

**BEFORE THE OKLAHOMA STATE DEPARTMENT OF HEALTH
OFFICE OF ADMINISTRATIVE HEARINGS**

STANDING ORDER NO. 4
TRIAL STATEMENT
(Attachment to Order Setting Hearing)

NOTICE: Every party must submit a Trial Statement prior to trial. All Trial Statements must be sent to the Office of Administrative Hearings at 1000 NE 10th, Oklahoma City, OK 73117, and to all other parties at least five (5) days prior to the date of the trial. All Trial Statements shall be in substantially the following form:

Attorney/Party Letterhead:

(To include name, address, zip code, telephone number, telefax number, bar association number and email address, all if applicable)

Name of Party appearing or being represented:

Date:

Case No.

TRIAL STATEMENT

For each answer use additional pages if needed.

1. PARTY'S POSITION STATEMENT

Explain your position on this case.

2. LEGAL ISSUES

Identify major disputed legal issues.

3. FACTUAL ISSUES

Identify major disputed factual issues.

4. WITNESS LIST

List of all witnesses that you intend to call for trial. Also, as to each witness a statement of their status (i.e., relative, neighbor, expert, etc.)

5. EXHIBIT LIST

List all exhibits that you intend to introduce at trial.

6. PARTY'S SETTLEMENT PROPOSAL (If Applicable)

State your settlement proposal.

7. OTHER ISSUES: (List motions or other issues you desire to discuss)

(Signature)

Party or Attorney for: _____

Adopted July 30, 2007

/s/ Gary E. Payne
CHIEF ADMINISTRATIVE LAW JUDGE