's</u> information confidential.</p> <p>92. <b>Item 4a</b> - Should the following be added? It appears in this item (4a) on form CH-178.  ___ <i>Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 4a" for a title.</i></p> <p>93. <b>Item 4b</b>  ___ Other information about the minor (<i>specify</i>):  _____</p> <p>94. <del>The reasons why</del> <b>I do not want the person to have <u>this the information checked</u> above is because:</b></p> <p>95. <b>Item 4b</b> - Should the following be added? It appears in this item (4b) on form CH-178.  ___ <i>Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 4b" for a title.</i></p> <p><b>DV-179</b></p> <p>96. <b>Page 4, Clerk's Certificate</b></p>	<p>91. The committees prefer the current language, as contained in the proposal.</p> <p>92. There appears to be enough space for a complete answer therefore the overflow checkboxes will be deleted from Form CH-178 for this item.</p> <p>93. The third option in item 4b is intentionally vague so the person completing the form does not unintentionally disclose or describe the confidential information that they do not want disclosed.</p> <p>94. This change has been made.</p> <p>95. There appears to be enough space for a complete answer therefore the overflow checkboxes will be deleted from Form CH-178 for this item.</p> <p>96. This change has been made.</p>

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			<p>I certify that this <i>Order on Request for Release of Minor's Confidential Information</i> is a true and correct copy of the original on file in the court</p> <p><b>Rule 3.1161</b>  <b>Subd. (h)(3)(C)</b>  97. The request may be granted or denied in whole or in part without a hearing or the court may set the matter for hearing on at least 10 days' notice to the person who made the request for release of confidential information and the person who made the request for confidential information. <del>Any</del> <u>The</u> hearing must be confidential <u>and closed</u>.</p> <p>98. <b>Subd. (h)(3)(C)(i)c.</b>  <del>e. Service</del>  c. If the court grants the request for release of information based on the pleadings, the court must mail a copy of form CH-179 to the person who filed form CH-176 and the person who made the request to keep the minor's information confidential.</p> <p><b>Subd. (h)(3)(C)(ii)c.</b>  <del>e. Service</del>  c. If the court denies the request for release of information based on the pleadings, the court must mail a copy of form CH-179 to the person who filed form CH-176 and the person who made the request to keep the minor's information confidential.</p> <p><b>Rule 5.382</b>  99. <b>Subd. (h)(3)(A)(ii):</b> the statutes do not state that the clerk has to serve the documents on the minor or legal guardian who made the request to keep the</p>	<p>97. Because a hearing is optional, the use of "any" is appropriate.</p> <p>98. The committees prefer to keep this sub-heading.</p> <p>99. The committees believe that providing notice in this instance is an appropriate function of the court. In other instances, courts are required to provide notice by mailing. The committees</p>

	Commenter	Position	Comment	Committee Response
			<p>minor’s information confidential. If the court is going to be required to serve the documents, a fee should be charged for this service.</p> <p>100. 10 days should be changed to 10 business or court days as 10 calendar days may not be sufficient time for the clerk to serve the documents.</p> <p>101. <b>(h)(3)(A)(ii)(c).</b> <i>Notice of Request for Limited Release of Minor’s Confidential Information</i> (form DV-177); Title of DV-177 does not include “Limited.”</p> <p>102. <b>Subd. (h)(3)(B)(ii)</b>  (ii) The person filing a response must serve a copy of the response form (<u>form DV-178</u>) on the person requesting release of confidential information before filing the response form with the court unless the response form contains confidential information. If the response form contains confidential information, service must be done as soon as possible after the response form has been redacted.</p> <p>103. <b>Subd. (h)(3)(C)</b>  The request may be granted or denied in whole or in part without a hearing or the court may set the matter for hearing on at least 10 days’ notice to the person who made the request for release of</p>	<p>understand that this policy requires additional work by the courts but does not believe there is any other way that notice can be given to the person who made the request confidential. The contact information for the person who made the request for confidentiality is provided on a confidential form which the person requesting release of confidential information would not have access to.</p> <p>100. The committees believe that 10 calendar days provides courts with sufficient time to serve the documents by mail.</p> <p>101. This change has been made.</p> <p>102. This has been changed to, “...of the response (form DV-178).”</p> <p>103. Because a hearing is optional, the use of “any” is appropriate.</p>

	Commenter	Position	Comment	Committee Response
			<p>confidential information and the person who made the request for confidential information. <del>Any</del> <u>The</u> hearing must be confidential <u>and closed</u>.</p> <p>104. <b>Subd. (h)(3)(C)(i)c.</b>  <del>e. Service</del>  c. If the court grants the request for release of information based on the pleadings, the court must mail a copy of form DV-179 to the person who filed form DV-176 and the person who made the request to keep the minor's information confidential.</p> <p><b>Subd. (h)(3)(C)(ii)c.</b>  <del>e. Service</del>  c. If the court denies the request for release of information based on the pleadings, the court must mail a copy of form DV-179 to the person who filed form DV-176 and the person who made the request to keep the minor's information confidential.</p>	<p>104. The committees prefer to keep this sub-heading.</p>
9.	TCPJAC/CEAC Joint Rules Subcommittee (JRS), on behalf of the Trial Court Presiding Judges Advisory Committee (TCPJAC) and the Court Executives Advisory Committee (CEAC)	A	<p>The JRS notes the following impact to court operations:</p> <ul style="list-style-type: none"> <li>• Impact on existing automated systems (e.g., case management system, accounting system, technology infrastructure or security equipment, Jury Plus/ACS, etc.)</li> <li>• Results in additional training, which requires the commitment of staff time and court resources.</li> <li>• Increases court staff workload.</li> <li>• Proposed date for implementation is not feasible or is problematic.</li> </ul> <p>JRS also notes that the proposal is required to conform to a change of law.</p>	<p>The committees thank you for your comments.</p>

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			<p><b>Request for Specific Comments:</b></p> <p>1. Does the proposal appropriately address the stated purpose?  <ul style="list-style-type: none"> <li>• Yes</li> </ul> </p> <p>2. Are the forms easy for users, especially self-represented litigants, to understand?  <ul style="list-style-type: none"> <li>• Yes</li> </ul> </p> <p>3. Do you have any suggestions for improving their usability or readability?  <ul style="list-style-type: none"> <li>• No</li> </ul> </p> <p>4. What would the implementation requirements be for the court?  <ul style="list-style-type: none"> <li>• Training for Judicial Officers and staff, CLETS input clerks in counties where the court processes CLETS orders. Revision of procedures will be required. In courts with CMS automated processes or online forms and CLETS reporting, development and update will be required; this will require time, development and cost. There will also be a cost to recycling and replacing outdated forms with new forms in areas where paper copies and packets are used.</li> </ul> </p> <p>5. Would three months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?  <ul style="list-style-type: none"> <li>• In courts with manual processes, training and changing out of forms could be performed within a three-month window. Where CMS changes are required, current time to implement change is</li> </ul> </p>	<p>No response required.</p> <p>No response required.</p> <p>No response required.</p> <p>No response required.</p> <p>The committees do not recommend delaying the effective date. The committees note that all the courts that responded to this question stated that three months would provide enough time for implementation.</p>

	<b>Commenter</b>	<b>Position</b>	<b>Comment</b>	<b>Committee Response</b>
			lengthy relative to the CMS vendor and contractual obligation to provide updates with legislative or other change is imposed upon trial court.	