



IN THE SIXTH JUDICIAL DISTRICT OF THE STATE OF OREGON
CIRCUIT COURTS OF
UMATILLA AND MORROW COUNTIES

In the Matter of Appointment of Protected
Person Special Advocates

No. 24-005

PRESIDING JUDGE ORDER RE:

QUALIFICATIONS FOR PROTECTED
PERSON SPECIAL ADVOCATES

The Court finds that ORS 125.120 authorizes the appointment of volunteers to serve as protected person special advocates (special advocates). This order delineates the qualifications, standards, and procedures to be used by special advocates in performance of their duties, responsibilities and functions as follows:

QUALIFICATIONS FOR PERSONS SERVING AS SPECIAL ADVOCATES

1. Be 18 years of age or older;
2. Have no convictions for crimes punishable by one year or more incarceration, or any crimes involving abuse, neglect, or exploitation of a person;
3. Have no current investigation or past founded incident from any Governmental investigating authority for, abuse, neglect, or exploitation of another person and/or no professional or occupational license revoked or cancelled for disciplinary reasons;

4. Have the ability to personally visit the residences of protected people within the 6th Judicial District and nearby areas; and
5. Have no personal interest in the protected person or any pecuniary or financial interest in the proceeding.

SCREENING AND TRAINING FOR SPECIAL ADVOCATES

1. Complete a volunteer application with accurate identifying information self-disclosure of criminal convictions, DHS investigations, or professional discipline and personal references;
2. Submit to a criminal record check and Oregon DHS abuse records check;
3. Complete at least 8 hours of training covering the law of guardianships, the needs or vulnerable populations, skill development for working with diverse communities and the duties and ethics of a court-appointed special advocate;
4. Complete additional training of no less than four hours each year in subject areas relevant to protected populations or skills for special advocates; and
5. Affirm an understanding of the law and duties governing the work of a special advocate in a swearing-in ceremony or other process designed to actively affirm such an understanding.

STANDARDS AND PROCEDURES TO BE USED BY SPECIAL ADVOCATES

1. Review the existing court file on a matter to which they are appointed;
2. Contact the fiduciary to arrange for an interview with the fiduciary and a visit to the protected person;
3. Conduct an interview with the fiduciary;
4. Provide referral to services that can improve the quality of the fiduciary's performance;
5. Visit the protected person;

6. If necessary to complete the court report, interview the protected person's caregivers and family members and social service providers and inspect records related to health, mental health, finances, education, and welfare;
7. Complete a written report using a form designated by the court which provides a summary of observations and indicates any recommendation for judicial action;
8. Consult with supervising organization's staff as necessary to complete the required tasks;
9. Submit the written report to the supervising organization; and
10. The supervising organization will ensure report compliance and submit the report to the court.

IT IS ORDERED that effective June 1, 2024, the 6th Judicial District shall appoint in writing by the Presiding Judge via Appointment Letter appointing Protected Person Special Advocates (PPSA) meeting the above qualifications and training requirements and those special advocates shall follow the above-described standards and procedures in the performance of their duties.

The Appointment Letter shall expire upon the transfer of authority to a new Presiding Judge unless ratified by the incoming Presiding Judge, or three (years) and may be renewed by letter application to the Trial Court Administrator for a new PJO, accompanied by evidence of successfully completing the additional required training taken in this interim pursuant to PJO or Supplemental Local Rule (four hours each year), and disclosure of any reason, based on the qualifications for original appointment that are no longer met by the PPSA. If at any time a PPSA can no longer perform the duties or ceases to qualify for any reason set forth in the qualifications and continuing

1 qualifications, they must report the disqualification the Trial Court Administrator for
2 review and determination of the PPSA is disqualified from further proceedings.

3 DATED this 2 day of May, 2024

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Daniel J. Hill, Circuit Court Judge

7 DANIEL J. HILL

8 Presiding Judge
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