

Canyon County Board of Community Guardians

1115 Albany Street, #11
Caldwell, ID 83605
(208) 455-5969 Phone ~ (208) 454-6899 Fax
Email: Community.Guardians@canyoncounty.id.gov

Referral Application Guardianship/Conservatorship

Please include a physician's letter and supporting medical records

CLIENT INFORMATION

Legal Name	Date of Birth	Social Security Number	Today's Date
Address	City	State	Zip
Phone Number	Sex	Marital Status	

REFERRAL INFORMATION

Person Making Referral	Phone	Agency
Address	City	Zip Code
Email Address		

Reason for Referral:

MEDICAL INFORMATION

Physician's Name _____

Phone Number _____

Address _____

City, State _____

Zip _____

Prescribed Medications _____

MEDICAL DIAGNOSIS & PROGNOSIS

FINANCIAL INFORMATION

Source	Amount	Source	Amount
Social Security	\$ _____	Property Owned	\$ _____
SSI or SSD	\$ _____	State Cash Assistance	\$ _____
Veterans Benefits	\$ _____	Interest/Dividends	\$ _____
Food Stamps	\$ _____	Inheritance/Trust	\$ _____
Retirement	\$ _____	Checking	\$ _____
Tribal Assistance	\$ _____	Savings	\$ _____
Other:	\$ _____	Other:	\$ _____

RESOURCES: Medicaid * Medicare * Other Insurance ? _____

PERSON HANDLING FINANCES

Name: _____ Relationship: _____

Address: _____ City/Zip: _____

Phone: _____

NEXT OF KIN INFORMATION (Parent, Spouse, Children or any living relatives)

Name: _____ Relationship: _____

Address: _____ City/Zip: _____

Phone: _____

Name: _____ Relationship: _____

Address: _____ City/Zip: _____

Phone: _____

Please provide details of any conversations with or requests made to next of kin to serve as guardian/conservator of the potential client:

Signature

Title

Date

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Referral Process

All referrals shall be initiated with a completed Referral Form. All referrals shall be sent to the County Coordinator, either by:

Facsimile: (208) 454-6899
Email: community.guardians@canyoncounty.id.gov
Mail: 1115 Albany Street, Box 11, Caldwell, ID 83605

- The County Coordinator will review all referrals and provide an initial screening to determine whether or not the referral contains sufficient information for the Board to review.
- Following the initial screening by the Coordinator, if the proposed referral qualifies for a Board Guardian, the County Coordinator will investigate the facts and circumstances as set forth in the referral.
- The County Coordinator shall confer with the contact person listed on the referral and begin the investigation.
- The County Coordinator will bring new referrals to the Board and decisions are made collectively by the Board.
- When the Board has made the final decision to accept a referral and act as guardian, an individual guardian is assigned.

Thank you