

**THE COURT OF COMMON PLEAS
STARK COUNTY PROBATE COURT**



**HON. CURT WERREN
PROBATE JUDGE**

Dear Applicant:

Thank you for applying to be appointed as the guardian of an adult. This letter explains the next steps in the guardianship process.

Your application will be reviewed by the Probate Court Judge and/or Magistrate. If the application is incomplete or if any required forms or documents are missing, the Court will notify you by mail at the address you provided on your application. Once all required paperwork has been received and reviewed, the Court will schedule a hearing. The Court will mail notice of the hearing date and time to you and the Proposed Ward's next of kin, as required by law.

After the hearing has been scheduled, the Court Investigator will personally serve notice of the hearing on the Proposed Ward. The Investigator is also required to conduct an investigation, which includes meeting with the Proposed Ward. The Investigator may contact you to arrange a time to meet with the Proposed Ward.

Before the hearing, you must complete the Guardian Pre-Appointment Education required by Ohio Rule of Superintendence 66.06. Instructions for accessing this training course are attached. You are required to complete the following six-hour course:

ADG 6 Hour: Fundamentals of Adult Guardianship

Upon completion of the course, you must print the Certificate of Completion, write the case number assigned to this guardianship case in the upper right-hand corner, and file the certificate with the Court. **Failure to file the Certificate of Completion at least three business days prior to the scheduled hearing may result in the hearing being rescheduled.**

You are also being provided with a Guardianship Handbook, which may serve as a helpful reference if you are appointed as Guardian. Additional guardianship forms are available under the Forms section of the Court's website: www.starkcountyohio.gov/probate.

If you have any questions regarding court procedure, Court staff may provide general information. However, please be aware that Court employees are not permitted to provide legal advice regarding what actions you should or should not take. If you require legal advice, you should contact an attorney. The Stark County Bar Association may assist you in locating an attorney who practices in this area and may be reached at (330) 453-0686.

Curt Werren
Probate Court Judge

110 Central Plaza, South, Suite 501, Canton, Ohio, 44702-1413
Phone: 330-451-7755
www.starkcountyohio.gov/probate