

The Grievance Process

What to expect next regarding your grievance:

A grievance sent to a local bar association's certified grievance committee will be reviewed to determine whether the grievance alleges a violation of the Ohio Rules of Professional Conduct.

Once you provide to us your complaint form, the investigation of your grievance can proceed. The grievance investigation generally takes approximately 60 to 90 days; however, it can be longer should the grievance require a more extensive investigation. You may be contacted to provide additional information to the Committee. Should this occur, you must provide the information in order for the Committee to continue its investigation. Please note that you will not necessarily be contacted during the investigation. The Committee does not always need additional information from you to investigate your complaint and will not contact you if it is not required. However, if you have questions during the investigation or wish to obtain the status of your complaint, you may contact the assistant secretary to the Grievance Committee by telephone (440) 275-0717 between the hours of 9:00 a.m – 4:00 p.m.

Following the investigation, if substantial, credible evidence is found that a violation has occurred, a formal complaint may be filed with the Board of Commissioners of the Grievance and Discipline. A three-member panel of the Board will review the complaint and determine whether probable cause exists to certify it. If the complaint is certified by the Board, a hearing may be held before a different three-member panel of the Board. The panel considers the evidence and makes a recommendation to the full Board of Commissioners. The full Board then makes a recommendation to the Supreme Court of Ohio. The Supreme Court of Ohio has final say on whether to discipline an attorney and what sanction should be administered. A Grievance is confidential until the Board certified it as a formal complaint. A grievance or complaint can be dismissed at any point in the process.

General Information:

Please be advised that the Committee CANNOT give legal advice or provide legal representation for you. The Committee CANNOT recover or collect monies on your behalf. The Committee cannot make a determination of the merits of your case. The sole function of the Committee is to conduct a disciplinary investigation which may result in a sanction against the attorney. The disciplinary process will not effect or change court decisions made in your case.

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Grievance Complaint Form

Your Name: _____
Last First MI

Telephone Number: (_____) _____ - _____

Permanent Address: _____
Address Number Street Name

City County State Zip Code

Name of Attorney Your Complaint Is About

Attorney Name: _____
Last First MI

Telephone Number: (_____) _____ - _____

Permanent Address: _____
Address Number or PO Box Street Name

City County State Zip Code

Have you filed this grievance with any other agency or bar association? ____ Yes ____ No
If yes, provide name of agency or association and date of filing: _____

Did you receive a response? ____ Yes ____ No - If yes, please **attach a copy of filing**)

Did this attorney represent you? ____ Yes ____ No

What type of case? ____ Civil ____ Criminal ____ Domestic

Date the attorney was hired: _____

Does he or she still represent you? ____ Yes ____ No

Did you pay the attorney a fee/retainer? ____ Yes ____ No If yes, the amount: \$ _____

Did you sign a written fee agreement/contract? ____ Yes ____ No If yes, **Attach a copy.**

Has the attorney sued you for fees? ____ Yes ____ No

Have you brought civil or criminal court action against this attorney? ____ Yes ____ No

If yes, please provide name of court and case number: _____

If there was a court action listed above, what was the result? _____

If you currently have a different attorney representing you – other than the attorney you have a complaint against, please provide the name and contact information of your **current** attorney:

Current Attorney's Name

Telephone Number

Address

City

State

Zip Code

Does this grievance involve a case that is still pending before a court? ____ Yes ____ No

If yes, please provide the name of the court, case name, and case number:

What action or resolution are you seeking from this complaint? _____

Witnesses:

List the name, address, and daytime telephone number of persons who can provide information, IF NECESSARY, in support of your grievance:

Name

Address

Phone Number

Name

Address

Phone Number

Name

Address

Phone Number

