Clear Form

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
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Court Name: _____

Case Name: _____

Case Number: _____
(if known)

519-B SCHEDULING CONFERENCE ORDER

Counsel for Plaintiff(s):

_____

_____

_____

Counsel for Defendant(s):

_____

_____

_____

1. **Requested Date and location of 519-B Panel Hearing:** _____
Scheduled within 6 months of service on the defendant unless extended for good cause by the Chairperson, as more particularly provided in RSA 519-B:4 II and VI.

   Medical Specialty Requested: _____

2. **Expected Date of Jury Trial**: _____ *Panel hearing shall be scheduled at least 90 days before the anticipated or scheduled trial date unless the parties agree otherwise, or for good cause shown.*

3. **Disclosure of Experts:** Plaintiff(s): _____

   Depositions of Plaintiff's experts: _____

   Defendant(s): _____

   Depositions of Defendant's experts: _____

   a. Within 10 days after the date identified for disclosure of defendant's experts, all parties shall send directly to each panel member and to the Superior Court Center, a list of all witnesses, including experts, who may offer testimony or evidence at the panel hearing, whether by live testimony, by report, by transcript, or otherwise. This list shall be provided to each panel member on the standard form attached to this order. Panel members will be required to identify any possible conflict(s) by completing the witness list form and sending it to the Superior Court Center within 10 days of receipt.

   b. The witness list provided to the panel shall include the names, addresses and practice affiliations, if any, of all potential witnesses, with sufficient detail to enable each panel member to determine whether he or she has any conflict of interest. The list shall not include any reference to the substance of the witnesses' anticipated testimony.

4. **Close of Discovery:** _____

5. **Length of Panel Hearing:** _____
Expected length of proceeding (excluding deliberations): As a general rule, hearings shall be held to conclusion within one day unless at the structuring conference, or at the hearing, the Chairperson in his or her discretion determines that justice and fairness require additional time.

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If the expected length of the panel hearing changes during the interim of the issuance of this structuring order and the actual panel hearing, counsel/pro se parties are required to notify the Superior Court Center as soon as possible.

6. **Submissions 30 days prior to hearing:** _____
   a. special procedural requests
   b. pre-hearing motions
   c. final witness list, expert and non-expert (Disclosure shall include the witness's name, address, and whether the witness's testimony will be submitted by deposition, report, affidavit or live testimony.)
   d. Submissions shall be mailed to the Chairperson and all counsel of record and pro se parties, if any.

7. **Submissions 10 days prior to hearing:** _____
   a. brief summary statement by each party
   b. medical records
   c. expert opinions submitted by deposition, signed written reports, affidavit, or pre-trial disclosures signed by the expert
   d. witness deposition transcripts
   e. Submissions shall be mailed to the Chairperson, panel members, all counsel of record and pro se parties, if any.

   *Note: Counsel and parties are directed to coordinate their efforts to ensure that no more than **one set of medical records and one deposition transcript for each deponent is provided to each of the panel members.** In addition, each counsel shall be permitted to submit excerpted or highlighted portions of depositions.*

8. **Notification Deadline for Waiver of Panel Hearing:** Except for good cause shown, a party or parties responsible for notification of an agreed waiver of a panel hearing less than 10 days prior to the scheduled hearing date may be assessed fines and/or costs.

Date	Attorney for Plaintiff	Date	Attorney for Defendant
Date	Attorney for Plaintiff	Date	Attorney for Defendant

SO ORDERED:

Date	Signature of Chairperson

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