

# OFFICE OF THE STATE COURT ADMINISTRATOR

---



TO: Parental Responsibilities Evaluators  
FROM: Office of the State Court Administrator  
DATE: March 28, 2024  
RE: PRE Practice Guideline- Criminal History Check for Support Staff Presence During Parent Child Interactionals and/or Home Visits

## **Chief Justice Directive 21-02 Practice Guideline for PREs**

The Office of the State Court Administrator (“SCAO”) has developed a Practice Guideline requiring a criminal history check for support staff if they will be present during a parent child interactional and/or a home visit. If support staff will be present with the court appointed PRE during any parent child interactional, regardless of where it is occurring, or during a home visit, the support staff must first complete a Criminal History Check through SCAO. The PRE must contact the CFI & PRE Program Coordinator to obtain the Criminal History Check. Once the support staff receives a suitable determination from the CFI & PRE Program Coordinator, they can be present during the parent child interactional and/or a home visit. The Criminal History Check for support staff is valid for the same length of time as the PRE renewal cycle as stated in CJD 21-02, which is currently 5 years.