

**PROBATE and MENTAL HEALTH**  
**ISLAND COUNTY SUPERIOR COURT**  
**Case Information Cover Sheet (CICS)**

Case Number \_\_\_\_\_ Case Title \_\_\_\_\_

Attorney Name \_\_\_\_\_ Bar Membership Number \_\_\_\_\_

Please check one category that best describes this case for indexing purposes. Accurate case indexing not only saves time in docketing new cases, but helps in forecasting needed judicial resources. Cause of action definitions are listed on the back of this form. Thank you for your cooperation.

- |                          |       |  |                          |     |           |
|--------------------------|-------|--|--------------------------|-----|-----------|
| <input type="checkbox"/> | ABS   | Absentee                                     | <input type="checkbox"/> | TRS | Trust     |
| <input type="checkbox"/> | ALT   | Alcohol/Drug Treatment                       | <input type="checkbox"/> | WLL | Will Only |
| <input type="checkbox"/> | AOT   | Assisted Outpatient Treatment                |                          |     |           |
| <input type="checkbox"/> | DSC   | Disclaimer                                   |                          |     |           |
| <input type="checkbox"/> | EGC   | Emergency Guardianship/Conservatorship       |                          |     |           |
| <input type="checkbox"/> | EMG   | Emergency Minor Guardianship                 |                          |     |           |
| <input type="checkbox"/> | EGM   | Minor Emergency Guardianship/Conservatorship |                          |     |           |
| <input type="checkbox"/> | EST   | Estate                                       |                          |     |           |
| <input type="checkbox"/> | FNW   | Foreign Will                                 |                          |     |           |
| <input type="checkbox"/> | GDE   | Guardianship of the Estate                   |                          |     |           |
| <input type="checkbox"/> | GDN   | Guardianship                                 |                          |     |           |
| <input type="checkbox"/> | GDP   | Guardianship of the Person                   |                          |     |           |
| <input type="checkbox"/> | GE    | Guardian/Estate                              |                          |     |           |
| <input type="checkbox"/> | LGD   | Limited Guardianship                         |                          |     |           |
| <input type="checkbox"/> | LGE   | Limited Guardianship of the Estate           |                          |     |           |
| <input type="checkbox"/> | LGP   | Limited Guardianship of the Person           |                          |     |           |
| <input type="checkbox"/> | MCE   | Minor Conservatorship                        |                          |     |           |
| <input type="checkbox"/> | MGC   | Minor Guardianship Custody                   |                          |     |           |
| <input type="checkbox"/> | MI    | Mental Illness                               |                          |     |           |
| <input type="checkbox"/> | MIJ   | Mental Illness - Juvenile                    |                          |     |           |
| <input type="checkbox"/> | MIO   | Mental Illness – Other Venue                 |                          |     |           |
| <input type="checkbox"/> | MIFJ  | Mental Illness – Family Petition             |                          |     |           |
| <input type="checkbox"/> | MSC 4 | Miscellaneous – Probate                      |                          |     |           |
| <input type="checkbox"/> | MST 4 | Minor Settlement – Probate                   |                          |     |           |
| <input type="checkbox"/> | OPM   | Minor Other Protective Arrangement           |                          |     |           |
| <input type="checkbox"/> | OPR   | Other Protective Arrangement                 |                          |     |           |
| <input type="checkbox"/> | NNC   | Non-Probate Notice to Creditor               |                          |     |           |
| <input type="checkbox"/> | SEA   | Small Estate Affidavit                       |                          |     |           |
| <input type="checkbox"/> | SWR   | Sealed Will Repository                       |                          |     |           |
| <input type="checkbox"/> | SMG   | Standby Minor Guardianship                   |                          |     |           |
| <input type="checkbox"/> | TDR   | Trust/Estate Dispute Resolution              |                          |     |           |

**Please Note: Public information in court files and pleadings may be posted on a public Web site.**

## PROBATE/GUARDIANSHIP

**Absentee**--Petition to determine the location of absent owner of real or personal property.

**Disclaimer**--Recording a written instrument disclaiming an interest by beneficiaries.

**Emergency Guardianship/Conservatorship and Minor Emergency Guardianship/Conservatorship** -Emergent request to appoint a person to manage the estate or affairs of another.

**Emergency Minor Guardianship**--Emergent request to place a child with a guardian while Minor Guardianship Custody is pending. RCW 11.130.225

**Estate**--Petition seeking court settlement of a deceased person's property.

**Foreign Will**--Filing of a will for probate that has been proved in another state, territory, or foreign country.

**Guardianship**--Petition to appoint a guardian over a person and estate to manage the affairs of another or non-resident person.

**Guardianship/Estate**--Petition seeking court settlement for the property of a deceased person who was the ward of a guardian.

**Guardianship of the Estate** – Petition to appoint a conservator over the estate to manage the affairs of another or non-resident person.

**Guardianship of the Person** – Petition to appoint a guardian over a person to manage the affairs of another

**Limited Guardianship**--Petition to appoint a limited guardian with only partial responsibility for the ward's person and property, where the ward is not fully incompetent.

**Limited Guardianship of the Estate**--Petition to appoint a limited guardian with only partial responsibility for the person's property, where the ward is not fully incompetent.

**Limited Guardianship of the Person**--Petition to appoint a limited guardian with only partial responsibility for the person, where the ward is not fully incompetent.

**Minor Conservatorship**--Petition is based solely on the underage status of the Minor. RCW 11.130.595

**Minor Guardianship Custody**-No parent willing/able to perform parenting functions. (Replaces Child Custody-2021) RCW 11.130.190

**Minor Settlements**--Petition for a court decision that an award to a minor is appropriate when letters of guardianship are required (e.g., net settlement value is greater than \$25,000).

**Non-Probate Notice to Creditors**--The filing of a non-probate notice to creditors in a case in which no probate action is expected (e.g., an estate with a living trust which does not require probate, providing the heirs with an opportunity to start the time period for creditor filing of claims).

**Other Protective Arrangement and Minor Other Protective Arrangement** – Petition to appoint a special agent to perform and specific task in managing the affairs or estate of another. Chapter 11.130 RCW

**Sealed Will Repository** – Filing a will under seal before a testator's death, as authorized by RCW 11.12.265.

**Small Estate Affidavit**- A non-probate process under RCW 11.62.010 for a successor individual to claim or acquire ownership of a decedent's property.

**Standby Minor Guardianship**-Guardian appointment for up to 2 years when no parent is willing/able to perform parenting functions. RCW 11.130.220

**Trust/Estate Dispute Resolution** – The filing of a dispute in any estate, guardianship, or trust.

**Trust**-- A case filed, by order, separately from a guardianship or probate case.

**Will Only**--Filing a will when no further action shall be taken.

## MENTAL ILLNESS

**Alcohol/Drug Treatment**--Petition for involuntary treatment for one who is incapacitated by alcohol or drugs.

**Assisted Outpatient Treatment**--Petition requesting assisted outpatient behavioral health treatment. RCW 71.05.148

**Mental Illness--Adult**--Petition for involuntary treatment for an adult who is incapacitated by mental illness.

**Mental Illness--Juvenile**--Petition for involuntary treatment for a juvenile who is incapacitated by mental illness.

**Mental Illness--Other Venue**--Petition to modify or revoke a Less Restrictive Alternative originally issued in another county.

**Mental Illness-Family Petition**-Petition for review of a DMHP decision to not detain a person for evaluation and treatment involuntary treatment under the Involuntary Treatment Act. Petition filed by family member, guardian, or conservator of the person named in the petition.

Updated: 12/30/2022