

RENEWAL APPLICATION FOR PIERCE COUNTY SUPERIOR COURT
TITLE 11 GUARDIAN AD LITEM REGISTRY

RECEIVED BY
09 MAR 16 AM 11:45
SUPERIOR COURT
ADMINISTRATION

This application is for Guardians ad Litem currently serving on the Pierce County Superior Court Title 11 Guardian ad Litem Registry.

THIS IS PUBLIC INFORMATION

This is my renewal application to serve as a Guardian ad Litem in Pierce County, State of Washington as required under Title 11. I hereby certify under the penalty of perjury under the laws of the State of Washington that my renewal application is true and correct. Please check each **box** where contact information has changed since last year's application was submitted.

Date Signed: 3-11-09 Signature: [Signature]

WSBA # and Year Admitted: #29962 2000

Printed Name: Heather L. Crawford

[] Business Address: 609 TACOMA Ave So

[] City: TACOMA State: WA Zip Code: 98402

[] E-Mail Address: hc@balsamlaw.com

[] Business Telephone Number: 253/627-7605 [] FAX: 253/572-0912

Bilingual: _____ If so, in what language(s): _____

Please indicate the date, county and sponsor where you are enrolled for the one day mandatory training (only approved training qualifies): April, 2009 KCBA
DATE COUNTY/SPONSOR

Please include the dates and sponsor of the initial two day training that you previously completed:

Training Sponsored by: (Name) King County Bar Assoc
(Address) 1200 FIFTH Ave Suite 60 Sea Wa
(county) King (Dates) 5/16/08 98101
(Phone) 206-207-7804

NOTE: Only this application may be utilized. Late applications shall not be accepted for any reason. All questions must be answered in the order in which they are given. Answers that only refer to a resume or vitae are not acceptable although a resume is required and you may attach supporting materials. Please return completed application, resume and any materials by March 20, 2009 4:30 PM to:

Pierce County Superior Court Administrator
Room 334, County City Building
930 Tacoma Ave South
Tacoma, WA 98402-2108

THIS PART OF THE APPLICATION IS PUBLIC INFORMATION

A. Please report the first year you served on the RCW 11.88 Guardian ad Litem Registry in **Pierce County**. Please list any years where there was a break in service.

2007

B. Number of appointments you have received as a Guardian ad Litem and the county or counties of appointment during the last Registry year, 7/1/08 to 3/20/09:

one

C. Percentage of your total case load that RCW 11.88 Guardian ad Litem work represents overall:

1/2%

D. Criminal history, as defined in RCW 9.94A.030: A current and completed Washington State Patrol Conviction Criminal History Record must be received by the Court. If not attached, the expected date the Court will have the record: _____

E. Have you ever been accused of, found guilty of, or been a victim of **either** domestic violence or an anti-harassment action? Yes _____ No X. If **yes**, please explain.

F. Evidence of your knowledge, training, and experience, in the following areas, pursuant to RCW 11.88.090 (3) (b) (I). You must complete **in full** the information requested below, in the space provided, in addition to attaching a required resume or vitae. However, answers that only refer to a resume or vitae are **not** acceptable.

1) The number of times you have been removed for failure to perform duties as Guardian ad Litem. For each removal, give a brief explanation, with the county, case name, cause number, and attach all relevant documents from the court file along with a copy of the court order.

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2) Please list all other trainings you have attended, the month/year attended and the materials covered in each training you attended.

See attached pages.

I also certify the following:

G. I will successfully complete the Guardian ad Litem training required by the Pierce County Superior Court and under the laws of the State of Washington (only approved

training qualifies) under the laws of the State of Washington and immediately submit my Certificate of Attendance.

AGREE DISAGREE _____

H. My normal hourly rate is \$ 200⁻. My hourly rate to serve as Guardian ad Litem in guardianships is \$ 200⁻.

I. I am presently not serving, nor have I recently applied to serve, as a Judge or Commissioner pro tempore in Pierce County Superior Court. I understand that I am not permitted to serve in both capacities.

AGREE DISAGREE _____

J. I have no criminal history or license suspension or revocation.

AGREE DISAGREE _____

K. I am not the subject of any pending investigation or action by a government agency, professional organization or one that would result in either a criminal conviction or a license revocation or suspension.

AGREE DISAGREE _____

L. I have read and understand the applicability to me and agree to be bound and governed by the Pierce County Superior Court Administrative Policy #3 for the Title 11 Guardian ad Litem Registry.

AGREE DISAGREE _____

M. I have read, signed, returned and understand the applicability to me of the Pierce County Superior Court Administrative Policy #4 Title 11 Guardian ad Litem. Code of Conduct and agree to be bound and governed by the Code of Conduct.

AGREE DISAGREE _____

N. I have completed in full, signed and attached the confidential supplement to this renewal application.

AGREE DISAGREE _____

If you disagree for **any** above (G-N) please explain in full:

I certify that I have thoroughly studied the provisions and requirements of Title 11 and believe I am fully qualified to be appointed as Guardian Ad Litem for Guardianships in Pierce County, Washington.



Signature

March 11, 2009

Date of signing

Heather Crawford

Print Name

Tacoma, WA

Place of signing

Please continue to next page.

POLICY 4

**PIERCE COUNTY SUPERIOR COURT
RCW 11.88 GUARDIAN AD LITEM
CODE OF CONDUCT**

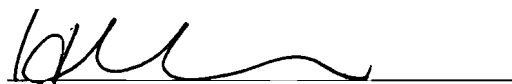
All Guardian ad Litem's shall fully comply with this Code of Conduct and the requirements of Superior Court GALR, effective 11/01:

1. The appointed Guardian ad Litem shall decline the appointment if they are not qualified, competent, or able to complete the matter in a timely manner.
2. The Guardian ad Litem shall maintain the ethical principles of their own profession in addition to compliance with this Code of Conduct.
3. The Guardian ad Litem shall promptly advise the court of any grounds for **disqualification** or unavailability to serve.
4. The Guardian ad Litem shall avoid self-dealing or association **from** which the Guardian ad Litem might directly or indirectly benefit, other than from compensation as a Guardian ad Litem.
5. The Guardian ad Litem shall not guarantee or create the impression that any portion of the investigation will remain confidential, and shall inform all witnesses that the information gathered by the Guardian ad Litem must be reported to the court.
6. All records, including contemporaneously maintained time and expense records, of the Guardian ad Litem shall promptly be made available to the parties and their attorneys for review upon request, without formal discovery **request(s)** being made. Copies of the records may be made by the parties and their attorneys under circumstances that assure that the file remains complete, organized and intact.
7. Once admitted to the RCW 11.88 Registry, all Guardian ad Litem's shall fully comply with all continuing education requirements established under Pierce County Local Rules and **GALR**, as amended.
8. The Guardian ad Litem shall report to D.S.H.S. and the court, any adult abuse as **defined** in RCW 74.34.020(2).

The undersigned acknowledges receipt of the foregoing, has read the same and **GALR**, and agrees to be governed by all.

March 11, 2009

Date



Signature

(Adopted 5/4/98; amended 5/6/02)

HEATHER L. CRAWFORD

(253) 627-7800

hc@balsamlaw.com

609 Tacoma Ave. S., Tacoma, WA 98402

PROFESSIONAL EXPERIENCE

Attorney, *Robin H. Balsam PS* 312006-present

- Draft court pleadings related to guardianship and probate cases.
- Represent clients in complicated guardianship and probate matters.
- Interview elderly and disabled clients including advocating for them to protect client's best interests based on their goals.
- Negotiate settlements in contested matters.

Attorney, *Frost & Associates, PC* 212006 – 312006

- Drafted probate pleadings related to community property agreements, intestate, and testate estates.
- Drafted deeds transferring property subject to community property agreements.

Staff Attorney, *Chambers of U. S. District Judge Robert J. Bryan* 712003 – 812004

- Researched issues and drafted orders for federal judge including orders on dispositive motions on topics such as employment discrimination, 42 U.S.C. § 1983, insurance contract interpretation, social security, and constitutional violations.
- Applied chamber's ethical standards to negotiate settlement of pre-trial disputes. Collaborated with clerks and judges to formulate resolution of issues.
- Managed docket and prioritized projects to keep docket current.

Attorney, *Law Offices of Gregory J. Murphy, P.S.* 312003 – 612003

- Independently researched the evolution of the Americans With Disabilities Act and prepared 90-page outline for distribution at continuing legal education seminar.
- Worked on team to facilitate planning and opening of new law office.

Attorney, *Lowenberg, Lopez & Hansen, P.S.* 412001 – 212003

- Independently researched and wrote hundreds of diverse pleadings and memoranda.
- Participated in settlement negotiations and persuasively presented motions to court.
- Analyzed potential case files and presented findings to partners for review.
- Objectively listened to client's issues and forecasted outcomes.
- Prioritized projects to fulfill the expectations of three partners.
- Facilitated all phases of professional communications.
- Diligently pursued client's best interests and goals.

EDUCATION

Seattle University School of Law, Seattle, WA

Juris Doctor, Cum Laude 1999

University of Washington, Seattle, WA

Bachelor of Arts Degree, Economics 1993

F(2): Please list all other trainings you have attended, the month/year attended and the materials covered in each training you attended

DATE	DETAILS
2/19/2008	Title: Vulnerable Adult Protection Orders. During this CLE, we covered matters related to obtaining Vulnerable Adult Protection Orders, including the burden of proof for an order, the process, bonding of the petitioner, and the applicability and usefulness of such orders.
3/7/2008	Title: Forensic Accounting. This was a day-long seminar focusing on how to pull together a forensic accounting of an alleged incapacitated person's estate. We focused on the key documents needed for a forensic accounting and the process for putting together such an accounting in a most efficient manner. The seminar also covered issues related to spotting unauthorized gifting and the process for tracking down such gifting.
3/11/2008	Title: Secrets to Successful Investigations. This CLE was a very practical CLE in that it covered using credit reports to find out the debts of a person. It also provided information on how to use essentially free internet resources to track down people. It covered the usefulness of credit headers in credit reports and the different types of credit reports. The CLE also spent considerable time on using the internet to find information through public records.
4/15/2008	Title: Prosecuting Those Exploiting Vulnerable Adults. This was an hour-long CLE sponsored by the Tacoma-Pierce County Bar Association. A prosecutor came and spoke on the types of people that they are prosecuting for exploiting vulnerable adults. She presented information on putting together a useful case, the types of evidence they are looking for in prosecuting those people, as well as what types of evidence are useful in pursuing that prosecution.
5/16/2008	Title: Annual Guardian ad Litem Training. This was an all-day seminar in Seattle to renew my eligibility for the GAL registry. Some of the topics included in this CLE include how to diffuse conflict and using conflict resolution skills in guardianship and other matters. There was a case law update and discussion on different roles that a GAL serves in different matters such as being an investigator in a guardianship, when you are appointed to represent an AIP, and also in a vulnerable adult protection order case.

5/20/2008	Title: Payment of Fees and the New Fee Cap from DSHS. This was an hour-long presentation from a DSHS worker that helped guide guardians in collecting fees on DSHS cases.
7/15/2008	Title: Substantiating an APS Case. This was a presentation from an assistant attorney general on the process that APS goes through in investigating intakes, and also the processes related to substantiation and what it takes to substantiate an APS case.
9/16/2008	Title: Crisis Services of Pierce County. This was a presentation from a Pierce County employee who works for the Pierce County Crisis Center. He provided background and information as to what type of people the center treats and the process of how people are admitted and placed in facilities.
11/6/2008	Title: 7 th Annual Guardianship Seminar. I was the chair of the Tacoma-Pierce County Bar Association Guardianship Committee for the year 2008, and I organized this seminar. Topics covered included representing people who are incapacitated under RCW 4.08.060, emergency guardianships and informed consent, the domestic partnership bill, the perception of self-dealing and conflicts of interest as presented by commissioners, how to use a nurse care manager in a case, an <i>ethics/morals</i> presentation. There was also a presentation on the pre-appointment interaction between Guardians ad Litem and guardians, and a presentation from representatives of the Certified Professional Guardian Board as to what guardians are doing well, what they need to improve upon, and what leads up to investigation of a guardian.
Sept. 2008 - Jan. 2009	During this time period, I attended the University of Washington guardian certification program, which was about a 90-hour program and is required for the certification of guardians in Washington State. This was the first time this program was conducted. Basically, all issues related to acting as a professional guardian were covered. I passed the class and am now a certified professional guardian.
January 23, 2009	Title: Elder Law Essentials: the Critical Foundation for Your Elder Law Practice. This seminar covered a lot of issues related to estate planning, as well as probating an estate for an elder law client. It also dealt with some of the more complicated issues related to probate.

Certificate of Completion

King County Bar Association

Heather Crawford

**2009 Washington State
RCW 11.88.090 Guardian ad Litem Training
Guardian ad Litem Training**

Re-Certification, April 24, 2009

April 24, 2009: 5.50 General & 1.00 Ethics for a Total of 6.50 CLE Credits Approved (approval # 227 029)

5.75 Certified Professional Guardian Credits Approved for April 24, 2009 (4.75 General & 1.00 Ethics)



Roxanne Mennes, Education Director, King County Bar Association