



The Advocacy Institute Is Pleased to Announce Another Program in its State House Series

PROGRAM ANNOUNCEMENT

AVOIDING PROFESSIONAL PITFALLS

**July 13, 2012
10:00 a.m. to 12:00 p.m.
New Jersey State House
Room 209
125 West State Street
Trenton, NJ 08625**

Program Summary

This program highlights some of the key professional responsibilities of a government attorney including how to define a lawyer's role and identify the client; when to maintain and when to breach confidentiality; recognizing and handling conflicts of interest; dealing with State board members' apparent conflicts and how to manage recusals; and upholding standards of professionalism.

Who Should Attend?

This program is intended for those invited to participate in the *State House Series* programs. **Please do not attempt to register for this program if you have not already been selected to participate.**

Who Is the Faculty?

DAG Kim D. Ringler is assigned to the Professional Boards Prosecution Section of the Division of Law. She graduated from Oberlin College and Georgetown University Law School where she was a Law Fellow. She had her own law firm in Hackensack, NJ concentrating on attorney ethics, representing attorneys at all stages of the disciplinary and admission processes, and counseling lawyers, law firms and other regulated professionals on ethics and licensure matters. A former assistant district attorney in Kings County (Brooklyn), NY, she served as Special Trial Counsel to the New York Supreme Court, Appellate Division, Departmental Disciplinary Committee for Manhattan and the Bronx. She has been a member of the New York State Bar Association Committee on Professional Ethics, the New York City Bar Committees on Professional Responsibility and on Professional Discipline; the New Jersey Supreme Court District IIB Ethics Committee, as well as Chair of the Fee Arbitration Committee and *pro bono* counsel for indigent attorneys in disciplinary cases. She is a member of the New Jersey State Bar Association Standing Committee on Professional Responsibility and Unlawful Practice. She currently serves as President

of the Association of Professional Responsibility Lawyers. She has been listed in *Best Lawyers in America* in the area of Ethics and Professional Responsibility Law and rated AV Preeminent by Martindale Hubbell.

CLE Credit

NJ CLE Credit: This program had been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 2.0 hours of total CLE credit. Of these, 2.0 qualify as hours of credit for ethics/professionalism.

NY CLE Credit: 2.0 ethics credits (pursuant to the approved jurisdiction policy).

PA CLE Credit: 1.5 ethics credits (\$3.00 mandatory registration fee required).

How Do I Register?

State Employees

Most State employees are able to register for this course by going to <http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2> and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.

Non-State Employees or State Employees not Connected to the Garden State Network

If you are not a State employee, or are otherwise unable to access the AGAI Course Registration System through the Garden State Network, kindly email the Advocacy Institute at: AdvocacyInstitute@lps.state.nj.us for an authorization code to allow you access to the AGAI Course Registration System through the My New Jersey portal. **Setting up your account through the portal is a two-step process, the details of which are set forth in the next two paragraphs.**

Once you receive the portal authorization code you will be prompted to go to the My New Jersey portal at <http://www.state.nj.us/> and create a portal account. This is Step 1 of the process, which you need only do once.

Upon setting up your portal account, you need to set up your AGAI Course Registration System account. This is Step 2. To do so, log on to the My New Jersey Portal <http://www.state.nj.us/>. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a new user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.