

HARDIN COUNTY P.E.C.

TEMPORARY COVID OPERATING GUIDELINES

In light of the current COVID conditions and the limited accessibility of the courthouse, the Hardin County P.E.C. shall be operating under the following guidelines until further notice:

1. The Children's Clinic shall be temporarily suspended.
2. The Parent Education Clinic shall be taught via video utilizing Zoom in lieu of personal attendance at the courthouse. The schedule is attached hereto. It will be necessary for the attendees to utilize the Zoom app/program on their device/computer.
3. To attend each PEC class, each attendee shall be required to pay the \$50.00 fee via Venmo no later than 48 hours prior to the class the parent seeks to attend. Venmo is an app which can be downloaded/established to any smartphone or computer. Payment via Venmo shall only be accepted if paid by debit card or direct payment from the attendee's bank account which is set up through Venmo. **Payments by credit card shall not be permitted.** If an attendee does not have a debit card or bank account, then they may contact the clinic at hardincountypec@gmail.com to determine if an alternate method can be accommodated; however such accommodation will be limited solely to individuals who do not have a bank account or debit card, or access to a digital device.
4. The Venmo account held by the Hardin County PEC may be located on Venmo under the following name: HardinCo-PEC (no spaces and case sensitive.)
5. Each parent shall have to utilize Zoom to attend each class.
6. The attendee shall submit their name, date of the class they wish to attend, address, email, cell phone number and attorney name via email to hardincountypec@gmail.com. **It is critical that all of this information is provided so the attendee can receive an invite to join the class via Zoom and also to ensure receipt of the certificate of attendance.**
7. The instructor for the class will send out the invitation to join the Zoom meeting no later than 30 minutes prior to the class start time. Please encourage attendees to log on early so as to work out any technical difficulties. The PEC instructor may be reached via cell at (270) 317-9450 should any technical difficulties arise prior to class.
8. The instructor for the class shall take attendance during the Zoom meeting and attendees shall be required to be present for the entire class.
9. After the parent attends the class, a Certificate of Completion shall be forwarded to the attorney of record or if the parent is pro se, then alternate means to receive the certificate will be resolved via contacting hardincountypec@gmail.com.
10. Any and questions shall be directed to hardincountypec@gmail.com.

Effective Date: 11/02/2020

PARENT EDUCATION CLINIC SCHEDULE

2021

All classes by Zoom until further notice.

The Children's Clinic remains suspended until further notice.

PARENT EDUCATION CLINIC - \$50 per adult to be paid by VENMO

	Sat.	Tues.	Weds.
<u>January:</u>	<u>2</u>	<u>12</u>	<u>20</u>
<u>February:</u>	<u>6</u>	<u>16</u>	<u>24</u>
<u>March:</u>	<u>6</u>	<u>16</u>	<u>24</u>
<u>April:</u>	<u>3</u>	<u>13</u>	<u>21</u>
<u>May:</u>	<u>1</u>	<u>11</u>	<u>19</u>
<u>June:</u>	<u>5</u>	<u>15</u>	<u>23</u>
<u>July:</u>	<u>3</u>	<u>13</u>	<u>21</u>
<u>August:</u>	<u>7</u>	<u>17</u>	<u>25</u>
<u>September:</u>	<u>4</u>	<u>14</u>	<u>22</u>
<u>October:</u>	<u>2</u>	<u>12</u>	<u>20</u>
<u>November:</u>	<u>6</u>		<u>17</u>
<u>December:</u>	<u>4</u>		<u>15</u>

All sessions subject to cancellation without notice.