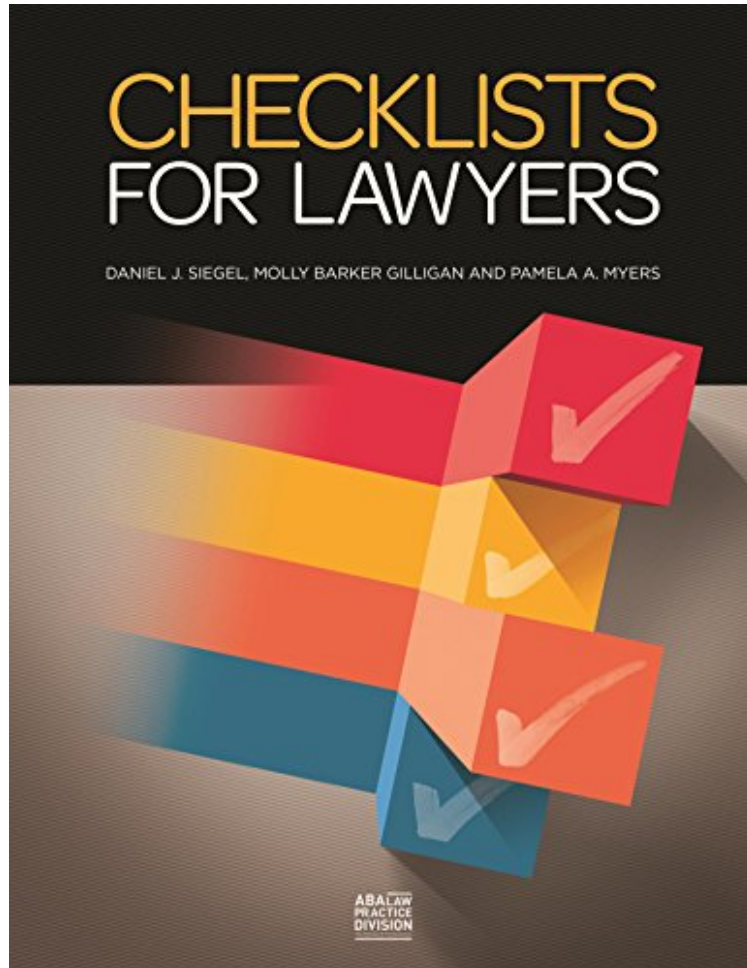


## Checklists for Lawyers

*Daniel J. Siegel, Molly Barker Gilligan, Pamela A. Myers*  
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#1037636 in Books 2015-08-07 Original language: English PDF # 1 10.97 x .28 x 8.66l, .0 #File Name:  
1627223347128 pages | File size: 25.Mb

**Daniel J. Siegel, Molly Barker Gilligan, Pamela A. Myers : Checklists for Lawyers** before purchasing it in order to gage whether or not it would be worth my time, and all praised Checklists for Lawyers:

3 of 4 people found the following review helpful. Waste of moneyBy Donald LowreyWaste of money, really. A 5 minute read with little original thought. I threw it in the trash (literally) afterwards. The book is heavily padded with large fonts, line spacing and copied material from other sources. The example checklists provided are poor. I think you would be better served by reading Dr. Atul Gawande's "Checklist Manifesto" for a better understanding of a modern approach to creating your own useful checklists.

Everyone uses checklists and frequently relies on them. In some cases, its difficult to survive and be successful without them. This new guide, Checklists for Lawyers, takes the process of using checklists a step further by showing you how to create systems for your everyday law practice to ensure that tasks get done correctly every time. "Why do I

need a checklist?" The answer is simple: a checklist will help you improve your workflow, document your procedures, avoid malpractice and allow you to provide the best representation to your clients, so they remain your clients. In a complex profession with analytical and procedural challenges, a checklist will help you deal with an overwhelming amount of information that must be applied at just the right moment to reach a favorable outcome for your client. This convenient guide includes sample checklists from current law practices, court websites, practice management websites, and other sources to serve as a beginning point for additional inquiry.

About the Author Daniel J. Siegel is the founder and President of Integrated Technology Services, LLC, a practice management consulting firm that teaches lawyers and their staff how to use technology to make their practices more effective and efficient. Molly Gilligan is a member of the Health Care Group at Bernstein Shur in Portland, Maine. Her practice is focused on health care legal issues including licensure and license defense of Maine health care practitioners; licensure and license defense of mental health agencies and other provider agencies licensed by Maine DHHS and other state and federal agencies; fraud and abuse compliance, audits, counsel, investigations and defense; and HIPAA privacy and security standards and healthcare confidentiality advice, counsel, risk management, defense of OCR, and other complaints. Pamela A. Myers is currently the office manager, paralegal, and client liaison for the Law Offices of Daniel J. Siegel, LLC in suburban Philadelphia. With approximately 20 years of experience in the legal field, Ms. Myers is known for her attention to detail, her ability to anticipate an attorney's needs, and her dedication to obtaining the best results for clients.