

January 2016  
Department of Aging and Disability Services

Re: Required Reporting to the Judicial Branch Certification Commission for Calendar Year 2015

As of September 1, 2014, the Judicial Branch Certification Commission (JBCC) assumed the duties and responsibilities of the Guardianship Certification Board.

Texas Estates Code 1104.258 [formerly Probate Code § 697A(b)] and Rule 7.3(g) of the JBCC Rules require DADS to submit a statement to the JBCC. The statement must include the name, address and telephone number of each employee who is or will be providing guardianship services to a ward of DADS, and the county or counties in which each employee is providing or is authorized to provide those services. Reporting requirements are the same as last year, except reports are now submitted to the JBCC, not the former GCB.

Following the same protocol as previous years, DADS will send one report to the JBCC for all its affected employees. Please visit the JBCC website ([www.txcourts.gov/jbcc/guardianship-certification.aspx#AnnualReportingReqs](http://www.txcourts.gov/jbcc/guardianship-certification.aspx#AnnualReportingReqs)) to download a form for use in reporting this information. Please submit the completed form to my attention at the e-mail address or the post office box address shown on the form; an e-mail submission is preferred.

If you have any questions, or if I may be of assistance to you, please contact me. My direct phone number is 512/475-2873, and my e-mail address is [lesley.ondrechen@courts.state.tx.us](mailto:lesley.ondrechen@courts.state.tx.us).

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