

Kawartha

Family

Court

Assessment

Service

Serving the City of Peterborough and the Counties of

Haliburton, Northumberland, Peterborough and City of

Kawartha Lakes

TO: Family Law Counsel

RE: CUSTODY/ACCESS ASSESSMENTS

Kawartha Family Court Assessment Service provides clinical assessments under Section 30 of the Children's Law Reform Act (custody and/or access). These assessments are provided for the judiciary in the city of Peterborough and the counties of Peterborough, Haliburton, Northumberland and the City of Kawartha Lakes.

Our Agency has been providing comprehensive custody/access assessments since 1985. **These assessments are completed by Court Order only.** Initial appointments for each party are generally given soon after intake information, financial undertakings and Issued Orders are received. There may be a waiting period before appointments are scheduled, depending on the volume of referrals.

The base cost of a custody/access assessment, which does not involve Legal Aid, is \$5000.00 (based on 1 applicant and 1 respondent) plus HST and disbursements, typically split between the parties. Additional respondents will be billed at \$2500.00 + HST. Each party typically has three appointments with a qualified Social Worker, the last of which includes the child/children. Any additional clinical hours will be billed at \$150.00 + HST per hour to the applicable party. A **non-refundable** deposit of \$200.00 from each party, payable to the Kawartha Family Court Assessment Service, along with a completed Referral Form, completed Parent/Guardian Questionnaire Form and a copy of the Court Order are required from both parties. (If one party is paying for the complete assessment, we require a deposit of \$400.00.) In addition, we will require a signed Financial Undertaking. All clients are required to provide a payment of 1/3 of the balance of the assessment cost at each appointment. If a psychologist is requested or required (and included in the Court Order), fees are additional at approximately \$2500.00 per person. (An additional Financial Undertaking will need to be signed.)

PLEASE NOTE THAT WE ACCEPT CHEQUE, CASH, VISA, MASTERCARD AND DEBIT AS METHODS OF PAYMENT.

If one or both of the parties are Legally Aided, prior consent from Legal Aid is not required as long as the issues assessed are custody and access. Legal Aid does not automatically fund access-only assessments. Psychological assessments, however, must still receive prior approval, but it has been our experience that the number of hours Legal Aid approves have not been sufficient to cover the costs. In Legal Aid cases, the Referral Form, Parent Questionnaire,

Court Order and the signed Legal Aid Financial Undertaking (signed by legal counsel) are required to begin the case. Please be aware that the Assessment Service cannot bill directly to Legal Aid. This responsibility lies with legal counsel, once this assessment has been completed, to provide remuneration to this agency.

Parties with or without a Legal Aid certificate will be responsible to Kawartha Family Court Assessment Service for any missed appointments, without 24 hours' notice, at \$150.00 per missed appointment.

In making a referral to us, **each party is requested to send the following:**

1. A letter outlining the problem and relevant background.
2. A completed Referral Form and Parent Questionnaire (available electronically upon request).
3. The applicable signed Financial Undertaking which provides a written undertaking with respect to responsibilities for payment of professional fees.
4. A cheque payable to Kawartha Family Court Assessment Service in the sum of \$200.00 as a **non-refundable deposit** for all clients who are not covered by Legal Aid (\$400.00 if one party is paying for the complete assessment).
5. A copy of the Issued Court Order.

Should you have any further questions with respect to either the Agency or the services we offer, please do not hesitate to contact us.

Yours sincerely,

A handwritten signature in cursive script that reads "Dorothy Ryan".

Dorothy Ryan, M.S.W., R.S.W.
Executive Director