



Utah State Courts

Court Visitor Volunteer Program

Training Agenda

October 27th, 29th, and 31th, 2014

Matheson Courthouse, 1st floor
Suite W-19, Conference Rooms B & C
450 South State Street, Salt Lake City

DAY 1

Monday, October 27, 2014

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| 9:00 - 9:30 | Welcome: why the court needs visitors; volunteer objectives (Presiding Judge Royal Hansen, Third District Court; Karolina Abuzyarova, Court Visitor Program Coordinator, Utah State Courts) |
| 9:30 – 10:00 | Introduction (Karolina Abuzyarova, Program Coordinator, Utah State Courts): <ul style="list-style-type: none">• What we are going to learn• Volunteer resources: volunteer manuals, court forms and instructions |
| 10:00 – 11:15 | Guardianship law and court procedures (Kent Alderman, Attorney at Law) |
| 11:15 – 11:45 | Understanding the role of the guardian: guardian vs. caretaker; differences between public, professional and non-professional guardians (Shannon Alvey, Program Manager, Office of Public Guardian) |
| 11:45 – 12:00 | Break |
| 12:00 – 12:30 | Court case files – how to find them, how to read them, what information to get from them (Julie Rigby, Team Manager, Third District Court) |
| 12:30 – 1:00 | Ethics, confidentiality and conflict of interest – the volunteer role and its limits (Brent Johnson, General Counsel, Utah State Courts) |

DAY 2

Wednesday, October 29, 2014

- 9:00 – 11:15 Who are the people we will be helping: typical physical and mental conditions affecting individuals under guardianship
- Physical disabilities affecting protected persons (**Rolf M. Halbfell, Program Administrator, Division of Services for People with Disabilities**)
 - Mental health conditions (**Don Muller, LCSW, Valley Mental Health**)
 - Types of dementia: Alzheimer's disease and others (**Dustin B. Hammers, Ph.D. Neuropsychologist, Center for Alzheimer's Care, Imaging and Research**)
- 11:15 - 11:45 Living conditions of vulnerable adults (**Shannon Alvey, Program Manager, Office of Public Guardian**)
- 11:45 –12:00 BREAK
- 12:00 – 1:15 Overview of problems in guardianships (**Debbie Booth, Information Specialist, Adult Protective Services**):
- How to identify abuse, neglect and isolation of vulnerable adults
 - Red flags of financial exploitation
- 1:15 – 1:30 Available community resources, referral policy (**Karolina Abuzyarova, Program Coordinator, Utah State Courts**)

DAY 3

Friday, October 31, 2014

- 9:00 – 11:45 Excusing respondent from the hearing and ensuring protected person's well-being:
- Safety matters (**Carol Price, Security Director, Utah State Courts**)
 - How to get started on the visit, how to best communicate with the protected person, how to listen and problem solve (**Rob Denton, Managing Attorney, Disability Law Center; Holly Kees, Volunteer Coordinator, Utah State Courts**)
 - Volunteer assignment process. Volunteer contracts and work reports (**Karolina Abuzyarova, Program Coordinator, Utah State Courts**)
- 11:45 – 12:00 BREAK
- 12:00 – 12:30 Reviewing and auditing the guardian's annual reports: matching the care report with the financial report, inventory of documents, what to look for (**Tom Quam, Volunteer Auditor, Court Visitor Program**)
- 12:30 – 1:00 Finding the guardian's and protected person's whereabouts (**Holly Kees, Volunteer Coordinator, Utah State Courts**).