

IN THE CIRCUIT COURT OF THE
SEVENTEENTH JUDICIAL CIRCUIT IN
AND FOR BROWARD COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO.: IV-07-B-1

IN RE:

REFERRAL OF GUARDIANSHIP
FILES WHERE REQUIRED
DOCUMENTS HAVE NOT BEEN FILED

In accordance with the authority vested in the Chief Judge by Florida Rule of Judicial Administration 2.215 and §744.3125 and §744.3135, Florida Statutes, which provide that each prospective guardian must complete an application for appointment and the court may require background investigations of non-professional guardians and shall require same for professional guardians, it is hereby

ORDERED as follows:

The following procedure is effective immediately:

1. Initial Background Investigations in Minor and Voluntary Guardianships
 - a. If a proposed guardian(s) fails to file the paperwork needed to complete the background investigation within sixty (60) days of the date of filing of a Petition for Guardian of a Minor or a Petition for Voluntary Guardian, the Clerk shall notify the proposed guardian(s) in writing of the deficiency within ten (10) days.
 - b. If the proposed guardian(s) fails to file the required paperwork to complete the background investigation within ten (10) days of the written notification sent by the Clerk, the file is hereby referred to the assigned General Magistrate for hearing.
2. Annual Investigations
 - a. If the guardian(s) fails to file all documents required to complete the annual application for investigation within fifteen (15) days of the date due, the Clerk shall notify the guardian(s) in writing of the deficiency no later than twenty five (25) days after the original due date of the required documents.

- b. If the guardian(s) fails to file the documents necessary to complete the annual background investigation within ten (10) days of the written notification sent by the Clerk, the file is hereby referred to the assigned General Magistrate for hearing.

3. Any interested person may object to the referral of this matter. The interested person shall file a notice of objection in the guardianship file, secure time on the assigned judge's docket for the hearing, and provide notice to counsel and all interested persons.

This Order supersedes Administrative Order IV-04-B-1.

DONE and ORDERED in Chambers at Broward County this 8th day of February, 2007.

/s/DALE ROSS
DALE ROSS, Chief Judge