**GUIDELINES FOR THE ADDENDUM TO THE HEARING REPORT TO THE COURT**

**CASA KANE COUNTY**

**For Advocate Supervisor Use Only** – GAL Volunteer does not complete this section. Leave blank.

**For GAL to Complete** – GAL Volunteer completes all the information for this section.

**1. Heading**

* Case Number(s)
* Hearing Date - date scheduled for the Hearing for which this addendum is being submitted
* Type of Hearing – Name of the Hearing for which this addendum is being submitted
* Example: Permanency, Status of Services, etc.

**2. Child Section**

* Children listed in birth order from oldest to youngest
* Use full name, ex. Robert Price
* Date of birth
* Age of child, as of the date of the hearing, calculated to nearest year
* calculate in months for children under two years of age (listed as 1-24 months)
* Include Mother and Father (if applicable), and if the Father is Legal, Putative or N/A
* If there is no Mother or Father, enter “N/A” in the appropriate box

**3. Foster Placement History**

* For each child, list Name, Placement No., Foster Parent Name, Type, and Dates of Placement
* Types of placements include:
* Relative – include relationship to the child, ex. Relative – Maternal Aunt
* Fictive Kin
* Traditional
* ILO (Independent Living Option)
* TLP (Transitional Living Program)
* Residential Facility
* Hospital
* Group Home
* Shelter
* On Run
* Agency Office
* Other (provide name or description)
* List current placements first
* List when the placement started and ended (or “until present” if the placement is still active)
* If multiple children in the case, list placements from oldest to youngest child

**4. New Information**

* Provide the update you would like to share with the judge