




**COBB COUNTY COMMUNITY SERVICES BOARD
DOUGLAS COUNTY COMMUNITY SERVICES BOARD**

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Policy # 1013	Determination of Need for Protective Services and Guardianship
Origination Date: February 1998	
Revision Date: December 2003; September 4, 2009	
Reviewed Date: February 2005; February 5, 2006; May 10, 2007; September 12, 2008, August 9, 2010, June 13, 2012, March 22, 2013, August 10, 2017	
Approved:  _____	
Bryan G. Stephens Interim Executive Director	

POLICY:

It is the policy of the Cobb County Community Services Board and Douglas County Community Services Board that clinical staff members will assist in determining the need for protective services and guardianship for clients served, their families and the courts. The CSB holds the interest of the clients served above all others in assessing need.

PROCEDURE:

1. Clinical staff helps determine the need for such services and establish necessary referral channels. Recommendations for protective services or guardianship will be based upon an appropriate assessment and referred to the Department of Family and Children Services and/or other appropriate authorities.
2. The clinical record documents the education clients and their families receive about guardianship and protective services, when appropriate.
3. The Community Services Board will maintain active relationships with protective services organizations and train staff to be familiar with the process for establishing guardianship.