

Rule 15. Guardians ad Litem

(A) When Appointed

The Court shall appoint a Guardian ad Litem in accordance with Sup. R. 48.02.

(B) Qualifications

A Guardian ad Litem shall have the following qualifications:

- (1) Currently licensed as an attorney in Ohio and in good standing with the Ohio Supreme Court as defined in Gov. Bar R. VI, Sec. 15;
- (2) Meet the qualifications and comply with all training requirements of Sup. R. 48-48.07; and
- (3) Possess and maintain current legal malpractice insurance.

(C) How Appointed

The Court shall maintain an alphabetical listing of qualified Guardians ad litem. When a jurist appoints a Guardian ad Litem, the jurist shall select the next available individual from the list. When the assigned jurist determines unique circumstances exist, or to facilitate the expeditious management of the docket, the jurist may appoint any individual from the Guardian ad Litem list. It shall be the responsibility of the person seeking to be placed on the Court's list of approved Guardians ad Litem to submit documentation demonstrating compliance with the qualifications listed in Sup. R. 48, and to submit annually the certification and proof of having met the continuing training requirements in Sup. R. 48.

(D) Compensation

- (1) At the time the Court appoints a Guardian ad Litem for a child and prior to ordering that the State pay Guardian ad Litem fees, the Court shall require the parties to execute an affidavit of indigency and a financial disclosure form.
- (2) When a party is not indigent, the Court may order the party to post a bond to secure payment of Guardian ad Litem fees, sua sponte or upon motion by the Guardian ad Litem. As the case proceeds, the Court may order a party to post additional bond.
- (3) If the filing party fails to post the bond ordered to secure payment of Guardian ad Litem fees, the Court may dismiss the party's complaint or motion or may impose any other sanction the Court deems appropriate. If any other party fails to post the bond ordered, the Court may impose any sanction the court deems appropriate.
- (4) The Guardian ad Litem shall maintain accurate time and expense records and shall provide monthly billings to the parties during the pendency of the case.
- (5) Unless a Hearing is requested by a party or the Court within fourteen days after a Motion for Guardian ad Litem Fees is filed, the Court may rule on the Motion

without a Hearing. If a timely request for Hearing is filed or upon the Court's request, a Hearing shall be set on the Motion. When deciding the Motion, either with a Hearing or without a Hearing, the Court shall determine: 1) the amount of time the Guardian ad Litem has expended to represent the best interests of the child; 2) whether the time and services rendered were reasonable and necessary in the Guardian ad Litem's representation of the best interests of the child; 3) whether the Guardian ad Litem's hourly rate is commensurate with customary fees in this locality; and 4) the amount each party shall contribute toward the Guardian ad Litem's fees.

- (6) An order for payment of Guardian ad Litem fees shall be a joint and several judgment. Guardian ad Litem fees are assessed as and for additional child support and as such are not dischargeable in bankruptcy.
 - (7) If a party fails to pay the Guardian ad Litem fees ordered, the Court may impose any sanction the Court deems appropriate, including but not limited to a fine, community service, and/or jail time.
 - (8) In cases where the State is ordered to pay Guardian ad Litem fees, upon the filing of Form OPD-206R and Form OPD-1026R, compensation to the Guardian ad Litem shall be paid in accordance with the Cuyahoga County Juvenile Court Fee Bill Policy and Fee Schedule in effect at the time the Guardian ad Litem was appointed. The Guardian ad Litem shall be compensated at the authorized rate for in-court and out-of-court time, not to exceed the maximum fee cap in effect at the time of acceptance of the assignment.
 - (9) The filing of a motion to extend or to modify a previous dispositional order shall be considered a new appointment for billing purposes pursuant to the Cuyahoga County Juvenile Court Fee Bill Policy and Fee Schedule.
 - (10) For good cause and with notice, the Administrative Judge may modify the Court's Fee Bill Policy and Fee Schedule in accordance with budget restraints.
 - (11) It shall be the responsibility of the Guardian ad Litem to file a completed and signed Form OPD-206R and to meet all requirements of the Cuyahoga County Juvenile Court Fee Bill Policy in effect at the time the fee bill is filed.
 - (12) If a Guardian ad Litem files a Motion for Extraordinary Fees with the Clerk of Court, it shall be referred to the assigned judge for review and approval of payment.
- (E) Dual Appointment Capacity

In the event a Guardian ad Litem is also appointed as the child's legal counsel and a conflict of interest arises in the dual appointment, the Guardian ad Litem/attorney shall immediately notify the Court and withdraw as legal counsel and successor legal counsel shall be appointed pursuant to R.C. 2151.281(H) and Juv. R. 4(C).

(F) Periodic Review

The court shall periodically review all Guardian ad Litem appointments and assignment practices to ensure the equitable distribution of appointments among the attorneys for each list maintained by the court in section (B) (3) of this rule.

(G) Responsibilities of a Guardian ad Litem

A Guardian ad Litem shall comply with all requirements as listed in Sup. R. 48-48.07.

(H) Quality Control

The Court requires quality representation by members of the bar who are appointed as Guardians ad litem. The Court may remove a Guardian ad Litem from the case assigned in the interest of justice and for good cause shown. The Court may remove a Guardian ad Litem from the approved list of Guardians ad Litem pursuant to the procedure in effect at the time of removal.

(I) Comments or Complaints; Removal

(1) Comments or complaints regarding the performance of a Guardian ad Litem shall be made in writing and directed to the Court's Legal Department. A copy of any comments or complaints so submitted shall be provided to the Guardian ad Litem who is the subject of the comment or complaint.

(2) The Court's Legal Department shall take appropriate action as necessary regarding any comment or complaint filed. The person making the comment or complaint and the subject Guardian ad Litem shall be notified of the disposition, and a written record shall be maintained in the Guardian ad Litem's file.

(3) Motions to remove a Guardian ad Litem shall be referred to the judge or magistrate before whom the matter is pending.

(4) Guardians ad Litem may be removed from the Court's appointment list with the approval of a majority of the judges of the Court.

(J) Duration of Assignment

The duration of an attorney's role as Guardian ad Litem shall be controlled by R.C. 2151.281 and Sup. R. 48.

(K) Process: Notice

Absent a prohibiting disability, in conformity with Local Rule 39, a Guardian ad Litem appointed to represent a party before the Court shall provide a current email address to the Court's Clerk's Office. Unless the Court determines otherwise, notice of all upcoming hearings will be provided to the attorney via the email address they have provided.