



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. 1030-27 Ex Parte Communication with the Judicial Officer**

Effective Date: June 1, 2018

New: X

Revised:

Rescinds:

Reviewed:

PURPOSE:

In order to promote and uphold the process of due process and fairness in juvenile court proceedings, the Office of the Guardian ad litem and the staff will not initiate or engage in ex parte communication with the juvenile judge outside the presence of the parties or their legal counsel concerning a pending matter before the judicial officer.

DEFINITIONS:

“Ex parte” is a Latin phrase meaning “on one side only; by or for one party.” An ex parte communication occurs when a party to a case, or someone involved with a party, talks or writes to or otherwise communicates directly with the judicial officer about the issues in the case without the other parties’ knowledge.

PROCEDURES:

The Office of the Guardian ad litem and the staff shall not engage in ex-parte communication with the juvenile judicial officer except in the circumstances of:

1. An emergency necessitating immediate notification to the court including, but not limited to, emergency medical and mental health needs of a juvenile, the death of a party or juvenile, unforeseen emergency situations concerning placement of a juvenile, and other critical circumstance where there are substantial safety concerns or issues that make an emergency notification prudent and necessary.
2. General scheduling purposes.
3. As expressly authorized by statute.

APPLICABILITY:

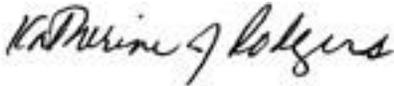
Policy 1030-27 – Ex Parte Communication Policy

The Office of the Guardian ad litem and Staff will abide by the Missouri Supreme Court Rule regarding Ex Parte Communication Rule 2-2-9.

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: July 1, 2019

Policy 1030-27 – Ex Parte Communication Policy



June 1, 2018

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

Date

APPLICABLE STANDARDS:
Juvenile Officer Performance Standard: 1.8

CC: Deputy Court Administrator – Family Court Division