

**BEYOND THE BENCH WORKSHOP: Improving support for caregivers seeking legal guardianship.**

Tuesday Dec. 3, 2013, 10:45 – 12:15

Presenters:

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**Examples of Legal Assistance Models for Kinship Caregivers**

Public Counsel Guardianship Project

[http://www.publiccounsel.org/practice\\_areas/childrens\\_rights](http://www.publiccounsel.org/practice_areas/childrens_rights)

Legal Assistance for Seniors

<http://www.lashicap.org/legal-services/guardianships>

Legal Services for Children

<http://www.lsc-sf.org/about-lsc/types-of-cases/>

San Diego Volunteer Lawyers Guardianship Clinic Program

[http://www.sdvlp.org/get\\_help/services/guardianship/](http://www.sdvlp.org/get_help/services/guardianship/)

## **Resources for Program Development**

Administrative Office of the Courts, Equal Access Project (CA)

<http://www.courts.ca.gov/programs-equalaccess.htm>

### **1. General guidelines and materials for court-based self-help centers**

[Guidelines for the Operation of Self-Help Centers in California Trial Courts.](#) (AOC).

[Volunteer Handbook - San Francisco Superior Court Assisting Court Customers with Educational and Self-Help Services \(ACCESS\) Center](#) (San Francisco)

[Practical Suggestions for Helping Self-Help Center \(SHC\) Staff Engage with Customers Appropriately](#) (AOC)

[Basic Rules for Working in the Self-Help Center](#) (Alameda County)

[How to Draw the Line Between Legal Advice and Legal Information](#) (Alameda County)

### **2. Manuals and guidelines for volunteers – guardianship**

Practicing Law Institute 2012 CA Guardianship MCLE: <http://bit.ly/GNWdAO>

[Paralegal Manual, San Francisco Probate Court, Self-Represented Guardianship Program](#) (San Francisco)

[Guardianship Assistance Program \(GAP\) Training Manual](#) (San Bernardino)

[Probate Guardianship Questionnaire](#) (AOC - CJER)

[Telephone Triage Checklist - "I want to file for guardianship/custody of a child."](#) (Butte County)

### **3. Presentation materials – guardianship self-help workshops**

[PowerPoint on Probate Guardianship of the Person - Self-Help Overview Course](#) (AOC – CJER)

[Teaching Guide for Guardianship of the Person](#) (AOC-CJER ).

#### **4. Local forms & pleadings – examples:**

[Guardianship Formset](#) (San Bernardino County – includes Judicial Counsel and local forms)

[Declaration of Proposed Guardian, PGF-1](#) (San Francisco County))

[Background Check](#) (San Francisco County)

[Request and Order to Mail Notice, PGF-2](#) (San Francisco County)

[Request to Excuse Notice, PGF-3](#) (537 KB) (San Francisco County)

Declaration of Due Diligence (San Diego County)

[http://www.sdcourt.ca.gov/pls/portal/docs/PAGE/SDCOURT/GENERALINFORMATION/FORMS/PROBATEFORMS/FLF002\\_RE.PDF](http://www.sdcourt.ca.gov/pls/portal/docs/PAGE/SDCOURT/GENERALINFORMATION/FORMS/PROBATEFORMS/FLF002_RE.PDF)

Proof of Personal Service (San Diego County)

<http://www.sdcourt.ca.gov/pls/portal/docs/PAGE/SDCOURT/GENERALINFORMATION/FORMS/PROBATEFORMS/PR086.PDF>

[Petition for Visitation](#) (Santa Clara County)

[Visitation Order](#) (Santa Clara County)

Petition to Modify Visitation (San Diego County)

<http://www.sdcourt.ca.gov/pls/portal/docs/PAGE/SDCOURT/GENERALINFORMATION/FORMS/PROBATEFORMS/PR092.PDF>

[Request to End Guardianship](#) (San Francisco County)

[Objection to Guardianship](#) (San Bernardino County)

## **5. Materials for pro per litigants**

[Guardianship Quick Reference Guide](#) (AOC – CJER)

[How to Become a Probate Guardian of a Child \[Adapted for localization\]](#). (San Francisco); also available in [Spanish](#), [Chinese](#), [Vietnamese](#), [Russian](#), and [Tagalog](#).

[Guardianship Overview Chart](#) (San Bernardino)

[What is a Caregiver's Authorization Affidavit?](#) (San Bernardino)

[Giving Notice in a Guardianship-Packet of information and Instructions](#) (AOC-CJER)

[Seven Ways to Find Someone](#) (AOC – CJER)

[How to Give Notice](#) (San Francisco ACCESS Center); also available in [Spanish](#), [Chinese](#), [Vietnamese](#), [Russian](#), and [Tagalog](#).

[Write a Letter to a Jail/Prison](#) (San Bernardino )

[Prisoner Locator Sheet](#) (San Bernardino)

[Checklist for Filing a Petition for Visitation](#) (Butte County)

[How to End a Guardianship](#) (San Francisco ACCESS Center )

## **Self-Assessment Tool**

### **A. Resources/needs mapping:**

#### Transportation:

- Free or low-cost parking near courthouse?
- Public transit to courthouse?
- Accessibility (ramps, elevators, etc.)?

#### Language access:

- Free or low-cost court interpreters available? In what languages?
- Translated written materials/forms available? In what languages?

#### Child care:

- Free or low-cost child care at courthouse?
- Child-friendly waiting areas in courthouse?

#### Court-based self-help resources:

- Signage at courthouse?
- Kiosk or information desk?
- Self-help center?
- Posters, brochures, or flyers?
- Court-based clinics, workshops, other assistance?
- Assistance/information/referrals provided by clerk's office?

#### Legal/other Assistance

- Legal aid program?
- Volunteer attorney program?
- Law school clinic?
- Kinship support services/senior services, etc.?

**B. Statistics -- for most recent calendar year:**

Number of petitions for guardianship of a minor filed  
\_\_\_\_ Represented                      \_\_\_\_ Pro se

Number of objections to guardianship filed  
\_\_\_\_ Represented                      \_\_\_\_ Pro se

Number of petitions to terminate a guardianship filed  
\_\_\_\_ Represented                      \_\_\_\_ Pro se

Number of visitation petitions filed in guardianship cases.  
\_\_\_\_ Represented                      \_\_\_\_ Pro se

Number of *pro se* petitions for guardianship  
\_\_\_\_ Granted                      \_\_\_\_ Denied                      \_\_\_\_ Dismissed

For *pro se* guardianship petitions granted in \_\_\_\_ [year], average number of court appearances made by petitioner : \_\_\_\_\_