

Custody Evaluation Procedures

The evaluation begins when the following four requirements have been met.

- **Preliminary joint meeting (both parties) and Felicia Wilson.**
 - **Signed court order appointing Ms. Wilson as an evaluator.**
 - **Both parties' signatures on contract.**
 - **Initial deposit of \$00.00.**
1. **Fees** – Fees for a custody evaluation are outlined in the Custody Evaluation Contract. The preliminary joint session may be scheduled at the regular hourly rate before embarking upon the evaluation. However, the **initial deposit and court order must be received prior to scheduling or holding any further appointments for the evaluation.**
 2. **Photo** – Please provide a photo of you and your child(ren). This photo will become part of your file.
 3. **Interviews** – Interviews will be conducted with you and the other parent; with you alone; with the children (together and possibly separately); with you and the children; with significant others. These usually take place in the evaluator's office, but may include a home visit.
 4. **Parent-Child Observations/Home Visits** – As part of the evaluation Ms. Wilson will observe each parent in his/her respective home with the child(ren). Parent-child observations in the office may also be requested.
 5. **Collateral Information** – You will be asked to identify collateral resources who might have useful insights into the children and parents. Examples include: day care providers, teachers, coaches, counselors, pastors, health care providers, law enforcement agencies, etc. Releases will be signed prior to contact with these resources. In addition, you will be asked to identify up to 5 personal collaterals who may complete questionnaires.
 6. **Psychological Testing** – You or your children may be asked to take psychological testing and/or interpretation as needed for the assessment. You or your children will meet with a clinical psychologist, who will interpret the results of the testing and interview and provide a psychological evaluation of each party. Ms. Wilson will help identify a mental health provider for these services. It is imperative that both parents are evaluated by the same mental health provider. **Please note-You will be responsible for contracting separately with Mental Health Providers.** Fees associated with psychological testing are NOT included in the non-refundable flat fee to Ms. Wilson.
 7. **Report/Review of Findings** – The goal of a custody/parenting time evaluation is to provide impressions, observations and recommendations from an objective, professional resource as to the "best interests" of the children when parents cannot agree. These recommendations hopefully will serve as a basis for settlement negotiations between the parents and/or the attorneys.

Upon the completion of the interviews and collection of data, **your attorneys will be scheduled for a conference.** A written report will be provided at the time of the meeting. Impressions and recommendations will be reviewed with them. They will be given an opportunity to ask questions and/or engage in preliminary negotiations about possible settlements. They will be asked to review the findings with you individually following that meeting.

8. **Termination** – Upon termination of the attorney meeting, Ms. Wilson will be in no further contact with the parties.