

Rule 110

CASA VOLUNTEERS AND PROGRAMS

- (a) **Duties and Prerequisites for Court-Appointed Special Advocate (CASA) Volunteer.**
- (1) **Duties.** The primary duties of a CASA volunteer are to investigate and become acquainted with the facts, conditions, and circumstances affecting a child's welfare, to advocate the best interests of the child, and to assist the court in obtaining the most permanent, safe, and homelike placement possible. A CASA volunteer should:
- (A) visit the child as often as necessary to monitor the child's safety and observe whether the child's essential needs are being met;
 - (B) attend court hearings involving the child or, if not excused from attendance by the court, arrange for attendance of a qualified substitute approved by the court;
 - (C) participate in staffings and, to the extent possible, other meetings about the child's welfare;
 - (D) participate in the development of a written reintegration plan or modification of an existing plan, or both;
 - (E) submit a written report to the court before each regularly scheduled court hearing involving the child; and
 - (F) act on the child's behalf as directed by the program director and the standards promulgated by the judicial administrator under subsection (b).
- (2) **Volunteer Prerequisites.** A CASA volunteer must:
- (A) be at least 18 years old;
 - (B) submit a written application to the local program staff; and
 - (C) successfully complete screening procedures and a review by the local program staff.
- (b) **Program Standards.** A local CASA volunteer program must follow standards promulgated by the judicial administrator and adopted by the Supreme Court. The standards must include requirements for:
- (1) certification of local CASA volunteer programs by the judicial administrator; and
 - (2) certification and training of CASA volunteers by the local program.
- (c) **Written Agreement Required for Privately Administered Program.** A district court using a privately administered CASA program must have a written agreement with the person or group sponsoring the program. The term of the written agreement may not exceed two years. The agreement governs operation of the privately administered CASA program and must:

- (1) require the program to meet the judicial administrator's standards for CASA volunteer programs;
 - (2) state the court's and the CASA program's responsibilities to each other;
 - (3) require that CASA volunteers be certified by the local program;
 - (4) specify procedures for assigning the program to a case and for removal of the program from a case;
 - (5) establish procedures for resolving grievances and conflicts for both the CASA program and a CASA volunteer; and
 - (6) state the requirements the program must meet to be eligible to renew the agreement.
- (d) **Local Rules.** The district court must adopt a local court rule governing operation of a CASA program administered by the court. The rule must include the items specified in subsection (c)(1) through (5).
- (e) **Volunteer Notice and Access.** A CASA volunteer must be given:
- (1) notice of a court hearing involving the child; and
 - (2) access to any district court record within the state pertaining to the child.
- (f) **Reporting Requirements.** The district court or a privately administered CASA program, as applicable, must provide statistical and other information required by the judicial administrator.