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268 Essential Skills for Paralegals: Volume I § 4.2 CIVILLIABILITYMATCHINGEXERCISE 1. h. Order An official command of the court 2. e. Hearing A proceeding, usually in court, at which the judge and both parties are present 3. f. Privilege The right to refuse to testify or to prevent someone elsefrom testifying 4. a. Ex Parte Hearing An atypical hearing where only one party is

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This text for the paralegal course emphasizes personal injury and medical information useful in litigating torts cases. The text has two in-depth chapters on litigation before and during trial. It provides paralegal students with the foundational information on torts and teaches them how to apply the skills they will need when working as personal injury paralegals. The text features teachable and comprehensive coverage, beginning with an introduction to the concept of torts and then moving into each element of negligence. The book then tackles medical malpractice as a type of negligence. Intentional torts are covered next, followed by a chapter on workers ' compensation. The book concludes with chapters on how to discover medical records, tort discovery, and litigation. An introduction to medicine is provided as an appendix. A special emphasis is given to medical information specifically related to personal injury, including a guide on how to obtain medical records and how to understand those records.

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This book is designed to be used in conjunction with the Paralegal Certificate Course® and other paralegal studies courses to quickly and efficiently prepare paralegals. The notes and samples are designed to reinforce course lesson materials, and to help the student learn to apply the concepts and practical skills necessary for a successful paralegal career.

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