

Law Office of Stacy L. Ortega, P.A.
Landmark Square
212 North Market, Suite 306
Wichita, Kansas 67202
Telephone (316) 263-5900

MEDIATION/DRC AND CASE MANAGEMENT
INTAKE INFORMATION

INSTRUCTIONS: Please provide all of the following information to the best of your ability, and bring to this office with your payment **BEFORE THE INITIAL APPOINTMENT.**

Today's Date _____ Social Security Number _____

D.L. Number _____

1. Full name of parent: _____ Birth date _____

Home address _____ Home Phone _____

(City)

(State and Zip)

2. Employer: _____

(Name)

(Phone)

Work Schedule _____

3. Full Names of all Children: Gender Birth date Age Living With?
(Include step children living in either household)

4. Current Marital Status: Married__ Separated __ Divorced__ Never Married__
List all prior marriages:

5. Do you have an attorney in connection with this matter? _____

Name: _____ Phone _____
Address: _____

6. Do you want me to interview your child(ren)? What information would I obtain from them that would be helpful to reaching a resolution?

7. Names of any mental health professionals who have seen either party or the children.

8. Briefly state the issues and concerns you want to address in mediation/dispute resolution counseling: (If needed, use other side of paper)

9. Nature of the most recent Motion, Case numbers and any upcoming Court dates:

10. Any additional background information you believe would be helpful to the mediator.

11. Describe the current residency/custody/access schedule.

12. Describe your proposed changes (if any) to the current residency/custody/access schedule:
