

FILED

APR 06 2016

Juvenile Justice Court
Superior Court of California
County of Santa Clara

DAVID H. YAMASAKI
Chief Executive Officer/Clerk
Superior Court of CA County of Santa Clara
BY Sneha Burnside DEPUTY

SNEHA BURNSIDE

In order to help provide treatment, services, and support to minors participating in or being screened for the PATH2Services Court (Progress Achieved through Hope and Holistic Services) Legal Advocates for Children and Youth (LACY), and Bay Area Legal Aid (Bay Legal), as members of the PATH2Services Multidisciplinary Team, are hereby authorized to inspect and copy records to cases that are maintained by the Juvenile Justice Court, and other juvenile probation records maintained by the Santa Clara County Juvenile Probation Department.

LACY shall maintain the confidentiality of all records received at all times and shall retain and store these records according to the following policy: LACY shall adhere to general confidential procedures for retention of records, retain all client files until 7 years after case closure or the clients' 18th birthday, whichever event occurs later and be destroyed thereafter.

Bay Legal shall maintain the confidentiality of all records received at all times and shall retain and store these records according to the following policy: Bay Legal shall adhere to general confidential procedures for retention of records, retain all client files for a minimum of 5 years after case closure and be destroyed thereafter.

LACY and Bay Legal may also have advance copies of calendars from the court clerk's officer, so the offices may prepare in advance of court hearing dates. LACY and Bay Legal shall also adhere to the terms of the Confidential Agreement and Memorandum of Understanding for PATH2Services Multidisciplinary Team Members.

It is further ordered that LACY and Bay Legal may contact minors and / or their parents or guardians, following review of the minors' records, in order to coordinate the provision of civil legal services and educational services with their consent.

For each office, this order shall be effective for the period during which they are members of the PATH2Services Multidisciplinary Team.

Date: 4/5/2016



Honorable Katherine Lucero, Supervising
Judge of the Juvenile Justice Division