

**IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON
IN AND FOR THE COUNTY OF SNOHOMISH**

Petitioner/Plaintiff(s)

VS.

Respondent/Defendant(s)

NO.

SUPPLEMENTAL ORDER
APPOINTING GUARDIAN AD LITEM
AND SETTING COMPLIANCE HEARING

ORAPE [CLERK'S ACTION REQUIRED]
ORCNT [CLERK'S ACTION REQUIRED]
ORAPGL [CLERK'S ACTION REQUIRED]

This matter, having come on before the undersigned Judge or Court Commissioner of the above-entitled court, and appearing that an investigation and report by a Guardian ad Litem is necessary to aid the court in making a decision, the Court further deems necessary the following [as authorized under Administrative Order 36-10]:

1. Both parties shall immediately report in person to the "Superior Court Programs" office, 1st floor of the Courthouse, **Room #C140** by _____ am/pm on _____.
2. Both parties shall obtain the Guardian ad Litem (GAL) Personal Information Form from the Programs Office, complete these forms, and **return to the GAL** within 48 hours after receiving a copy of this order (or no later than **4 PM on** _____).
3. In the event that multiple GALs are named in the Order, the GAL Program staff will contact the GALs and determine who will be appointed. In the event the GALs named in the Order are not available, GAL Program staff will assign and notify the parties prior to the deadline stated in #2.
4. Both parties shall obtain any other supplemental materials, including additional questionnaire and release forms, from the GAL and return to the GAL at the deadline determined by the GAL.
5. Both parties shall pay their portion of the retainer (see section 10, page 3 of Order Appointing GAL) by **4 PM on THURSDAY**, _____. The GAL will report compliance to Programs staff.
6. The GAL shall inform the court of any failure to comply with any of the above requirements **on the Friday** prior to Compliance Hearing. **Parties must attend the Compliance Hearing if retainer is not paid & required paperwork is not completed & returned.** The Court may strike pleadings of the non-complying / non-attending party. These hearings are typically held on the 3rd Wednesday following the date of this order. **If you are in compliance your attendance is not required.**

COMPLIANCE HEARING IS SET FOR: DEPT. D, WEDNESDAY, 11:00AM on
_____ **(date) COURT CONFIRMED.**

[]The guardian ad litem is authorized to require that parties comply with an evaluation, assessment, or other testing for issues designated in section 5, page 2 of Order Appointing GAL.

The following information **must be provided in full** for the persons named below who appear to the Court to be involved in this matter. (*Court ordered services may not be initiated unless the requested information is provided in full.*)

Petitioner	Respondent
Name: _____ <small style="text-align: center;">First, Middle initial, and Last name</small>	Name: _____ <small style="text-align: center;">First, Middle initial, and Last name</small>
Address: _____ _____	Address: _____ _____
Home Phone: () _____	Home Phone: () _____
Work Phone: () _____	Work Phone: () _____
Email: _____	Email: _____
Date of Birth: _____	Date of Birth: _____
Other names used: _____	Other names used: _____
Petitioner's Attorney	Respondent's Attorney
Name: _____	Name: _____
Address: _____ _____	Address: _____ _____
Phone: () _____	Phone: () _____
Email: _____	Email: _____
Minor Children	
Name: _____	Name: _____
Date of birth: _____	Date of birth: _____
Address: _____ _____	Address: _____ _____
Phone: () _____	Phone: () _____
Name: _____	Name: _____
Date of birth: _____	Date of birth: _____
Address: _____ _____	Address: _____ _____
Phone: () _____	Phone: () _____

The following are other cases involving these parties that are now or in the past been before this court or other courts: _____

DONE IN OPEN COURT this _____ day of _____ 20_____.

 Judge/Commissioner

Presented by: _____

Presented by: _____

WSBA# _____

WSBA# _____

Attorney for: _____

Attorney for: _____

Approved for entry by Petitioner:

Approved for entry by Respondent:

INFORMATION FOR PARTIES AND GUARDIANS AD LITEM

Effective September 1, 2018, Snohomish County implemented a Case Schedule that sets a deadline for completion of ADR/Mediation, and a Compliance Hearing to review ADR/Mediation Compliance. Compliance hearings are stricken **ONLY** after the filing of a Notice of ADR/Mediation Compliance, Notice of Settlement, Order Waiving Mediation, or entry of final orders.

For all Non-Compliant cases, the Compliance hearing will be conducted based on a review of the court file, and information provided by parties that appear at the hearing.

The Court recognizes the need for a GAL report to be completed, received, and reviewed, prior to engaging in ADR/mediation. The Court further recognizes that parties and GALs may not fully understand how the Case Schedule necessitates additional considerations when a GAL is appointed, and provides the following information:

1. **Be aware of the Case Schedule and the deadline for ADR/mediation compliance.** If the date of this GAL appointment makes mediation by the deadline impractical, it is the responsibility of the parties or their attorneys to seek a continuance of the Case Schedule in accordance with SCLSPR 94.04(c)(3)(F). Hearings to continue the Case Schedule **must** be held before the date set for the Compliance Hearing.
2. A **deadline for the GAL report** should be included in the Order Appointing GAL. (RCW 26.12.175, GALR 2(i)). The deadline should allow for compliance with the ADR/Mediation Compliance deadline.
3. **The GAL should notify the parties and the Court immediately** if it becomes apparent that the GAL report cannot be completed by the deadline, or if the GAL is instructed to stop or pause their work by one or both parties. (GALR 2(i)).
4. The GAL, the parties, and their attorneys, are expected to take action as necessary to **ensure that GAL reports are received timely** and do not result in an inability to comply with the case schedule. (SCLSPR 94.04 (c)(3)(D), GALR 2(o)).
5. The GAL, the parties, and their attorneys, are expected to take action as necessary to make a motion to request **that the deadline for the GAL report and case schedule are extended** when good cause exists for such a continuance. (SCLSPR 94.04 (c)(3)(D), GALR 2(o)).
6. If any party fails to timely pay the GAL, or fail to cooperate with the GAL process, **that party may face sanctions**, including monetary penalties, the striking of pleadings, discharge of the GAL, a finding of intransigence, or another remedy deemed appropriate by the Court. (Snohomish County Administrative Order 36-10).
7. **The GAL may face sanctions** for failing to file reports timely, or for other violations of the GALRs, the SCLGALRs, the RCW or any applicable Court or administrative orders. GALR (2).