

Oregon Licensed Paralegal Program

What kinds of cases would Licensed Paralegals assist with?

Family Law

- Dissolution of marriage
- Separation or Annulment
- Custody and Parenting time
- Child support and Spousal support
- Remedial contempt (excluding confinement)

Landlord/Tenant

- Oregon Residential Landlord/Tenant Act
- Forcible Entry and Wrongful Detainer

What would licensed paralegals do?

- Enter into a contractual relationship to represent a client. For Family Law cases, this would be limited to representing individuals.
- Meet with potential clients to evaluate and determine needs and goals and provide advice.
- Assist clients in choosing, drafting, and filing forms.
- Assist clients in drafting and servicing of pleadings and documents including orders and judgments.
- File documents/pleadings with the court.
- Assist, draft, serve and complete written discovery.
- Attend depositions, but not take or defend. May assist with scheduling and compelling deposition appearances and preparing clients for being deposed and for taking a deposition.
- Prepare for, participate in, and represent a party in settlement discussions, including mediation.
- Assist in preparing for hearings, trials, and arbitrations.
- Prepare clients for court appearances and for judicial settlement conferences
- Attend court appearances and depositions with clients to provide support and assistance in procedural matters.
- Respond to the court on behalf of clients to inquiries when requested.
- Review opinion letters, court orders, and notices with a client and explain how they affect the client including the right to appeal.

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How would they be licensed?

There are multiple pathways to determine the competency of eligible applicants under consideration, and it is likely that multiple pathways for paralegals from different backgrounds to receive a license will be available. Requirements may include:

- 1500 hours of substantive paralegal work will be required for all LPs. (750 hours for JD)
- 500 of those hours must be in family law in order to be licensed in those cases.
- 250 of those hours must be in landlord/tenant law in order to be licensed in those cases.
- Licensees will be required to have an attorney attest to completion of these hours.

Additional ongoing licensure requirements

- Licensed Paralegals will be required to complete mandatory CLE requirements, including specific requirements for CLEs in the certification areas, as well as Ethics, Access to Justice and other topics.
- Licensed Paralegals will be required to have IOLTA accounts where appropriate.
- Licensed Paralegals will be required to pay into the Client Security Fund.
- Licensed Paralegals will be required to have malpractice insurance through the Professional Liability Fund.
- Licensed Paralegals will be prohibited from sharing fees with anyone who is not a lawyer or another licensed paralegal, and from sharing ownership in a firm with individuals not licensed by the Oregon State Bar, as is the case with lawyers now.

Additional information and feedback

- For additional information, please see the Oregon State Bar Paraprofessional Licensing Implementation Committee's website: <https://www.osbar.org/lp>
- The direct link to a video explaining the program can be found [here](#).