

Guardian of Person

The following instructions are provided as a general guideline to help persons who have been appointed guardian of the person of an adult incompetent. These instructions are not comprehensive and may not apply in every case.

*****The employees of this Court are not permitted to give legal advice. This means they cannot give you advice that is specific to your case and cannot help you fill out forms.*****

If you need case-specific advice or help filling out forms, you are strongly encouraged to speak with an attorney who is experienced in guardianship matters.

INSTRUCTIONS

- Write the ward's name on the "GUARDIANSHIP OF" blank and the case number on the "CASE NO." blank at the top of each form. If the Judge's name is not filled in, write "KAREN K. GALLAGHER" on each form. Complete the rest of the form as instructed below.
- The Court will fill in blanks for hearing dates and times as well as the signatures for Judge, Magistrate, or other Court Employees.

Statement of Expert Evaluation	Form 17.1	You must file this form with the Guardian's Report every other year UNLESS a licensed physician or a licensed clinical psychologist has signed the Guardian's Report Addendum on the Statement of Expert Evaluation. A licensed physician, licensed clinical psychologist, licensed independent social worker, licensed professional clinical counselor, or developmental disability team must provide the requested information and sign on the Evaluator Signature blank.
Application to Dispense with Subsequent Statements of Expert Evaluation	Form on our website - linked below	You must file this form if the Doctor signs the Addendum line on the Statement of Expert Evaluation (excluding the initial Application). Provide the requested information and sign on the Guardian's Signature line.
Guardian's Report	Form 17.7	You must file this form within 2 years of your appointment and every other year after. Check the appropriate boxes and provide the requested information. Sign on the Guardian's Signature line.
Annual Guardianship Plan	Form 27.7	You must file this form every year. Check the appropriate boxes and provide the requested information. Sign on the Guardian's Signature line.

The link to the Forms can be found on our Website:

<https://www.williamscountyoh.gov/667/Probate-Forms>

Or on the Supreme Court of Ohio Website:

<https://www.supremecourt.ohio.gov/forms/all-forms/probate/5>