

JUDGE'S PROCEDURAL RULES AND POLICIES

Workers' Compensation Automation and Integration System (WCAIS) is the official repository for all documents related to a Dispute (matter pending) before a Workers' Compensation Judge. All documents, including evidence and briefs, that would have been submitted to a Workers' Compensation Judge by mail or in person prior to WCAIS should now be uploaded into WCAIS. If Social Security numbers appear on any such document, the first five numbers should be redacted before the document is uploaded, unless otherwise specified below. Requests, such as Requests for Continuance and Subpoenas, should also be made through WCAIS.

[CLICK HERE TO VIEW THE JUDGE'S SPECIAL PROCEDURES DURING THE GOVERNOR'S EMERGENCY DECLARATION DUE TO COVID-19.](#)

FIRST EVENTS

1. **What is the first event (i.e. pretrial, hearing, conference call) and what will occur?** Hearing
2. **List any documents required at the first Event:** None required
 - a. **Should docs be uploaded as Exhibits or Letters to the Judge?** N/A
 - b. **Should docs be uploaded before or after the first Event?** N/A

SUPERSEDEAS PROCEDURES

1. **What are your procedures for supersedeas hearings?** I do not hold Supersedeas hearings, only first hearings where Supersedeas is considered.
 - a. **Will testimony be heard?** N/A
 - b. **Is additional time generally granted to obtain medical evidence?** Yes
 - c. **Under what circumstances will you reconsider a supersedeas order?** New medical evidence and changed earning status
 - d. **Do you generally use written orders for denials?** Yes Click or tap here to enter text.
 - e. **What is required for employee's counsel to obtain interim fee approval?** Submit fee agreement
 - f. **Describe any other procedures for supersedeas hearings:** N/A
 - g. **Describe procedures for special supersedeas hearings, if different:** Click or tap here to enter text.

HEARINGS

1. **Describe the structure of your hearings and whether you are willing to change your hearing format:** Serial.
 - a. **Are you willing to change the hearing format upon request?** Choose an item. Click or tap here to enter text.
2. **Are you willing to allow counsel to participate by telephone?** Yes
3. **What procedure do you follow if a party fails to appear at a hearing?** It depends on why party failed to appear.
4. **Do you have special procedures for psychological injury cases?** No

WITNESSES/EXHIBITS

1. **What are your rules regarding taking testimony?** Click or tap here to enter text.

- a. **Do you prefer testimony at a hearing or by deposition?** Choose an item. Click or tap here to enter text.
- b. **If a counsel wishes to bring a witness to a hearing, do you require prior notice?** No **If yes:**
 - i. **How much notice do you require?** Click or tap here to enter text.
2. **Under what circumstances will you permit a party or witness (including an expert witness) to testify by deposition, phone, or videoconference, rather than appear at the hearing?** Convenience of parties. I have no preference.
3. **What is your procedure regarding the order of testimony with respect to submission of medical evidence, particularly when cross petitions are filed?** I will figure it out at hearing.
4. **Do the parties need to upload the Bureau and WCOA documents as exhibits or will you admit them electronically as Judge exhibits?** Parties Upload
5. **Do you require counsel to upload exhibits to WCAIS before or after the hearing?** I don't require they be uploaded at all. If parties want me to consider evidence they must submit.
 - a. **What is the latest day before the hearing that they may be uploaded?** Click or tap here to enter text.
6. **Do you require counsel to bring exhibit hard copies to the hearing?** Choose an item. Click or tap here to enter text.
7. **When will you rule on objections to exhibits?** When raised by opposing party
8. **What is your procedure for handling discovery disputes, e.g. do you employ telephone conferences, do you prefer to attend certain depositions, etc.?** I use phone conferences.
9. **What is the last day to file written preservations of deposition objections?** Submission of findings

COMPROMISE & RELEASES (C&Rs)

1. **Describe your procedures regarding the review of C&R Agreements:** Click or tap here to enter text.
 - a. **Are you willing to allow amendments of existing petitions or do you require the filing of a separate Petition Seeking Approval of a C&R Agreement?** Amendments
 - b. **Are parties required to provide a draft of the C&R Agreement before the hearing?** No **If yes:**
 - i. **How far in advance of the hearing do you need to receive it?** Click or tap here to enter text.
 - c. **Should the parties upload the C&R Agreement, including the fee agreement and any other attachments, before or after the hearing?** After Click or tap here to enter text.
 - d. **Should child support docs be uploaded as a separate exhibit?** Yes Click or tap here to enter text.
 - e. **What other exhibits should be uploaded as part of the C&R Agreement or as separate exhibits (i.e., waiver of appeal, medical bills, etc.?)** It is up to the parties
 - f. **Should they be a part of the C&R Agreement or separate exhibits?** It is up to the parties
 - g. **When should SSNs and other confidential information be redacted from the C&R Agreement and Act 109 documents?** It is up to the parties
 - h. **Will you sign bench orders?** Yes When absolutely in the best interests of all parties
 - i. **Describe any other procedures you have for C&R Agreements:** None

STIPULATIONS (STIPs) RESOLVING DISPUTES

1. **What are your usual procedures regarding the submission, review, and adoption?** I don't require stipulations.

2. **Should the fee agreement be part of the stip or separate exhibit?** It is up to the parties
3. **Should child support documents be uploaded as a separate exhibit?** It is up to the parties
4. **What other exhibits should be uploaded (i.e. medical bills, etc.)?** It is up to the parties
 - a. **Should they be part of the stip or a separate exhibit?** It is up to the parties
5. **When should SSNs and other confidential information be redacted from the stip and Act 109 documents?** It is up to the parties
6. **Describe any other procedures you have for stips:** None

BRIEFS AND POST-HEARING SUBMISSIONS

1. **Will you close a case via WCAIS submission or is a final hearing required?** WCAIS Submission
2. **What are the time requirements for submissions and what procedures are taken when time requirements aren't met?** Time requirements will be set by written order.
3. **Describe any preferences regarding the format and content of submissions:** It is up to the parties.

MANDATORY MEDIATIONS

1. **List the offices where you conduct mandatory mediations:** Uniontown
2. **Do you require all participants to attend in-person?** No
 - a. **Under what circumstances do you permit attendance by phone?** Click or tap here to enter text.
3. **Do you require a Mediation Statement?** No **If yes:**
 - a. **What information do you require in that Statement?** It is up to the parties
 - b. **What documents, if any, must accompany the Statement?** It is up to the parties
 - c. **How far in advance of the mediation must the parties submit the Statement and accompanying documents?** No requirement.
4. **After you approve a Mediation Request, how long until it's scheduled?** Usually 30-45 days
5. **Are you willing to conduct more than one session per Dispute?** Yes
6. **If the party wants to request cancellation or postponement of a mediation on a Dispute assigned to you, should they contact you or the mediating Judge?** Both. **If you:**
 - a. **What is the latest day before the mediation that cancellation or postponement, absent an emergency, can be requested?** Anytime
7. **What else should the parties know or do before the mediation?** N/A

VOLUNTARY MEDIATIONS

1. **Do you conduct Voluntary Mediations?** Yes
2. **List the offices where you conduct voluntary mediations:** Uniontown
3. **Do you mediate Disputes assigned to you for hearing and decision?** Yes In certain very restricted circumstances.
4. **Do you mediate Disputes in which one or both parties are unrepresented?** Yes **If yes:**

- a. Describe any special procedures: N/A
5. Do you require parties to execute an agreement to mediation? No If yes:
- a. Describe the matters addressed by the agreement: Click or tap here to enter text.
6. Do you require all participants to attend in-person? No
- a. Under what circumstances do you permit attendance by phone? Click or tap here to enter text.
7. Do you require a Mediation Statement? No If yes:
- a. What information do you require in that Statement? It is up to the parties
- b. What documents, if any, must accompany the Statement? It is up to the parties
- c. How far in advance of the mediation must the parties submit the Statement and accompanying documents? It is up to the parties
8. After you approve a Mediation Request, how long until it's scheduled? 30-45 days
9. Are you willing to conduct more than one session per Dispute? Yes Click or tap here to enter text.
10. If the party wants to request cancellation or postponement of a mediation on a Dispute assigned to you, should they contact you or the mediating Judge? Both. If you:
- a. What is the latest day before the mediation that cancellation or postponement, absent an emergency, can be requested? It is up to the parties
11. What else should the parties know or do before the mediation? N/A

REQUESTS/MISCELLANEOUS

1. How far in advance do you require Requests for continuances, changes in hearing times, and extensions to be uploaded into WCAIS? It is up to the parties
2. Under what circumstances do you conduct conference calls? It is up to the parties
3. Under what circumstances do you accept faxes and e-mails from parties? It is up to the parties
4. Do you adhere strictly to duration listed for a Hearing or Mediation? No.
5. What is the best way to contact you in an urgent situation? By phone.
6. What is your snow/emergency cancellation policy (i.e., do you follow a specific school district closing schedule, etc.)? It is set by WCOA.