

4.1 What quality management techniques are employed in terms of legal services during 2010? (Please tick.)

ID	Law Clinic	a) Database of all files	a) (i) entered by hand into a register	a) (ii) entered electronically into a database	b) Separate file inventories for each practitioner	c) File consultations between attorneys, advocates and candidate attorneys	d) A policy and system dealing with complaints against the clinic by clients	e) A formal system for opening and closing files (e.g. Opening and closing forms signed by a supervisor)	f) Regular review of outcome of cases and effectiveness of methods used by the clinic in finalising cases	g) A policy for practitioners to keep clients up to date
2	Univen Law Clinic		✓	✓	•	✓	✓	✓	✓	✓
3	Nelson Mandela Metropolitan University Law Clinic		✓	✓		•		•	✓	•
4	North West University Community Law Centre	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	Rhodes University Legal Aid Clinic			✓		✓	✓	✓	✓	✓
6	UCT Law Clinic		✓	✓		✓		✓		✓
7	University of Johannesburg Law Clinic		•		✓	✓	✓	✓		✓
8	University of Limpopo Campus Law Clinic		•		•			✓	✓	✓
9	North West University Law Clinic		•	✓	✓	✓	•	✓	✓	✓

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10	University of Pretoria Law Clinic	✓	✓	•	•	•	•	✓	•	✓
11	UWC Legal Aid Clinic		•			•	•	✓	•	✓
12	Wits Law Clinic		✓					✓		✓
13	Legal Aid Clinic - Stellenbosch University		•		✓	✓				•
14	UFS Law Clinic			✓	✓	✓	✓	✓	✓	✓
15	University of Fort Hare Law Clinic		✓	•	✓	•	•	•	✓	•
16	University of Kwazulu-Natal Law Clinic (PMB)		•			✓		✓		✓
15		2	13	9	10	13	10	15	11	15