REQUEST FOR PROPOSALS GUARDIAN AD LITEM PILOT PROJECTS

In order to receive consideration, the written applications must be **RECEIVED** by 2:00 p.m. on . The applicant is responsible for assuring that a reliable method of delivery is chosen to ensure that the application is **RECEIVED** by 2:00 p.m. on the date listed above. Postmarks will <u>not</u> be used in any way to consider receipt of applications.

The application original and eight copies must be sent to or delivered to:

Kansas Department of Social and Rehabilitation Services Unit Children & Family Policy Docking State Office Building 5-South 915 SW Harrison Street Topeka, KS 66612

Contact Persons:

Kansas Department of Social and Rehabilitation Services Children and Family Policy

PROJECT DESCRIPTION

This Request for Proposals (RFP) is being issued for interested judicial districts, private corporations, counties, or a combination of entities to submit an application for a grant for a demonstration project to enhance existing guardian ad litem services for children alleged or adjudicated to be in need of care in order to demonstrate that adequate representation for the child results in a cost efficient provision of safety, permanence and well being for the children served.

The RFP for demonstration projects intentionally does not narrowly define the demonstration project

to allow for each interested applicant to submit an application specifically tailored to meet local needs. Each project must be designed to serve a judicial district in coordination with existing systems. The projects will be required to demonstrate the maintenance of current effort and resources. The applicant has the discretion to determine the number and qualifications of personnel. Job descriptions for each position must be included in the application. The grants will be awarded to the projects most likely to demonstrate the value of collaboration between the state and community as well as between the applicant and existing systems in meeting the goals set out in the Kansas Code for Care of Children. Specifically the application should address a child's need for safety, permanence and well being. The application must specifically address Supreme Court Rule 100 and describe compliance plan and procedure.

It is intended that project personnel will provide trained, supervised attorneys to represent children directly and will provide support for attorneys already serving as guardians ad litem. Project personnel will include sufficient support staff. Project design will address staffing necessary to serve the expected population within acceptable caseload limits.

Grantees will function as independent contractors and not as agents, employees, partners, joint ventures or associates of grantor. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work pursuant to this grant.

Grant applications will be reviewed and selection of projects overseen by the Supreme Court Task Force on Permanency Planning. The Task Force will review project reports and provide a report on the effectiveness of each project including recommendations for future or expansion of existing projects.

SCOPE OF WORK

The grantee will be responsible for coordinating this program, before submission of the application, with the judicial district to be served. Written comments from the Chief Judge and each judge presiding over child in need of care cases must be attached to the proposal upon submission, and these comments will be considered in the proposal selection process. The grant application should include information concerning data collection available within the judicial district. If the district includes children whose data are not included in a state system, the application must address data collection for this population.

While not funded by this grant, the application should address the representation of parents and the state. The parent's attorney is often in the best position to know which services are most likely to be effective in supporting a successful reintegration and may be able to assist the parents in recognizing when an alternative permanency is in the best interest of their child. Similarly the process is not efficient when the state is not represented by an attorney with the training, resources and support necessary to carry out the responsibilities assigned by the Kansas Code for Care of Children.

The grantee will be responsible for assuring that this program would not duplicate or replace any existing resource or program. The project personnel will work in conjunction with others serving as guardians ad litem and is not intended to replace or eliminate any of those professionals, but to enhance the existing representation of children.

Training is recognized as essential in providing children with the advocacy necessary to provide each child with safety, permanence and well being. The application must include a plan to address the training needs of both social services, legal and support staff. In addition to providing training, the grantee will develop a curriculum and manual. Both the curriculum and manual will be made available to others in the field. Training provided would be open to other guardians ad litem, attorneys representing parents, prosecutors as effective representation of all parties assists in providing children with safety, permanence and well being.

The grantee will be responsible for overseeing the project, providing personnel, obtaining and maintaining an adequate work place and adequate resources. This must include a sufficient secretarial/clerical support staff for professional positions. The job description of this support staff person must be included in the application. Additional personnel may include investigators, law clerks, social workers or others. The application must address the function of each position and include job descriptions. The application must address caseloads and methods to limit as necessary to insure adequate service for each child.

The grantee will be responsible for overseeing all services and personnel.

The grantee will be responsible for assuring that quarterly program reports are submitted to the SRS Grant Administrator. Grants/Contracts Management Unit, Children and Family Policy Division,

addressing progress toward meeting the outcomes and a descriptive narrative about any accomplishments and/or obstacles.

The grantee, or designee, will be responsible for providing to CFP monthly fiscal reports. Fiscal reports will be due by the 10th of the following month by submitting a completed ADM-3905.

A presentation to the Supreme Court's Task Force on Permanency Planning is required. All expenses, including travel, for attendance at this Task Force meeting are allowable under the grant awarded.

The grantee will be responsible for working closely with the court including court appointed special advocate programs (CASA) and citizen review boards (CRBs), local SRS, mental health center, community developmental disability organization, school system, other community agencies involved with a child receiving representation or support services from the project. Effective communication and coordination are perceived to facilitate safety, permanence and well being for children. Documented support from local entities will be considered favorably when reviewing the application.

The project will not in any way eliminate or replace current efforts or resources.

DELIVERABLES AND PERFORMANCE REQUIREMENTS:

Following are the expectations of project:

- 1. To accept appointments as guardian ad litem for children alleged or adjudicated to be in need of care and work diligently to eliminate any legal barriers to that child's safe maintenance with family, safe return to family or safe, permanent placement with an adoptive parent or permanent guardian. The project must demonstrate that children served in this capacity receive a significant benefit in increased safety and decreased separation from a permanent family.
- 2. To solicit requests and provide assistance to other guardians ad litem as necessary to remove legal barriers but without replacing or diminishing existing efforts. The project must demonstrate that children served in this capacity receive a significant benefit in increased safety and decreased separation from a permanent family. Assistance includes:

review referred cases; identify legal barriers to accomplishing the case plan goal; assist in or remove the legal barrier (i.e. lack of notice to a grandparent); assist in filing and prosecution of motions, including, when necessary appellate review; and/or file and prosecute motions, including when necessary, appellate review.

- 3. To provide training material and opportunities for attorneys, social workers and others. The training for attorneys will comply with all requirements of the Supreme Court and specifically address the child's sense of time and the skills necessary to move the legal process forward. The training for social workers must include forensic skills to enable social workers to effectively contribute to legal process. Conjoint training of attorneys and social workers to promote effective collaboration on behalf of children. Material produced must include a curriculum and manual which is made available for other judicial districts and communities. The application should include a method for evaluating the effectiveness of training provided.
- 4. To educate communities through networking, presentations and participation in community efforts on behalf of children.
- 5. To be funded by this grant for a three year period. The application must reflect plans to continue after grant funds are eliminated and must include a description of current efforts and resources. The application must clearly include a maintenance of current efforts and resources. Applications which include community resources or other matching funds will receive favorable consideration. All grant funding is contingent upon continued availability of funding.
- 6. To collect and analyze data as necessary to evaluate the project and progress toward goals. Data collection may include data already collected by social services agencies, the Office of Judicial Administration, the judicial district to be served, and others. The application must identify these sources and include documentation of the available data and a statement that the entities committed to necessary collaboration. The data is expected to include:

number of legal system delays (i.e. continuances, length of time between significant legal events like temporary custody, adjudication, disposition) number of children served comparison of time to permanency for children served and other children client satisfaction number of social workers trained number of attorneys trained pre and post test results of those trained

FOLLOWING ARE PERFORMANCE OUTCOMES:

1. Children served by the project will achieve permanence more quickly and as safely as children who are not served by the project.

- 2. Children served by the project will return to foster care less often than children who are not served by the project.
- 3. Children served by the project, when separated from family, will have fewer placements.
- 4. Children served by the project will experience less abuse or neglect.
- 5. The families of children served by the project will more often participate in case planning conferences.
- 6. Children served by the project will receive their Kan Be Healthy screens more quickly.

GRANT APPLICATION:

To be considered for review, every application must include the following:

- a) completed grant application, using the form provided by SRS, including performance outcomes and budget, per this RFP;
- b) position descriptions;
- c) written support from the judicial district including both the Chief Judge and all judges regularly assigned to child in need of care cases; and
- d) written commitment of support from community (i.e. schools, CASA, CRB, local SRS, prosecutors, mental health professionals, foster parent associations.)

This RFP shall become part of the grant agreement for the application(s) selected for award.

Each proposal must be no more than 20 pages including all attachments.

CLOSING DATE FOR SUBMITTING PROPOSALS:

Written applications must be RECEIVED by 2:00 p.m. by the date listed on page 1 of this RFP. The applicant is responsible for assuring that a reliable method of delivery is chosen to ensure that the application is RECEIVED by 2:00 p.m. Postmarks will not be used in any way to consider receipt of proposal.

REQUIRED COPIES:

A signed original and eight copies should be sent to:

Kansas Department of Social and Rehabilitation Services Children and Family Policy

Docking State Office Building 5-South 915 SW Harrison Street Topeka, Kansas 66612 Attn:

ESTIMATED ANNUAL DEMAND FOR SERVICES:

This grant will be for three state fiscal years which will end 6-30-200. The SRS Grant Administrator will be the point of contact for this. The amount of grant funds available for the <u>first year</u> will be \$_____. Amount of grant funds available the <u>second year</u> will be \$_____. Amount of grant funds available the <u>third year</u> will be \$_____.

COST OF APPLICATION:

All costs incurred in preparing and submitting an application in response to this RFP will be the responsibility of the applicant and will not be reimbursed by SRS.

RIGHT TO AWARD, REJECT OR NEGOTIATE:

SRS, Children and Family Policy Division, reserves the right to award a grant on the basis of applications submitted. Therefore, applications should be submitted with all required information and on the most favorable terms (maximum benefit for dollars expended) which the applicant can propose. SRS Children and Family Policy Division reserves the right to reject any and all applications or to negotiate separately in any manner which serves the best interests of Kansas and the goals of this project. Selection will be overseen by Supreme Court Task Force on Permanency Planning.

APPEAL PROCEDURE:

Private or nonprofit grantees may appeal any final act or decision made by the Kansas Department of Social and Rehabilitation Services relative to the provisions of the grant award and according to regulations governed by K.S.A.75-3306 et. seq as amended.

TERMINATION:

- 1. Any award or agreement may be canceled by either party at any time, with or without cause, upon 30 days notice, in writing, and delivered by mail or in person.
- 2. WARNING: This program is administered by the Kansas Department of Social and Rehabilitation Services. Rules and regulations governing the program are subject to change. From time to time it will be necessary for the Secretary of SRS to revise the rules and regulations and eligibility requirements in accordance with statutory provisions when such changes are necessitated by money limitations or other circumstances. This means that eligibility for participation in a program and the continuation of programs is subject to program and money changes. Participation is subject to change after notice.

AGREEMENT WITH LAW AND DEPARTMENT POLICIES:

All awards and agreements must be subject to the laws of the United States of America, the State of Kansas, and policies of the Department of Social and Rehabilitation Services. In accepting the award, the grantee agrees to the following:

- 1. The respondent and others interested in this agreement are hereby notified and understand that any agency of the State of Kansas and all boards, commissions, departments, agencies, bureaus, and institutions, and all community assemblies and groups may be immune from liability and suit under provisions of K.S.A. 75-6101 et. seq and the parties agree that no provision herein, express or implied, special or otherwise, directly or indirectly, shall be deemed to constitute a waiver of this immunity, notwithstanding any such provision to the contrary.
- 2. Grantee represents that by acceptance of this grant the Grantee is not in violation of any criminal or civil offense that indicates a lack of business integrity or business honesty. This includes conviction of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or grant or subcontract or subgrant or in the performance of such contract or grant or subcontract or subgrant, conviction under state or federal statutes or embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property; conviction under state or federal antitrust statutes, and any other offenses to be so serious or compelling as to affect responsibility as a state contractor. For the purpose of this declaration, an individual or entity shall be presumed to have control of a company or organization if the individual or entity directly or indirectly or acting in concert with one or more individuals or entities, owned or controlled 25% or more of its equity, or otherwise controlled its management or policies.
- 3. To comply with the requirements of Civil Rights Act of 1964 (P.L. 88-352 and K.S.A. 44-1030), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 706) and the Americans with Disabilities Act of 1990 (P.L. 101-336). The Department will not do business with any individual or firm whose employment or service delivery practices discriminate against any

person on the grounds of race, color, national origin, ancestry, religion, age, sex, handicap or political affiliation. To do so may be deemed by the Secretary of SRS to be a breach of the grant.

- 4. Interest in all property herein described, if any, or any personal liability to him/her arising from this agreement, to whatever extent, shall be considered to be covered by applicable insurance by the grantee to extent required. Notwithstanding any language to the contrary, no interpretation shall be to find the State of Kansas or any of its agencies responsible for loss or damage to persons or property nor to hold grantees harmless from such occurrences or maintain books, records, documents and other evidence, and certified accounting procedures and practices approved by the Department which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this agreement, and to summarize these costs in such a manner so as to directly identify them with the delivery of the specific services outlined in the project agreement.
- 6. Nothing in this RFP shall be interpreted to indicate any effort or ability of SRS to influence or interfere with the appropriate relationship between the guardian ad litem and the child client.

Redline Version (2/22/01)

PROPOSED CHANGES TO ADMINISTRATIVE ORDER NO. 100 RE: GUIDELINES FOR GUARDIANS AD LITEM

1	The Supreme Court guidelines are recommended for the representation of children by
2	guardians ad litem in cases pursuant to the Kansas Code for the Care of Children, K.S.A. 38-1501
3	et seq.; the Parentage Act, K.S.A. 38-1110 et seq.; and Domestic Relations, K.S.A. 60-1601 et seq.
4	unless departure is authorized by the presiding judge or designee for good cause shown.
5	The appointing judge or designee should:
б	1) issue an Order appointing the guardian ad litem on a form substantially as attached, and
7	2) insure compliance with this Administrative Order.
8	A guardian <i>ad litem</i> should:
9	1) Conduct an independent investigation consisting of the review of all relevant documents
10	and records including those of social service agencies, police, courts, physicians (including mental
11	health), and schools. Interviews either in person or by telephone with the child, parents, social
12	workers, relatives, school personnel, court appointed special advocates (CASAs), caregivers, and
13	others having knowledge of the facts are recommended. Continuing investigation and regular ongoing
14	contact with the child are mandatory.
15	2) Determine the best interests of the child by considering such factors as the child's age and
16	sense of time; level of maturity; culture and ethnicity; degree of attachment to family members,
17	including siblings; as well as continuity, consistency, permanency and the child's sense of belonging
18	and identity.

1	3) File appropriate pleadings on behalf of the child. Appear for and represent the child at all
2	hearings. All relevant facts should be presented to the court, including the child's position. If the child
3	disagrees with the guardian ad litem's recommendations, the guardian ad litem must inform the court
4	of the disagreement. The court may, on good cause shown, appoint an attorney to represent the
5	child's expressed wishes. If the court appoints an attorney, that individual serves in addition to the
6	guardian ad litem. The attorney must allow the child and the guardian ad litem to communicate with
7	one another but may require such communications to occur in the attorney's presence.
8	$\frac{3}{4}$) Provide reports at every hearing, such reports being written or oral at the discretion of
9	each judicial district the judge.
10	4) Appear at all hearings to represent the best interests of the child. All relevant facts should
11	be presented to the court and the child's position, if not consistent with the determination of the
12	guardian ad litem as to best interests, shall be presented.
13	5) Explain the court proceedings and the role of the guardian ad litem in terms the child can
14	understand.
15	6) Make recommendations for specific appropriate services for the child and the child's family.
16	7) Monitor implementation of service plans and court orders.
17	8) File appropriate pleadings on behalf of the child.
18	98) Participate in prerequisite education prior to appointment as a guardian <i>ad litem</i> which
19	consists of ten (10) hours not less than six (6) hours including one (1) hour of professional
20	responsibility, and participate in annual continuing education consisting of four (4) hours not less than
21	six (6) hours. Areas of education should include, but are not limited to, dynamics of abuse and
22	neglect; roles and responsibilities; cultural awareness; communication and communication with

1	children skills and information gathering and investigatory techniques; advocacy skills; child
2	development; mental health issues; permanence and the law; community resources; court observation
3	professional responsibility; special education law; substance abuse issues; school law; and the code
4	for the care of children. Such hours of continuing education, if approved by the Continuing Legal
5	Education Commission, shall apply to the continuing legal education requirements of Supreme Court
6	Rule 802 and the minimum total hours annually required by that rule are not modified by these
7	guidelines. The appointing judge or designee shall have the authority to approve the prerequisite
8	education and continuing education not otherwise approved by the Continuing Legal Education
9	Commission. Guardians ad litem shall be responsible for maintaining a record of their own
10	participation in prerequisite and continuing education programs. Upon the request of the appointing
11	judge or designee, the guardian ad litem shall be required to provide evidence of compliance with this
12	order. Such prerequisite education may be waived by the Administrative appointing Judge or
13	designee upon showing of ten (10) hours of education in this field within the last three (3) years or
14	practice in this field during that time a need for emergency temporary appointment. The educational
15	requirements shall be completed within six (6) months of appointment. The These educational
16	requirements shall not be effective for a period of six (6) months from the date these guidelines are
17	this order is adopted by the Supreme Court.

[History: New order effective April 19, 1995.]

Comments

It appears that some judicial districts are not in compliance with the Order, so initial language was added suggesting some duties to the judge who appoints the guardians *ad litem* pursuant to the Kansas Code for Care of Children (CINC Code), the Parentage Act or the Domestic Relations statutes or to the judge''s designee if the selection has been delegated or contracted to others. Non-judicial contracted individuals are apparently making the selection of guardians *ad litem* in Shawnee and Wyandotte Counties. It was pointed out that the Office of Judicial Administration does not currently have the capability of administering this Order, and it makes more sense to have it enforced by the local judicial districts.

The attached appointing order form would assist the guardian *ad litem* in gathering relevant records about the child and in obtaining the cooperation of specified individuals having relevant information needed for an independent investigation.

Under the duties assigned to guardians ad litem,

1) The only change was to replace the word "regular" with "ongoing" in describing mandatory contact with the child. No one on the subcommittee felt comfortable in stating a definition for "regular," and many stated that "ongoing" more accurately described the original intention of the Order.

2) The only change was to add "permanence" to the factors to be considered in determining the child's best interests. This is consistent with other state and federal requirements.

3) Several changes were made to make the Order more consistent with the language of the enabling statute (K.S.A. 38-1505). There is confusion whether an attorney-client relationship exists between the guardian *ad litem* and the child or whether the guardian *ad litem* is merely an officer of the court. The statute clearly identifies the child as the client. Therefore, all corresponding duties including confidentiality and reasonable communication flow primarily to the child rather than to the court.

The GAL is directed to file appropriate pleadings on behalf of the child and to appear for and represent the child at all hearings. While the GAL is also directed to determine the best interests of the child and to communicate that determination to the court, this is not equivalent to requiring the GAL to divulge every confidence of the child to the court.

When the child disagrees with the GAL's determination and recommendation of best interests, the GAL must inform the court of the disagreement and the child''s position must be presented. In the court's discretion, depending on all the circumstances, a separate attorney/advocate for the child may be appointed to represent the child and present only that position to the court.

To avoid problems with Kansas Rule of Professional Conduct 4.2 (Supreme Court Rule 226), it was clarified that the GAL is to maintain ongoing contact with the child even if the child is separately represented. The attorney/advocate for the child must allow reasonable communication

between the GAL and the child but may require this communication to occur in the attorney's presence. This would necessarily require the GAL to contact the attorney to arrange for communication with the represented child.

4) The only change was to remove "each judicial district" and replace it with "the judge" as judicial districts are rarely able to exercise discretion.

5) Left as is.

6) Left as is.

7) Left as is.

8) New language was added reducing the number of prerequisite hours of related education from 10 to 6 hours but increasing the annual requirement from 4 to 6 hours. It was pointed out that it is very difficult to find programs offered for 10 or 4 hours of credit. Six-hour seminars are fairly common and should be sufficient to provide the basic required information.

Additional topics suggested for inclusion are professional responsibility issues, special education law, substance abuse issues, school law, investigative techniques and communication skills specifically tailored to children.

The appointing judge or designee may approve prerequisite and continuing education not approved by the CLE Commission. GAL's shall be responsible for maintaining a record of their own participation in education programs. The educational requirements could be waived by the appointing judge or designee, appointing judge or the designee upon a showing of a need for emergency temporary appointment. Even in the case of an emergency appointment, the educational requirements must be completed within 6 months of the appointment. All guardians *ad litem* covered by this Order would have 6 months from the effective date of the amendments to comply with the educational requirements.

[The subcommittee noted that Kansas Legal Services currently offers day-long seminars in various locations around the state each year. Occasionally the Kansas Bar Association offers a seminar that would meet these requirements. It is hoped that the pilot project would include funds for the development, with support from the Office of Judicial Administration, of a videotaped program that could be shown at additional locations at low or no cost to guardians *ad litem*.]

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2	guardians ad litem in cases pursuant to the Kansas Code for the Care of Children, K.S.A. 38-1501
3	et seq.; the Parentage Act, K.S.A. 38-1110 et seq.; and Domestic Relations, K.S.A. 60-1601 et seq.
4	unless departure is authorized by the presiding judge or designee for good cause shown.
5	The appointing judge or designee should:
6	1) issue an Order appointing the guardian <i>ad litem</i> on a form substantially as attached, and
7	2) insure compliance with this Administrative Order.
8	A guardian <i>ad litem</i> should:
9	1) Conduct an independent investigation consisting of the review of all relevant documents
10	and records including those of social service agencies, police, courts, physicians (including mental
11	health), and schools. Interviews either in person or by telephone with the child, parents, social
12	workers, relatives, school personnel, court appointed special advocates (CASAs), caregivers, and
13	others having knowledge of the facts are recommended. Continuing investigation and ongoing contact
14	with the child are mandatory.
15	2) Determine the best interests of the child by considering such factors as the child's age and
16	sense of time; level of maturity; culture and ethnicity; degree of attachment to family members,
17	including siblings; as well as continuity, consistency, permanency and the child's sense of belonging

1 and identity.

2	3) File appropriate pleadings on behalf of the child. Appear for and represent the child at all
3	hearings. All relevant facts should be presented to the court, including the child's position. If the child
4	disagrees with the guardian ad litem's recommendations, the guardian ad litem must inform the court
5	of the disagreement. The court may, on good cause shown, appoint an attorney to represent the
6	child's expressed wishes. If the court appoints an attorney, that individual serves in addition to the
7	guardian ad litem. The attorney must allow the child and the guardian ad litem to communicate with
8	one another but may require such communications to occur in the attorney's presence.
9	4) Provide reports at every hearing, such reports being written or oral at the discretion of the
10	judge.
11	5) Explain the court proceedings and the role of the guardian ad litem in terms the child can
12	understand.
13	6) Make recommendations for specific appropriate services for the child and the child's family.
14	7) Monitor implementation of service plans and court orders.
15	8) Participate in prerequisite education prior to appointment as a guardian ad litem which
16	consists of not less than six (6) hours including one (1) hour of professional responsibility, and
17	participate in annual continuing education consisting of not less than six (6) hours. Areas of education
18	should include, but are not limited to, dynamics of abuse and neglect; roles and responsibilities;
19	cultural awareness; communication and communication with children skills and information gathering
20	and investigatory techniques; advocacy skills; child development; mental health issues; permanence
21	and the law; community resources; professional responsibility; special education law; substance abuse

1 issues; school law; and the code for the care of children. Such hours of continuing education, if 2 approved by the Continuing Legal Education Commission, shall apply to the continuing legal education requirements of Supreme Court Rule 802 and the minimum total hours annually required 3 4 by that rule are not modified by these guidelines. The appointing judge or designee shall have the 5 authority to approve the prerequisite education and continuing education not otherwise approved by 6 the Continuing Legal Education Commission. Guardians ad litem shall be responsible for maintaining 7 a record of their own participation in prerequisite and continuing education programs. Upon the 8 request of the appointing judge or designee, the guardian ad litem shall be required to provide 9 evidence of compliance with this order. Such prerequisite education may be waived by the appointing 10 Judge or designee upon showing of a need for emergency temporary appointment. The educational 11 requirements shall be completed within six (6) months of appointment. These educational 12 requirements shall not be effective for a period of six (6) months from the date this order is adopted 13 by the Supreme Court.

14

[History: New order effective April 19, 1995.]

3 4	IN THE DISTRICT COURT OF COUNTY, KANSAS JUDICIAL DISTRICT
5	In the Interest of Case No
)	ORDER APPOINTING GUARDIAN AD LITEM
	NOW on this day of,, it is ordered that, a duly qualified practicing attorney in County, Kansas, is hereby appointed as guardian <i>ad litem</i> for the above-named minor.
	1. The guardian <i>ad litem</i> shall be served with copies of all pleadings and other papers filed herein. The guardian <i>ad litem</i> shall comply with all the guidelines of Kansas Supreme Court Administrative Order No
	2. Upon presentation of a certified copy of this Order to any agency, organization, person or office, including the Clerk of this Court, any school personnel, any drug or alcohol treatment provider, any police department or other law enforcement agency, any pediatrician, psychologist, psychiatrist, hospital, mental health treatment facility or other medical or mental health care provider or any social worker or social welfare agency, the aforementioned shall be permitted to communicate orally or in writing with the guardian <i>ad litem</i> about any records or treatment relating to the minor child and/or the minor child's parents, and the aforementioned shall permit the guardian <i>ad litem</i> to inspect and copy any such records. The guardian <i>ad litem</i> shall maintain any information received from any such source as confidential and shall not disclose the same except in reports to the Court or as otherwise permitted by the Code for Care of Children.
	3. The guardian <i>ad litem</i> is hereby vested by the Court with all powers, privileges and responsibilities necessary for the full and effective performance of the duties and obligations to the minor child as set forth in this Order.

PROPOSED ORDER APPOINTING GUARDIAN AD LITEM

Judge