

OAKLAND COUNTY PROBATE COURT CONFIDENTIAL FILE INSPECTION VERIFICATION FORM

Administrative Order 2011-01J, the State Court Administrative Office's Chart of Nonpublic and Limited – Access Court Records and implementing policies allow the following automatic access:

TYPE OF FILE	DOCUMENT	WHO HAS AUTOMATIC RIGHT TO INSPECT
1) All Files	ANY confidential materials	GAL
2) All Files	Independent medical or psychological reports/exams	The respondent, the petitioner, their attorneys, the guardian, and the special fiduciary. A nominated fiduciary may not inspect until they are appointed.
3) Developmentally Disabled Files	<i>Reports to Accompany PC659</i>	Respondent, petitioner on pending petition and their attorneys.

Those with an automatic right to inspect may only view (not copy) the listed documents. (For instance, an attorney for an alleged legally incapacitated individual may only view the independent medical or psychological reports/exams; no other confidential materials will be released for inspections.) *A Motion and Order to Inspect Confidential Materials* may be filed by anyone to request permission to inspect additional materials or the entire confidential file. If access is granted, attach a copy of the order to this request.

TO VIEW A CONFIDENTIAL FILE, COMPLETE THIS FORM AND TAKE IT TO THE PROBATE VAULT.

FILE NO.	FILE NAME
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I am the ☐ GAL

I am a party listed in #2 or #3 above:

☐ Respondent (ward, alleged legally incapacitated individual, protected individual, developmentally disabled individual or individual with mental illness)

☐ Petitioner on a pending petition

☐ Attorney for one of the above

☐ Guardian/Special Fiduciary

For Staff Use	Initials
☐ Verified OA ☐ Checked ID ☐ Released entire file	
☐ Verified ☐ Checked ID ☐ Only released IMEs/Report	
☐ Verified pending petition ☐ Checked ID ☐ Only released IMEs/Report	
☐ Verified OAA or "appearance" ☐ Checked ID ☐ Only released IMEs/Report	
☐ Verified OAA ☐ Checked ID ☐ Only released IMEs/Report	

Date

Signature

Print Name