**GUARDIANSHIP PROCESS CHECKLIST**

**Permanent Guardianship Process**

 **☐** **Submit Petition Packet with 3 copies of attachments**

 **- File 70 days prior to 18th Birthday if a Transitional Adult**

 **☐** 1- **Examiner’s Report**

 **☐** 2- **Statement of Acts (notarized; standby guardian)**

 **☐ 3- Comprehensive Evaluation Completed including interested**

 **parties and financial assessment (justified formatting)**

**Act 187 Process -Hospital to Nursing Home Transition**

 **☐** **Submit Petition Packet with 3 copies of the following 3 documents**

 **☐** 1 - **Interested Parties Info**

 **☐** 2 - **Statement of Incapacity w/ Examiner’s Report w/in 30-45 days**

 **☐** 3 - **Financial Assessment**

 **☐ Following the Court petition, Comprehensive Evaluation will be completed**

**Temporary Guardianship Process (60 day expiration date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ )**

 **☐** **Submit Petition Packet with 3 copies of attachments**

 **☐** **Identify Medical/Health or Financial/Insurance Need**

 **☐** **Justify why the condition is temporary v. permanent**

 **☐** **Certificate of incapacity**

 **☐** **Prior to 60 days, Drop Petition, Extend 60 Days or File Permanent Guardianship**