

Dear Dr. _____:

I have been appointed as Guardian Ad Litem (GAL) for AIP because a petition to establish a guardianship over his/her person and estate has been filed in Spokane County Superior Court, by [name] The law in Washington requires that a GAL be appointed to investigate the case, as a Court Visitor, and determine the propriety of the guardianship - in other words, is the guardianship in AIP's best interests. The Order Appointing Guardian Ad Litem is enclosed as a release of information for your review and records.

Local rules and Washington State law require that AIP be examined by his/her medical provider(s) who will then report findings on examination relative to the proposed guardianship. **I have enclosed the court approved report form for this purpose.** Where a reason for your response is requested in the form please provide as much information as possible to assist the Court in making an informed decision regarding [AIP's name] alleged incapacity. There is a requirement that AIP be examined ***within 30 days of the completion of the medical report*** so please be sure to see him/her within that time frame. Thank you.

If you require a fee for the completion of this report, please forward your invoice to me with your completed report. At the time of the hearing I will submit your invoice to the Court and request an order authorizing payment for your services. The Court has the final discretion regarding fees. Your willingness to be of continued assistance to AIP in this regard is very much appreciated.

A hearing has been scheduled for [date] in Spokane County Superior Court. I must consider your report in making recommendations to the Court in my Guardian ad Litem Report. Therefore, if at all possible, please complete and return the attached Report form to me by not later than [date – *remember you have to file your GAL Report 15 days before the hearing*].

Thank you for your assistance. It is generally not necessary for the reporting medical provider to be present for the hearing, which may be held by ZOOM. I realize the short time frame for this request and appreciate your soonest response. Please feel free to call me if you have any questions or concerns.

Respectfully,

Guardian Ad Litem for AIP [name]

Enclosures