

**IN THE COURTS FOR THE FIRST JUDICIAL CIRCUIT
STATE OF FLORIDA IN AND FOR OKALOOSA COUNTY, FLORIDA**

OKALOOSA COUNTY ADMINISTRATIVE DIRECTIVE OCAD2016-07

**IN RE: THE OKALOOSA COUNTY CLERK OF CIRCUIT COURT AND
COMPTROLLER - TIME PERIOD FOR PROCESSING BAKER ACT
AND MARCHMAN ACT PETITIONS IN OKALOOSA COUNTY**

WHEREAS, the Court must provide appropriate opportunities for any person who qualifies under the provisions of Ch. 394 (Baker Act), *Florida Statutes* and Ch. 397 (Marchman Act), *Florida Statutes* to file a sworn Baker Act Petition and Affidavit Seeking Ex Parte Order Requesting Involuntary Examination and to file a sworn Marchman Act Petition and Affidavit for Involuntary Assessment and Stabilization; and

WHEREAS it is imperative to the orderly administration of justice that the judiciary have adequate time to properly consider and rule upon any sworn petition; and

WHEREAS it is necessary to establish a time period within which a qualified person may file a sworn Baker Act petition or Marchman Act petition under the aforementioned statutes in the office of the Clerk of Circuit Court and Comptroller for Okaloosa County; it is

ORDERED that:

1. Effective November 8, 2016 the Probate Division of the Okaloosa County Clerk of the Circuit Court and Comptroller will accept and process any sworn *Baker Act* petition or *Marchman Act* petition at the Okaloosa County Courthouse Annex Extension, 1940 Lewis Turner Boulevard, Fort Walton Beach, Florida received between the business hours of 8:00 a.m. and 4:00 p.m., Central Time, Monday through Friday, with the exception of official court holidays and/or emergency closures as mandated by the Chief Judge of the First Judicial Circuit.
2. Any person qualified to file a sworn *Baker Act* petition or *Marchman Act* petition as identified in Chapters 394 and 397, *Florida Statutes* arriving in the office of the Okaloosa County Clerk of the Circuit Court and Comptroller outside the business hours between 8:00 a.m. and 4:00 p.m. CT, Monday through Friday, arriving on an

official court holiday, or arriving during an emergency closure will be required to return to the office of the Okaloosa County Clerk of Circuit Court and Comptroller the following business day during the requisite hours to file a petition.

3. In the event of an emergency at any time other than the business hours identified herein, a petitioner seeking an order for involuntary examination or an order for involuntary assessment and stabilization may contact local law enforcement or call 9-1-1.

DONE AND ORDERED in Fort Walton Beach, Okaloosa County, Florida this 3rd day of November, 2016.

/S/ MICHAEL A. FLOWERS

MICHAEL A. FLOWERS
ADMINISTRATIVE JUDGE

Copies furnished to:

Honorable Linda L. Nobles, Chief Judge
All Judges, Okaloosa County
All Clerks, First Judicial Circuit
Robin Wright, Trial Court Administrator, First Judicial Circuit
Law Enforcement Agencies, Okaloosa County
Fort Walton Beach Medical Center