**Veterans Clinic**

**Judy Clausen, Visiting Associate Professor of Law**

Course Number: 6940-22330

Credit Hours: 3 credits

Office Location: 105K (in the clinical offices)

Office Phone: (352) 273-0631

Email: jclausen@law.ufl.edu

Class Schedule: Wednesdays 1:20 PM-2:50 PM

Class Location: Holland Hall 354

Office Hours: Mondays, 11:55 AM-3:30 PM, Wednesdays, 2:55 PM-4:00 PM, and telephonic (904) 412-5999 on Tuesdays, 9:00 AM-1:00 PM

**Course Communications:**

Students should feel free to email, call, or visit my office.

**Required Course Materials:**

*A Practical Approach to Client Interviewing, Counseling, and Decision-Making: For Clinical Programs and Practical Skills Courses*, G. Nicholas Herman and Jean M. Cary, Carolina Academic Press 2009, ISBN: 9781422422939.

Other materials posted on TWEN.

**Course Description:**

Open to 2Ls and 3Ls, this clinic offers students an opportunity to develop essential lawyering skills while serving military veterans and servicemembers on a pro bono basis. Supervised students assist in providing legal services to veterans and servicemembers in a variety of areas, including, depending on clients’ legal needs, discharge review, advance healthcare planning, expungement of criminal records, landlord-tenant, driver’s license reinstatement, and other matters. Depending on clients’ legal needs, supervised students interview clients, conduct legal research, and draft legal documents. Client matters, classroom simulations, and substantive instruction may involve complex issues such as posttraumatic stress disorder, traumatic brain injury, and military sexual trauma. The clinic involves one 90 minute seminar per week that provides skills training and substantive instruction and a minimum of 7 hours per week of out-of-class work. There are no prerequisites, and the clinic is pass/fail. Students earn three (3) credits for this semester-long clinic. There is a required day-long Boot Camp on January 11, 2019. This is the first semester this clinic is offered.

**Course Purpose and Learning Outcomes:**

Through classroom instruction, simulation exercises, and supervised clinic work for clients, students will learn about a wide variety of legal issues affecting military veterans and servicemembers. Moreover, this clinic will help students learn how to:

* advocate for clients before administrative review boards,
* assist clients in obtaining driver’s license reinstatements,
* assist clients in obtaining expungement of criminal records,
* interview and counsel clients,
* assist clients in advance healthcare planning,
* draft advance directives,
* write persuasively on behalf of clients,
* prepare client letters,
* navigate ethical issues,
* organize and maintain client files,
* orally present to small groups,
* evaluate clients’ needs and identify potential solutions, and
* work with other attorneys.

**Grading:**

The Veterans Clinic is pass/fail. I evaluate students like I would first year attorneys.

**Grading Scale:**

Grade Points Grade Points Grade Points

A (Excellent) 4.0 C+ 2.33 D- 0.67

A- 3.67 C (Satisfactory) 2.00 E (Failure) 0.0

B+ 3.33 C- 1.67

B (Good) 3.00 D+ 1.33

B- 2.67 D (Poor) 1.00

Although the clinic is pass/fail, I include the grading scale as required by University policy.

**Student Course Evaluations:**

Students can provide feedback on the quality of instruction in this clinic by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester. Students will receive notice of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

**Class Attendance:**

Attendance is mandatory. Students who must be absent should notify me ahead of time. Excused absences are consistent with University policies (https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx) and require appropriate documentation. Although this clinic does not have a final exam, the University policy is that I provide the following exam-delay policy:

<http://www.law.ufl.edu/student-affairs/current-students/academic-policies#12>.

**University Honesty Policy:**

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code

(https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, students are obligated to report any condition that facilitates academic misconduct to appropriate personnel.

**Health and Wellness:**

*U Matter, We Care:*

Students who are in distress or know other students who are in distress should contact umatter@ufl.edu or 352-392-1575 so that a team member can reach out to the student.

*Counseling and Wellness Center:*

http:www.counseling.ufl.edu/cwc/Default.aspx, 352-392-1575, and the University Police Department: 352-392-1111, or 911 for emergencies.

*Sexual Assault Recovery Services (SARS)*

Sexual Health Care Center, 352-392-1161.

*University Police Department*

352-392-1111, or 911 for emergencies.

http://www.police.ufl.edu/

**Use of Electronic Devices:**

Students should bring laptops to the clinic when working on client matters. During weekly seminar sessions, students should use laptops only to take class notes. Using laptops inappropriately during seminar sessions is prohibited.

Students should turn off and refrain from using cell phones during seminar sessions, status conferences, supervision sessions, client meetings, and other client events.

**Professionalism, Punctuality, Preparation, and Participation:**

Students should thoroughly prepare for and actively participate in seminar sessions, status conferences, individual supervision sessions, client meetings, and other clinic events. Preparedness and active participation are key to success in the clinic. Tardiness to seminar sessions, status conferences, supervision sessions, client meetings, and other clinic events is unprofessional. Most importantly, punctuality, professionalism, preparedness, and active engagement are key to effective client representation.

**Workload Expectations:**

Students attend weekly 90 minute seminar sessions and complete a minimum of 7 hours per week of out-of-class work. Some of the out-of-class work will be work related to client matters and can include client interviewing, document drafting, legal research, review of client documents, preparation for client meetings, administrative work concerning client matters, and attendance at clinic-approved events.

Students participate in regularly scheduled biweekly group status conferences and participate in weekly individual supervision sessions. I will post the schedule for these events.

Students keep a daily journal of clinic work and submit journal entries and timesheets on a designated date every two weeks. I will distribute journal and timesheet submission guidance.

**Accommodations for Students with Disabilities:**

Students requesting accommodation for disabilities must first register with the Office of the Dean of Students ([http](file:///\\ad.fcsl.edu\files\home\JClausen\Objective%20Legal%20Writing%20University%20of%20Florida\http)[://](http://www.dso.ufl.edu/drc/)[www](http://www)[.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)). The Office of the Dean of Students will provide documentation to the student who must then provide this documentation to the law school’s Office of the Dean of Student Affairs. Students must submit this documentation prior to submitting assignments. Accommodations are not retroactive. Therefore, students should make arrangements as soon as possible in the term for which they seek accommodations.

**Course Website and Email Communication:**

Students should visit TWEN to receive posted course materials. Students are responsible for obtaining posted information. I will also email important information. For example, students may learn through an email that I have changed the reading for a particular class, posted materials on TWEN, or responded to commonly asked questions. Students should check email at least twice a day.

**Classroom Component of Clinic**

Students should consult the Schedule of Assignments posted on TWEN for the assigned readings and an outline of topics to be explored in weekly seminar sessions. Seminar instruction and simulation exercises are designed to aid students in clinic work. Therefore, the Schedule of Assignments is a fluid document and is only a rough outline. I will provide advance notice of changes.

**Veterans Clinic Calendar of Assignments (first few weeks)**

**Prof. Judy Clausen**

**Dates Topic Reading**

1/7-1/11 File Management, Syllabus, Initial Client Meeting Ch. 1-3

1/14-1/18 Interviewing the Client Ch. 4

1/21-1/25 Decision-Making & Ethical Considerations in Counseling Ch. 5-6