

**16<sup>th</sup> Judicial Circuit of Missouri**  
**Family Court Division**  
**625 East 26<sup>th</sup> Street**  
**Kansas City, MO 64108**

**2020 Revision of Implementation of the Guardian ad Litem Standards in Missouri Juvenile  
and Family Court Matters**  
**(September 1, 2011 Standards)**

In recognizing that Missouri children have the right to adequate and effective representation in juvenile and family court matters, the 16<sup>th</sup> Judicial Circuit of Missouri provides the following implementation plan of the guardian ad litem standards (hereinafter referred to as “The Standards”)

1. **Dissemination.** The standards will be disseminated through various methods including:
  - a. The Family Court section of the 16<sup>th</sup> Judicial Circuit web site at [www.16thcircuit.org/family-court](http://www.16thcircuit.org/family-court)
  - b. The Eastern Jackson County Bar Association
  - c. The Jackson County Bar Association
  - d. The Hispanic Bar Association
  - e. The Kansas City Metropolitan Bar association – Family and the Law Section
  - f. KCMBA Domestic Law Committee
  - g. KCMBA Juvenile Law Committee
  - h. Direct communication with the Family Court Division’s Office of the Guardian ad Litem
  - i. Direct communication with the Jackson County CASA Project
  - j. Direct communication with attorneys currently on the approved list of guardians ad litem
  
2. **Selection/Appointment.** The selection and appointment of guardians ad litem shall be made from a list of qualified attorneys maintained by the Deputy Court Administrator’s Office – Family Court Division. The list shall be published, updated as necessary, and posted to the Family Court section of the 16<sup>th</sup> Judicial Circuit web site. Appointments from the list shall be made pursuant to local administrative orders of the Circuit and Family Courts and local Rule 21.6.1
  
3. **Approved List.** The list of approved guardians ad litem shall be maintained by the Deputy Court Administrator – Family Court and shall be available to all judicial officers and the public through posting on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site. All attorneys who meet the minimum qualifications as outlined in the Standards and agree to comply with the Standards may be placed on the approved list of guardians ad litem (see Training and Reporting Requirement below). Guardians ad litem serve at the pleasure of the Court and may be removed from the approved list at any time if, in the judgment of the Family Court Administrative Judge, it is in the best interest of the Court to do so.

4. Training Requirement. Guardian ad litem training must meet the training requirements of the Standards (Standard 14.0) and may be provided by any qualified entity approved by the Missouri Bar for providing continuing legal education. The guardian ad litem standards require that the program sponsor for a continuing legal education (“CLE”) program shall obtain approval of the program as guardian ad litem training from the presiding judge in a circuit where the training is offered. Jackson County has designated the Administrative Judge of the Family Court to handle these requests.
  - a. The sponsor shall send an application to the Administrative Judge of the Family Court requesting approval of a CLE program as guardian ad litem training. The application is available on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site. The application shall be sent to the Deputy Court Administrator’s Office – Family Court Division, 625 E. 26<sup>th</sup> Street, Kansas City, Missouri 64108. The application shall include a copy of the Form 6 from the Missouri Bar approving the seminar for CLE credit.
  - b. If an attorney attended a CLE program where a sponsor did not request approval as guardian ad litem training, the attorney may submit a request. The attorney shall send an application to the Administrative Judge of the Family Court requesting approval of a continuing legal education (“CLE”) program as guardian ad litem training. The application is available on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site. The application shall specify how much of the training was devoted to guardian ad litem training. The application shall be sent to the Deputy Court Administrator’s Office – Family Court Division, 625 E. 26<sup>th</sup> Street, Kansas City, Missouri 64108. The application shall include a copy of the brochure detailing the approved CLE hours. If a brochure is not available, include the Form 1 or other materials from the Missouri Bar which detail the approved CLE hours.
  - c. The Deputy Court Administrator’s Office – Family Court Division shall maintain a list of CLE programs that have been approved by the Administrative Judge of the Family Court as guardian ad litem training. Said list will be posted on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site.
  
5. Attorney Reporting Requirement. Reports by attorneys are:
  - a. **Initial Report – For attorneys NOT currently on approved list.** When desiring to serve as a guardian ad litem attorneys shall file an initial affidavit (available on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site) with the Deputy Court Administrator, Family Court Division, 625 East 26<sup>th</sup> Street, Kansas City, MO 64108 indicating that they:
    - i. have completed eight hours of continuing legal education devoted to guardian ad litem training which included the required training on permanency planning as required by Standard 14.0, **and**
    - ii. agree to comply with the Standards.
  
  - b. Annual Reports: Beginning July 31, 2018 ALL attorneys who are on the approved list shall file an annual affidavit (available on the Family Court section of the 16<sup>th</sup> Judicial Circuit web site) with the Deputy Court Administrator, Family Court Division, 625 East 26<sup>th</sup> Street, Kansas City MO 64108 along with Form 1,

“Missouri Minimum Continuing Legal Education – Attorney’s Annual Report of Compliance” (including both sides of Form 1) with the Deputy Court Administrator, Family Court Division, 625 East 26<sup>th</sup> Street, Kansas City, MO 64108. (NOTE: in the event that the course title is not obviously related to the GAL training required by the standards, the filing attorney shall include an explanation of the course in his or her affidavit). Affidavits shall indicate that the attorneys have completed three hours of approved CLE devoted to guardian ad litem training within twelve months prior to the end of the reporting period which is June 30 each year.

6. The Family Court Division will review the implementation plan biennially upon change of the Family Court Administrative Judge. In the event of changes to statutes, Supreme Court Rules, or Supreme Court Orders which may impact this plan, the plan will be updated as required by those changes prior to the next biennial review. This implementation plan was reviewed on May 14, 2020. It will be reviewed again by March 31, 2022.