

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

ADMINISTRATIVE DIRECTIVE WCAD 1991-01

**IN RE: NEW REQUIREMENTS FOR GUARDIANS
AS REQUIRED BY FLORIDA STATUTE**

INASMUCH as the Legislature has amended the Guardianship Laws to require certain things of those individuals acting as guardians, it is, therefore,

ORDERED as follows:

1. As guardian, you must be represented by an attorney. The statute does not create any exceptions to this requirement. All pleadings that you file must be signed by you and your attorney.

2. As guardian, you are required to complete a minimum of eight (8) hours of instruction and training which covers:

- a. The legal duties and responsibilities of the guardian;
- b. The rights of the incapacitated ward;
- c. The availability of local resources to aid the ward; and
- d. The preparation of habilitation plans and annual guardianship reports, including financial accounting for the ward's property.

Each person appointed by the Court to be a guardian must complete the eight (8) hours of instruction and education within one (1) year after his appointment as guardian, unless your attorney has obtained a waiver from the Court.

Guardians appointed on or after March 1, 1990, shall complete the educational requirements within one (1) year of the appointment. Guardians appointed prior to March 1, 1990, shall complete the educational requirements by September 1, 1990.

3. This training is available to you in Walton County through Senior Management Services, Inc., Faye White (904) 434-1504 and Debbie Sellers (904) 432-3231. I am advised that there is a \$100 charge for this day of training. You may also schedule this training in Fort Walton Beach through the Escambia County Council on Aging, Inc., John B. Clark (904) 432-1475 and Glenda Triemer (904) 432-1475. I understand that the next session will be held on

August 3, 1991, in Fort Walton Beach, that the charge is \$40 and that the Council on Aging does not plan on having another training session during 1991.

4. The new law also requires that each guardian shall file an Annual Report and Financial Return within thirty (30) days of your anniversary month.

DONE AND ORDERED in DeFuniak Springs, Walton County, Florida, this 15th day of May, 1991.

Signed by: Laura Melvin, Administrative Judge