



Series: 100: Case Management

Policy Name: Guardians Ad Litem

Policy Number: 122

Origination Date: 11/1/2013

Revision Date: 7/1/2018

Policy: It is the policy of Communities Connected for Kids to maintain a partnership with the Guardian Ad Litem program staff in order to maintain effective communication with the court system and to insure that the needs of the child are met according to statute and rule. It is also the policy of Communities Connected for Kids that their employees and employees of case management agencies will not become a Guardian Ad Litem for any client within Communities Connected for Kids System of Care. Any employee who volunteers to be a Guardian Ad Litem for clients outside of Communities Connected for Kids' System of Care must first notify his/her supervisor in writing in order to ensure that there is not a conflict of interest.

Procedure:

General Information

1. Communities Connected for Kids recognizes the importance of the Guardian Ad Litem in the effective and efficient operation of court proceedings and the welfare of children in care.
2. All parties will work diligently to create and maintain effective communication with the Guardian Ad Litem Office.
3. Case management will be responsible for keeping the Guardian Ad Litem Office informed about permanency staffing schedules and the case managers will be responsible for including GALs in all meetings.
4. The case managers will insure that the GALs routinely receive a list of case managers and their contact information to maintain effective communication.
5. Case managers will return all telephone calls/texts from GALs within 24 business hours.
6. Do to conflicts that could arise, at no time will a Guardian Ad Litem nor a Case Manager, be granted permission to foster a child, on their caseload, while in the dependency system.

Procedures Relating to Employees

1. Staff employed by Communities Connected for Kids or its case management agencies in direct service delivery and supervision positions would be considered to have a potential conflict of interest were they to volunteer through the Guardian Ad Litem program. Consequently, Communities Connected for Kids' employees and case management agency employees shall not become GALs for any client under the auspices of Communities Connected for Kids' system of care.
2. In the event an employee requests to be a Guardian Ad Litem outside the Circuit:
 - a) The employee must first notify his/her supervisor in writing of their interests.
 - b) The supervisor will review the written request and investigate to ensure there is not a conflict of interest.