

INSTITUTE FOR HEALTH SERVICES

GUARDIAN EDUCATION 4-HOUR OR 8-HOUR COURSE

Thank you for your interest in Daytona State College Guardianship courses. You, as a guardian, will be providing a service that will give you personal satisfaction and help a loved one in need. Individuals who need a guardian may be a minor child, a person with dementia and/or Alzheimer disease, a developmental disability, a chronic illness, etc.

Each person appointed by the court to be a guardian must complete the required number of hours of instruction within 4 months after appointment. This instruction and education must be completed through a course approved by the Chief Judge of the Circuit Court and taught by a court-approved organization. Daytona State College is a court-approved organization and these two guardianship courses have been approved by the Chief Judge of the 7th Judicial, Circuit Court of Florida – Judge J. David Walsh and Circuit Judge C. McFerrin Smith, III, Probate Division—Guardianship.

Guardian Education Requirements are listed in Guardianship Chapter 744.3145 of the Florida State Statutes. Each person appointed by the court to be the guardian of the property of his or her minor child must receive a minimum of 4 hours of instruction and training. Each person appointed by the court to be a guardian, ***other than a parent who is the guardian of the property of a minor child***, must receive a minimum of 8 hours of instructions and training. **To determine whether you should pre-register for the 4 hour or 8 hour training, please consult with your attorney or the Judge. Then call us to register.**

Four Hour Guardian of Property of Minor Course - This course covers the legal duties and responsibilities of the guardian of the property, the preparation of the initial inventory and annual guardianship accountings for the ward's property, and the termination of the guardianship. This course will be taught by Jane Pronovost, a Professional Registered Guardian, on **Thursday, February 2, 2012, from 5 pm – 9 pm**, Daytona Beach Campus, Bldg. 320, Room 541. Pre-registration and pre-payment of \$50.00, including manual, can be arranged by calling the Institute for Health Services at (386) 506-3522 (Answering machine on 24 hours a day). Check, cash, or credit cards are accepted.

Eight Hour Guardian of Person and Property Course - This course covers the legal duties and responsibilities of a guardian, the rights of the ward, the availability of local resources to aid the ward, and the preparation of habilitation plans and annual guardianship reports, including financial accounting for the ward's property. This course will be taught by Jane Pronovost, a Professional Registered Guardian, on **Saturday, February 11, 2012, from 9 am – 6 pm** with 1 hour lunch break, Daytona Beach campus, Bldg. 320, Room 541. You can bring lunch to eat in lounge that has vending machines (bring change) and a microwave. Pre-registration and pre-payment of \$100.00, including manual, can be arranged by calling the Institute for Health Services at (386) 506-3522 (Answering machine is on 24 hours a day). Check, cash, or credit cards are accepted.

Where to send check for pre-payment. Check is made out to "Daytona State College" (include driver's license on check) and mailed to:

Daytona State College
Institute for Health Services
P.O. Box 2811
Building 320, Room 540
Daytona Beach, FL 32120-2811

Directions to Building 320, Health Sciences Hall, on campus: (GPS does not work as building has no address)

Take Clyde Morris from International Speedway Blvd. or Mason Avenue to Dunn Avenue. Go East on Dunn. Go to fourth street on right and take right on Heineman Street. Go several blocks to the stop sign. Building 320 is on your left – 5 story tan brick building (to your right is the ambulance entrance of Halifax Hospital). Park in any lot surrounding the building. A Daytona State College parking decal is not required for this class.

Looking forward to meeting you,

Paula Morton, MSW, RN
Coordinator, Institute for Health Services

P.S. Bring a pen, a highlighter, a calculator, and a jacket or sweater as classroom may be cool.