JV-217-INFO Guide to Psychotropic Medication Forms

Use these Judicial Council forms to ask for an order to give (or to continue giving) psychotropic medication to a child who is a ward or a dependent of the juvenile court and living in an out-of-home placement or in foster care, as defined in Welfare and Institutions Code, section 727.4. Local forms may be used to provide additional information to the court.

Exception: These forms are ***not*** required in these situations:

- If the child lives in an out-of-home facility *not* considered foster care, as defined by section 727.4, unless a local court rule requires it, or
- If there is a previous court order that gives the child's parent(s) the authority to approve or refuse the medication.

Required Forms		Optional Forms
JV-220	Application for Psychotropic Medication	The child, caregiver, CASA, or Indian tribe wanting to give input to the court may use one of these forms. JV-218 Child's Opinion About the Medicine JV-219 Statement About Medicine Prescribed
JV-220(A)	Physician's Statement—Attachment	
JV-220(B)	Physician's Request to Continue Medication—Attachment	
JV-221	Proof of Notice of Application	A person who opposes the proposed medication or who wants to give the court more information may fill out this form: JV-222 Input on Application for Psychotropic Medication
JV-223	Order on Application for Psychotropic Medication	
JV-224	County Report on Psychotropic Medication	

Required Forms

1 Form JV-220, Application for Psychotropic Medication

This form, the *Application*, gives the court basic information about the child and his/her living situation. It also provides contact information for the child's social worker or probation officer.

This form is usually completed by the social worker or probation officer, but is sometimes completed by the prescribing physician or his/her staff, or the child's caregiver.

Whoever completes the form must identify him/herself by name and by signing the form. If the prescribing physician completes this form, s/he must also complete and sign form JV-220(A) or form JV-220(B). *(See below.)*

2 Form JV-220(A), Physician's Statement—Attachment

This form is used to ask the court for a *new* order. The prescribing doctor fills out this form then gives it to the person who files the *Application* (form JV-220).

This form provides a record of the child's medical history, diagnosis, previous treatments, as well as information about the child's previous experience with psychotropic medications. The doctor will list his/her reasons for recommending the psychotropic medications.

Emergencies: A child may **not** receive psychotropic medication without a court order except in an emergency. A doctor may administer the medication on an emergency basis. To qualify as an emergency, the doctor must find that the child's mental condition requires immediate medication to protect him/her or others from serious harm or significant suffering, and that waiting for the court's authorization would put the child or others at risk. After a doctor administers emergency medication, s/he has 2 days at the most to ask for the court's authorization.

3 Form JV-220(B), Physician's Request to Continue Medication—Attachment

This is a shorter version of Form JV-220(A). It may only be used by the same doctor who filled out the most recent JV-220(A) form if s/he is prescribing the same medication with the same maximum dosage. The prescribing doctor fills out this form then gives it to the person who is filing the *Application* (form JV-220).

4 Form JV-221, Proof of Notice of Application

This form shows the court that all parties with a right to receive notice were served a copy of the *Application* and attachments, according to rule 5.640 of Calif. Rules of Court.

The person(s) in charge of notice must fill out and sign this form. A separate signature line is provided on each page of the form to accommodate those courts in which the provision of notice is shared between agencies. This occurs when local practices or local court rules require the child welfare services agency to provide notice to the parent or legal guardian and the caregiver and the juvenile court clerk's office to provide notice to the attorneys and CASA

volunteer. If one agency does all the required noticing, only one signature is required on page 3 of the form. The person(s) in charge of service should use the fastest method of service available so that people can be served on time. E-notice can only be used if the person or people to be e-served agree to it. (Code Civ. Proc. § 1010.6)

⑤ Form JV-223, Order on Application for Psychotropic Medication

This form lists the court's findings and orders about the child's psychotropic medications. The agency or person who filed the *Application* must provide a copy of the court order approving or denying the *Application* to the child's caregiver.

The copy of the order must be provided (in person or mailed) within two days of when the order is made.

If the court approves the *Application*, the copy of the order must include the last two pages of form JV-220(A) and all of the medication information sheets (medication monographs) that were attached to form JV-220(A).

If the child's placement is changed, the social worker or probation officer must provide the new caregiver with a copy of the order, the last two pages of form JV-220(A), and all of the medication information sheets (medication monographs) that were attached to form JV-220(A).

⑥ Form JV-224, County Report on Psychotropic Medication

The social worker or probation officer must complete and file this form before each progress review. It has information that the court must review, including the caregiver's and child's observations about the medicine's effectiveness and side effects, information on medication management appointments and other follow-up appointments with medical practitioners, and information on the delivery of other mental health treatments.

This form must be filed at least 10 calendar days before the progress review hearing. If the progress review is scheduled for the same time as a status review hearing, the form must be attached to and filed with the court report.

Optional Forms

⑦ Form JV-218, Child's Opinion About the Medicine

The child may use this form to tell the judge about him/herself and his/her opinion about the medicine.

The child may ask someone they trust for help with the form.

The child may also tell the judge how s/he feels in person at the hearing, by letter or through his social worker, probation officer, lawyer, or CASA.

⑧ Form JV-219, Statement About Medicine Prescribed

The caregiver, CASA, or Indian tribe may use this form to tell the court how they feel about the *Application*, and the effectiveness and side effects of the medicine.

This form must be filed within four court days of receipt of the notice of an *Application*, or before any status review hearing or medication progress review hearing.

This form is not the only way for the caregiver, CASA, or tribe to provide information to the court. The caregiver, CASA, or tribe can also provide input on the medication by letter; talking to the judge at the court hearing; or through the social worker, probation officer, attorney of record, or CASA. A CASA can also file a report under local rule.

⑨ Form JV-222, Input on Application for Psychotropic Medication

This form may be used when the parent or guardian, the attorney of record for a parent or guardian, the child, the child's attorney, the child's CAPTA guardian ad litem, or the Indian child's tribe does not agree that the child should take the recommended psychotropic medication. This form may also be used to provide input to the court.

Within four court days of service of notice of the pending application regarding psychotropic medication, the parent or guardian, his or her attorney, the child, the child's attorney, the child's CAPTA guardian ad litem, or the Indian child's tribe that disagrees must complete, sign, and file form JV-222 with the clerk of the juvenile court.

The court will make a decision about the child's psychotropic medication after reading the *Application*, its attachments and all statements filed on time. The court is not required to set a hearing if a statement opposed to medication is filed.

If the court does set the matter for a hearing, the juvenile court clerk must provide notice of the date, time, and location of the hearing to the parents or legal guardians, their attorneys, the child if 12 years of age or older, the child's attorney, the child's current caregiver, the child's social worker, the social worker's attorney, the child's CAPTA guardian ad litem, the child's CASA, if any, and the Indian child's tribe at least two court days before the hearing date. In delinquency matters, the clerk also must provide notice to the child regardless of his or her age, the child's probation officer, and the district attorney.

For your protection and privacy, please press the Clear This Form button after you have printed the form.

Print this form Save this form Clear this form