



## **CHILD CUSTODY EVALUATION INFORMATION & DECLARATION STATEMENT**

### **INTRODUCTION**

The information contained in this document gives a summary of the custody evaluation format, the required documents, the fee schedule and a declaration statement that must be signed in advance of the evaluation.

### **CUSTODY EVALUATION FORMAT**

- 1) Parent #1 will attend a one-hour individual session for the purpose of the evaluator gaining insight into the history of the custody case before the court.
- 2) Parent #2 will attend a one-hour individual session for the purpose of the evaluator gaining insight into the history of the custody case before the court.
- 3) Parent #1 and the children will attend a two-hour family session. This session must include all persons who reside in the household and may also include any additional persons who play an active role in the children's lives while they are at that parent's home. This session consists of observation and interviews. It is unstructured and allows the evaluator to observe the interaction of the family members with the children in question.
- 4) Parent #2 and the children will attend a two-hour family session. This session must include all persons who reside in the household and may also include any additional persons who play an active role in the children's lives while they are at that parent's home. This session consists of observation and interviews. It is unstructured and allows the evaluator to observe the interaction of the family members with the children in question.
- 5) Parent #1 will attend a second individual interview session with the evaluator for the purpose of gathering any additional information, answering questions that the evaluator may have and reconciling conflicting information.
- 6) Parent #2 will attend a second individual interview session with the evaluator for the purpose of gathering any additional information, answering questions that the evaluator may have and reconciling conflicting information.
- 7) A final joint session will be held with both of the parents in attendance (no children). The interaction of the parties will be assessed with respect to their ability to communicate and their ability to work toward cooperative parenting. At this time the evaluator may share conclusions and recommendations. This final session is part of the evaluation, and any information in this final session will be included in the final report.
- 8) Additional sessions may be needed for larger families, interviews with grandparents and other significant parties, home visits, etc. These sessions are not part of the regular evaluation fee and will be charged according to the fee schedule.

- 9) A Custody Evaluation Report is then written and submitted to the judge and both attorneys assigned to the custody case.

## **REQUIRED DOCUMENTS**

- 1) The Custody Evaluation Information and Declaration Statement (this form). The signature page must be signed and turned in at the first session.
- 2) The Custody Evaluation Parent Intake Form must be filled out and turned in at the first session.
- 3) A Custody Evaluation Child Information Form must be filled out on each individual child involved in the evaluation and turned in at the first session. Each parent must fill this form out on each child.
- 4) A Custody Evaluation Release of Information Form should be filled out for each of the people/places listed below:
  - a. Parents
    - i. Attorney(s)
    - ii. Doctor(s) seen in the last five years
    - iii. Mental health professional(s) seen in the last five years
    - iv. Anyone else you want Dr. Belaire to talk to or anyone else Dr. Belaire deems necessary
  - b. Each Child
    - i. Doctor(s) seen in the last five years
    - ii. Mental health professional(s) seen in the last five years
    - iii. School(s) attended in the last five years
    - iv. Daycare(s)/Sitters for the last five years
    - v. Anyone else you want Dr. Belaire to talk to or anyone else Dr. Belaire deems necessary
- 5) Copies of any legal documents, records, reports, orders or pleadings. This should include those related to separation, divorce, custody, etc.
- 6) Any additional documents or items that the evaluator may need to see or hear.

## **FEE SCHEDULE**

Responsibility for payment is expected to be split between each of the parents unless other arrangements are made prior to the start of the evaluation or a court order is issued specifying payment amounts. If a court order is issued concerning payment, a copy of the signed order must be submitted for the custody evaluation records at Belaire Counseling Services.

Each party is expected to pay his/her portion through one of the following two methods:

- 1) The custody evaluation fee may be paid in full in advance by cash or check. If a parent chooses to pay using this method, he or she will receive a 10% discount on his or her portion of the fee.
- 2) The custody evaluation fee may be paid over the course of the evaluation by making payments at each session with payment in full due by the last session.

Any cancellation with less than 24 hours notice or a failure to show will be billed at the regular hourly rate of \$150.00.00/hour and must be satisfied before another session can be scheduled. A \$35.00 NSF fee will be applied to any returned checks.

→ All financial obligations must be completed before a report will be written.

Service	Fee	Notes
Custody Evaluation	\$3000.00	Includes sessions listed above and the written report
Additional hours for written report for court	\$150.00 / hour	
Home Visits	\$400.00 / visit	A visit is for up to 2 hours; mileage will be charged for distances greater than 20 miles
Court appearance	\$1000.00 / day	To be paid one week in advance
Depositions	\$200.00 / hour	2 hour minimum paid one week in advance; payment for additional hours to be paid in full at the end of the deposition.
Additional sessions	\$150.00 / hour	

*Note: Additional court and deposition hours are charged from the start of the hour and are not prorated.*

## CONFIDENTIALITY

I agree to pay in full the custody evaluation fee as well as any additional charges incurred. **I understand that the custody evaluation report will not be generated until my account is settled.** I understand that any cancellation with less than 24 hours notice or a failure to show up for a session will be billed at the regular hourly rate and must be satisfied before another session can be scheduled. In addition, I understand that in court-ordered evaluations, the traditional doctor-patient confidentiality requirements are not applicable and any information or data that is presented in the evaluation may be made available to the court and/or included in the custody evaluation report.

**I have read, understand, and accept the terms listed above:**

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Signature

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Date