2015 Leap Conference

New York City at a Crossroads: The Role of Civil Legal Services in Preserving Diverse Communities

Ethical Concerns for Public Interest Lawyers

PRESENTERS

Mary Beth Anderson, Managing and Project Director, Urban Justice Center
Gardelyn Bonilla, Senior Mental Health Counselor, The Door

November 13, 2015
**Ethical Concerns for Public Interest Lawyers**  
2015 Leap Conference: New York City at a Crossroads: The Role of Civil Legal Services in Preserving Diverse Communities

**TIMED AGENDA**

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<td>How to Avoid Ethical Errors by Creating Balance in Your Career and Personal Life</td>
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Ethical Concerns for Public Interest Lawyers
2015 Leap Conference: New York City at a Crossroads: The Role of Civil Legal Services in Preserving Diverse Communities

Presenter Biographies

Mary Beth Anderson
Ms. Anderson is a managing director of the Urban Justice Center (UJC), and project director of the UJC Mental Health Project. From May 2011 until coming to UJC in January 2013, she served as the director of Social Work and Investigation at Brooklyn Defender Services. Before that, she had a 21-year career with the Legal Aid Society’s criminal trial practice, where she worked as a trial attorney and was the founding director of a city-wide project that teamed social workers and attorneys to provide comprehensive legal and social work services for clients with mental illness and substance abuse issues. Ms. Anderson graduated from St. John’s University School of Law (1989) and obtained her master’s in social work at Hunter College School of Social Work (2007). Ms. Anderson was recently invited to join The Stability Network, a coalition of professionals living with, or who have lived with, mental illness, who are willing to share their stories of recovery to help other people with such conditions recover faster and stay well longer.

Gardelyn Bonilla
Ms. Bonilla is a Senior Mental Health Counselor/ Immigrant Youth Advocate at The Door and a visit Supervisor at the New York Society for the Prevention of Cruelty to Children. From July 2013 until coming to The Door, she served as a Functional Family Therapist at the Jewish Child Care Association in The Bronx. Before that, she worked as a Youth Development Counselor at Inwood House, a residential setting for pregnant and parenting young women in foster care. Ms. Bonilla also served as a direct care professional at the Young Adult Institute for people with disabilities for four years. She has presented at many training programs geared towards mental health and trauma for mental health professionals, direct care workers and attorneys. Ms. Bonilla received her Bachelor of Arts degree from Hunter College in 2007 and her Master’s in Social Work from the Silberman School of Social Work at Hunter College in 2013.
ETHICAL CONCERNS FOR PUBLIC INTEREST LAWYERS
Presenters: Gardelyn Bonilla & Mary Beth Anderson

WHAT DO WE OWE OUR CLIENTS?
Client's Rights
Rule 1210.1
NY Codes, Rules, & Regulations

NY Rules of Professional Conduct
Rule 1.1 Competence

A lawyer shall provide competent representation to a client. Competent representation requires the legal knowledge, skill, thoroughness and preparation reasonably necessary for the representation.

NASW Code of Ethics

1.04 Competence

• (a) Social workers should provide services and represent themselves as competent within the boundaries of their education, training, license, certification, consultation, research, training, and supervision.

• (b) Social workers should provide services in substantive areas of practice after engaging in appropriate study, training, consultation, and supervision from people who are competent in those areas.

• (c) When generally recognized standards do not exist, social workers should exercise careful judgment and take responsible steps (including appropriate education, research, training, consultation, and supervision) to ensure the competence of their work and to protect clients from harm.

NASW Code of Ethics

4.01 Competence

• (a) Social workers should accept responsibility and employ only on the basis of existing competence or the intention to acquire the necessary competence.

• (b) Social workers should strive to become and remain proficient in professional practice and the performance of professional functions. Social workers should critically examine and keep current with emerging knowledge relevant to social work. Social workers should routinely review the professional literature and participate in continuing education relevant to social work practice and social work ethics.

• (c) Social workers should base practice on recognized knowledge, including empirically based knowledge, relevant to social work and social work ethics.
NASW Code of Ethics

1.05 Cultural Competence and Social Diversity

Social workers should obtain education about and seek to understand the nature of social diversity and oppression with respect to race, ethnicity, national origin, color, sex, sexual orientation, gender identity or expression, age, marital status, political belief, religion, immigration status, and mental or physical disability.

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Rule 1.3 Diligence

A lawyer shall act with reasonable diligence and promptness in representing a client.

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Rule 1.4 Communication
Rule 1.16 Declining Or Terminating Representation

Rule 3.2 Delay of Litigation

Rule 5.1
Responsibilities of
- Law Firms
- Partners
- Managers &
- Supervisory Lawyers
NASW Code of Ethics

3.10 Incompetence of Colleagues
(a) Social workers who have direct knowledge of a social work colleague's incompetence should consult with that colleague when feasible and assist the colleague in taking remedial action.
(b) Social workers who believe that a social work colleague is incompetent and has not taken adequate steps to address the incompetence should take action through appropriate channels established by employers, agencies, NASW, licensing and regulatory bodies, and other professional organizations.

Rules 8.3 & 8.4
• Reporting Professional Misconduct (8.3)
• What is Professional Misconduct? (8.4)

Some Tips and Resources
HOW TO COMPLY WITH THESE ETHICAL OBLIGATIONS
WORK-LIFE BALANCE
The Alternate Title of This Presentation

Work-life Balance
*What it is
*What it isn’t
*How to have it

Welcome to Dogbert’s seminar on work-life balance.
First, review this list of your priorities.
Family, job, exercise, vacation, must-dos: medical, eating, hygiene, sleep, romance, holidays.
You have time for three things: work and holidays are two. You get to pick the third.
Work-life Balance – What is it?

Definition of Balance

- The power or ability to decide an outcome by throwing one’s strength, influence, support, or the like, to one side or the other.

- Fine Arts: composition or placement of elements of design, as figures, forms, or colors, in such a manner as to produce an aesthetically pleasing or harmoniously integrated whole.

Consider two concepts:

1. Achievement
2. Enjoyment

Meaningful daily Achievement and Enjoyment in all aspects of the person’s life: Work, Family, Friends, and Self.

A vital factor in achieving a balance is making sure that the work portion does not overwhelm or dominate; and also, that it does not cause damage to the individual by way of vicarious trauma/negative stress.
What is Vicarious Trauma

- Vicarious Trauma can be defined as a transformation in the inner experience of the professional that results from empathic engagement with client’s trauma material.
- It is a process that unfolds over time. As we interact with our clients, we can begin to feel some of their pain, fear, anger, and other intense emotions.
- Overwhelms our defenses
- In choosing to become a helping professional, we have essentially made a commitment to bear witness to human suffering. What is our responsibility is for us to be aware of this occurrence and find ways to ameliorate the consequences before they become detrimental to ourselves and our health, safety, and well-being.

Who is at risk for VC/ negative stress?

- Therapists
- Lawyers
- Residential staff
- Doctors
- Teachers
- Disaster response teams
- Social workers
- Nurses
- Primary Caregivers

Essentially **ANYONE** who is exposed on a consistent basis to others pain, suffering, and trauma material.

Negative Stress and Consequences

- Stress affects individuals differently
- Some people cope, even thrive on pressure while others find it difficult to cope under the same conditions and suffer negative stress as a result.
- Negative stress is the point at which stress no longer promotes performance but overcomes and distracts from performance - where symptoms become evident.
Effects of Negative Stress

- Mental health
  - Frustration, irritability, anxiety, fear, confusion, poor concentration, helplessness, hopelessness, depression, low morale, pessimism, compassion fatigue, guilt, loss of meaning, difficulty making decisions, feelings of powerlessness.

- Physical health
  - Hypertension, ulcers, acid reflux, heartburn, skin rash, headache, back pain, insomnia, arthritis, upset stomach, sleep disturbances, changes in speech, heart palpitations, muscle tension, fatigue, self-harm cutting.

- Relationships (personal and professional)
  - Conflict, tension, misunderstanding, anger, emotional or physical abuse, isolation, lost time with friends and loved ones.

- Organizational health
  - Increased absenteeism, diminished productivity, team conflict, turnover, burnout, dissatisfaction to clients and employees, job burnout.

Inverted U

Performance

High

Best

Low

Low Pressure

High

High Pressure

Low Pressure

Low

High

Low Freezer

High Frenzy

Anxiety

Work-life Balance - What is it?

- Definition has changed over time:
  - 60s/70s: WLB was mainly considered an issue for working mothers, trying to balance the demands of their jobs with raising children.
  - 80s: Structural changes took place. For example, policies and procedures, along with benefits, were added and changed to support WLB, maternity leave, EAP's, flextime, etc. Also in the 80s, men began to access their own work-life.
  - 90s: Really solidified WLB as an issue that was vital for everyone (men, women, singles, couples, parents, non-parents, etc.). Also generational studies began to show how employees were making choices about their jobs based on cultures of companies and their own work-life issues.
  - 21st Century: is finding that many companies, though they've adopted policies to support WLB, many are not implementing them, or implementing them well.
Work-life Balance - What it is not

- Work-life balance does not mean that there must be equal balance across all aspects of an individual's life.

- The optimum work-life balance will not remain static but will vary over time.

- The best work-life balance will be different for each person. There is no one size fits all in work-life balance.

Activity

Barriers to Balance

- Time
- Feeling Guilty
- Career Considerations/Options
- Failure to Set Limits
- Can't Say NO
Strategies To Improve Balance

1.) Identify the sources in the workplace

2.) Identify the sources in life outside of work

3.) Know what your natural response typically is

Strategies To Improve Balance

• Understand some things are beyond your control to change
• Take action to reduce or remove the stressors
• Break problems down into smaller more manageable pieces
• Take a time management course
• Replace negative relationships with positive ones
• Adopt self-care practices
• Develop outside activities – hobbies, social events, education, etc
• Seek advice from others/ Ask for help
• Commit to the notion that managing stress is a permanent and ongoing activity
• Develop a self-care plan and commit to it!

Strategies To Improve Balance

• Learn to say no
• Leave work at work
• Track your time
• Identify options at work and take advantage of them
• Bolster your support system
• Know when to seek professional help
Common Myths

- Suffering from stress is a weakness
- Keeping stress to yourself is the best approach
- Other people or situations are to blame for your stress and imbalance
- Cutting back or eliminating social, sporting, or personal interests will restore balance
- Believing that there is a single solution

Resources specifically for the legal profession

LAWYER ASSISTANCE PROGRAMS

Judiciary Law
Section 499. Lawyer Assistance Committees
Chapter 327 of the Laws of 1993

1. Confidential Information Privileged. The confidential relations and communications between a member or authorized agent of a lawyer assistance committee sponsored by a state or local bar association and any person, firm or corporation communicating with such a committee, its members or authorized agents shall be deemed to be privileged on the same basis as those provided by law between attorney and client. Such privileges may be waived only by the person, firm or corporation which has furnished information to the committee.

2. Immunity From Liability. Any person, firm or corporation in good faith providing information to, or in any other way participating in the affairs of any of the committees referred to in subdivision one of this section shall be immune from civil liability that might otherwise result by reason of such conduct. For the purpose of any proceeding, the good faith of any such person, firm or corporation shall be presumed.
Creating a Safe Environment for Seeking Assistance

QUESTIONS & DISCUSSION
Ethical Concerns for Public Interest Lawyers
2015 Leap Conference: New York City at a Crossroads: The Role of Civil Legal Services in Preserving Diverse Communities

Additional Resources

Work-life Balance


Recovery Stories from Lawyers

Substance Abuse, Stress, Mental Health and the Legal Profession: Professor Marjorie A. Silver, funded by the NY Lawyers’ Assistance Trust (sets forth a detailed description of the impact of substance abuse and untreated mental illness, including case examples where lawyers have been censured or disbarred).

ABA Journal article where retired NY judge, Sarah Krauss, who chairs the ABA’s Commision on Lawyer Assistance Programs, estimates that half of all disciplinary proceedings against lawyers involve mental illness or substance use.

http://www.abajournal.com/magazine/article/disbarred_lawyers_who_seek_reinstatement_have_a_rough_road_to_redemption
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Court Rules

Rules pertaining to attorneys rendered incompetent due to mental illness or substance abuse: Every judicial department in New York has similar rules relating to this issue. Basically, an attorney will be suspended and the court has the power to take steps to protect the attorney’s clients during the period of suspension. An attorney suspended under these sections must demonstrate capacity/recovery in order to be reinstated to the bar. See, e.g., Rule 603.16 (First Department Rules). The Office of Court Administration is working to create statewide disciplinary rules to deal with mental illness and substance use.

What do we owe our clients?

Looking at the Rules

Part 1210 of the Official Compilation of Codes Rules, and Regulations of the State of New York, as follows:

§ 1210.1. Posting

Every attorney with an office located in the State of New York shall insure that there is posted in that office, in a manner visible to clients of the attorney, a statement of client's rights in the form set forth below. Attorneys in offices that provide legal services without fee may delete from the statement those provisions dealing with fees. The statement shall contain the following:

STATEMENT OF CLIENT’S RIGHTS

1. You are entitled to be treated with courtesy and consideration at all times by your lawyer and the other lawyers and nonlawyer personnel in your lawyer’s office.

2. You are entitled to have your attorney handle your legal matter competently and diligently, in accordance with the highest standards of the profession. If you are not satisfied with how your matter is being handled, you have the right to discharge your attorney and terminate the attorney-client relationship at any time.
   (Court approval may be required in some matters, and your attorney may have a claim against you for the value of services rendered to you up to the point of discharge.)

3. You are entitled to your lawyer’s independent professional judgment and undivided loyalty uncompromised by conflicts of interest.

4. You are entitled to be charged reasonable fees and expenses and to have your lawyer explain before or within a reasonable time after commencement of the representation how the fees and expenses will be computed and the manner and frequency of billing. You are entitled to request and receive a written itemized bill from your attorney at reasonable intervals. You may refuse to enter into any arrangement for fees and expenses that you find unsatisfactory. In the event of a fee dispute, you may have the right to seek arbitration; your attorney will provide you with the necessary information regarding arbitration in the event of a fee dispute, or upon your request.

5. You are entitled to have your questions and concerns addressed promptly and to receive a prompt reply to your letters, telephone calls, emails, faxes, and other communications.

6. You are entitled to be kept reasonably informed as to the status of your matter and are entitled to have your attorney promptly comply with your reasonable requests for information, including your requests for copies.
of papers relevant to the matter. You are entitled to sufficient information to allow you to participate meaningfully in the development of your matter and make informed decisions regarding the representation.

7. You are entitled to have your legitimate objectives respected by your attorney. In particular, the decision of whether to settle your matter is yours and not your lawyer's. (Court approval of a settlement is required in some matters.)

8. You have the right to privacy in your communications with your lawyer and to have your confidential information preserved by your lawyer to the extent required by law.

9. You are entitled to have your attorney conduct himself or herself ethically in accordance with the New York Rules of Professional Conduct.

10. You may not be refused representation on the basis of race, creed, color, religion, sex, sexual orientation, age, national origin or disability.

New York Code of Professional Conduct, Selected Sections

RULE 1.1.
Competence
(a) A lawyer should provide competent representation to a client. Competent representation requires the legal knowledge, skill, thoroughness and preparation reasonably necessary for the representation.
(b) A lawyer shall not handle a legal matter that the lawyer knows or should know that the lawyer is not competent to handle, without associating with a lawyer who is competent to handle it.
(c) lawyer shall not intentionally:
(1) fail to seek the objectives of the client through reasonably available means permitted by law and these Rules; or
(2) prejudice or damage the client during the course of the representation except as permitted or required by these Rules.
RULE 1.3.
Diligence
(a) A lawyer shall act with reasonable diligence and promptness in representing a client.
(b) A lawyer shall not neglect a legal matter entrusted to the lawyer.
(c) A lawyer shall not intentionally fail to carry out a contract of employment entered into with a client for professional services, but the lawyer may withdraw as permitted under these Rules.

RULE 1.4.
Communication
(a) A lawyer shall:
(1) promptly inform the client of:
   (i) any decision or circumstance with respect to which the client’s informed consent, as defined in Rule 1.0(j), is required by these Rules;
   (ii) any information required by court rule or other law to be communicated to a client; and
   (iii) material developments in the matter including settlement or plea offers.
(2) reasonably consult with the client about the means by which the client’s objectives are to be accomplished;
(3) keep the client reasonably informed about the status of the matter;
(4) promptly comply with a client’s reasonable requests for information; and
(5) consult with the client about any relevant limitation on the lawyer’s conduct when the lawyer knows that the client expects assistance not permitted by these Rules or other law.
(b) A lawyer shall explain a matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation.

RULE 1.16.
Declining or Terminating Representation
(a) A lawyer shall not accept employment on behalf of a person if the lawyer knows or reasonably should know that such person wishes to:
   (1) bring a legal action, conduct a defense, or assert a position in a matter, or otherwise have steps taken for such person, merely for the purpose of harassing or maliciously injuring any person; or
   (2) present a claim or defense in a matter that is not warranted under existing law, unless it can be supported by a good faith argument for an extension, modification, or reversal of existing law.
(b) Except as stated in paragraph (d), a lawyer shall withdraw from the representation of a client when:
(1) the lawyer knows or reasonably should know that the representation will result in a violation of these Rules or of law;
(2) the lawyer’s physical or mental condition materially impairs the lawyer’s ability to represent the client;
(3) the lawyer is discharged; or
(4) the lawyer knows or reasonably should know that the client is bringing the legal action, conducting the defense, or asserting a position in the matter, or is otherwise having steps taken, merely for the purpose of harassing or maliciously injuring any person.
(c) Except as stated in paragraph (d), a lawyer may withdraw from representing a client when:
(1) withdrawal can be accomplished without material adverse effect on the interests of the client;
(2) the client persists in a course of action involving the lawyer’s services that the lawyer reasonably believes is criminal or fraudulent;
(3) the client has used the lawyer’s services to perpetrate a crime or fraud;
(4) the client insists upon taking action with which the lawyer has a fundamental disagreement;
(5) the client deliberately disregards an agreement or obligation to the lawyer as to expenses or fees;
(6) the client insists upon presenting a claim or defense that is not warranted under existing law and cannot be supported by good faith argument for an extension, modification, or reversal of existing law;
(7) the client fails to cooperate in the representation or otherwise renders the representation unreasonably difficult for the lawyer to carry out employment effectively;
(8) the lawyer’s inability to work with co-counsel indicates that the best interest of the client likely will be served by withdrawal;
(9) the lawyer’s mental or physical condition renders it difficult for the lawyer to carry out the representation effectively;
(10) the client knowingly and freely assents to termination of the employment;
(11) withdrawal is permitted under Rule 1.13(c) or other law;
(12) the lawyer believes in good faith, in a matter pending before a tribunal, that the tribunal will find the existence of other good cause for withdrawal; or
(13) the client insists that the lawyer pursue a course of conduct which is illegal or prohibited under these Rules.
(d) If permission for withdrawal from employment is required by the rules of a tribunal, a lawyer shall not withdraw from employment in a matter before that tribunal without its permission. When ordered to do so by a tribunal, a lawyer shall continue representation notwithstanding good cause for terminating the representation.

(e) Even when withdrawal is otherwise permitted or required, upon termination of representation, a lawyer shall take steps, to the extent reasonably practicable, to avoid foreseeable prejudice to the rights of the client, including giving reasonable notice to the client, allowing time for employment of other counsel, delivering to the client all papers and property to which the client is entitled, promptly refunding any part of a fee paid in advance that has not been earned and complying with applicable laws and rules.

RULE 3.2.
Delay of Litigation
In representing a client, a lawyer shall not use means that have no substantial purpose other than to delay or prolong the proceeding or to cause needless expense.

RULE 5.1.
Responsibilities of Law Firms, Partners, Managers and Supervisory Lawyers
(a) A law firm shall make reasonable efforts to ensure that all lawyers in the firm conform to these Rules.

(b) (1) A lawyer with management responsibility in a law firm shall make reasonable efforts to ensure that other lawyers in the law firm conform to these Rules.

(2) A lawyer with direct supervisory authority over another lawyer shall make reasonable efforts to ensure that the supervised lawyer conforms to these Rules.

(c) A law firm shall ensure that the work of partners and associates is adequately supervised, as appropriate. A lawyer with direct supervisory authority over another lawyer shall adequately supervise the work of the other lawyer, as appropriate. In either case, the degree of supervision required is that which is reasonable under the circumstances, taking into account factors such as the experience of the person whose work is being supervised, the amount of work involved in a particular matter, and the likelihood that ethical problems might arise in the course of working on the matter.

(d) A lawyer shall be responsible for a violation of these Rules by another lawyer if:

(1) the lawyer orders or directs the specific conduct or, with knowledge of the specific conduct, ratifies it; or
(2) the lawyer is a partner in a law firm or is a lawyer who individually or together with other
lawyers possesses comparable managerial responsibility in a law firm in which the other
lawyer practices or is a lawyer who has supervisory authority over the other
lawyer; and
(i) knows of such conduct at a time when it could be prevented or its consequences
avoided or mitigated but fails to take reasonable remedial action; or
(ii) in the exercise of reasonable management or supervisory authority should have
known of the conduct so that reasonable remedial action could have been taken at a
time when the consequences of the conduct could have been avoided or mitigated.

RULE 8.3.
Reporting Professional Misconduct
(a) A lawyer who knows that another lawyer has committed a violation of the Rules of
Professional Conduct that raises a substantial question as to that lawyer’s honesty,
trustworthiness or fitness as a lawyer shall report such knowledge to a tribunal or other
authority empowered to investigate or act upon such violation.
(b) A lawyer who possesses knowledge or evidence concerning another lawyer or a judge
shall not fail to respond to a lawful demand for information from a tribunal or other
authority empowered to investigate or act upon such conduct.
(c) This Rule does not require disclosure of:
(1) information otherwise protected by Rule 1.6; or
(2) information gained by a lawyer or judge while participating in a bona fide lawyer
assistance program.

RULE 8.4.
Misconduct
A lawyer or law firm shall not:
(a) violate or attempt to violate the Rules of Professional Conduct, knowingly assist or induce
another to do so, or do so through the acts of another;
(b) engage in illegal conduct that adversely reflects on the lawyer’s honesty, trustworthiness or
fitness as a lawyer;
(c) engage in conduct involving dishonesty, fraud, deceit or misrepresentation;
(d) engage in conduct that is prejudicial to the administration of justice;
(e) state or imply an ability:
(1) to influence improperly or upon irrelevant grounds any tribunal, legislative body or public
official; or
(2) to achieve results using means that violate these Rules or other law;
(f) knowingly assist a judge or judicial officer in conduct that is a violation of applicable rules of judicial conduct or other law;
(g) unlawfully discriminate in the practice of law, including in hiring, promoting or otherwise determining conditions of employment on the basis of age, race, creed, color, national origin, sex, disability, marital status or sexual orientation. Where there is a tribunal with jurisdiction to hear a complaint, if timely brought, other than a Departmental Disciplinary Committee, a complaint based on unlawful discrimination shall be brought before such tribunal in the first instance. A certified copy of a determination by such a tribunal, which has become final and enforceable and as to which the right to judicial or appellate review has been exhausted, finding that the lawyer has engaged in an unlawful discriminatory practice shall constitute prima facie evidence of professional misconduct in a disciplinary proceeding; or
(h) engage in any other conduct that adversely reflects on the lawyer's fitness as a lawyer.

Lawyer Assistance Program

Judiciary Law - Section 499

1. Confidential information privileged. The confidential relations and communications between a member or authorized agent of a lawyer assistance committee sponsored by a state or local bar association and any person, firm or corporation communicating with such committee, its members or authorized agents shall be deemed to be privileged on the same basis as those provided by law between attorney and client. Such privilege may be waived only by the person, firm or corporation which has furnished information to the committee.

2. Immunity from liability. Any person, firm or corporation in good faith providing information to, or in any other way participating in the affairs of, any of the committees referred to in subdivision one of this section shall be immune from civil liability that might otherwise result by reason of such conduct. For the purpose of any proceeding, the good faith of any such person, firm or corporation shall be presumed.

Contacting a Lawyer Assistance Program

Regardless of your location in New York State, you are welcome to contact any of the programs listed below:

New York State Bar Association Lawyer Assistance Program
Patricia Spataro, Director (800) 255-0569 nysbar.org/elap

New York City Bar Association Lawyer Assistance Program
Eileen Travis, Director (212) 302-5787 nycbar.org
Nassau County Bar Association Lawyer Assistance Program
Peter Schweitzer, Director (888) 408-6222 nassaubar.org

Links to interesting articles relating to NYS Lawyer Assistance Programs

http://www.nylat.org/publications/articles/documents/HistoryofLAP.pdf


Related Links

The ABA’s Commission on Lawyer Assistance Programs Law School Outreach Subcommittee has prepared a limited annotated bibliography of books, articles and reports which address the topic of quality of life within the legal profession and the forces that may result in dissatisfaction and distress. See the bibliography.

These links are provided to assist you in obtaining information related to alcoholism, substance abuse and treatment. The links represent a variety of government agencies and non-government agencies. This listing is solely informational; it is not meant as an endorsement or a representation as to the accuracy or validity of the information that appears on these web sites.

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<thead>
<tr>
<th>Sites of Interest:</th>
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<tbody>
<tr>
<td><a href="http://www.alcoholics-anonymous.org">www.alcoholics-anonymous.org</a></td>
<td>Alcoholics Anonymous World Services, Inc.</td>
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<tr>
<td><a href="http://www.al-anon.org/alateen.html">www.al-anon.org/alateen.html</a></td>
<td>a support group for teens who are affected by an alcoholic</td>
</tr>
<tr>
<td><a href="http://www.na.org">www.na.org</a></td>
<td>Narcotics Anonymous World Services, Inc.</td>
</tr>
<tr>
<td><a href="http://www.ca.org">www.ca.org</a></td>
<td>Cocaine Anonymous World Services, Inc.</td>
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<tr>
<td><a href="http://www.marijuana-anonymous.org">www.marijuana-anonymous.org</a></td>
<td>Marijuana Anonymous World Services, Inc.</td>
</tr>
<tr>
<td><a href="http://www.womenforsobriety.org">www.womenforsobriety.org</a></td>
<td>Not-for-profit dedicated to helping women overcome alcoholism and other addictions</td>
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<tr>
<td><a href="http://www.abanet.org/legalservices/colap">www.abanet.org/legalservices/colap</a></td>
<td>American Bar Association’s Commission</td>
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| **www.ilaa.org** | on Lawyer Assistance Programs
| **www.lawyerswithdepression.wordpress.com** | International Lawyers in Alcoholics Anonymous: a group of recovering lawyers and judges carrying the message of recovery to the profession
| **www.legalsanity.com** | a Blog by Arnie Herz
| **www.nysba.org** | 15 blogs on the site of the New York State Bar Association

**Blogs of Interest:**

**Depression Sites:**

| **www.lawyerswithdepression.com** | Attorney Daniel Lukasik has launched this site and coordinated a support group for lawyers with depression. Both resources are believed to be the first of their kind in New York state, and perhaps farther afield.

**Government sites:**

| **www.nida.nih.gov** | National Institute on Drug Abuse; part of the US National Institutes of Health, 6001 Executive Boulevard, Bethesda, MD 20892-9561, tel: 301-443-1124
| **www.niaaa.nih.gov** | National Institute on Alcoholism and Alcohol Abuse; part of the US National Institutes of Health, 6000 Executive Blvd. Wilco Building, Bethesda, MD 20892-7003, tel: 800-729-6689
| **www.samhsa.gov** | Substance Abuse & Mental Health Administration, part of the US Department of Health and Human Services 5600 Fishers Lane Rockville, MD 20857
| **www.findtreatment.samhsa.gov** | Substance Abuse treatment facility locator
| **www.oasas.ny.gov** | New York State Office of Alcoholism and Substance Abuse Services, 1450 Western Avenue Albany, New York 12203-3526
Questionnaire

ALCOHOL AND DRUG USE QUESTIONNAIRE

(Answer these questions as honestly as you can)

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>1. Are my peers, friends or family alleging that my drinking or drug use is interfering with my work?</td>
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<td>2. Do I plan my day around my drinking/drug use?</td>
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<td>3. Do I ever feel I need a drink/drug to face certain situations?</td>
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<td>4. Do I frequently drink/use drugs alone?</td>
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<td>Have I ever had a loss of memory when apparently functioning because of my drinking/drug use?</td>
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<td>6. Do I ever drink/use drugs before a meeting or court appearance to calm my nerves, gain courage, or improve my performance?</td>
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<td>7. Do I want a drink or take a drug the morning after a hard night drinking/drugging?</td>
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<td>Have I missed deadlines or appointments because of my drinking/drug use or because of a hangover?</td>
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<td>9. After drinking/drug use, have I ever felt any of the following: fear, remorse, guilt, loneliness, depression, severe anxiety, terror, or impending doom?</td>
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<td>10. Is my drinking/drug use making me careless about my finances, health or other responsibilities?</td>
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<td>11. While drinking/drugging, have I ended up in places I would not normally frequent or with people I would not normally socialize with?</td>
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<td>12. Do I need or desire a drink/drug to steady my nerves at a particular time of day or week?</td>
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<td>13. Have I ever lied, cheated or stolen to support or cover up my drinking/drug use?</td>
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<td>14. Have I ever tried unsuccessfully to quit drinking/drugging for any length of time?</td>
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<td>Have I made attempts to control my drinking/drug use by limiting it to special occasions, special times of the day, or certain days of the week, certain number or types of drinks/drugs?</td>
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<td>16. Do I avoid people in order to hide the effects of my drinking/drug use?</td>
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<td>17. Have I ever been hospitalized or treated by a doctor directly or indirectly as a result of my drinking/drugging?</td>
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<td>18. Is there anyone in any generation of my family who has been diagnosed, treated for, or sought help for an alcohol, drug or other addiction problem?</td>
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</tbody>
</table>

If you answered YES to one or more of these questions, you owe it to yourself, your family, your clients and your profession to contact a lawyer assistance program.