



**CIRCUIT COURT
NINETEENTH JUDICIAL CIRCUIT
LAKE COUNTY, ILLINOIS**

18 North County Street
Waukegan, Illinois 60085-4359
847.377.3600
TDD 847.360.2975

The Chambers of
MICHAEL G. NERHEIM
Circuit Judge

March 3, 2025

**Instructions for Application for Approval to Serve as a
Parenting Coordinator pursuant to Supreme Court Rule 909**

These instructions and the attached Application are for use by qualified attorneys in connection with the Local Court Rule 4-3.20 and Supreme Court Rule 909 regarding the Nineteenth Judicial Circuit Parenting Coordinator 2025-2027 list. You must submit all the documents below by **April 04, 2025**, if you are interested in being added to the Parenting Coordinator list. NOTE: YOUR NAME WILL NOT BE INCLUDED ON THE PARENTING COORDINATOR LIST UNTIL 2027 IF YOU FAIL TO SUBMIT YOUR APPLICATION IN A TIMELY MANNER - NO EXCEPTIONS.

Please submit the following by **April 04, 2025**, to be added to the Parenting Coordinator list:

1. Parenting Coordinator Application;
2. Certificate of Completion of the most recent LCBA GAL/PC training.
 - Applicant may submit proof of completion of an alternative Parenting Coordinator training (separate from the LCBA GAL/PC training), which must include training on the topics of domestic violence, psychological issues, the needs of children in cases of family separation and family dynamics. Said alternative training must include at minimum an equal number of hours of training as the LCBA GAL/PC training. Documentation as to said alternative training will be reviewed for possible approval by the Presiding Judge of the Family Division.
3. Current State of Illinois Professional License (<https://www.iardc.org/Lawyer/Search>)
4. Current malpractice insurance.

Applications and the documentation listed above will only be accepted via email to the Family Judicial Assistant (FamilyJA@lakecountyil.gov) to expedite the process. Please turn in all documentation as one email if possible. You may email (preferred) FamilyJA@lakecountyil.gov or call 847-377-3634 if you have any questions.

For further information, please refer to the Local Court Rules of the Nineteenth Judicial Circuit on the website www.19thcircuitcourt.state.il.us/ and Supreme Court Rule 909 for the most current requirements.

Thank you for your continued interest in the 19th Judicial Circuit's Family Parenting Coordinator Program.

Sincerely,
Michael G. Nerheim
Presiding Judge Family Division

A handwritten signature in dark ink, appearing to read "M. Nerheim", written over a horizontal line.