MANCHESTER COUNTY COURT PROTOCOL TO BE FOLLOWED WHEN PROCESSING ALL QB CLINICAL NEGLIGENCE/PERSONAL INJURY CASES AND COUNTY COURT CASE WITH A STATED VALUE OVER 200k

Single Point of contacts on each team:

Issue John Bayley and Paul Greenhalgh

Case Management Jordan Gregory and Kerry Robertson

DJ Listing Annalea Noone and Gill Broadbent

CJ Listing Michelle Booth and Natasha Gaffey

Orders Claire Brennan and Warwick Smith

All QB clinical negligence and personal injury cases will be allocated on issue to one of the six Specialist District Judges: -

District Judge Hovington

District Judge Moss

District Judge Bever

District Judge Hassall

District Judge Stonier

District Judge Davies

Upon receipt the issue team will allocate these cases pro rata following the instructions on the spreadsheet located on the shared drive in the folder called ‘Clinical Negligence and Personal Injury’.

After issue, the claim forms will be stamped and endorsed with the name of the allocated judge. All CN/PI claims will be identifiable as they will be placed in an orange folder and the name of the allocated judge will be endorsed on the front of the court file.

Upon receipt of a defence or application the administration will refer the process together with the court file as priority exparte to the allocated judge.

It has been agreed that the allocation Judges (DQ’s) will identify any County Court personal injury cases which have a value over 200k and all clinical negligence cases. These cases will be returned to the office and expediated to the issue team who will process and treat these claims as new issue, allocating to a specialist judge, entered onto the spreadsheet, orange file and referred to that judge for directions.

We have identified two SPOC’s on each team who will be responsible for ensuring that this work is processed correctly and in accordance with the protocol.

The SPOCs are:-

John Bayley Issue team extension 5245

Paul Greenhalgh Issue team extension 5334

Jordan Gregory Case management extension 5264

Kerry Robertson Case management extension 5261

Annalea Noone District Judges extension 5943

Gill Broadbent District Judges extension 5216

Natasha Gaffey Circuit Judges extension 5201

Michelle Booth Circuit Judges extension 5312

Claire Brennan Orders team extension 5304

Warwick Smith Orders team extension 5020

The QB email address has been restored ([manchester.qb@Justice.gov.uk)-](mailto:manchester.qb@Justice.gov.uk)-) the QB SPOC’s and the Delivery Managers will have access to this. Parties will be given the Judge’s email address, so that they can directly correspond with the relevant Judge. The Judges will be asked to copy in the QB inbox to all correspondence to ensure we can capture any fees etc.