

COMMONWEALTH OF KENTUCKY  
FAYETTE CIRCUIT COURT  
FAMILY COURT DIVISIONS

**IN RE: GENERAL ORDER REGARDING  
REDACTION OF RECORDS UNDER CR 7.03**

1. **WHEREAS**, the Fayette Circuit Court, Family Court Divisions, have to balance the requirement of various statutes created by the Kentucky General Assembly and enacted by the Governor of Kentucky with the Kentucky Rules of Civil Procedure enacted by the Kentucky Supreme Court;
2. **WHEREAS**, due to the personal nature of Family Court, there is a need for some personal information to be contained in the Court file;
3. **WHEREAS**, Kentucky Rule of Civil Procedure 7.03 went into effect on April 1, 2009, and requires certain information to be redacted from Court filings unless ordered by the Court (a copy of CR 7.03 is attached as Exhibit A and incorporated herein by reference as if set forth in its entirety);
4. **WHEREFORE**, the Fayette Family Court shall have the following general order in effect as to the filing and dissemination of court records under CR 7.03.
5. **IT IS HEREBY ORDERED THAT** records filed in confidential files such as cases with a juvenile designation (“J” cases) or adoption files (“AD” cases) shall not be redacted as they are not accessible by the public due to statutory prohibitions. Any person authorized by statute to have a copy of documents in the file is ordered not to disseminate any information protected by CR 7.03 to unauthorized third parties unless mandated by law or unless granted permission by the Court;


6. **IT IS HEREBY ORDERED THAT** records filed in domestic violence files (“D” cases) are hereby limited to parties, attorneys of record or those required by statute to access the documents without permission by the Court. The Court will not prevent a non-party from having access to non-protected material since this is an open record; however, the Court will assure that the material released is redacted in conformity with CR 7.03 before its release;
7. **IT IS HEREBY ORDERED THAT** any document which is required to be filed in a civil action that is non-confidential (“CI” cases), except as otherwise provided below, shall be redacted pursuant to CR 7.03; and the party and any attorney of record filing the document is to keep an unredacted copy of the document as the custodian of the record as required under CR 7.03(2).
8. **IT IS HEREBY ORDERED THAT** VS-300 Forms shall be filed with the Court and not be redacted. The Fayette Circuit Clerk’s Office shall not allow any non-party, unless it is an attorney of record, to have access to this document without permission of the Court;
9. **IT IS HEREBY ORDERED THAT** AOC-152 Child Support Forms shall be tendered to the Court and not be redacted. The Fayette Circuit Clerk’s Office shall not allow any non-party, unless it is an attorney of record, to have access to this document without permission of the Court before it is entered by the Court. Once the document is entered by the Court, the AOC-152 Child Support Form shall be sealed by the Fayette Circuit Clerk’s Office; and no one shall have access to this document without permission of the Court except for attorneys of record or the parties;


- 10. IT IS HEREBY ORDERED THAT** nothing in this General Order prevents the Fayette Circuit Clerk's Office from disseminating copies of any unredacted copies to any agency or person which it is required to do so by law;
- 11. IT IS HEREBY ORDERED THAT** a copy of this General Order shall be posted in the Fayette Family Court office, the Fayette Circuit Clerk's office, the Domestic Violence Clerk's office in the Fayette District Court Building, and in the Juvenile Clerk's office in the Fayette District Court Building so that parties without attorneys ("*pro se parties*") are made aware of this General Order; and they shall be required to conform to this General Order and CR 7.03;
- 12. IT IS HEREBY ORDERED THAT** this shall be a general order of the Fayette Family Court and remain in full force and effect until further orders of this Court.

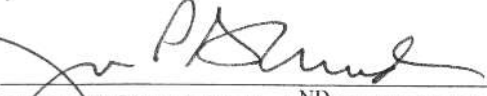
**SO ORDERED**, this 7<sup>th</sup> day of April, 2009.

  
\_\_\_\_\_  
THOMAS CLARK, CHIEF JUDGE  
FAYETTE CIRCUIT JUDGE

  
\_\_\_\_\_  
JO ANN WISE, 6<sup>TH</sup> DIVISION, CHAIR OF FAMILY COURT  
FAYETTE CIRCUIT JUDGE, FAMILY DIVISION

  
\_\_\_\_\_  
TIM PHILPOT, 1<sup>ST</sup> DIVISION  
FAYETTE CIRCUIT JUDGE, FAMILY DIVISION

  
\_\_\_\_\_  
LUCINDA MASTERTON, 5<sup>TH</sup> DIVISION  
FAYETTE CIRCUIT JUDGE, FAMILY DIVISION

  
\_\_\_\_\_  
JOHN SCHRADER, 2<sup>ND</sup> DIVISION  
FAYETTE CIRCUIT JUDGE, FAMILY DIVISION