

**FILED**

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DAVID H. YAMASAKI  
Chief Executive Officer/Clerk  
Superior Court of CA, County of Santa Clara  
BY Irene Lai DEPUTY

SUPERIOR COURT FOR THE STATE OF CALIFORNIA  
COUNTY OF SANTA CLARA  
JUVENILE DIVISION

STANDING ORDER AUTHORIZING CHILD ADVOCATES OF SILICON VALLEY TO  
OBTAIN COPIES OF COURT REPORTS NEEDED TO PLACE CHILDREN ON A WAIT  
LIST TO RECEIVE A CHILD ADVOCATE

In order to better serve the children who are dependents of the Santa Clara County Superior Court, and as required by California Rule of Court 5.655, Child Advocates of Silicon Valley (the CASA program in Santa Clara County) has designed a procedure for selecting cases for appointment of a Child Advocate.

The selection procedure includes screening all cases to determine if a Child Advocate is appropriate. Once a child has been selected to be placed on the advocate wait list, the appropriateness of the selection will be verified with the assigned social worker. Once that verification has occurred, the child's name will be placed on a list of waiting cases which can be assigned to Child Advocates. In addition to this screening process, the court, social workers, attorneys in the dependency system, and other interested persons in the dependency system can request that a child's name be placed on the waiting list. The names of children will be removed from the list when the case is dismissed or the court, or others involved in the case, request that a child be removed from the waiting list because a Child Advocate is no longer needed.

This procedure was designed to expedite the referral process and ensure that all children are considered for a Child Advocate. To implement this procedure, it is necessary for Child Advocates of Silicon Valley to receive and review copies of court reports for all hearings or other proceedings in all cases. Reports concerning the cases selected for the waiting list will be handled and stored in a manner that ensures the reports and all information contained in the reports remains confidential. And, any review of reports for potential appointment of an advocate will be handled pursuant to the Child Advocate confidentiality guidelines outlined in CRC 5.655 and Welfare and Institutions Code Section 827. Reports concerning cases not selected for appointment of an advocate will be destroyed.

THEREFORE, THE COURT MAKES THE FOLLOWING ORDER:

Child Advocates of Silicon Valley is authorized to obtain and review all reports for the purpose of selecting appropriate children to place on the waiting list to have a Child Advocate appointed. The reports will be handled in accordance with the procedure outlined above. This order will end as of December 31, 2018.

Dated: 11/9/15

Shawna Schwarz  
Judge of the Superior Court  
**SHAWNA SCHWARZ**