



CIRCUIT COURT OF JACKSON COUNTY, MISSOURI
FAMILY COURT DIVISION
625 EAST 26TH STREET
KANSAS CITY, MISSOURI 64108-2719

POLICY & PROCEDURE

Issued by: Director of Office of the Guardian ad Litem – Family Court

Topic: **Policy No. 1030-06 -- GAL Standard 6 – Access to Reports and Records**

Effective Date: July 7, 2015

New: Revised: Rescinds: Reviewed: X

POLICY:

In order to formulate a best interest recommendation, the Office of the Guardian ad Litem (OGAL) shall review documents and reports regarding the child and the child's family. OGAL is entitled to all relevant records relating to the child, the placement of the child, or the child's family members.

PROCEDURES:

1. Before court, the assigned Guardian ad Litem (GAL) or non-attorney staff shall obtain and personally review all documents to be submitted to the court.
 - a. Such documents shall include, but are not limited to, Children's Division reports, educational records, medical records, mental health records, police reports, criminal background checks, reports from various service providers and documents filed by other parties.
2. The assigned GAL or non-attorney staff shall make the service providers aware of Section 210.160 and OGAL's right to such documentation.
3. If documents are not made available to the GAL, the GAL shall subpoena such records necessary.
4. The assigned GAL or non-attorney staff shall assure that any documents obtained by OGAL shall be placed in the social file or submitted to the Court as evidence as appropriate and distributed to the other parties.

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REVISIONS: The proponent for this policy is the Director of the Office of Guardian ad Litem. If you have recommended changes or want to report errors, send your suggestions to the Director of Guardian ad Litem, Family Justice Center, 625 East 26th Street, Kansas City, MO 64108.

REVIEW DATE: May 1, 2023



May 1, 2021

Kathy J. Rodgers
Director of Office of the Guardian ad Litem-Family Court

Date

APPLICABLE STANDARDS:

None

CC: Deputy Court Administrator – Family Court Division