

**ORDERS OF DUTIES AND FEES -
COUNSEL OR GUARDIAN AD
LITEM FOR MINOR CHILD
OR CHILDREN**

JD-FM-227 New 10-14
P.A. 14-3 as amended by P.A. 14-207

STATE OF CONNECTICUT
JUDICIAL BRANCH
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Court Use Only

DUTYFEE



Name of case (*Plaintiff v. Defendant*)

Docket number

Address of court

Name of counsel or guardian ad litem

ORDER

Section 1 - Duties

The duties of counsel or the guardian ad litem for the minor child or children are as follows:

- ☐ All duties listed in this section
- ☐ Investigate facts necessary to make recommendations to the court regarding the child's or children's best interests
- ☐ Communicate with parties
- ☐ Communicate with the child or children
- ☐ Conduct home visits
- ☐ Confer with Family Services
- ☐ Review all files and records listed in this section
 - ☐ Review court files
 - ☐ Review DCF records
 - ☐ Review police records
 - ☐ Review medical records
 - ☐ Review treatment and counseling records
 - ☐ Review mental health records
 - ☐ Review work records
 - ☐ Review educational records
- ☐ Confer with teachers and other school authorities
- ☐ Confer with professionals
- ☐ Participate in the creation of a parenting plan
- ☐ Report to the court as requested or as deemed necessary
- ☐ Facilitate settlement of disputes
- ☐ Other (*specify*): _____

Section 2 - Fees

A. Based on the court's review of the parties' financial affidavits: (*select one of the following*)

- ☐ The court determines that the parties are eligible for appointment of counsel or a guardian ad litem for the minor child or children under contract with the State of Connecticut and paid at the state rates by the Division of Public Defender Services.
- ☐ The court determines that the parties qualify for a sliding scale fee, and orders payment at the rate of \$ _____ per hour subject to the acceptance of counsel or the guardian ad litem.
- ☐ The court determines that the parties are not eligible for either fee category identified above.

B. Counsel or the guardian ad litem for the minor child or children shall be paid by the parties as follows:

1. Retainer \$ _____ to be paid no later than _____
 2. Hourly rate \$ _____ per hour
 3. The plaintiff shall be responsible for paying ____% of the retainer, and the defendant shall be responsible for paying ____% of the retainer.
 4. The plaintiff shall be responsible for paying ____% of the hourly rate, and the defendant shall be responsible for paying ____% of the hourly rate of counsel or the guardian ad litem for the minor child or children.
- Other: _____

Section 3 - Dates

Periodic review dates (*Not less than every three months from the date of appointment unless waived in writing*): _____

Counsel/guardian ad litem report back - Deadline to report back to court regarding work undertaken: _____

Proposed completion date of appointment (*May be extended pursuant to court order*): _____

By the court (*Judge, Family Support Magistrate*)

Signed (*Judge, Family Support Magistrate, Assistant Clerk*)

Date ordered

Note to Parties:

Be advised that you have the ability to control the costs associated with counsel/the guardian ad litem by limiting the conflict, narrowing the issues and the amount of professional time they incur. Please note that all counsel/guardians ad litem are professionals and are entitled to be compensated for their professional time which may include telephone calls, travel, investigations, collateral contacts, reviewing and replying to emails, correspondence, court appearances, and other related time spent on your file.

ADA NOTICE

The Judicial Branch of the State of Connecticut complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation in accordance with the ADA, contact a court clerk or an ADA contact person listed at www.jud.ct.gov/ADA.