

BEFORE THE OKLAHOMA STATE DEPARTMENT OF HEALTH
OFFICE OF ADMINISTRATIVE HEARINGS

STANDING ORDER NO. 8

GENERAL ORDER RELATING TO PLEADINGS AND AUTHORITIES

1. Citations of Authority: Cite legal authorities in proper Blue Book form or by reference to a recognized citation authority.
2. Citing Unpublished Cases: If an unpublished case is cited, a copy must be attached to the pleading. This rule also applies to cases from specialized reporting sources.
3. Exhibits: The court will not accept duplicate exhibits. Parties are required to exchange exhibits prior to hearing. Exhibits intended for use by both parties shall be labeled as "Joint Exhibit No. _."
 - a. All other proposed exhibits will be identified as "Petitioner / Respondent No. ___".
 - b. Only exhibits accepted into evidence will be kept by the court.
4. Request of Court: Send motions, lists of witnesses and exhibits, briefs, proposed findings of fact and conclusions of law by email or diskette to the Administrative Law Judge (OAH@health.ok.gov). Submissions to the ALJ will not be filed in the record. **NOTE: Documents MUST be filed with the Hearing Clerk to become a part of the official record:**

Office of Administrative Hearings
1000 NE 10th Street
Oklahoma City, OK 73117-1299
(405) 271-1269; Fax: (405) 271-5604
OAH@health.ok.gov

Adopted June 18, 2009.

/s/Gary E. Payne
Chief Administrative Law Judge