



## Washington State Office of Civil Legal Aid

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To: Children's Representation Program Attorneys

From: Jill Malat

Re: Billing

Date: March 15, 2016

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In response to the concern voiced by several individuals regarding OCLA's billing policy attorneys are now being given the option to submit billing quarterly. Billings will still be accepted and approved on a monthly basis for those attorneys who elect to continue billing in this manner.

We are currently working with Justice Works to explore the possibility of submitting billing statements through CAROS. We are hoping that we will be able to offer this option to attorneys so that they are no longer required to duplicate efforts.

Thank you all for your input and understanding as we continue to develop and refine policies and procedures.