

POLICIES AND PROCEDURES MANUAL

KEYSTONE COMMUNITY RESOURCES, INC.

KEYSTONE INDEPENDENT LIVING, INC.



Policy Title:
Guardianship Services

Chapter:
01 – General Topics

Effective Date:
01-07-2008

Revision Date:

Policy Number:
01-300-001

Executive Director

SCOPE:

This circular applies to all consumers served under NJDDD with respect to persons who need a state guardian.

INTRODUCTION:

To establish procedures whereby persons receiving services from the Division of Developmental Disabilities (DDD) are provided state guardianship services.

DISCUSSION:

Persons served under NJDDD shall be provided guardianship services as outlined in NJDDD circular 7 attached. **Double click on image below to open full text.**

**DIVISION CIRCULAR #7
(N.J.A.C. 10:45)**

EFFECTIVE DATE: March 19, 2001

DATE ISSUED: August 31, 2001
(Rescinds DC#7 issued on February 1, 1997)

I. TITLE: Guardianship Services

II. PURPOSE: To establish procedures whereby persons receiving services from the Division of Developmental Disabilities (DDD) are provided state guardianship services.

III. SCOPE: This circular applies to all functional service units of the DDD with respect to persons who need a state guardian.

IV. POLICIES:

- The Department of Human Services is directed to provide comprehensive services, specifically including guardianship services, to persons who are eligible for services, in order that they may be provided with adequate training, care and protection. N.J.S.A. 30:4-165.1
- DDD is directed to perform such services for adults who are incapacitated, for whom no guardian has been appointed, as would otherwise be rendered by a guardian of the person. N.J.S.A. 30:4-165.5
- DDD is responsible for providing guardianship services to minors receiving functional or other services who have no available parent or guardian. N.J.A.C. 10:45-2.2
- BGS is designated by the Division Director to provide guardianship services where appropriate. BGS staff shall function distinctly and independently from functional service unit staff in terms of their relationship with individuals receiving services from DDD.
- DDD will provide guardianship only when no other suitable private party is available.

V. GENERAL STANDARDS:

NOTE: The remainder of this circular is the guardianship services rule which appears at N.J.A.C. 10:45.

Deborah Trub Wehrlen
Director