

## Information Sheet for Annual Report of the Person

Once each year for the duration of the guardianship, a guardian of the person shall file with the court a report that contains the information required by Estates code section 1163.101.

1. Include each receipt and disbursement for the support and maintenance of the ward, the education of the ward and when authorized by court order, the support and maintenance of the ward's dependents.
2. Indicate the guardian's current name, address, and telephone number.
3. Indicate the ward's date of birth and current name, address, telephone number, and age.
4. Provide a description of the type of home in which the ward resides, which shall be described as: the ward's own home, a nursing home, guardian's home, a foster home, a boarding home, a hospital or medical facility, another type of residence or a relative's home. If the ward resides in a relative's home, the description must specify the relative's relationship to the ward.
5. Describe the length of time the ward has resided in the present home.
6. Indicate the reason for a change in the ward's residence, if a change in the ward's residence has occurred in the past year.
7. Provide the date the guardian most recently saw the ward and how frequently the guardian has seen the ward in the past year.
8. Inform whether the guardian has possession or control of the ward's estate.
9. Indicate whether the ward's mental health has improved, deteriorated, or remained unchanged during the past year, including a description of the change if a change has occurred.
10. Indicate whether the ward's physical health has improved, deteriorated, or remained unchanged during the past year, including a description of the change if a change has occurred.
11. Indicate whether the ward has regular medical care and the ward's treatment or evaluation by any of the following persons during the past year, including the person's name and a description of the treatment: a physician, a psychiatrist, psychologist, or other mental health care provider, a dentist, a social or other caseworker or any other individual who provided treatment.
12. Provide a description of the ward's activities during the past year, including recreational, educational, social, and occupational activities, or a statement that no activities were available. Also report whether the ward was unable or refused to participate in activities.
13. Include the guardian's evaluation of the ward's living arrangements as excellent, average, or below average, including an explanation if the conditions are below average.
14. Describe whether the ward is content or unhappy with the ward's living arrangements and any unmet needs of the ward.
15. Include a statement indicating whether the guardian's power should be increased, decreased, or unaltered, including an explanation if a change is recommended.
16. Include a statement affirming the bond premium for the next reporting period has been paid.
17. Report if the guardian is a private professional guardian, a guardianship program, or the Department of Aging and Disability Services, whether the guardian or an individual certified under Subchapter C, Chapter 155, Government Code, who is providing guardianship services to the ward and who is filing the affidavit on the guardian's behalf, is or has been the subject of an investigation conducted by the Guardianship Certification Board during the preceding year.
18. Provide any additional information the guardian desires to share with the court regarding the ward, including whether the guardian has filed for emergency detention of the ward under Subchapter A, Chapter 573, Health and Safety Code; and if applicable, the number of times the guardian has filed for emergency detention and the dates of the applications for emergency detention.