

## CHAPTER 1 – SELF-TEST - ANSWER SHEET

1. After completing this education training, what must you file with the circuit clerk?

**Answer:** 1. An affidavit signed before a notary that you have completed the mandatory education.

2. If you are unable to obtain the type or amount of bond the court ordered you to obtain, what must you do?

**Answer:** 3. Take the bond issue back to the court to ask for a change in the bond.

3. Where must you go to take your oath of office?

**Answer:** 1. The office of the circuit clerk.

4. How many days do you have to mail a copy of your Order of Appointment and Statement of the right to appeal to the protected person and all individuals and entities that received notice of the original petition?

**Answer:** 3. 14

5. Can the person who filed the original petition to appoint a guardian or conservator be reimbursed from the protected person's estate for the cost of the filing?

**Answer:** 2. Yes, if funds are available to pay the costs in the protected person's estate.

6. What expenses in addition to filing fees can be reimbursed to the person filing the petition?

**Answer:** 2. Filing fees for other papers, service of process costs, and cost of copies of court documents and transcripts.

7. The attorney appointed to represent the protected person in the court action to appoint a guardian or conservator is required to be paid from the protected person's estate unless the court makes what finding?

**Answer:** 2. The estate is devoid of funds.

8. Who must approve the amount of the fee charged by the protected person's attorney before it can be paid?

**Answer:** 3. The Court.

9. When is the attorney representing the protected person required to inform the court of his or her hourly rate?

**Answer:** 1. At the onset of the guardianship or conservatorship case.

10. It is highly recommended that you do the following when starting your duties as a guardian or conservator.

**Answer:** 1. Get organized by creating and keeping up to date a file in which to keep copies of all matters concerning the protected person and your guardianship or conservatorship.