How is the order enforced?

- If you are in immediate danger, call 911.
- If you believe the order has been violated, contact the police department where the violation occurred

How to change/dismiss an OFP

- Call to make an appointment to file the motion
- File a motion to change/dismiss your order
- If the motion requires an Order to Appear, a judicial officer needs to approve the order to have a hearing and a date will be set in which both parties should appear in court.
- In most cases, the motion does not modify the order in any way until the court hearing.
- Appear at a court appearance (approximately two weeks from the date of your appointment)

How to extend an OFP

- Call to make an appointment to file for an extension a few weeks before the order expires.
- The statute allows the order to be extended if the:
 - Respondent violated a prior or existing Order for Protection;
 - Petitioner is in reasonable fear of physical harm from the respondent;
 - Respondent has engaged in acts of harassment or stalking; or
 - o Respondent is incarcerated and about to be released, or has recently been released from incarceration.

What if I move?

- Submit a Notice of Change of Address form to the Domestic Abuse/Harassment office with any change in address
- The address may remain confidential.
- The court clerks will send a copy of the order to the new police department and note the new address in the file.

Ramsey County Phone Numbers:

Domestic Abuse Intake: 651-266-5130 Sheriff Civil Process Unit: 651-266-9330 Law Enforcement Center: 651-266-9350 County Attorney: 651-266-3222 St. Paul City Attorney: 651-266-8740 Adult Probation/Parole: 651-266-2300 Child Protection: 651-266-4500 Adult Protection: 651-266-2300 Family Court: 651-266-2842 Criminal Court: 651-266-8180 City/County Information: 651-266-8500

Other Phone Numbers:

Minnesota Help: 651-291-0211 Minnesota Domestic Violence Hotline: 866-223-1111

National Domestic Abuse Hotline: 1-800-799-SAFE (7233)

Communication Services for the Deaf: 651-297-6700 Voice/TTY

Southern MN Regional Legal Services: 651-222-4731

Parent Support Services: 651-641-1300

Ramsey County Domestic Abuse and Harassment Office

Juvenile and Family Justice Center 25 West Seventh Street Room 122 Saint Paul, MN 55102 651-266-5130 Appointment and info 651-266-5140 Fax

Office Hours: Monday-Friday 8:00am-4:30pm

This information and more:

http://www.mncourts.gov/district/2/?page=45 If an interpreter is needed, please contact us.

Ramsey County Domestic Abuse

How to obtain an Order for Protection &

Understanding the process that follows

Petitioner=the person filing the order Respondent=the person the order is against

What is an Order for Protection?

An Order for Protection (OFP) is a civil court order that sets conditions on a Respondent where the Petitioner alleges domestic abuse. The conditions may include, but are not limited to: no harm, no contact, exclusion from residence/employment, custody/parenting time, child support, etc. Orders for Protection are usually in effect for one year.

How to qualify for an OFP

(According to Minn. Stat. § 518B.01)

Domestic Abuse is defined as:

- Physical harm, bodily injury or assault;
- Fear of imminent harm, bodily injury or assault;
- Terroristic threats;
- Criminal sexual conduct:
- Interference with an emergency call if committed against a family or household member, which is defined as:
- Spouse or former spouse;
- Live or have lived together;
- Child in common (born or in utero);
- Related by blood;
- Parents and children;
- Significant romantic or sexual relationship

Filing in Ramsey County

To file in Ramsey County, one of the following must apply:

- Petitioner or Respondent live in Ramsey County;
- Pending or completed family court action involving parties in Ramsey County;
- Alleged abuse occurred in Ramsey County
 The civil court filing fee is waived for Orders
 for Protection.

How to obtain an OFP

The primary function of the Ramsey County Domestic Abuse/Harassment Office is to provide clerical assistance with the writing and filing of a petition for an Order for Protection (OFP) and/or Harassment Restraining Order (HRO) in Ramsey County.

What is the court process to file an OFP in Ramsey County?

- Handled by appointment (may take up to two hours) or as emergency wait appointments (as time/resources allow);
- Court clerks cannot provide legal advice;
- Call the Ramsey County Domestic Abuse and Harassment Office at 651-266-5130 to make an appointment;

What to bring to your appointment:

- Current information about the Respondent, including: name, birth date, addresses and photo (if available)
- A written statement with dates (or approximate dates/frequency) and a description of incidents involving domestic abuse (It will save you time, if you come with the statement prepared. If not, it will need to be written at the time of your interview)

The day of your appointment:

- Check-in at front desk and fill out initial paperwork;
- Turn paperwork in to clerk at front desk;
- A clerk will assist in drafting a Petition/ Affidavit and proposed Order and set a court date if requested;
- A clerk will bring the paperwork to be reviewed by the judicial officer;
- The clerk will give you the results of the judicial officer's decision;
- The clerk will provide you copies, information and resources;
- The clerk will forward copies to the appropriate law enforcement

Is a court hearing necessary?

In the following circumstances, there is a hearing:

- The petitioner may request a hearing. A hearing may be required if you request certain relief: custody; child support/spousal maintenance; treatment or counseling; restitution; distance provision.
- The judicial officer may order a court hearing
- The respondent may request a hearing within 5 days of service

How is the order served?

- If an address is provided, the court will forward a copy to the county sheriff's department where the respondent resides
- OFPs can also be served by a police officer, a corrections officer, or by publication

You can not serve your own order

What happens at a court hearing?

- The Respondent and Petitioner are ordered to appear
- The parties should bring a copy of their order and any witnesses or evidence to court with them
- The parties may be represented by an attorney if they wish to retain one on their own
- The judicial officer may ask the Petitioner if s/ he still wants the Order
- The judicial officer may ask the Respondent how they would like to respond to the issuance of an Order for Protection
- If the Respondent requests an evidentiary hearing (trial) and there is not sufficient time to conduct a trial or if the Respondent was not served with enough notice, the judicial officer may continue the case to another date.
- If there is a trial, the judicial officer will hear the case and either issue an order or dismiss it. If the order is issued, all or some of the requested relief may be granted.