LGALR 2
GENERAL RESPONSIBILITIES OF THE GUARDIAN AD LITEM

The general responsibilities of guardians ad litem operating in this county shall be consistent with the state rules with the following clarifications and additions:

(a) Represent best interests. A GAL who is also an attorney may, however, answer simple procedural questions of another party who is unrepresented by counsel to facilitate clarity in the proceedings.

(m) Ex parte communications. During the pendency of a case, a guardian ad litem shall communicate privately with the judge only be for purposes of obtaining special instructions from the judge as to the scope of the guardian ad litem's investigation, to communicate an agreement of the parties, to present agreed orders, to obtain an ex parte restraining order or ex parte contempt show cause order for the protection of the guardian ad litem's client, to obtain access to sealed or confidential court files, or in an emergency situation to protect the life of the guardian ad litem's client. In all such cases, the GAL should notify the parties or their counsel of such communications and the content of same within a reasonable period of time.

(q) Records of time and expenses.

(1) For Title 11 and 26 cases where the county guarantees payment of the guardian ad litem fees and costs, the guardian ad litem shall file with the court a notice and motion in the form prescribed by the court with an itemized statement for payment of the guardian ad litem fees and provide a copy of same to each party.

(2) For Title 13 cases where the county guarantees payment of the guardian ad litem fees and costs, the guardian ad litem shall file with the court a petition and proposed order with an itemized statement for payment of said fees and costs.

(3) For paternity cases where the state guarantees payment of the guardian ad litem fees and costs, the guardian ad litem shall complete the form provided by the state and attach an itemized statement and submit same to the Grays Harbor County Deputy Prosecuting Attorney for the Office of Support Enforcement within sixty days of entry of final orders.

(4) For private pay cases, the guardian ad litem shall either submit an invoice and itemized statement to the parties for payment or submit a notice, motion and itemized statement to the court for entry of a judgment and order for payment of fees.

At any time during the course of an active case, any party may request an itemized statement from the guardian ad litem of the fees and costs incurred to date which the guardian ad litem shall provide within ten working days. For cases where the county guarantees payment of the guardian ad litem fees and costs, to avoid additional charges for court appearances and related costs to prepare such documents, the notice and motion or petition for payment may be made at the end of the case rather than as progressive motions at the discretion of the guardian ad litem.