

# Personal Injury

## Your Journey

**Personal Injury claims can take a considerable amount of time to investigate and complete even if the issues seem relatively straightforward.**

No two cases are the same but we have set out below a basic timeline of a straightforward case to give you a guide and for you to refer back to during the course of the case. Of course we will fully advise you at each and every step of the case.

### GET PREPARED

- 1 Gather all evidence relating to the accident including photos, accident reports, police reports, other party details, medical papers and witness details.
- 2 Keep a note of all financial losses and expenses including travel, prescriptions, loss of income, and keep ALL receipts.
- 3 Keep an ongoing diary of events, your recovery, appointments and care provided throughout the course of the case.

### CONTACT COODES PERSONAL INJURY DEPARTMENT AS SOON AS POSSIBLE

**0800 328 3282    [personal.injury@coodes.co.uk](mailto:personal.injury@coodes.co.uk)**

### CAN WE HELP?

We will decide if we can take your case on within **1 week** of you contacting us (unless we require further documentation or information) and if so, will give an early indication as to the potential value.

#### CLAIMS UNDER 25K

#### CLAIMS OVER 25K

#### FUNDING

Usually no win no fee which will be discussed with you.

Funding pack sent out within **1 week** of your first contact.

#### INITIAL APPOINTMENT

If we can assist we will arrange an initial appointment with you, if needed, at one of our offices and usually within **1 week** of you first contacting us.

#### CLAIM NOTIFICATION FORM (CNF) FOR YOUR OPPONENT

Drafted for your approval – **1 month**.

#### FUNDING

A funding pack will either be sent out prior to the initial appointment or within **1 week**.

#### WE WILL SUBMIT CNF TO YOUR OPPONENT

Submitted on Ministry of Justice Portal.

#### WITNESS STATEMENTS – ONGOING

Your provisional statement will be drafted following the initial appointment and updated as the case progresses.

We will consider obtaining independent witness evidence.

#### RESPONSE FROM YOUR OPPONENT

Due as follows (in working days)

- Road Traffic Accident - **15 days**
- Employers Liability - **30 days**
- Product Liability - **40 days**

## CLAIMS UNDER 25K

### SEE COLUMNS BELOW

The difference for under 25K is:

#### LIABILITY ADMITTED:

Follow same steps as over 25K below **but** settlement negotiations are submitted on the Ministry of Justice Portal along with medical evidence and settlement offers. The Opponent will usually respond in **30 working days**.

## CLAIMS OVER 25K

### PROVISIONAL SCHEDULE OF LOSS – ONGOING

If we can assist we will arrange an initial appointment with you, if needed, at one of our offices and usually within **1 week** of you first contacting us.

### LETTER OF CLAIM

Sent to opponent setting out the case and allegations within **6 weeks** of setting up the funding.

### LETTER OF RESPONSE

Within **4 months** of the Letter of Claim being sent.

## CLAIMS OVER 25K

### ADMIT LIABILITY

#### APPLY FOR RECORDS 40 days

#### CONSIDER MEDICAL EVIDENCE

Within **1 month** of receipt of the relevant records.

#### EXPERTS

Instruct appropriate medical expert(s) for condition and prognosis report. The appointment and report are usually finalised in **three months**.

#### FINALISE SCHEDULE OF LOSS & VALUE CLAIM 1 Month

#### COUNSEL

If required – **2 months**

#### SETTLEMENT NEGOTIATIONS 2 - 4 months

#### CONCLUDE CLAIM OR ISSUE COURT PROCEEDINGS

### DENY LIABILITY

#### REVIEW WITH CLIENT

update witness evidence - **1 month**

#### OBTAIN COUNSEL'S ADVICE

If needed - **2 months**

#### CHALLENGE OPPONENT'S DECISION 2 months

#### EITHER

##### 1. ADMIT LIABILITY

Go back to top of the 'Admit Liability' column.

##### 2. ISSUE COURT PROCEEDINGS

##### 3. DISCONTINUE CLAIM

**COODES**

SOLICITORS  
EST 1747

## First steps?

If we can assist we will arrange an initial appointment with you, if needed, at one of our offices.

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