

TED AND HIS FORMS  
WERE INSEPARABLE.



LIGHTEN YOUR LOAD WITH  
NEW **WESTLAW FORM BUILDER.**

# Work more productively with Westlaw Form Builder's automated forms assembly.

How much of your workday is eaten up producing legal documents? Too much, most lawyers tell us.

That's why we developed Westlaw® Form Builder. It's the automated online document assembly tool that takes your forms workflow out of the inefficient past and into a time-saving future.

## START WITH RELIABLE, ALWAYS-CURRENT CONTENT.

The 20,000+ official and lawyer-tested forms come from well-known, highly respected sources and authors, such as:

- McKinney's® for New York, *Trawick's* for Florida, *ProDoc*®, and West practice series titles for various states
- Alan S. Gutterman for business forms
- Ronald L. Lipman for estate planning forms
- Official USCIS forms for immigration, with commentary by Austin T. Fragomen Jr.

Westlaw authors and editors continually update the forms to reflect changes in the law, so you can be confident the form you're using is current, without having to download upgrades or verify citations.

Westlaw Doc & Form Builder

0-123 | Client/Case Manager | Sign Off

Q - Enter search terms, form titles, form numbers, anything

Florida

SEARCH advanced

**Browse**

Jurisdiction	Topics
National	Kentucky
Alabama	Louisiana
Alaska	Maine
Arizona	Maryland
Arkansas	Massachusetts
California	Michigan
Colorado	Minnesota
Connecticut	Mississippi
Delaware	Missouri
District of Columbia	Montana
Florida	Pennsylvania
Georgia	Rhode Island
Hawaii	South Carolina
Illinois	South Dakota
Indiana	Tennessee
Iowa	Texas
Kansas	Utah
	Vermont
	Virginia
	Washington

**Favorites**

Q -

SEARCH

**Frequently Used Items**

- Florida Family Law
- Florida
- Lipman's Estate Planning
- Small Estate Wills
- National
- Business Organizations

Document

Table of Contents

Build in Westlaw Doc & Form Builder

33 Tex. Prac., Handbook Of Texas Family Law § 18:32 (2010-11 ed.)

Texas Practice Series TM

Handbook Of Texas Family Law: A Quick Reference Guide To The Family Code

Current through the 2010-11 Update

Judge Don Koons\*

Part IV. Children

Chapter 18. Child Support

§ 18:32. Form—Qualified medical child support order

COMMENT

Effective in 1993, federal law provides that any employer who provides health insurance for an employee must, upon receipt of a qualified medical child support order, provide coverage for the employee's children. See text § 18:13. This form has been suggested by an attorney who is a family law specialist. **Practice**

Located at forms.westlaw.com, Westlaw Form Builder gives you the same intuitive ease-of-use of WestlawNext.

You can go directly to the Form Builder site or link to it from Westlaw or WestlawNext. Just click on the **Build** icon in a forms search result or at the top of a form.

**WORK WITH STATE-OF-THE-ART TECHNOLOGY.**

Westlaw Form Builder employs sophisticated, easy-to-use technology so you can quickly find and build the documents you need to serve clients cost-effectively. It:

- Stores your client data to reuse it for additional forms, saving you time and reducing the potential for errors
- Links you seamlessly to the full text of a cited statute, case, or other authority on WestlawNext™ – at no additional charge
- Delivers both forms and guidance, so you can branch out from your usual practice areas into related matters, instead of referring clients to other lawyers

- Frees you from paper and CD forms, making it easy to complete or revise documents while you're on the move, anywhere you have an Internet connection

**BUILDABLE FORMS OFFER FAST CUSTOMIZATION.**

Unlike static forms, the forms on Westlaw Form Builder are customizable. In just a few minutes you can construct a document specific to your client and case.

Westlaw Form Builder also reduces tedious, repetitious data entry and minimizes the possibility of clerical errors. Type in client- and case-specific information just once, and it is saved so you can apply it to additional forms.

*Form Builder simplifies data entry, saving time and ensuring that you collect all essential information. The client and case data you enter is saved for later use; you can update it easily and reuse it in every form you complete for a case.*

The screenshot shows the 'Add New Client' dialog box in the Westlaw Doc & Form Builder interface. The background is a preview of a 'Form 3-100 Petition for Dissolution' document. The dialog box contains the following fields and options:

- Client Status:** Radio buttons for 'Individual' (selected) and 'Business Entity'.
- Prefix:** An empty text input field.
- First Name:** Text input field containing 'Sarah'.
- Middle Name:** Text input field containing 'R.'.
- Last Name (Required):** Text input field containing 'Owens'.
- Suffix:** An empty text input field.
- Address:** Text input field containing '1234 First Street'.
- City:** Text input field containing 'Anytown'.
- State:** Text input field containing 'TX'.
- ZIP:** Text input field containing '01234'.
- Client Number:** Text input field containing '0-238'.

At the bottom of the dialog box are three buttons: 'Save', 'Save & Add Case', and 'Cancel'. The background document shows the title 'PETITION FOR DISSOLU' and the beginning of a numbered list.

The screenshot shows the 'Add New Case' dialog box in the Westlaw Doc & Form Builder interface. The background is a preview of a 'Form 3-100 Petition for Dissolution' document. The dialog box contains the following fields and options:

- Case Name (Required):** Text input field containing 'Sarah Owens Divorce'.
- Case Number:** Text input field containing '2011-18'.
- Date Opened: (MM/DD/YYYY):** Text input field containing '04/28/2011'.

At the bottom of the dialog box are two buttons: 'Save' and 'Cancel'. The background document shows the beginning of a numbered list.

## BUILDING PHASE ONE: COMPILE THE CLAUSES YOU NEED.

With Westlaw Form Builder, document creation is a two-phase process.

The first phase of form building is assembly of the clauses applicable to your client and case. Form Builder asks questions that take you systematically through all of the issues that may be pertinent, adjusting the content based on your answers.

You can see the form while you're answering the questions. This helps you understand why a question is being asked. Also, online Question Help is a click away to explain the issues to consider in your answer.

Throughout this entire phase, all of your answers are saved for use on additional forms.

Westlaw Doc & Form Builder 0-123 | Client/Case Manager

**3-100 Petition for Dissolution, with children (simple)**  
Client: Sarah R Owens Case: Sarah Owens Divorce

Save & Exit

NAME of CHILD: [?] Richard Owens  
BIRTH DATE of CHILD: [?] 04/21/2001

PREVIOUS NEXT

[caption]

**PETITION FOR DISSOLUTION OF MARRIAGE**

[Husband/Wife (client)], [name of husband/wife], by and through the undersigned attorney, files this Petition for Dissolution of Marriage and states as follows:

- This is an action for dissolution of the bonds of marriage between the parties in the above-styled cause, specifically Petitioner, [client born [Petitioner birthdate], hereinafter called "[Husband/Wife (client)]," and Respondent, [Petitioner's/Respondent's name opposing party], born [Respondent birthdate], hereinafter called "[Wife/Husband (opposing party)]." Completed Notice of Social Security Number forms are attached or were previously filed with this Court.
- The parties have been residents of Florida for more than six (6) months prior to the filing of this Petition.
- The parties were married to each other on \_\_\_\_\_, at \_\_\_\_\_, and\*[ have cohabited together as husband and wife until their final separation or about \_\_\_\_\_]\*\*[ are presently residing in the same house, but not as husband and wife. A separation is imminent]\*.
- The marriage of the parties is irretrievably broken.
- Wife is pregnant, and the expected child is due on or about \_\_\_\_\_.
- The minor child[ren] common to both parties [is/are]:  
\*{\*[Name: [name of minors common to parties]  
Place of Birth: [birth place]  
Birth date: [birth date]  
Sex: [Male/Female]

The answers to the questions in the left column determine which clauses are included in your form.

Westlaw Doc & Form Builder 0-123 | Client/Case Manager

**3-100 Petition for Dissolution, with children (simple)**  
Client: Sarah R Owens Case: Sarah Owens Divorce

Save & Exit

Respondent's FULL NAME: [?] Sarah R. Owens  
Example: "Kyle A. Smith"

Have the parties ALREADY SEPARATED? [?] 1-Yes

Indicate whether the parties are already living apart. If you select "1 - Yes", then the following will be inserted: "... [have] cohabited together as husband and wife until their final separation on or about (date of separation)." If you select "2 ... More

PREVIOUS NEXT

\_\_\_\_\_, \_\_\_\_\_, by and through the undersigned attorney, files this Petition for Dissolution of Marriage and states as follows:

**PETITION FOR DISSOLUTION OF MARRIAGE**

- This is an action for dissolution of the bonds of marriage between the parties in the above-styled cause, specifically Petitioner, \_\_\_\_\_, hereinafter called "\_\_\_\_\_" and Respondent, \_\_\_\_\_, born \_\_\_\_\_, hereinafter called "\_\_\_\_\_" Completed Notice of Social Security Number forms are attached or were previously filed with this Court.
- The parties have been residents of Florida for more than six (6) months prior to the filing of this Petition.
- The parties were married to each other on \_\_\_\_\_, at \_\_\_\_\_, and\*[ have cohabited together as husband and wife until their final separation or about \_\_\_\_\_]\*\*[ are presently residing in the same house, but not as husband and wife. A separation is imminent]\*.
- The marriage of the parties is irretrievably broken.
- Wife is pregnant, and the expected child is due on or about \_\_\_\_\_.
- The minor child \_\_\_\_\_ common to both parties \_\_\_\_\_:  
\*{\*[Name: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_  
Birth date: \_\_\_\_\_  
Sex: \_\_\_\_\_  
]})\*\*[
- The minor child \_\_\_\_\_ born or conceived during the marriage who \_\_\_\_\_ not common to both parties \_\_\_\_\_:  
\*{\*[Name: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_  
Birth date: \_\_\_\_\_  
Sex: \_\_\_\_\_  
]})\*\*[

If you need assistance answering a question, click on its question mark. You'll immediately see concise background that puts the question into context and protects you from a mistake.

### BUILDING PHASE TWO: FILL IN THE BLANKS.

Based on the answers you supply in the first phase of building, Westlaw Form Builder assembles the applicable clauses and creates a custom form.

Once that is completed, it's time to enter case-specific information. Online fill-in-the-blank forms are easier to complete than paper forms and much easier to

modify when you want to add or edit information. If you can't fill in every blank, you can enter a placeholder or just move on. All of the data you enter in the building phase is saved.

When you're done, your document is ready to download to your word processor and print or file electronically.

Type in the appropriate data in the form's shaded blanks. When you see the Assembly Complete message, your form is ready to be downloaded to your word processor.

Westlaw Doc & Form Builder 0-123 | Client/Case Manager

3-100 Petition for Dissolution, with children (simple)  
Client: Sarah R Owens Case: Sarah Owens Divorce

Save & Exit Save & Download

Sarah R. Owens's BIRTH DATE:  
Type in the wife's birth date.  
Example: "February 16, 1952"

PREVIOUS NEXT

IN THE CIRCUIT COURT OF THE 5TH JUDICIAL CIRCUIT,  
IN AND FOR \_\_\_\_\_ COUNTY, FLORIDA

Case No.: Q-12345  
Division: Civil

IN RE THE MARRIAGE OF:  
\_\_\_\_\_  
\_\_\_\_\_  
and  
\_\_\_\_\_  
\_\_\_\_\_

**PETITION FOR DISSOLUTION OF MARRIAGE**

Wife, SARAH R. OWENS, by and through the undersigned attorney, files this Petition for Dissolution of Marriage and states as follows:

1. This is an action for dissolution of the bonds of marriage between the parties in the above-styled cause, specifically Petitioner, Sarah R. Owens, born \_\_\_\_\_, hereinafter called "Wife," and Respondent, Richard Owens, born \_\_\_\_\_, hereinafter called "Husband." Completed Notice of Social Security Number forms are attached or were previously filed with this Petition.
2. The parties have been residents of Florida for more than six (6) months prior to the filing of this Petition.
3. The parties were married to each other on \_\_\_\_\_, at \_\_\_\_\_, and have cohabited together as husband and wife until their separation on or about \_\_\_\_\_.
4. The marriage of the parties is irretrievably broken.
5. The minor child common to both parties is:  
  
Name: Richard Owens  
Place of Birth: \_\_\_\_\_  
Birth date: April 21, 2001  
Sex: Male

Westlaw Doc & Form Builder 0-123 | Client/Case Manager

3-100 Petition for Dissolution, with children (simple)  
Client: Sarah R Owens Case: Sarah Owens Divorce

Save & Exit Save & Download

**Assembly Complete**

You have finished assembling your form.  
To continue and download your completed form, click: Download.

Download Cancel

Sarah R. Owens  
Wife

# WESTLAW FORM BUILDER

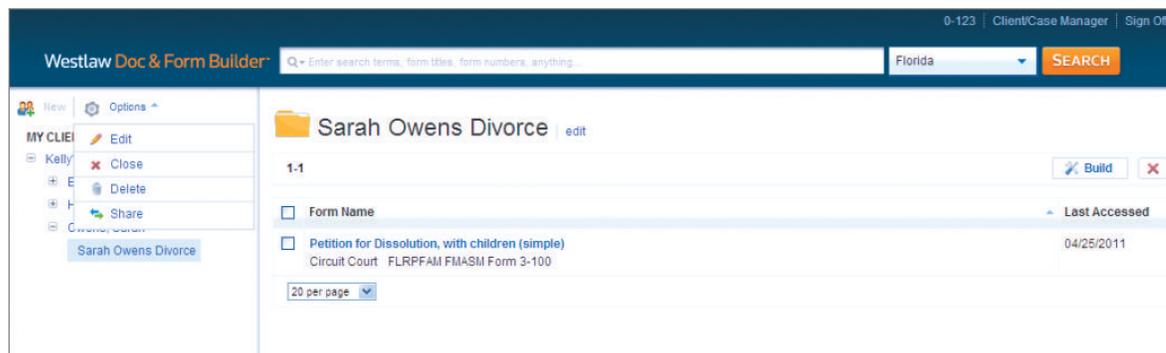
## EDIT AND SHARE FORMS CONVENIENTLY.

Westlaw Form Builder's Client and Case Manager feature allows easy editing and deletion of forms and archiving of documents when a case is closed. It also simplifies document sharing.

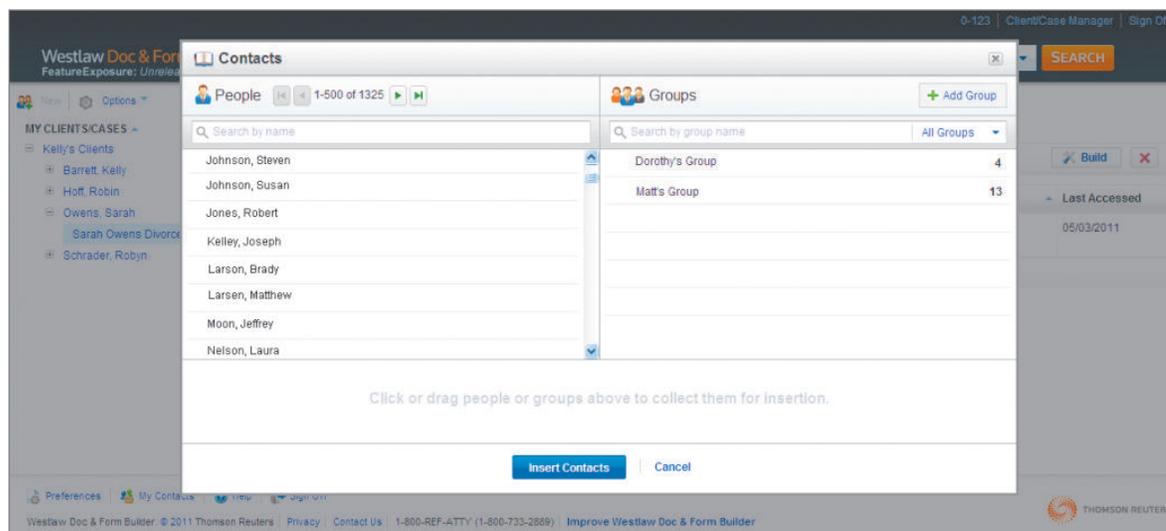
Often more than one person in a law firm works on a particular document. For example, a paralegal may enter basic information and a lawyer deal with the more complicated legal questions. At times, too, a lawyer may want a colleague to review a form and advise on its use or completion.

With Westlaw Form Builder, you can collaborate efficiently, without emailing or printing forms or tracking their whereabouts. Using Client and Case Manager, you:

- Designate the individuals who have privileges to see and edit forms
- Stay in charge as the owner of your clients' forms
- Have a record of who has access and which forms were accessed and when



*Client and Case Manager gives you an online record of all your clients and cases and all the forms you are building or have built for them. In seconds you can grant colleagues online access to forms.*



---

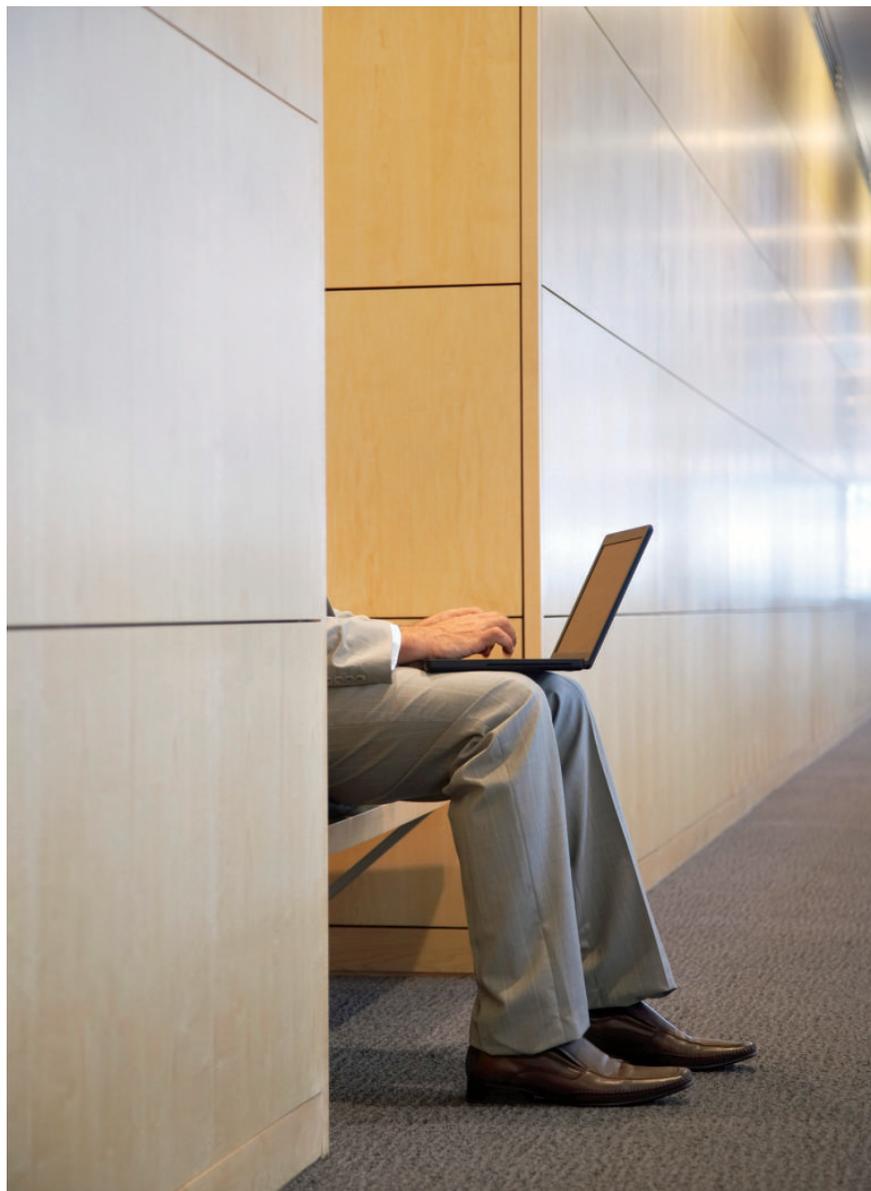
### FIND FORMS WITH EASE AND PRECISION.

Westlaw Form Builder provides additional features to speed up and improve forms workflow. These include:

- **Fast, precise form finding** – Searching by a form's title or keywords or browsing by jurisdiction or topic
- **Form Facets** – Filtering features that can narrow your search results with just the click of a checkbox
- **Favorites** – Easy, quick access from the home page to the forms you use the most

### CHOOSE THE PLAN THAT FITS YOUR NEEDS.

Form Builder offers you a wide selection of plans, with forms for your jurisdiction, practice areas, and budget. Also available are plans that combine Form Builder with Westlaw Form Finder, statutes, KeyCite®, and analytical materials.



Embrace the future with Westlaw Form Builder.

To learn more and view a demo, visit [west.thomson.com/formbuilder](http://west.thomson.com/formbuilder) or call 1-800-759-5418.

*Ease the stress of document deadlines and last-minute changes; access Westlaw Form Builder anywhere you have an Internet connection.*

**To learn more about Westlaw Form Builder,  
please contact your Westlaw representative,  
call 1-800-759-5418, or visit  
[west.thomson.com/formbuilder](http://west.thomson.com/formbuilder).**



**THOMSON REUTERS™**