LIST OF CHAPTERS

VOLUME 1

PART 1 • PROFESSIONAL RESPONSIBILITIES TO CLIENTS AND THE COURTS

Chapter 1	PROFESSIONALISM
Chapter 2	THE CLIENT-LAWYER RELATIONSHIP
Chapter 3	ALTERNATIVE LAWYER RELATIONSHIPS
Chapter 4	CONFLICTS OF INTEREST
Chapter 5	ATTORNEY FEES AND COSTS
Chapter 6	RESERVED
Chapter 7	COLLECTING FEES
Chapter 8	PRIVILEGES AND CONFIDENTIALITY
Chapter 9	DIMINISHED CAPACITY CLIENTS
Chapter 10	A LAWYER'S RELATIONSHIP WITH THE PRESS AND MEDIA
Chapter 11	CONTACTS WITH REPRESENTED PARTIES AND THEIR CURRENT AND FORMER EMPLOYEES
Chapter 12	SPYING: THE ETHICS OF SECRET RECORDINGS, HIDDEN CAMERAS, AND PRIVATE INVESTIGATORS

PART 2 • LAW PRACTICE MANAGEMENT

- **Chapter 13 RISK MANAGEMENT**
- **Chapter 14 CHOICE OF LAW FIRM ENTITY**

Chapter 15	PROFESSIONAL LIABILITY INSURANCE
Chapter 16	TECHNOLOGY AND THE PRACTICE OF LAW
Chapter 17	LAWYER ADVERTISING
Chapter 18	SOCIAL MEDIA AND PROFESSIONAL LIABILITY
Chapter 19	MULTI-JURISDICTIONAL PRACTICE OF LAW
Chapter 20	MANAGING TRUST ACCOUNTS AND CLIENTS' PROPERTY
Chapter 21	PROFESSIONAL AND ETHICAL RESPONSIBILITIES WHEN DEPARTING A LAW PRACTICE
PART	3 • PROFESSIONAL RESPONSIBILITY IN LITIGATION
PART Chapter 22	3 • PROFESSIONAL RESPONSIBILITY IN LITIGATION LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION
Chapter 22	LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION
Chapter 22 Chapter 23	LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION INTERVIEWING AND PREPARING WITNESSES
Chapter 22 Chapter 23 Chapter 24	LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION INTERVIEWING AND PREPARING WITNESSES JOINT DEFENSE AGREEMENTS
Chapter 22 Chapter 23 Chapter 24 Chapter 25	LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION INTERVIEWING AND PREPARING WITNESSES JOINT DEFENSE AGREEMENTS DISQUALIFICATION OF COUNSEL
Chapter 22 Chapter 23 Chapter 24 Chapter 25 Chapter 26	LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION INTERVIEWING AND PREPARING WITNESSES JOINT DEFENSE AGREEMENTS DISQUALIFICATION OF COUNSEL INADVERTENT DISCLOSURE

VOLUME 2

PART 4 • PROFESSIONAL RESPONSIBILITY IN SUBSTANTIVE PRACTICE AREAS

Chapter 30	APPEALS
Chapter 31	BANKRUPTCY
Chapter 32	TRANSACTIONS AND CLOSELY HELD BUSINESSES
Chapter 33	CLASS ACTION LAWYERS' PROFESSIONAL RESPONSIBILITIES
Chapter 34	CREDITORS' RIGHTS AND DEBT COLLECTION
Chapter 35	PROFESSIONAL DEFENSE OF THE ACCUSED
Chapter 36	EMPLOYMENT ISSUES
Chapter 37	ESTATE PLANNING AND PROBATE
Chapter 38	FAMILY LAW
Chapter 39	REAL ESTATE TRANSACTIONS
Chapter 40	LIABILITY UNDER THE FEDERAL SARBANES-OXLEY ACT
Chapter 41	TAXATION
Chapter 42	WORKERS' COMPENSATION
Chapter 43	TRIPARTITE RELATIONSHIP: PROFESSIONAL AND ETHICAL RESPONSIBILITIES OF INSURANCE DEFENSE COUNSEL
Chapter 44	LAW FIRMS' "GENERAL COUNSEL" AND RISK MANAGEMENT
Chantar 15	DESEDVEN

Chapter 46 RESERVED

Chapter 47 RESERVED

PART 5 • LITIGATION OF PROFESSIONAL LIABILITY AND ETHICS CLAIMS

Chapter 48	THE CLAIM OR LAWSUIT
Chapter 49	COMMON LAW LEGAL MALPRACTICE CLAIMS BY CLIENTS
Chapter 50	STATUTORY LEGAL MALPRACTICE CLAIMS
Chapter 51	LIABILITY TO THIRD PARTIES
Chapter 52	DAMAGES FOR INJURIES OR LOSSES CAUSED BY LEGAL MALPRACTICE
Chapter 53	DEFENSES TO LEGAL MALPRACTICE CLAIMS
Chapter 54	VICARIOUS LIABILITY
Chapter 55	COLORADO ATTORNEY REGULATION: ATTORNEY DISCIPLINE PROCESS AND PROCEDURE
Chapter 56	COLORADO ATTORNEY REGULATION: SUMMARY ADJUDICATIONS, COLLATERAL AND DISABILITY PROCEEDINGS, AND DEINSTATEMENT AND DEADMISSION

PART 6 • TRENDS

Chapter 57 TRENDS IN LEGAL MALPRACTICE LITIGATION: 2012–2015 SUBJECT INDEX

TABLE OF CONTENTS

VOLUME 1

PART 1 • PROFESSIONAL RESPONSIBILITIES TO CLIENTS AND THE COURTS

Chapter 1 PROFESSIONALISM

§ 1.1 INTRODUCTION

- § 1.1.1—Causes Of Unprofessionalism
- § 1.1.2—Toward The Advancement Of Professionalism And Civility

§ 1.2 LAWYER'S OBLIGATIONS TO THE CLIENT

- § 1.2.1—Competence
- § 1.2.2—Diligence And Promptness
- § 1.2.3—Independent Professional Judgment And Candor
- § 1.2.4—Loyalty And Conflicts Of Interest
- § 1.2.5—Confidentiality
- § 1.2.6—Communication
- § 1.2.7—Control Attorney Fees And Costs
- § 1.2.8—Civility

§ 1.3 LAWYER'S OBLIGATIONS TO CO-WORKERS

- § 1.3.1—Lawyer Co-Workers
- § 1.3.2—Non-Lawyer Assistants
- § 1.3.3—Civility

§ 1.4 LAWYER'S OBLIGATIONS TO OTHER COUNSEL, PARTIES, AND WITNESSES

- § 1.4.1—Fairness To Opposing Party And Counsel
- § 1.4.2—Standards Of Professionalism And Civility Codes

§ 1.5 LAWYER'S OBLIGATIONS TO THE TRIBUNAL

- § 1.5.1—Candor
- § 1.5.2—Impartiality
- § 1.5.3—Trial Publicity
- § 1.5.4—Courtroom Etiquette And Decorum
- § 1.5.5—Efficiency

§ 1.6 LAWYER'S OBLIGATIONS TO THE JUDICIAL SYSTEM AND THE PUBLIC

- § 1.6.1—The Justice System
- § 1.6.2—The Public

§ 1.7 COLORADO'S MERIT SELECTION SYSTEM AND JUDGES' PROFESSIONALISM

EXHIBIT

Exhibit 1A—10 Tips For Dealing With Rude And Unprofessional Lawyers

Chapter 2 THE CLIENT-LAWYER RELATIONSHIP

- § 2.1 INTRODUCTION
- § 2.2 TERMINOLOGY: "CLIENT-LAWYER RELATIONSHIP" VERSUS "ATTORNEY-CLIENT RELATIONSHIP"
- § 2.3 CLIENT-LAWYER RELATIONSHIP AS A FIDUCIARY RELATIONSHIP
- § 2.4 CLIENT-LAWYER RELATIONSHIP AS AN AGENCY RELATIONSHIP
 - § 2.4.1—Generally, The Client Is Bound By The Lawyer's Acts And Omissions Regarding Procedure But Not Substance

- § 2.4.2—Notice To The Lawyer Within The Scope Of Representation Is Notice To The Client
- § 2.4.3—A Client Does Not Conspire With The Lawyer Within The Legitimate Scope Of The Agency

§ 2.5 CREATING THE CLIENT-LAWYER RELATIONSHIP

- § 2.5.1—Who Decides That There Is A Client-Lawyer Relationship?
- § 2.5.2—Creation By Express Contract
- § 2.5.3—Creation By Implied Contract

§ 2.6 IDENTIFYING THE CLIENT

§ 2.7 INDIVIDUAL CLIENTS

- § 2.7.1—Clients' Spouses (And Others With Presumably Shared Interests)
- § 2.7.2—Parents And Children As Clients
- § 2.7.3—Clients Who Are Fiduciaries Or Settlors
- § 2.7.4—Clients Who Are Assignees Or Successors
- § 2.7.5—Clients' Subrogees

§ 2.8 ORGANIZATIONAL CLIENTS

- § 2.8.1—Corporations
- § 2.8.2—Closely Held Businesses
- § 2.8.3—Limited Liability Companies And Partnerships
- § 2.8.4—Sole Proprietorships

§ 2.9 SCOPE OF REPRESENTATION — GENERALLY

- § 2.9.1—Insurance Defense Relationships
- § 2.9.2—Insurance Defense Relationships: Workers' Compensation
- § 2.9.3—"Unbundling" Of Legal Services

§ 2.10 ENDING THE CLIENT-LAWYER RELATIONSHIP

§ 2.11 ISSUES WHEN A LAWYER WITHDRAWS FROM THE CLIENT-LAWYER RELATIONSHIP

§ 2.12 DUTIES THAT SURVIVE THE END OF THE CLIENT-LAWYER RELATIONSHIP

EXHIBITS

Exhibit 2A—Sample Closing Letter
Exhibit 2B—Sample Motion To Withdraw

Chapter 3 ALTERNATIVE LAWYER RELATIONSHIPS

§ 3.1 INTRODUCTION

§ 3.2 CONTRACT LAWYERING IN GENERAL

§ 3.2.1—Lawyer Registration Disclosure Of Insurance Coverage For Contract Lawyers

§ 3.3 GENERAL ETHICAL CONSIDERATIONS

§ 3.4 CIVIL CONSEQUENCES OF THE TEMPORARY RELATIONSHIP

§ 3.5 THE FIRM'S LIABILITY

§ 3.5.1—The Contract Lawyer's Exposures § 3.5.2—The Client's Obligations

§ 3.6 OUTSOURCING AS A PART OF CONTRACT LAWYERING

§ 3.7 ALTERNATIVE RELATIONSHIPS — UPDATE

§ 3.7.1—Temporary Lawyering Civil Liability

§ 3.7.2—Ethical Principles And Developments

§ 3.8 ENGAGING LOCAL COUNSEL

§ 3.9 CONCLUSION

EXHIBIT

Exhibit 3A—"The Ethics Of Contract Lawyering"

Chapter 4	CONF	LICTS OF INTEREST
	§ 4.1	INTRODUCTION
	§ 4.2	POLICY CONSIDERATIONS BEHIND THE CONFLICT OF INTEREST RULES
	§ 4.3	WHAT IS A CONFLICT OF INTEREST?
		 § 4.3.1—What Conflicts Of Interest Matter? § 4.3.2—The Standard For Determining Whether A Conflict Of Interest Exists — Generally § 4.3.3—What Effect Are The Conflict Of Interest Rules
	§ 4.4	GENERAL PRINCIPLES OF COLORADO'S CONFLICT OF INTEREST RULES
	9.4.7	§ 4.4.1—Loyalty To The Client § 4.4.2—Colorado's Conflict Of Interest Rule
	§ 4.5	CONFLICTS OF INTEREST AMONG CLIENTS
		§ 4.5.1—Direct Adversity Among Concurrent Clients § 4.5.2—Conflicts Of Interest That Affect The Quality Of Representation — Generally § 4.5.3—Representing Co-Parties In Civil Litigation § 4.5.4—Conflicts Of Interest In Criminal Cases § 4.5.5—Conflicts Of Interest When Representing

Organizations

§ 4.6 CONFLICTS BETWEEN A LAWYER'S PERSONAL INTERESTS AND A CLIENT'S INTERESTS

- § 4.6.1—Conflicts With The Lawyer's Interests Generally
- § 4.6.2—Transactions With Clients Generally
- § 4.6.3—Business Transactions With Clients
- § 4.6.4—Loans From Clients
- § 4.6.5—Gifts From Clients
- § 4.6.6—Sex With Clients
- § 4.6.7—Other Transactions With Clients

§ 4.7 CONFLICTS WITH FORMER CLIENTS

§ 4.8 CONFLICTS BETWEEN A CLIENT'S INTERESTS AND DUTIES OWED TO THIRD PARTIES

§ 4.9 POSITIONAL OR "ISSUE" CONFLICTS

§ 4.10 CLIENT CONSENT TO CONFLICTS OF INTEREST

- § 4.10.1—Introduction
- § 4.10.2—General Rule Of Client Consent Or Waiver
- § 4.10.3—When The Client May Not Properly Consent To The Conflict
- § 4.10.4—Informed Consent Requirement
- § 4.10.5—Restrictions On Obtaining Consent

§ 4.11 IMPUTED CONFLICTS OF INTEREST

- § 4.11.1—Introduction To Imputed Conflicts Of Interest
- § 4.11.2—Rule Of Imputed Disqualification Rationale
- § 4.11.3—Colorado Rule On Imputed Disqualification Generally
- § 4.11.4—Colorado's Rule Of Imputed Disqualification
- § 4.11.5—"Confidentiality Walls" Or Screening For Imputed Disqualification

§ 4.12 SUMMARY

Chapter 5 ATTORNEY FEES AND COSTS

§ 5.1 COLO. RPC 1.5(a)

- § 5.1.1—Customary Rates
- § 5.1.2—Reasonableness Of Fees And Expenses: Prospective Or Retrospective Analysis?
- § 5.1.3—Expert Witnesses
- § 5.1.4—Block Billing
- § 5.1.5—Reasonableness Of Contingent Fees
- § 5.1.6—Disputes Between Lawyers Over Contingent Fees
- § 5.1.7—Contingent Fees In Structured Settlements
- § 5.1.8—Reasonableness Of Expenses

§ 5.2 COLO. RPC 1.5(b)

§ 5.3 COLO. RPC 1.5(c)

- § 5.3.1—Rule 1 Of The Rules Governing Contingent Fees
- § 5.3.2—Rule 2 Of The Rules Governing Contingent Fees
- § 5.3.3—Rule 3 Of The Rules Governing Contingent Fees
- § 5.3.4—Rule 4 Of The Rules Governing Contingent Fees
- § 5.3.5—Rule 5 Of The Rules Governing Contingent Fees
- § 5.3.6—Rule 6 Of The Rules Governing Contingent Fees § 5.3.7—Rule 7 Of The Rules Governing Contingent Fees
- § 5.4 COLO. RPC 1.5(d)
- § 5.5 COLO. RPC 1.5(e)
- § 5.6 COLO. RPC 1.5(f)
- § 5.7 COLO. RPC 1.5(g)
- § 5.8 COLO. RPC 1.8(a)

§ 5.9 ATTORNEY LIENS

- § 5.9.1—Background
- § 5.9.2—Charging Liens
- § 5.9.3—Retaining Liens

Chapter 6 RESERVED

Chapter 7 COLLECTING FEES

§ 7.1 INTRODUCTION

§ 7.2 ATTORNEYS' LIENS

- § 7.2.1—Overview
- § 7.2.2—Charging Liens
- § 7.2.3—Retaining Liens
- § 7.2.4—Other Security Interests In Client Property
- § 7.2.5—Who Owns The File?

§ 7.3 COLLECTION ACTIONS

§ 7.4 ARBITRATION AND MEDIATION OF FEE DISPUTES

Chapter 8 PRIVILEGES AND CONFIDENTIALITY

§ 8.1 INTRODUCTION

§ 8.2 CLIENT SECRETS AND CONFIDENTIALITY

- § 8.2.1—General
- § 8.2.2—Scope
- § 8.2.3—Exceptions
- § 8.2.4—Waivers

§ 8.3 ATTORNEY-CLIENT PRIVILEGE

- § 8.3.1—General
- § 8.3.2—Scope
- § 8.3.3—Waivers
- § 8.3.4—Exceptions

§ 8.4 WORK PRODUCT DOCTRINE

- § 8.4.1—General
- § 8.4.2—Scope
- § 8.4.3—Waivers
- § 8.4.4—Exceptions

§ 8.5 CONFIDENTIALITY WALLS

§ 8.6 LAWYERS AS WITNESSES

- § 8.6.1—General
- § 8.6.2—Scope
- § 8.6.3—Mediators
- § 8.6.4—Judges

§ 8.7 LAWYER DISQUALIFICATION

Chapter 9 DIMINISHED CAPACITY CLIENTS

§ 9.1 INTRODUCTION

§ 9.2 DIMINISHED CAPACITY — GENERALLY

§ 9.2.1—Guardian Ad Litem Or Conservatorship

§ 9.3 SUBSTITUTED JUDGMENT

§ 9.4 THE AGENCY *RESTATEMENT* AND "PROTECTING THE PRINCIPAL" FOCUS

§ 9.5 **UNEARTHING DIMINISHED CAPACITY** § 9.5.1—Diminished Capacity During Representation **§ 9.6** FINANCIAL ABUSE ISSUES CONFIDENTIALITY AND DISCLOSURE § 9.7 **§ 9.8** DIMINISHED CAPACITY AND THE REVISED COLORADO RULES OF PROFESSIONAL CONDUCT § 9.8.1—The "Old" Ethical Considerations § 9.8.2—The "New" Ethical Guidance § 9.8.3—Threshold "Risk" Analysis § 9.8.4—New Bias When The Client Instructs That No Protective Action Should Be Taken § 9.8.5—Colo. RPC 1.14 And Confidentiality § 9.8.6—Importance Of ABA Formal Opinion 96-404 **§ 9.9 SUMMARY** A LAWYER'S RELATIONSHIP WITH THE PRESS AND MEDIA § 10.1 INTRODUCTION § 10.2 TRIAL PUBLICITY § 10.2.1—Introduction § 10.2.2—Colorado Rules Of Professional Conduct § 10.2.3—What A Lawyer May Say § 10.2.4—What Is More Likely Than Not To Be Prejudicial

§ 10.3 MEDIA ACCESS TO COURT DOCUMENTS

§ 10.2.8—The Lawyer Should Not Forget Client Confidences

§ 10.2.5—The Lawyer's Fair Reply§ 10.2.6—Special Rules For Prosecutors§ 10.2.7—Special Rules For Judges

Chapter 10

§ 10.4 THE JOURNEY TO EXPANDED MEDIA COVERAGE

- § 10.4.1—Development Of Constitutional Law
- § 10.4.2—Colorado Law On Public Access To The Judicial Branch
- § 10.4.3—Arguments In Favor Of Expanded Media Coverage
- § 10.4.4—Objecting To Expanded Media Coverage
- § 10.4.5—Using Gag Orders To Limit The Dissemination Of Information

§ 10.5 LIBEL AND SLANDER: YOUR CLIENT GAINS NOTHING FROM SUING THE MEDIA

§ 10.6 STRATEGY CONSIDERATIONS IN INTERACTING WITH THE MEDIA

- § 10.6.1—When Silence Is More Fruitful
- § 10.6.2—When To Speak To The Media
- § 10.6.3—How To Effectively Speak To The Media

§ 10.7 CONCLUSION

Chapter 11 CONTACTS WITH REPRESENTED PARTIES AND THEIR CURRENT AND FORMER EMPLOYEES

§ 11.1 INTRODUCTION

§ 11.2 COLO. RPC 4.2

- § 11.2.1—Communication With Represented Parties Generally
- § 11.2.2—Subject Of The Representation
- § 11.2.3—Knowledge Of Representation
- § 11.2.4—Authorization By Law Or Court Order

§ 11.3 COMMUNICATION WITH CURRENT EMPLOYEES OR CONSTITUENTS

§ 11.4 COMMUNICATION WITH FORMER EMPLOYEES

- § 11.5 COMMUNICATION WITH GOVERNMENT PERSONNEL
- § 11.6 CRIMINAL CASES
- § 11.7 APPROACHES IN OTHER JURISDICTIONS
- § 11.8 INTERPLAY WITH OTHER RULES OF PROFESSIONAL CONDUCT
 - § 11.8.1—Colo. RPC 3.4 Fairness To Opposing Counsel And Party
 - § 11.8.2—Colo. RPC 4.1 Truthfulness In Statements To Others
 - § 11.8.3—Colo. RPC 4.3 Dealing With Unrepresented Person
 - § 11.8.4—Colo. RPC 4.4 Respect For Rights Of Third Persons

§ 11.9 CONCLUSION — RULES TO LIVE BY

EXHIBITS

- Exhibit 11A—CBA Ethics Committee Formal Ethics Opinion 69, Propriety Of Communicating With Employee Or Former Employee Of An Adverse Party Organization (Revised Opinion Adopted June 19, 2010)
- Exhibit 11B—CBA Ethics Committee Formal Ethics Opinion 93, *Ex Parte* Contacts With Government Officials (Adopted October 16, 1993)

Chapter 12 SPYING: THE ETHICS OF SECRET RECORDINGS, HIDDEN CAMERAS, AND PRIVATE INVESTIGATORS

- § 12.1 INTRODUCTION
- § 12.2 RULES REGULATING LAYPERSONS AND ATTORNEYS
 - § 12.2.1—The Right To Privacy
 - § 12.2.2—Colorado Law On Eavesdropping

- § 12.2.3—Colorado Law On Wiretapping
- § 12.2.4—Colorado Law On Video Surveillance
- § 12.2.5—Federal Law Prohibiting Surreptitious Recordings
- § 12.2.6—Exceptions To Statutory Prohibitions

§ 12.3 ATTORNEYS AND SURREPTITIOUS INVESTIGATIVE TECHNIQUES

- § 12.3.1—Ethical Considerations
- § 12.3.2—General Prohibition On Surreptitious Audio Recording
- § 12.3.3—Potential Exceptions
- § 12.3.4—Ethical Considerations Concerning Wiretapping
- § 12.3.5—Video Surveillance
- § 12.3.6—Potential Sanctions

§ 12.4 SURREPTITIOUS RECORDING BY PERSONS ACTING AT AN ATTORNEY'S DIRECTION

- § 12.4.1—Employees, Agents, And Private Investigators
- § 12.4.2—Clients

§ 12.5 OTHER ETHICAL CONSIDERATIONS FOR ATTOR-NEYS' USE OF PRIVATE INVESTIGATORS

- § 12.5.1—Undercover Investigations
- § 12.5.2—*Ex Parte* Contacts Between Governmental Attorneys And Represented Persons
- § 12.5.3—Licensure

§ 12.6 RELEVANT CASE SUMMARIES

§ 12.7 CONCLUSION

PART 2 • LAW PRACTICE MANAGEMENT

Chapter 13 RISK MANAGEMENT

§ 13.1 INTRODUCTION TO RISK MANAGEMENT

- § 13.1.1—What Is Risk Management?
- § 13.1.2—How Do Lawyers Handle The Risks?

§ 13.2 FORMAL ORGANIZATIONS OF PRACTICE

- § 13.2.1—C.R.C.P. 265
- § 13.2.2—Sole Proprietorship
- § 13.2.3—Partnership
- § 13.2.4—Limited Liability Company
- § 13.2.5—Limited Liability Partnership
- § 13.2.6—Professional Corporation

§ 13.3 INFORMAL ORGANIZATIONS OF PRACTICE

- § 13.3.1—"Of Counsel" And "Special Counsel"
- § 13.3.2—Independent Contractors
- § 13.3.3—Office Sharing, Professional Suites, And Other Arrangements

§ 13.4 INTERNAL CONTROLS

- § 13.4.1—Law Firm Committees
- § 13.4.2—Avoiding Conflicts
- § 13.4.3—The Engagement
- § 13.4.4—Trust Accounts
- § 13.4.5—Fee Arrangements
- § 13.4.6—Withdrawal And Termination
- § 13.4.7—Establish Administrative Procedures
- § 13.4.8—Social Media

§ 13.5 CLIENT RELATIONS

§ 13.6 PEER REVIEW FOR HEALTH CONCERNS

§ 13.6.1—Checklists

§ 13.7 CLAIMS REPAIR

§ 13.8 LAWYERS SERVING ON BOARDS OF DIRECTORS

- § 13.8.1—Generally
- § 13.8.2—Serving On Boards Of Clients
- § 13.8.3—Serving On Boards Of Publicly Traded Companies
- § 13.8.4—Serving On Boards Of Closely Held Companies
- § 13.8.5—Serving On Boards Of Nonprofit Entities

§ 13.9 THE RECAPITULATION OVERVIEW

EXHIBITS

Exhibit 13A—C.R.C.P. Chapter 23.3, "Rules Governing Contingent Fees"

Exhibit 13B—CBA Formal Opinion 113, "Ethical Duty Of Attorney To Disclose Errors To Client"

Chapter 14 CHOICE OF LAW FIRM ENTITY

§ 14.1 ALTERNATIVE FORMS OF PRACTICE, DEPENDING ON SIZE

- § 14.1.1—Single-Owner Firm
- § 14.1.2—Multiple-Owner Firm

§ 14.2 AVAILABLE FORMS OF ORGANIZATION FOR THE PRACTICE OF LAW

- § 14.2.1—Sole Proprietorship
- § 14.2.2—General Partnership
- § 14.2.3—Limited Liability Partnership
- § 14.2.4—Limited Liability Company
- § 14.2.5—Professional Corporation

§ 14.3 TAX CONSIDERATIONS IN CHOICE OF ORGANIZATION

- § 14.3.1—Sole Proprietorship/Disregarded Entity
- § 14.3.2—Tax Partnership
- § 14.3.3—C Corporation
- § 14.3.4—S Corporation

§ 14.4 TAX COMPARISON CHART

- § 14.4.1—Contribution Of Property
- § 14.4.2—Method Of Accounting
- § 14.4.3—Contribution Of Services
- § 14.4.4—Taxable Year
- § 14.4.5—Taxation Of The Organization
- § 14.4.6—Effect Of Distribution Of Appreciated Property To Owners
- § 14.4.7—Taxation Of Distributions To Owners
- § 14.4.8—Employment Tax Treatment Of Income Of Individual Owners
- § 14.4.9—Use Of Ownership Interests To Compensate Service Providers
- § 14.4.10—Allocation Of Profits And Losses Among The Owners
- § 14.4.11—Allocation Of The Gain Or Loss From Organization's Disposition Of Property Contributed By Owners
- § 14.4.12—Payments To Departing Owners

§ 14.5 EMPLOYEES AND SELF-EMPLOYED SERVICE PROVIDERS

- § 14.5.1—General Comparison Of Employee And Self-Employed Service Providers
- § 14.5.2—Changes Adopted In 2010 Health Care Legislation

§ 14.6 ALTERNATIVE BUSINESS RELATIONSHIPS

- § 14.6.1—Employee
- § 14.6.2—Temporary Lawyer
- § 14.6.3—Office Sharing

§ 14.7 ORGANIZATIONAL DOCUMENTS

- § 14.7.1—Partnership Agreement
- § 14.7.2—Articles Of Incorporation For A Professional Corporation
- § 14.7.3—Articles Of Organization
- § 14.7.4—Operating Agreement

EXHIBITS

- Exhibit 14A—Sample Agreement Of A Partnership
- Exhibit 14B—Sample Articles Of Organization Of An LLC
- Exhibit 14C—Sample Operating Agreement Of A Single-Member LLC
- Exhibit 14D—Sample Articles Of Incorporation Of A Professional Corporation

Chapter 15 PROFESSIONAL LIABILITY INSURANCE

§ 15.1 TO INSURE OR NOT TO INSURE

§ 15.1.1—C.R.C.P. 265

§ 15.2 CHOOSING THE RIGHT INSURANCE COMPANY

- § 15.2.1—Introduction
- § 15.2.2—Broker/Agent/Program Administrator
- § 15.2.3—Insurer's Rating
- § 15.2.4—Insurer's Authority To Conduct Business
- § 15.2.5—Insurer's Experience In The Area
- § 15.2.6—Endorsement By Professional Associations
- § 15.2.7—Risk Management
- § 15.2.8—Insurer's Claims Service
- § 15.2.9—Claims Against The Insurer

§ 15.3 CHOOSING THE RIGHT COVERAGE

- § 15.3.1—Introduction
- § 15.3.2—The Insurance Application

- § 15.3.3—Liability Limits
- § 15.3.4—The Deductible
- § 15.3.5—Policy Coverage Provisions: Professional Legal Services
- § 15.3.6—Policy Coverage Provisions: The Policy's Insureds
- § 15.3.7—Policy Coverage Provisions: Claims-Made Coverage
- § 15.3.8—Policy Coverage Provisions: Coverage For Prior Acts
 Discovery Provisions And Retroactive Dates
- § 15.3.9—Policy Coverage Provisions: Extended Reporting Periods
- § 15.3.10—Policy Coverage Provisions: Territorial Limitations On Coverage
- § 15.3.11—Policy Coverage Provisions: Coverage For "Loss" Or For "Damages"
- § 15.3.12—The Exclusions
- § 15.3.13—The Policy Conditions
- § 15.3.14—The Policy Endorsements
- § 15.3.15—Other Types Of Coverage
- § 15.3.16—Coverage For Attorney Disciplinary Proceedings

EXHIBITS

- Exhibit 15A—Sample Lawyers Professional Liability Policy
- Exhibit 15B—Sample CNA Application Attorneys New To The Firm
- Exhibit 15C—Sample CNA Application Additional Locations/Practice States Supplement
- Exhibit 15D—Sample Form Plaintiff Practice/Class Action Supplement

Chapter 16 TECHNOLOGY AND THE PRACTICE OF LAW

§ 16.1 INTRODUCTION

§ 16.2 TECHNOLOGY AND CONFIDENTIALITY

- § 16.2.1—Confidentiality Of Electronic Information And Communications Generally
- § 16.2.2—E-Mail

- § 16.2.3—Cell Phones, Laptops, And Portable Devices
- § 16.2.4—Metadata
- § 16.2.5—Cloud Computing
- § 16.2.6—Wireless Networks And Public Computers
- § 16.2.7—Other Technology
- § 16.2.8—Additional Precautions To Protect Against Disclosures

§ 16.3 INADVERTENT DISCLOSURES

§ 16.4 TECHNOLOGY FUNCTIONS AND MALFUNCTIONS

- § 16.4.1—Technology Malfunctions And Data Loss
- § 16.4.2—Failure To Use Technology
- § 16.4.3—Juries And Juror Misconduct

§ 16.5 HANDLING ELECTRONIC INFORMATION

- § 16.5.1—Duty To Preserve And Produce Electronic Evidence
- § 16.5.2—Automated Document Review
- § 16.5.3—Lawyer's Obligations To Retain Client Records
- § 16.5.4—FACTA Disposal Rule
- § 16.5.5—Compliance With Protective Orders

§ 16.6 SOCIAL MEDIA

§ 16.7 E-ADVERTISING AND FORMING CLIENT-LAWYER RELATIONSHIPS VIA E-MAIL AND THE WEB

Chapter 17 LAWYER ADVERTISING

§ 17.1 PERSPECTIVE ON THE GROWTH IN LEGAL SERVICES PROMOTION

§ 17.2 COLORADO RULES OF PROFESSIONAL CONDUCT BEARING UPON MARKETING

§ 17.2.1—Colo. RPC 7.1, Communications Concerning A Lawyer's Services

- § 17.2.2—Colo. RPC 7.2, Advertising
- § 17.2.3—Colo. RPC 7.3, Direct Contact With Prospective Clients
- § 17.2.4—Colo. RPC 7.4, Communication Of Fields Of Practice
- § 17.2.5—Colo. RPC 7.5, Firm Names And Letterheads

§ 17.3 TOP MARKETING TACTICS AND THE ETHICS ISSUES POSED BY EACH

- § 17.3.1—Websites
- § 17.3.2—Trade And Community Groups
- § 17.3.3—Seminars And Speeches
- § 17.3.4—Law Firm Networks
- § 17.3.5—Social Media

Chapter 18 SOCIAL MEDIA AND PROFESSIONAL LIABILITY

§ 18.1 INTERSECTION OF SOCIAL MEDIA AND LAW PRACTICE

§ 18.1.1—Social Media Generally

§ 18.2 REGULATION OF LAWYERS' ONLINE SELVES

- § 18.2.1—Becoming A Member Of The Bar
- § 18.2.2—Keeping Client Confidences
- § 18.2.3—Even On Social Media, Lawyers And Judges Must Maintain Qualities Of Truthfulness, Candor, And Integrity
- § 18.2.4—Investigations Using Social Media
- § 18.2.5—Reporting Inappropriate Online Content
- § 18.2.6—Posting Statements About Judges Online
- § 18.2.7—What You Say Online Can Be Grounds For Sanctions
- § 18.2.8—Interactions With Judge, Jury, Witnesses, Parties, And Opposing Counsel

- § 18.2.9—Social Media And Publicity
- § 18.2.10—A Duty To Know About And Preserve Others' Social Media

§ 18.3 SOCIAL MEDIA AND LAWYER ADVERTISEMENTS

- § 18.3.1—Mass Couponing
- § 18.3.2—Designation Of Specialties
- § 18.3.3—Attorney-Client Matchmaking And Online Advisement

§ 18.4 CONCLUSION

Chapter 19 MULTI-JURISDICTIONAL PRACTICE OF LAW

§ 19.1 MULTI-JURISDICTIONAL PRACTICE

§ 19.2 SANCTIONS FOR VIOLATING UNAUTHORIZED PRACTICE OF LAW RULES

- § 19.2.1—Denial Of Fees
- § 19.2.2—Adverse Results In Case
- § 19.2.3—Reciprocal Sanctions In Home State
- § 19.2.4—Denial Of Licensure
- § 19.2.5—Contempt Of Court
- § 19.2.6—Civil Liability
- § 19.2.7—Criminal Prosecution

§ 19.3 ADMISSION ON MOTION

§ 19.4 COLORADO RULE: LAWYERS LICENSED IN OTHER STATES PRACTICING IN COLORADO

- § 19.4.1—Out-Of-State And Foreign Attorneys Defined
- § 19.4.2—Other General Requirements Of The Special Practice Rules

§ 19.5 SPECIFIC SPECIAL PRACTICE RULES

- § 19.5.1—C.R.C.P. 205.1 (Temporary Practice By An Out-Of-State Attorney) And 205.2 (Temporary Practice By Foreign Attorney)
- § 19.5.2—Pro Hac Vice Practice
- § 19.5.3—Single-Client Counsel Certification

§ 19.6 PRACTICE IN OTHER STATES

§ 19.7 ETHICS CONSIDERATIONS IN PRACTICING ACROSS STATE LINES

- § 19.7.1—Confidentiality
- § 19.7.2—Conflicts Of Interest
- § 19.7.3—Fees
- § 19.7.4—Unbundling
- § 19.7.5—Advertising
- § 19.7.6—Trust Funds
- § 19.7.7—Pro Bono
- § 19.7.8—Continuing Legal Education Rules
- § 19.7.9—Threatening Prosecution

§ 19.8 DEALING WITH DIFFERENT RULES

- § 19.8.1—Comply With The "Strictest Applicable Rule"
- § 19.8.2—Comply With The Appropriate State Rule Under Conflict Of Laws Principles
- § 19.8.3—Comply With The Home State Rules Everywhere

§ 19.9 ADDITIONAL SOURCES

EXHIBIT

Exhibit 19A—Multi-State Practice

Chapter 20 MANAGING TRUST ACCOUNTS AND CLIENTS' PROPERTY

§ 20.1 INTRODUCTION

§ 20.2 COLO. RPC 1.15A THROUGH 1.15E

- § 20.2.1—New Rules Of Professional Conduct 1.15A Through 1.15E
- § 20.2.2—Colo. RPC 1.15A Lawyers' General Duties Regarding Clients' Funds And Property
- § 20.2.3—Purpose Of A Trust Account
- § 20.2.4—Must Lawyers Have A Trust Account?
- § 20.2.5—Must Lawyers Use A Trust Account For Client Or Third-Party Funds?

§ 20.3 BASIC REQUIREMENTS FOR TRUST ACCOUNTS

- § 20.3.1—What Is A Trust Account?
- § 20.3.2—Where May A Lawyer Have A Trust Account?
- § 20.3.3—Types Of Trust Accounts: The COLTAF Trust Account
- § 20.3.4—Establishment Of Separate Trust Accounts
- § 20.3.5—Trust Accounts Must Be Separate From All Office Or Professional Accounts
- § 20.3.6—Name Of Trust Accounts
- § 20.3.7—Management Of Trust Accounts Colo. RPC 1.15C
- § 20.3.8—Bookkeeping Requirements Colo. RPC 1.15D

§ 20.4 LAWYERS' BASIC OBLIGATIONS REGARDING TRUST ACCOUNTS

- § 20.4.1—Duty To Safeguard
- § 20.4.2—Duty To Account
- § 20.4.3—Duty Of Confidentiality
- § 20.4.4—Duty Of Acting In Good Faith
- § 20.4.5—Duty To Promptly Refund Or Pay Funds

§ 20.5 INTEREST EARNED ON A TRUST ACCOUNT

- § 20.5.1—Interest Earned Is *Never* The Lawyer's Property
- § 20.5.2—Interest Paid To COLTAF

§ 20.6 COMMINGLING FUNDS OR PROPERTY

- § 20.6.1—What Is Commingling?
- § 20.6.2—Why Is Commingling Prohibited?
- § 20.6.3—Lawyers May Not Use Trust Account For Personal Finances
- § 20.6.4—Small Amounts To Cover Service Charges But *No* Cushions

§ 20.7 ADVANCED FEES AND COSTS

- § 20.7.1—Advanced Fees And Removal Of Earned Fees From Trust Accounts
- § 20.7.2—Costs: Advanced And Reimbursed

§ 20.8 DEPOSITING AND WITHDRAWING FUNDS FROM TRUST ACCOUNTS

- § 20.8.1—Lawyers Must Deposit Funds Intact Into Trust Accounts
- § 20.8.2—Disbursing Settlement Funds From A Trust Account
- § 20.8.3—Distinction Between An "Available Balance" And A "Collected Balance"

§ 20.9 DISPUTES OVER FUNDS IN A TRUST ACCOUNT

- § 20.9.1—Disputes With A Client About Trust Account Funds
- § 20.9.2—Disputes With Third Parties About Trust Account Funds
- § 20.9.3—Third-Party Claims To Funds In A Trust Account

§ 20.10 USE OF CREDIT CARDS FOR PAYMENTS BY CLIENTS OF ADVANCED RETAINERS, FLAT FEES, OR EARNED FEES

- § 20.10.1—Payment Of Advanced Fee By Credit Card
- § 20.10.2—Payment Of Flat Fee By Credit Card
- § 20.10.3—Payment Of Earned Fees By Credit Card
- § 20.10.4—Bank Card Agreements With Lawyer

§ 20.11 REQUIRED ACCOUNTING RECORDS

§ 20.12 DELEGATION OF TRUST ACCOUNT DUTIES

- § 20.12.1—Training Administrative Staff
- § 20.12.2—Supervision Of Administrative Staff
- § 20.12.3—Junior Lawyers' Responsibility For Client Funds And Trust Accounts

§ 20.13 THE PROBLEM OF THE MISSING CLIENT FOR WHOM THE LAWYER HAS MONEY IN A TRUST ACCOUNT

Chapter 21 PROFESSIONAL AND ETHICAL RESPONSIBILITIES WHEN DEPARTING A LAW PRACTICE

§ 21.1 LAWYER'S DUTIES WHEN LEAVING A LAW FIRM

- § 21.1.1—Duties Of Partners
- § 21.1.2—Duties Of Associates
- § 21.1.3—Duties Of The Law Firm

§ 21.2 BANKRUPTCY, DISSOLUTION OF LAW PARTNERSHIPS, AND FEE DISPUTES

PART 3 • PROFESSIONAL RESPONSIBILITY IN LITIGATION

Chapter 22 LAWYERS' LIABILITY FOR CONDUCT DURING LITIGATION

§ 22.1 INTRODUCTION

§ 22.2 CLIENT INTAKE

- § 22.2.1—Competence
- § 22.2.2—Accepting Or Rejecting A New Client
- § 22.2.3—Advocate-Witness Rule
- § 22.2.4—Investigation And Evaluation Of The Case

§ 22.3 PREPARING THE CASE

- § 22.3.1—The Statute Of Limitations
- § 22.3.2—Document Preservation And Warning The Client That Social Media Is Discoverable
- § 22.3.3—Calendaring
- § 22.3.4—Identifying The Client Consistently Throughout Litigation
- § 22.3.5—Keeping The Client Informed Regarding The Status Of The Case
- § 22.3.6—Implementing A Case Plan
- § 22.3.7—Professionalism

§ 22.4 SOCIAL MEDIA AND PROSPECTIVE JURORS

§ 22.5 POST-JUDGMENT

§ 22.5.1—Attorneys Do Not Guarantee Results

§ 22.6 CONCLUSION

Chapter 23	INTERVIEWING AND PREPARING WITNESSES			
	§ 23.1	INTRODUCTION		
	§ 23.2	APPLICABLE RULES OF PROFESSIONAL CONDUCT		
	§ 23.3	APPLICABLE CRIMINAL RULES		
	§ 23.4	THE CORRIGIBILITY OF MEMORY — THE CORRUPTIBILITY OF WITNESSES		
	§ 23.5	DISCOVERABILITY — GENERALLY		
	§ 23.6	DISCOVERABILITY OF MATERIAL PROVIDED TO A TESTIFYING EXPERT		
	§ 23.7	NON-PARTY MEDICAL PROVIDERS IN MEDICAL MALPRACTICE CASES		
	§ 23.8	THE SEQUESTRATION RULE		
Chapter 24	JOINT DEFENSE AGREEMENTS			
	§ 24.1	INTRODUCTION		
		§ 24.1.1—Introduction To Joint Defense Agreement Professional Conduct Issues § 24.1.2—Relevant Colorado Rules Of Professional Conduct		
	§ 24.2	JOINT DEFENSE PRIVILEGE		
		§ 24.2.1—Definition § 24.2.2—Relevant Case Law		

§ 24.3 JOINT DEFENSE AGREEMENTS

- § 24.3.1—Form
- § 24.3.2—Basic Terms
- § 24.3.3—Benefits
- § 24.3.4—Burdens And Risks

EXHIBIT

Exhibit 24A—Sample Joint Defense Agreement

Chapter 25 DISQUALIFICATION OF COUNSEL

§ 25.1 DISQUALIFICATION — GENERALLY

- § 25.1.1—Constitutional Implications
- § 25.1.2—Statutory Provisions
- § 25.1.3—Ethical Rules That Are Implicated
- § 25.1.4—Power Of Disqualification

§ 25.2 PROCEDURE

- § 25.2.1—Motion By The Court
- § 25.2.2—Motion By Counsel
- § 25.2.3—Standing
- § 25.2.4—Findings Of Fact And Need For An Evidentiary Hearing
- § 25.2.5—Standing To Appeal Disqualification Order

§ 25.3 GROUNDS FOR DISQUALIFICATION

- § 25.3.1—Ethical Violations Generally
- § 25.3.2—Conflict Of Interest Generally
- § 25.3.3—Lawyer As A Witness
- § 25.3.4—Protection Of Former Client
- § 25.3.5—Appearance Of Impropriety
- § 25.3.6—Former Government Officers And Employees
- § 25.3.7—Ex Parte Communications With Represented Parties

§ 25.4 DEFENSES TO DISQUALIFICATION

- § 25.4.1—Consent
- § 25.4.2—Waiver (Express Or Implied)
- § 25.4.3—Substantial Hardship
- § 25.4.4—Laches
- § 25.4.5—Unfair Tactical Advantage

§ 25.5 IMPUTED DISQUALIFICATION

- § 25.5.1—Imputed Disqualification Of Law Firms
- § 25.5.2—Imputed Disqualification Of Co-Counsel

§ 25.6 POST-DISQUALIFICATION ISSUES

- § 25.6.1—Disqualified Attorney Work Product
- § 25.6.2—Ongoing Limited Participation

§ 25.7 APPELLATE STANDARD

- § 25.7.1—Original Jurisdiction Colorado Supreme Court
- § 25.7.2—Original Jurisdiction Federal Courts

Chapter 26 INADVERTENT DISCLOSURE

§ 26.1 INTRODUCTION

§ 26.2 PROFESSIONAL LIABILITY OR LEGAL MALPRACTICE — THE DUTY OF CARE

§ 26.3 ETHICAL DUTIES

- § 26.3.1—Ethical Duties Under Colorado State Law The Colorado Rules Of Professional Conduct
- § 26.3.2—Ethical Duties Under Federal Law

§ 26.4 THE EVIDENTIARY ISSUE OF WAIVER OF PRIVILEGE OR PROTECTION

- § 26.4.1—The Approach To Waiver Under Colorado State Law
- § 26.4.2—The Approach To Waiver Under Federal Law

§ 26.5 THE SEPARATE PROBLEM OF INTENTIONAL, BUT UNAUTHORIZED, DISCLOSURE

Chapter 27 SETTLEMENT AND MEDIATION

- § 27.1 INTRODUCTION
- § 27.2 SETTLEMENT AND PUBLIC POLICY
- § 27.3 ATTORNEYS' ETHICAL DUTIES REGARDING SETTLEMENT
 - § 27.3.1—Competence And Diligence
 - § 27.3.2—Duty To Keep The Client Informed
 - § 27.3.3—Client's "Unfettered" Right To Make Settlement Decisions
 - § 27.3.4—Advise Of Alternative Methods Of Dispute Resolution

§ 27.4 AVOIDING MALPRACTICE CLAIMS DUE TO CONDUCT PRIOR TO SETTLEMENT

- § 27.4.1—Communicating With The Client
- § 27.4.2—Inadequate Preparation Of The Case
- § 27.4.3—Negligent Settlement Advice
- § 27.4.4—Judgmental Immunity

§ 27.5 ATTORNEY RETAINED BY INSURER

- § 27.5.1—Advising The Client Of The Terms Of The Insurance Contract
- § 27.5.2—Insurer's Reservation Of Rights

- § 27.5.3—Preserving Confidentiality
- § 27.5.4—Disagreements Over Defense Strategy
- § 27.5.5—Informing The Insured Of Settlement Offers
- § 27.5.6—Obtaining The Insured's Consent To Settlement

§ 27.6 ATTORNEYS' ETHICAL DUTIES REGARDING MEDIATION

- § 27.6.1—Ethical Duties Of Lawyers Representing Clients In Mediation
- § 27.6.2—Ethical Duties Of Lawyers Acting As Mediators

§ 27.7 AVOIDING MALPRACTICE DUE TO CONDUCT DURING MEDIATION

- § 27.7.1—Communication With The Client Before And During Mediation
- § 27.7.2—Importance Of Written Agreement

§ 27.8 SPECIAL ISSUES INVOLVED IN SETTLEMENT

- § 27.8.1—Agreements Limiting Attorney's Right To Practice
- § 27.8.2—Aggregate Settlements
- § 27.8.3—Settlement Involving Medicare Or Medicaid Liens
- § 27.8.4—Settlement Of Legal Malpractice Claims
- § 27.8.5—Linking Settlement To Other Proceedings
- § 27.8.6—Client's Consent To Settlement On The Record
- § 27.8.7—Attorney Agreeing To Hold Funds Or Act As Escrow Agent
- § 27.8.8—Disbursement Of Settlement Funds
- § 27.8.9—Tax Consequences Of Settlement
- § 27.8.10—Practice-Specific Settlement Concerns

§ 27.9 CONCLUSION

Chapter 28	DUTY OF CANDOR TO THE TRIBUNAL AND REMEDIAL MEASURES IN CIVIL PROCEEDINGS		
	§ 28.1	INTRODUCTION	
	§ 28.2	CANDOR	
		§ 28.2.1—False Statements § 28.2.2—Controlling Adverse Authority § 28.2.3—False Evidence	
	§ 28.3	CRIMINAL OR FRAUDULENT CONDUCT	
	§ 28.4	DUTY OF CONFIDENTIALITY	
	§ 28.5	EX PARTE PROCEEDINGS	
	§ 28.6	REMEDIAL MEASURES	
	§ 28.7	CONCLUSION	
Chapter 29	PRESERVATION AND SPOLIATION OF EVIDENCE		
	§ 29.1	INTRODUCTION	
	§ 29.2	COUNSELING CLIENTS ON PRESERVATION	
		 § 29.2.1—Duty To Preserve § 29.2.2—Scope Of The Duty To Preserve § 29.2.3—When The Duty Arises § 29.2.4—Sanctions For Spoliation 	
	§ 29.3	LAWYER'S DUTY TO PRESERVE EVIDENCE	
	§ 29.4	PREVENTING SPOLIATION	

VOLUME 2

PART 4 • PROFESSIONAL RESPONSIBILITY IN SUBSTANTIVE PRACTICE AREAS

§ 30.1 INTRODUCTION § 30.1.1—Elements Of An Appellate Legal Malpractice Claim § 30.2 DUTY § 30.2.1—Duty To Recommend Appeal § 30.2.2—Duty To Raise Particular Issues On Appeal § 30.2.3—Standard Of Care Of Appellate Counsel § 30.3 BREACH OF DUTY

§ 30.4 CAUSATION

Chapter 30

APPEALS

§ 30.4.1—Proving Proximate Cause

§ 30.4.2—Who Decides Proximate Cause?

§ 30.3.1—Particular Conduct Found Negligent § 30.3.2—Particular Conduct Found Not Negligent

§ 30.5 DAMAGES

§ 30.6 AVOIDING APPELLATE MALPRACTICE

Chapter 31 BANKRUPTCY

§ 31.1 INTRODUCTION

§ 31.2 THE BANKRUPTCY CODE AND RULES

- § 31.2.1—Structure Of The Bankruptcy Code And Bankruptcy Rules
- § 31.2.2—The Six "Kinds" Of Bankruptcy
- § 31.2.3—Who May Be A Debtor

§ 31.3 ACTING AS COUNSEL FOR THE DEBTOR

- § 31.3.1—Employment As Counsel For The Debtor Or Trustee
- § 31.3.2—Duties As Counsel For Debtor
- § 31.3.3—Exemptions
- § 31.3.4—Proof Of Claim Or Interest
- § 31.3.5—Mortgage Proof Of Claim And Disclosure Rules
- § 31.3.6—Chapter 13 Debtor's Principal Residence And Disclosure Rules

§ 31.4 BANKRUPTCY PROCEDURE AND LITIGATION

- § 31.4.1—Adversary Proceedings Versus Contested Matters
- § 31.4.2—Discovery In Bankruptcy Proceedings
- § 31.4.3—Preference Actions
- § 31.4.4—Fraudulent Transfer Issues
- § 31.4.5—Discharge And Dischargeability
- § 31.4.6—Bankruptcy Appeals

Chapter 32 TRANSACTIONS AND CLOSELY HELD BUSINESSES

§ 32.1 INTRODUCTION

§ 32.2 CLOSELY HELD BUSINESSES

- § 32.2.1—How Problems Arise
- § 32.2.2—Identifying The Client: The Entity Rule

- § 32.2.3—Evolution And Formation Of The Client-Lawyer Relationship
- § 32.2.4—Retroactive Application Of The Entity Rule
- § 32.2.5—The "Confidential Information" Conflict In Common Representation
- § 32.2.6—Representing More Than One Party On The Same Side Of A Transaction
- § 32.2.7—Representing Parties On Opposite Sides Of A Transaction
- § 32.2.8—Representing A Party Who Is Adverse To A Former (Or Not So Former) Client

§ 32.3 OTHER ETHICAL ISSUES ARISING IN CLOSELY HELD BUSINESS TRANSACTIONS

- § 32.3.1—Requisite Knowledge And Skill In A Particular Matter
- § 32.3.2—Business Transactions With Clients And Ownership Interest In A Client's Business
- § 32.3.3—Duty To Disclose Mistakes In Commercial Closings

Chapter 33 CLASS ACTION LAWYERS' PROFESSIONAL RESPONSIBILITIES

- § 33.1 INTRODUCTION
- § 33.2 COMPETENCE
- § 33.3 THE LEGAL SERVICES CONTRACT

§ 33.4 COMMUNICATIONS WITH POTENTIAL CLASS MEMBERS

- § 33.4.1—Pre-Certification Communications With Potential Class Members
- § 33.4.2—Post-Certification Communications With Potential Class Members, Before Opt-Out Period Expires
- § 33.4.3—Post-Certification Communications With Class Members, After Opt-Out Period Expires

		§ 33.4.4—Communications With Class Members During Settlement Program Administration § 33.4.5—Objectors' Communications
	§ 33.5	CONTENT AND DELIVERY OF CLASS ACTION COURT NOTICES
	§ 33.6	SETTLEMENT AND POTENTIAL CONFLICTS OF INTEREST
		§ 33.6.1—Class Action Attorney Fees § 33.6.2—Simultaneous Negotiation Of Attorney Fees, Costs Reimbursement, And Class Member Benefits § 33.6.3—Settlements Incorporating Covenants-Not-To-Sue
	§ 33.7	OTHER POTENTIAL CONFLICTS OF INTEREST
	§ 33.8	CLASS COUNSEL'S PROFESSIONAL LIABILITY EXPOSURES
		§ 33.8.1—Legal Malpractice Exposures § 33.8.2—Antitrust Exposures
Chapter 34	CREDI	TORS' RIGHTS AND DEBT COLLECTION
Chapter 34	CREDI' § 34.1	TORS' RIGHTS AND DEBT COLLECTION INTRODUCTION
Chapter 34		
Chapter 34	§ 34.1	INTRODUCTION
Chapter 34	§ 34.1	INTRODUCTION THE FAIR DEBT COLLECTION PRACTICES ACT
Chapter 34	§ 34.1 § 34.2	INTRODUCTION THE FAIR DEBT COLLECTION PRACTICES ACT § 34.2.1—The Colorado Fair Debt Collection Practices Act
Chapter 34	§ 34.1 § 34.2 § 34.3	INTRODUCTION THE FAIR DEBT COLLECTION PRACTICES ACT § 34.2.1—The Colorado Fair Debt Collection Practices Act LIABILITY

§ 34.6 COMPLYING WITH THE FDCPA AND CFDCPA

		§ 34.6.1—The "Least Sophisticated Consumer" Standard	
		§ 34.6.2—The Initial Communication And Notice Of Validation Rights	
		§ 34.6.3—Subsequent Communications	
		§ 34.6.4—Communication With Third Parties	
		§ 34.6.5—Venue § 34.6.6—Unfair Practices	
		§ 34.6.7—False Or Misleading Representations	
	§ 34.7	KNOW THE CLIENT	
		§ 34.7.1—Legal Capacity	
		§ 34.7.2—Transacting Business	
		§ 34.7.3—Cost Bond	
	§ 34.8	COMPLIANCE WITH HIPAA	
	§ 34.9	ADMINISTRATIVE ENFORCEMENT	
	§ 34.10	PRACTICAL CONSIDERATIONS	
	§ 34.11	CONCLUSION	
Chapter 35	PROFE	OFESSIONAL DEFENSE OF THE ACCUSED	
	§ 35.1	INTRODUCTION	
	§ 35.2	THE ROLE OF DEFENSE COUNSEL	
	§ 35.3	ESTABLISHING A PROFESSIONAL RELATIONSHIP	
	§ 35.4	FEE AGREEMENTS	
		§ 35.4.1—General Requirements Of A Fee Agreement § 35.4.2—Explanation Of Fees	
		§ 35.4.3—Hourly Rate Agreements § 35.4.4—Fixed Or Flat Fee Agreements	

§ 35.4.5—Third-Party Fee Agreements § 35.4.6—Advance Fees § 35.4.7—Engagement Retainer § 35.4.8—Agreements Relating To Literary Or Media Rights § 35.5 TIME RECORDS AND BILLING § 35.6 CASH PAYMENTS § 35.7 **CLIENT CONFIDENCES** § 35.7.1—General Rules § 35.7.2—When The Duty Of Confidentiality Begins And Ends § 35.7.3—Sharing Confidences In Multiple Defendant Cases § 35.7.4—Exceptions To Confidentiality § 35.8 **COUNSELING CRIMINAL CONDUCT** § 35.9 PRETRIAL ISSUES § 35.9.1—Bail § 35.9.2—Arraignment And Plea § 35.9.3—Plea Discussions § 35.9.4—Communicating The Consequences Of A Guilty Plea § 35.9.5—Competency § 35.10 DISCOVERY § 35.11 INVESTIGATION § 35.11.1—General Rules Concerning Investigation § 35.11.2—Subpoenas § 35.12 WITNESSES § 35.12.1—General Rules Involving Witnesses § 35.12.2—Surreptitious Recording Of Conversations With Witnesses

§ 35.12.3—Use of Social Media For Investigation Purposes

§ 35.13 CANDOR

- § 35.13.1—General Rules
- § 35.13.2—Representations Of Fact
- § 35.13.3—Representations Of Law
- § 35.13.4—False Statements By The Client

§ 35.14 EVIDENCE

§ 35.15 CONFLICTS OF INTEREST

- § 35.15.1—Representation Of Co-Defendants
- § 35.15.2—Conflicts Involving Former Clients

§ 35.16 WITHDRAWAL

§ 35.17 CONDUCT DURING TRIAL

- § 35.17.1—General Rules
- § 35.17.2—Opening Statement
- § 35.17.3—Presentation Of Evidence
- § 35.17.4—Objections
- § 35.17.5—Closing Argument

§ 35.18 JUROR COMMUNICATIONS

§ 35.19 EXTRAJUDICIAL STATEMENTS

§ 35.20 SENTENCING

§ 35.21 FILE RETENTION

§ 35.22 CONSEQUENCES OF BELOW-STANDARD CONDUCT

- § 35.22.1—Ineffective Assistance Of Counsel
- § 35.22.2—Professional Negligence
- § 35.22.3—Contempt
- § 35.22.4—Direct Contempt
- § 35.22.5—Indirect Contempt
- § 35.22.6—Disciplinary Action

§ 35.23 CONCLUSION

Chapter 36	EMPLOYMENT ISSUES			
	§ 36.1	INTRODUCTION		
	§ 36.2	A WORD ABOUT THE DIFFERENCES IN THE PROFESSIONAL RESPONSIBILITY RULES IN FEDERAL AND STATE COURTS		
	§ 36.3	THE OBLIGATION TO COMPETENTLY REPRESENT PARTIES IN EMPLOYMENT CASES		
	§ 36.4	DEVELOPING THE CLIENT-LAWYER RELATIONSHIP WITH AN EMPLOYMENT LAW CLIENT		
		§ 36.4.1—Overview § 36.4.2—Fee Agreements § 36.4.3—Multi-Plaintiff Or Multi-Defendant Cases And Conflicts Of Interest		
	§ 36.5	ADVISING THE CURRENT EMPLOYEE		
		§ 36.5.1—Exhaustion Of Internal Grievance Procedures § 36.5.2—Quit First And Sue Later — "Constructive Discharge" § 36.5.3—The Demand Letter And Exit Negotiations		
	§ 36.6	ADVISING THE CURRENT EMPLOYER		
		§ 36.6.1—Lawyer-Conducted Investigations § 36.6.2—Employment Investigations And The Fair Credit Reporting Act § 36.6.3—Drug-Free Workplaces And Marijuana § 36.6.4—Recent Issues Affecting Employers		
	§ 36.7	PREPARING TO LITIGATE		
	0	§ 36.7.1—Claim Evaluation § 36.7.2—The Expansion Of CADA Under The Job Protection And Civil Rights Enforcement Act Of 2013		

- § 36.7.3—Exhaustion Of Administrative Remedies
- § 36.7.4—Choice Of Forum
- § 36.7.5—Considerations Regarding The Identity Of The Defendant
- § 36.7.6—Is There An Arbitration Agreement?
- § 36.7.7—Representing The Unemployed Or Underemployed
 Plaintiff

§ 36.8 INVESTIGATION AND DISCOVERY ISSUES IN EMPLOYMENT LITIGATION

- § 36.8.1—Communication With Represented Persons
- § 36.8.2—Surreptitious Audio Or Video Recordings
- § 36.8.3—Employee-Confiscated Documents
- § 36.8.4—Use Of Undercover Investigators
- § 36.8.5—Confidentiality Of Personnel Records
- § 36.8.6—The Electronic Age
- § 36.8.7—Sanctions Under 28 U.S.C. § 1927

§ 36.9 RESOLUTION OF EMPLOYMENT CLAIMS

- § 36.9.1—Conflicts During Settlement Negotiations
- § 36.9.2—Settlement Agreements

§ 36.10 CONCLUSION

Chapter 37 ESTATE PLANNING AND PROBATE

PART A — ESTATE PLANNING AND PROBATE

- § 37.1 INTRODUCTION
- § 37.2 LEGAL STANDARD OF CARE

§ 37.3 ESTATE PLANNING

- § 37.3.1—Introduction
- § 37.3.2—The Client
- § 37.3.3—Fees

- § 37.3.4—Wills, Revocable Living Trusts, And Other Non-Probate Transfers
- § 37.3.5—Powers Of Attorney And Advance Directives
- § 37.3.6—Civil Unions

§ 37.4 PROBATE

- § 37.4.1—Introduction
- § 37.4.2—Formal And Informal Probate
- § 37.4.3—Supervised Administration
- § 37.4.4—Creditor Claims
- § 37.4.5—Petition For Instruction
- § 37.4.6—Fees

PART B — PROBATE PROCESS: THE DECEDENT'S ESTATE ADMINISTRATION

- § 37.5 GOVERNING LAW
- § 37.6 INITIAL DETERMINATIONS: IS PROBATE NECESSARY?
- § 37.7 DETERMINING WHERE TO FILE
- § 37.8 DETERMINING IF THERE IS A WILL
- § 37.9 DETERMINING THE IDENTITY OF THE PERSONAL REPRESENTATIVE
- § 37.10 DETERMINING WHETHER TO FILE FORMALLY OR INFORMALLY
- § 37.11 INITIATING INFORMAL PROBATE
 - § 37.11.1—Appointment Of A Special Administrator In Informal Proceedings

§ 37.12 INITIATING FORMAL PROBATE

§ 37.12.1—Use Of Special Administrator In Formal Proceedings

§ 37.13 INITIATING SUPERVISED ADMINISTRATION

§ 37.14 DUTIES AND POWERS OF THE PERSONAL REPRESENTATIVE

§ 37.15 COLLECTING AND SECURING THE ASSETS

- § 37.15.1—Locating And Securing Real Property
- § 37.15.2—Locating And Securing Tangible Personal Property
- § 37.15.3—Locating And Securing Financial Accounts And Safe-Deposit Boxes
- § 37.15.4—Locating And Securing Motor Vehicles
- § 37.15.5—Locating And Securing Unclaimed Property
- § 37.15.6—Filing An Inventory

§ 37.16 MANAGING THE ASSETS PRIOR TO DISTRIBUTION

- § 37.16.1—Real Property
- § 37.16.2—Motor Vehicles
- § 37.16.3—Tangible Personal Property
- § 37.16.4—Financial Accounts
- § 37.16.5—Sale Of Assets

§ 37.17 HANDLING CLAIMS AGAINST THE ESTATE

§ 37.17.1—Compensating The Personal Representative

§ 37.18 PAYING TAXES

§ 37.19 DETERMINING HEIRS OR DEVISEES

- § 37.19.1—Determining The Heirs Or Devisees
- § 37.19.2—Civil Unions
- § 37.19.3—Ownership Of Personal Property Between Spouses
- § 37.19.4—Exempt Property

- § 37.19.5—Family Allowance
- § 37.19.6—Elective Share
- § 37.19.7—Spouse And Children Omitted From Will

§ 37.20 DISTRIBUTING AND CLOSING THE ESTATE

- § 37.20.1—Partial Distributions
- § 37.20.2—Distributions In Kind
- § 37.20.3—Pecuniary Devise
- § 37.20.4—Private Distribution Agreements
- § 37.20.5—Special Cases
- § 37.20.6—Informally Closing The Estate
- § 37.20.7—Closing The Estate In Formal Proceedings

§ 37.21 ADDRESSING FIDUCIARY MISCONDUCT

Chapter 38 FAMILY LAW

§ 38.1 INTRODUCTION TO FAMILY LAW PROFESSIONAL RESPONSIBILITY ISSUES

§ 38.2 COMMUNICATION WITH CLIENTS

- § 38.2.1—Good Communication Practices
- § 38.2.2—Telephone
- § 38.2.3—E-Mail
- § 38.2.4—Voicemail
- § 38.2.5—Written Correspondence
- § 38.2.6—Facsimile
- § 38.2.7—Fee Agreements And Disengagement Letters

§ 38.3 CASE MANAGEMENT

- § 38.3.1—Domestic Relations Timeline
- § 38.3.2—Sworn Financial Statements
- § 38.3.3—Initial Status Conferences
- § 38.3.4—Temporary Orders
- § 38.3.5—Disclosure
- § 38.3.6—Discovery

- § 38.3.7—Non-Expert Witnesses
- § 38.3.8—Expert Witnesses
- § 38.3.9—Child And Family Investigators And Parenting Evaluators
- § 38.3.10—Alternative Dispute Resolution

§ 38.4 TRIALS

- § 38.4.1—Trial Management Certificates
- § 38.4.2—Preparing The Client
- § 38.4.3—Witnesses
- § 38.4.4—Exhibits
- § 38.4.5—Opening And Closing
- § 38.4.6—Lawyer Preparation
- § 38.4.7—Limited Hearing Time
- § 38.4.8—Continuances
- § 38.4.9—Appeals

§ 38.5 OTHER AREAS

- § 38.5.1—Marital Agreements
- § 38.5.2—Qualified Domestic Relations Orders And Domestic Relations Orders
- § 38.5.3—Maintenance Terms
- § 38.5.4—Bankruptcy
- § 38.5.5—Taxes
- § 38.5.6—Death And Divorce
- § 38.5.7—Criminal Law And Divorce
- § 38.5.8—Competency Of Clients
- § 38.5.9—Collaborative Law
- § 38.5.10—Domestic Violence

Chapter 39 REAL ESTATE TRANSACTIONS

§ 39.1 INTRODUCTION

§ 39.2 VARIETY OF REAL ESTATE TRANSACTIONS

§ 39.3 CLIENT OBJECTIVES AND SCOPE OF ENGAGEMENT

§ 39.4 CONFLICTS OF INTEREST

- § 39.4.1—Concurrent Conflicts
- § 39.4.2—Representing An Organization And Its Affiliates
- § 39.4.3—Conflicts With Former Clients
- § 39.4.4—Transactions With Clients

§ 39.5 LIABILITY TO CLIENT

- § 39.5.1—In General
- § 39.5.2—Elements Of Claim In Transactional Setting
- § 39.5.3—Existence Of A Duty Of Care
- § 39.5.4—Breach Of Duty

§ 39.6 LIABILITY TO THIRD PARTIES

Chapter 40 LIABILITY UNDER THE FEDERAL SARBANES-OXLEY ACT

§ 40.1 LIABILITY UNDER THE FEDERAL SARBANES-OXLEY ACT AND IMPLEMENTING REGULATIONS — GENERALLY

§ 40.2 THE SARBANES-OXLEY ACT AND IMPLEMENTING REGULATIONS

- § 40.2.1—The Act
- § 40.2.2—Proposed Implementing Regulations
- § 40.2.3—Final Rules
- § 40.2.4—Proposed Mandatory External Disclosure Rule
- § 40.2.5—In-House Counsel, Retaliation, And Whistleblower Protection

§ 40.3 RELATIONSHIP TO STATE RULES OF PROFESSIONAL CONDUCT

- § 40.3.1—ABA Model Rules Of Professional Conduct
- § 40.3.2—Colorado Rules Of Professional Conduct
- § 40.3.3—Comparisons And Contrasts
- § 40.3.4—Preemption

§ 40.4 ARTICLES, NOTES, AND COMMENTS REGARDING THE SEC'S STANDARDS OF PROFESSIONAL CONDUCT FOR LAWYERS UNDER THE SARBANES-OXLEY ACT

Chapter 41	TAXATION		
	§ 41.1	INTRODUCTION	
	§ 41.2	CIRCULAR 230 — BACKGROUND	
	§ 41.3	STANDARDS OF TAX PRACTICE	
		 § 41.3.1—Best Practices § 41.3.2—Firm-Wide Compliance With Practice Standards § 41.3.3—Firm-Wide Procedures To Ensure Compliance With Circular 230 § 41.3.4—Avoiding Conflicts 	
	§ 41.4	RULES REGULATING THE PROVISION OF TAX ADVICE	
		§ 41.4.1—Requirements For Written Tax Advice	
	§ 41.5	RULES REGULATING TAX RETURNS, DOCUMENTS, AFFIDAVITS, AND OTHER PAPERS	
		§ 41.5.1—Rules Governing The Right To Practice Before The IRS	
		§ 41.5.2—Practitioner Penalties Under The Internal Revenue Code	
Chapter 42	WORKERS' COMPENSATION		
	§ 42.1	INTRODUCTION	
	§ 42.2	COLORADO'S BASIC FRAMEWORK FOR WORKERS' COMPENSATION	

§ 42.3 CLIENT-LAWYER RELATIONSHIP

- § 42.3.1—The Defense Lawyer's Tripartite Relationship
- § 42.3.2—Attorney Fees
- § 42.3.3—Layperson's Practice Of Law

§ 42.4 SPECIAL PROCEDURAL ISSUES

- § 42.4.1—Statutes Of Limitations
- § 42.4.2—Evidence
- § 42.4.3—Discovery
- § 42.4.4—Settlement Procedures

§ 42.5 SPECIAL SUBSTANTIVE PRINCIPLES OF LAW

- § 42.5.1—Statutory Employment
- § 42.5.2—Offsets
- § 42.5.3—Apportionment
- § 42.5.4—Subrogation
- § 42.5.5—Penalties Against Claimants
- § 42.5.6—Special Funds

§ 42.6 CLAIMS AND BENEFITS

- § 42.6.1—Applications For Hearing
- § 42.6.2—Role Of Authorized Treating Physicians
- § 42.6.3—Medical Benefits
- § 42.6.4—Death Benefits
- § 42.6.5—Disease Claims
- § 42.6.6—Disfigurement Claims
- § 42.6.7—Finality Of Awards
- § 42.6.8—Appeals

§ 42.7 CONCLUSION

EXHIBIT

Exhibit 42A—Common Workers' Compensation Acronyms

Chapter 43 TRIPARTITE RELATIONSHIP: PROFESSIONAL AND ETHICAL RESPONSIBILITIES OF INSURANCE DEFENSE COUNSEL

- § 43.1 INTRODUCTION
- § 43.2 WHO IS THE CLIENT?
- § 43.3 RULES OF PROFESSIONAL CONDUCT IMPLICATED BY THE TRIPARTITE RELATIONSHIP
 - § 43.3.1—Colo. RPC 1.6
 - § 43.3.2—Colo. RPC 1.7(b)
 - § 43.3.3—Colo. RPC 1.8(f)
 - § 43.3.4—Colo. RPC 5.4(c)
- § 43.4 INSURANCE DEFENSE TRIPARTITE RELATIONSHIP
 - § 43.4.1—CBA Formal Ethics Opinion 91
 - § 43.4.2—Insurance Defense Lawyers Need To Stay Out Of Coverage Disputes And, If Disputes Arise, Recommend That The Insured Retain Independent Counsel
 - § 43.4.3—The Practical Effect Of Coverage Disputes On Litigation
 - § 43.4.4—What Should The Lawyer Do If The Insurer Unreasonably Restricts The Lawyer's Representation?
 - § 43.4.5—Counterclaims
 - § 43.4.6—The Insurance Claim File

EXHIBIT

Exhibit 43A—Sample Tripartite Disclosure Letter

Chapter 44 LAW FIRMS' "GENERAL COUNSEL" AND RISK MANAGEMENT

§ 44.1 INTRODUCTION

- § 44.1.1—"General Counsel's" Role In A Law Firm
- § 44.1.2—The Client Of The General Counsel Is The Firm

§ 44.2 THE ATTORNEY-CLIENT PRIVILEGE AND GENERAL COUNSEL

- § 44.2.1—The Intra-Firm Privilege Versus The "Fiduciary Exception"
- § 44.2.2—Recent Decisions Recognizing The Privilege
- § 44.2.3—Colorado's Anticipated Position On The Intra-Firm Attorney-Client Privilege
- § 44.2.4—Best Practices For Establishing And Protecting The Intra-Firm Privilege

§ 44.3 RISK MANAGEMENT DUTIES OF THE GENERAL COUNSEL

- § 44.3.1—Client Selection
- § 44.3.2—Client-Proposed Engagement Terms And Policies
- § 44.3.3—Client Relations Policies
- § 44.3.4—Confidentiality And Information Security

§ 44.4 CLAIMS AND LITIGATION MANAGEMENT

- § 44.4.1—Notice To The Firm's Insurer
- § 44.4.2—Notice To The Firm's Client
- § 44.4.3—Enactment Of A Document Hold Policy
- § 44.4.4—Anticipation Of Public Relations Issues

§ 44.5 ADMINISTRATIVE MATTERS

§ 44.6 CONCLUSION

Chapter 45 RESERVED Chapter 46 RESERVED Chapter 47 RESERVED

PART 5 • LITIGATION OF PROFESSIONAL LIABILITY AND ETHICS CLAIMS

Chapter 48 THE CLAIM OR LAWSUIT

§ 48.1 RELATIONSHIP BETWEEN INSURED AND INSURER

- § 48.1.1—Introduction
- § 48.1.2—Presuit Responsibilities
- § 48.1.3—Duty To Notify Insurer
- § 48.1.4—Reservation Of Rights Letter
- § 48.1.5—Choice Of Defense Counsel
- § 48.1.6—Multiple Parties And Policies
- § 48.1.7—Consent To Settlement
- § 48.1.8—Remedies Of Insurer And Insured

§ 48.2 LITIGATION ISSUES

- § 48.2.1—Introduction
- § 48.2.2—Determination Of Lawyer's Status In Litigation
- § 48.2.3—Notice
- § 48.2.4—Attorney-Client Privilege
- § 48.2.5—Lawyer Work Product Privilege

§ 48.3 REPORTING REQUIREMENTS

- § 48.3.1—Introduction
- § 48.3.2—Colorado Supreme Court
- § 48.3.3—U.S. District Court For The District Of Colorado

Chapter 49 COMMON LAW LEGAL MALPRACTICE CLAIMS BY CLIENTS

§ 49.1 INTRODUCTION

§ 49.1.1—Legal Bases For A Lawyer's Liability For Malpractice

§ 49.2 APPLICATION OF THE RULES OF PROFESSIONAL CONDUCT TO LEGAL MALPRACTICE CLAIMS

§ 49.3 PROFESSIONAL NEGLIGENCE

- § 49.3.1—Existence And Scope Of The Duty
- § 49.3.2—Privity
- § 49.3.3—Breach Of The Duty Of Care
- § 49.3.4—Causation And The "Case Within The Case"
- § 49.3.5—Damages
- § 49.3.6—When Must A Client Bring A Claim For Professional Negligence?

§ 49.4 BREACH OF FIDUCIARY DUTY CLAIMS AGAINST LAWYERS

- § 49.4.1—What Is A Fiduciary?
- § 49.4.2—Lawyers As Fiduciaries To Client
- § 49.4.3—Lawyers As Fiduciaries To Others
- § 49.4.4—Elements Of Breach Of Fiduciary Duty Claim Generally
- § 49.4.5—Distinction Between Professional Negligence And Breach Of Fiduciary Duty
- § 49.4.6—Business Transactions With Clients
- § 49.4.7—Sexual Relationships With Clients
- § 49.4.8—Aiding And Abetting A Breach Of Fiduciary Duty

§ 49.5 BREACH OF CONTRACT

- § 49.5.1—Breach Of Contract Claims Against Lawyers Generally
- § 49.5.2—Elements Of Breach Of Contract Claim
- § 49.5.3—Damages

§ 49.6 FRAUD CLAIMS AGAINST LAWYERS

- § 49.6.1—Elements Of Common Law Fraud
- § 49.6.2—Fraud Arising Out Of Giving A False Opinion
- § 49.6.3—Damages

§ 49.7 CONVERSION

Chapter 50 STATUTORY LEGAL MALPRACTICE CLAIMS

§ 50.1 DECEPTIVE TRADE PRACTICES CLAIMS

- § 50.1.1—Introduction
- § 50.1.2—Purpose Of The Act
- § 50.1.3—Elements Of A Deceptive Trade Practices Claim
- § 50.1.4—Issues Particular To Claims Against Lawyers

§ 50.2 RACKETEER INFLUENCED AND CORRUPT ORGANIZATIONS ACT

§ 50.3 COLORADO ORGANIZED CRIME CONTROL ACT

§ 50.4 RIGHTS IN STOLEN PROPERTY STATUTE

§ 50.5 OTHER STATUTORY CLAIMS

- § 50.5.1—Fraudulent Transfer Act
- § 50.5.2—Fair Debt Collection Practices Acts
- § 50.5.3—Federal And State Securities Laws

Chapter 51 LIABILITY TO THIRD PARTIES

§ 51.1 LIABILITY TO THIRD PARTIES — GENERALLY

§ 51.1.1—No Presumptive Duty Of Care To Persons Affiliated With The Client

§ 51.2 CLAIMS BY THIRD PARTIES

- § 51.2.1—Negligent Misrepresentation
- § 51.2.2—False Arrest
- § 51.2.3—Malicious Prosecution
- § 51.2.4—Abuse Of Process
- § 51.2.5—Invasion Of Privacy
- § 51.2.6—Interference With A Prospective Economic Relationship
- § 51.2.7—Defamation And Liability For Statements Made In The Course Of Litigation
- § 51.2.8—Aiding And Abetting A Breach Of Fiduciary Duty
- § 51.2.9—Civil Conspiracy Claims
- § 51.2.10—Consumer Protection Act Claims
- § 51.2.11—Conversion And Civil Theft
- § 51.2.12—Fraud
- § 51.2.13—Subrogation And Indemnity
- § 51.2.14—Employee Retirement Income Security Act (ERISA)

Chapter 52 DAMAGES FOR INJURIES OR LOSSES CAUSED BY LEGAL MALPRACTICE

§ 52.1 INTRODUCTION

§ 52.2 ECONOMIC DAMAGES

- § 52.2.1—Failure To Obtain An Adequate Judgment Or Settlement In The Underlying Case
- § 52.2.2—Failure To Avoid A Judgment In The Underlying Case
- § 52.2.3—Economic Damages In Cases Where The Underlying Matter Was Not Litigated
- § 52.2.4—Economic Damages For A Breach Of Fiduciary Duty
- § 52.2.5—Forfeiture Or Disgorgement Of Attorney Fees

NON-ECONOMIC DAMAGES

§ 52.3.1—Non-Economic Damages For Negligence Or Breach
Of Contract

- § 52.3.2—Non-Economic Damages For Breach Of Fiduciary Duty
- § 52.3.3—Emotional Distress Damages For Outrageous Conduct
- § 52.3.4—Loss Of Reputation Damages
- § 52.3.5—Non-Economic Damages To Legal Entities

§ 52.4 PUNITIVE DAMAGES

§ 52.3

§ 52.5 AWARD OF ATTORNEY FEES INCURRED IN LEGAL MALPRACTICE ACTION

Chapter 53 DEFENSES TO LEGAL MALPRACTICE CLAIMS

§ 53.1 ABSENCE OF A DUTY

- § 53.1.1—Absence Of Client-Lawyer Relationship
- § 53.1.2—Scope Of The Representation

§ 53.2 ABSENCE OF PROXIMATE CAUSE

§ 53.3 PROFESSIONAL JUDGMENT DEFENSE

§ 53.4 APPORTIONMENT OF FAULT

- § 53.4.1—Non-Parties At Fault
- § 53.4.2—Comparative Negligence

§ 53.5 ASSUMPTION OF THE RISK

§ 53.6 FAILURE TO MITIGATE DAMAGES

§ 53.7 STATUTES OF LIMITATIONS

- § 53.7.1—Statute Of Limitations For A Professional Negligence Claim
- § 53.7.2—Statute Of Limitations For A Breach Of Fiduciary
 Duty Claim
- § 53.7.3—Statute Of Limitations For A Breach Of Contract Claim
- § 53.7.4—Statute Of Limitations For A Fraud Claim
- § 53.7.5—Statute Of Limitations Applicable To A Punitive Damage "Claim"
- § 53.7.6—Statute Of Limitations For A Civil Conspiracy Claim
- § 53.7.7—Statute Of Limitations For A Deceptive Trade Practices Claim
- § 53.7.8—Statute Of Limitations For A RICO Claim
- § 53.7.9—Statute Of Limitations For A COCCA Claim
- § 53.7.10—Statute Of Limitations For A Securities Fraud Claim

§ 53.8 DOCTRINE OF *IN PARI DELICTO*

Chapter 54 VICARIOUS LIABILITY

- § 54.1 EMPLOYEES
- § 54.2 PARTNERS
- § 54.3 PROFESSIONAL COMPANIES
- § 54.4 PARTNERSHIP BY ESTOPPEL

Chapter 55 COLORADO ATTORNEY REGULATION: ATTORNEY DISCIPLINE PROCESS AND PROCEDURE

§ 55.1 THE PLAYERS

- § 55.1.1—The Colorado Supreme Court
- § 55.1.2—The Supreme Court Advisory Committee
- § 55.1.3—The Attorney Regulation Committee

- § 55.1.4—The Office Of Attorney Regulation Counsel
- § 55.1.5—The Office Of The Presiding Disciplinary Judge
- § 55.1.6—Disciplinary Hearing Boards
- § 55.1.7—Lawyers Licensed To Practice Law In Colorado

§ 55.2 THE PRE-INVESTIGATION OR "CENTRAL INTAKE" PHASE

- § 55.2.1—The Request For Investigation
- § 55.2.2—Immunity
- § 55.2.3—Confidentiality
- § 55.2.4—Determination To Proceed
- § 55.2.5—Settlement

§ 55.3 THE INVESTIGATION PHASE

§ 55.4 PROCEEDINGS BEFORE THE ATTORNEY REGULATION COMMITTEE

§ 55.5 FORMAL PROCEEDINGS

- § 55.5.1—Nature Of Disciplinary Actions
- § 55.5.2—Affirmative Defenses And Mitigating Factors
- § 55.5.3—Disclosures And Discovery
- § 55.5.4—Physical Or Mental Examination Of The Lawyer
- § 55.5.5—Stay Of Disciplinary Proceedings Pending Resolution Of Related Civil Or Criminal Case
- § 55.5.6—Issue And Claim Preclusion
- § 55.5.7—Pretrial And Trial Proceedings
- § 55.5.8—Hearing Board Decisions
- § 55.5.9—Appeals

Chapter 56 COLORADO ATTORNEY REGULATION: SUMMARY ADJUDICATIONS, COLLATERAL AND DISABILITY PROCEEDINGS, AND REINSTATEMENT AND READMISSION

§ 56.1 SUMMARY ADJUDICATIONS

- § 56.1.1—Default
- § 56.1.2—Immediate Suspension

§ 56.2 OPTIONS TO AVOID DISCIPLINARY PROCEEDINGS

- § 56.2.1—Offers To Resign
- § 56.2.2—Collateral Attack In Federal Court
- § 56.2.3—Disability Inactive Status
- § 56.2.4—Disability Inactive Status Procedure

§ 56.3 REINSTATEMENT AND READMISSION

- § 56.3.1—C.R.C.P. 251.28(d) Affidavit
- § 56.3.2—Compliance With C.R.C.P. 251.28
- § 56.3.3—Reinstatement After Suspension
- § 56.3.4—Readmission After Disbarment

§ 56.4 CONCLUSION

EXHIBITS

Exhibit 56A—Sample C.R.C.P. 251.28(d) Affidavit Exhibit 56B—Sample Affidavit For Reinstatement After Suspension

PART 6 • TRENDS

Chapter 57 TRENDS IN LEGAL MALPRACTICE LITIGATION: 2012–2015

§ 57.1 INTRODUCTION

§ 57.2 COLORADO TRENDS: COLORADO SUPREME COURT — 2012–2015 UPDATE

- § 57.2.1—Colorado Supreme Court Adheres To Strict Privity For Precluding Malpractice Claims By Nonclients
- § 57.2.2—Colorado Supreme Court Provides Guidance On How A Dissolved Law Firm Must Divide Fees On Unfinished Cases
- § 57.2.3—Colorado Supreme Court Addresses Whether A Lawyer May Be Disciplined For Failing To Return All Advance Fees Paid By Client Because Some Of The Advance Fees Had Been Earned

- § 57.2.4—Colorado Supreme Court Rejects "Lone Pine"

 Orders For Case Management Of Complex Cases
- § 57.2.5—Colorado Supreme Court Explains Scope Of Discipline For Alleged Violations Of Rules Of Professional Conduct
- § 57.2.6—Colorado Supreme Court Reverses Trial Court's Disqualification Of Attorney Under Colo. RPC 1.9
- § 57.2.7—Colorado Supreme Court Holds That An Attorney May Not Assert A Lien To A Client's Passport
- § 57.2.8—Colorado Supreme Court Decides Case-Within-The-Case Requirement Applicable To A Case Involving An Underlying Transaction, Also Known As Transactional Malpractice
- § 57.2.9—Colorado Supreme Court Holds That A Party May Not Sue His Or Her Opposing Counsel Based Upon Alleged Misrepresentations Made By The Lawyer In The Litigation
- § 57.2.10—An Attorney Does Not Owe Fiduciary Duties To Third Parties Even When A Lawyer Holds Funds In His Or Her Trust Account To Which A Third Party May Be Entitled
- § 57.2.11—Colorado Supreme Court Concludes That Attorney May Pay Appellate Lawyer's Fees As Costs For A Client Without Violating Ethics Rules
- § 57.2.12—Colorado Supreme Court Concludes That Previous Counsel May Have *Quantum Meruit* Claim For Fees Against Subsequent Counsel

§ 57.3 COLORADO TRENDS: COLORADO COURT OF APPEALS — 2013-2015 UPDATE

- § 57.3.1—Court Of Appeals Concludes Plaintiff Is Not Always Required To Prove Case Within The Case
- § 57.3.2—Court Of Appeals Decides Several Attorney Fee Cases

§ 57.4 CONCLUSION

SUBJECT INDEX