

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

Plaintiff,)
)
vs.)
)

Defendant.)
_____) Case No. _____

ORDER APPOINTING PARENTING COORDINATOR

_____ is appointed in the above captioned case as Parenting Coordinator (PC), pursuant to Alaska Civil Rules 53 and 100. In compliance with Rule 100, the Court has

- screened the parents for domestic violence,
- the parents have agreed to participate in the process, and
- confirmed that the PC has training and authority to take precautions to ensure the safety of the parents in the process.

You must contact the PC and make an initial appointment within 5 days of service of this Order at (907)_____.

The PC has authority to decide issues through a quick decision-making process after working with the parents to resolve their disputes. The court finds that it is in child(ren)'s best interest for the PC to assist the parents to implement the final orders issued in this case. The Coordinator's authority shall be limited, as set out below. This appointment shall continue for a period up to two years, unless otherwise ordered. The PC is an officer of the court and enjoys quasi-judicial immunity. By participating in the parenting coordination process, the parents agree that the PC's file may not be subpoenaed, and the PC may not be compelled to testify.

The PC may provide assessment, education on child development and parenting, case management, and teaching conflict resolution skills in order to manage parental conflict and reduce the need for court intervention.

You can find more information about the role of the PC at <http://courts.alaska.gov/shc/representing-yourself.htm>.

The parents have the following minor child(ren):

Name	DOB

SCOPE OF AUTHORITY:

The PC shall have no authority to modify legal custody, or to change the percentage of physical custody between the parents.

The PC has authority to resolve disputes in the following areas, EXCEPT those areas that are lined out:

- exchange dates/times/locations/responsible party
 - determining holiday and vacation time, including in-service days
 - minor or temporary schedule changes (percentage of custody remains the same)
 - birthdays
 - participation by others in one parent's time with child(ren)
 - contact with others, including relatives, stepparents or new partners
 - communication with child
 - travel arrangements
 - transportation to and from parenting time
 - school placement
 - school transportation
 - educational issues – e.g., tutoring, communication with teachers, absences
 - extracurricular activities and after-school activities (including employment)
 - technology and social media
 - recreation
 - summer camps
 - health care management, including mental health services
 - discipline
 - participation in childcare/daycare and babysitting
 - bed time
 - diet
 - clothing and grooming
 - driver's license and driving
 - OTHER: _____
 - _____
- Additionally, the parents may agree to let the PC make a final decision on other child/parenting focused matters after they have first attempted to reach agreement, but have been

unsuccessful, rather than taking such issues up in court. The PC will document any agreement between the parents that grants additional authority.

RELEASE OF CONFIDENTIAL AND PRIVILEGED RECORDS AND INFORMATION:

The PC may have contact with third parties, or with the child(ren) listed above, as necessary to make decisions. This Order shall operate as a court-ordered release of information allowing the PC, without further court order, to access confidential and privileged records and information pertaining to the above-named child(ren). These records shall include, but not be limited to:

- law enforcement,
- Office of Children's Services,
- Child Custody Investigator's Office,
- Office of Public Advocacy,
- Division of Juvenile Justice,
- Division of Motor Vehicles,
- Child Support Services Division,
- Fire Department and paramedics,
- Department of Corrections,
- educational, psychological, psychiatric, medical, social work, day care, employment, alcohol and drug assessment or treatment, domestic violence assessment or treatment, emergency shelter.

The parents must sign "releases of information" for access to these records should the PC request them. The court further orders that the PC and the Child Custody Investigator's office, as well as any private custody investigator, are released to confer about the above-named child(ren).

Both parents shall cooperate with the PC to facilitate communication with third parties.

MANDATORY REPORTS: The PC shall make a mandatory report to the Office of Children's Services of any suspected child abuse or neglect. The PC may choose to report any apparent serious risk of harm to a party, another family member, or a third party to the appropriate authority.

COMMUNICATION: Before contacting the PC, parents may try to reach agreement on minor implementation issues (if there is no domestic violence protective order or criminal conditions of release prohibiting contact). If there is no agreement, either parent may contact the PC by telephone or e-mail for assistance. The Coordinator will try to return e-mails or messages in a timely manner, but may be unavailable for brief periods. If there is an emergency, a parent should call the police, medical providers or OCS, as necessary. Each parent shall keep appointments and comply with the policies and procedures of the PC. The PC will attempt to contact both parents before making a decision and upon making a decision. Both parents shall make contact with the PC when requested, by e-mail, telephone or in-person, and shall participate in the process, as defined by the PC. The PC will make decisions without unreasonable delay.

Communication with the PC is not confidential or privileged. The PC shall not disclose any information about the child(ren) or parents except as necessary to fulfill the duties and responsibilities outlined in this Order. Confidential records will not be disclosed without a court order.

The PC shall keep detailed records of contacts and decisions, and submit a written summary to the court annually. The PC will give each parent a copy and put a copy in the court file as a confidential document. The PC may also make recommendations for modification of the existing order, or for referrals to services.

Every agreement between the parents and every decision made by the PC will be in writing and a copy provided to both parents. This may be by email.

The PC may consult with professional colleagues for mentoring and support. All communication related to such consultations shall be confidential.

COURT REVIEW: If either parent does not agree with the PC's final decision, that parent may file objections with the court within five days of the distribution of the decision. The PC decision will be in effect unless the court orders otherwise. If necessary, either parent may request expedited consideration. The court may request the PC to provide documentation of communications and decisions, including a summary of the basis for the decision. Alternatively, the parents may agree, in advance of the PC making a decision on any particular issue, that they will not dispute the decision in the court, regardless of the decision.

If either parent is not complying with this Order, the PC may request assistance from the assigned judge who shall consider the request on an expedited basis.

PAYMENT TO PARENTING COORDINATOR:

The parents are each responsible for 50% of the PC's charges, and 50% of any required retainer/and or deposit.

Parent (*name*) _____ shall pay ____% of the PC's charges, and ____% of any required retainer/and or deposit, and

Parent (*name*) _____ shall pay ____% of the PC's charges, and ____% of any required retainer/and or deposit .

The PC will not change how the fee will be paid based on the parent's ability to pay. The PC may change the amount each parent is responsible to pay due to abuse of his/her services. In any other circumstances, changing the fee requires the parents' agreement or an order from assigned judge.

COURT-BASED PARENTING COORDINATOR: Low income parents do not have to pay the PC. The PC is obligated to notify the court if the parents have significant income changes.

RESIGNATION OF PARENTING COORDINATOR: The PC may resign any time he/she determines it is in the child(ren)'s best interests, or if the PC is unable to serve out his/her term, upon thirty (30) days' written notice to the parents and the assigned judge.

Date

Judge
(type or print name)

CERTIFICATE OF DISTRIBUTION

I certify that on _____ a copy of this Order was [] mailed [] hand delivered
[] emailed to: [] Plaintiff [] Defendant [] Plaintiff's Lawyer [] Defendant's Lawyer [] FLSHC
[] Parenting Coordinator [] Other _____

Deputy Clerk / JA

** Attach the most recent Parenting Plan / Custody Order for the Parenting Coordinator

CONTACT INFORMATION

Parenting Coordinator: _____

Phone _____ Email _____

Parent 1: _____

Phone _____ Email _____

Parent 2: _____

Phone _____ Email _____

The parents must notify the Parenting Coordinator about changes in contact information.

Private parenting coordinators must file an Entry of Appearance with the court. (See the Family Law Self-Help Center website for an Parenting Coordinator Entry of Appearance form, SHC-1820: http://courts.alaska.gov/shc/family/shcforms.htm..