



The
DISCIPLINARY BOARD
of the Supreme Court of Pennsylvania

STANDARD GUIDANCE TO LAWYERS WHO HAVE BEEN ADMINISTRATIVELY SUSPENDED

- Your administrative suspension is effective 30 days after the date of the Supreme Court Order. If you do not resolve your non-compliance prior to the effective date of the Order, you will be administratively suspended and, as a formerly admitted attorney, must comply with [Pa.R.D.E. 217](#).
- Within 10 days after the effective date of the Order, a formerly admitted attorney shall file a verified statement confirming that the attorney has provided notice of the administrative suspension to various individuals including clients, tribunals, courts, agencies, and jurisdictions, as provided in Pa.R.D.E. 217(a-b). The distributed notice must provide proof of receipt and all proofs of receipt along with copies of notices must be filed with the verified statement. See Pa.R.D.E. 217(e).
- After entry of the administrative suspension Order, the formerly admitted attorney shall not accept any new retainer or engagement. However, during the period from the entry date of the Order to its effective date, the formerly admitted attorney may wind up and complete all pending matters. See Pa.R.D.E. 217(d)(1). Additionally, after entry of the Order, a formerly admitted attorney shall promptly cease and desist from using all forms of communication that expressly or implicitly convey eligibility to practice law in the state courts of Pennsylvania. See Pa.R.D.E. 217(d)(2).
- A formerly admitted attorney may not engage in any form of law-related activities in this Commonwealth except in accordance with the specific requirements detailed in Pa.R.D.E. 217(j).
- If a formerly admitted attorney fails to comply with Pa.R.D.E. 217 or is continuing to practice law, Disciplinary Counsel may bring an action in any court of competent jurisdiction for such injunctive and other relief as may be appropriate. Additionally, in Pennsylvania, it is a misdemeanor of the third degree for a person, not currently admitted to practice law, to hold himself or herself out to the public as being entitled to practice law, or use language, in such a manner as to convey the impression that he or she is a practitioner of the law of any jurisdiction. See [42 Pa.C.S. § 2524](#).
- To resume active status, a formerly admitted attorney on administrative suspension status for three years or less shall submit: the verified statement required by Pa.R.D.E. 217(e); a completed attorney registration form; and payment of the current annual fee, the annual fee that was due in the year in which the attorney was administratively suspended, any late payment penalties, any unpaid collection fee, and a reinstatement fee. See [Pa.R.D.E. 219\(h\)](#).
 - For administrative suspension due to CLE non-compliance, reinstatement cannot be granted until certification of CLE compliance is issued by the [CLE Board](#).
 - For administrative suspension due to failure to pay taxed expenses pursuant to [Pa.R.D.E. 208\(g\)\(3\)](#), reinstatement cannot be granted until the following are paid in full: taxed expenses, administrative fees, and all penalties levied for non-payment.
- If a formerly admitted attorney remains administratively suspended for more than three years, he or she will be required to file a Petition for Reinstatement in order to resume active status. See [Pa.R.D.E. 218](#) or visit www.padisciplinaryboard.org for more [reinstatement information](#).