

# **OVERVIEW OF CHILD CUSTODY EVALUATION**

## **Documents needed from attorneys and litigants:**

- Entire case file including ALL custody and visitation orders (current & past), order for the evaluation, mediator's memos, court evaluator's reports, minute orders, and declarations of both parties.
- Please put all orders, stipulations and agreements, formal and informal in chronological order. Please include mediator's memos with the mediator's recommendations and if the mediator's recommendations were adopted, please note by sending copy with Judge's signature/stamp.
- If there has been CPS or police involvement, the names of all CPS workers or police officers involved and their contact information. Copies of any CPS reports or documents as well as copies of any police reports.
- The names, phone numbers and contact information for any attorneys involved including opposing counsel and minor's counsel (if appointed).
- School report cards and progress reports for each child going back three years including standardized state testing. For younger children preschool/TK reports are requested.
- Litigants should fill out all of the forms in the FORMS section of my website under the heading: child custody. If you prefer you may print the questions and mail, fax or email the answers to me instead of using the encrypted email on the website. Included in the questionnaires is a waiver of confidentiality that allows Mitchell Rosen to share any information received by either party with the Court, attorneys involved, mediators, other evaluators and/or professionals Mr. Rosen deems essential to the evaluation. Questionnaires should be returned to the office of Mitchell Rosen as soon as possible. Be certain to include the date of the next court hearing.
- Each parent shall write and either email, fax or mail a chronology of the parents' relationship, including when and how parents met, each location shared and/or resided, reasons for getting together and reasons for separating. Be certain to note approximate dates of any separations/reconciliations with reasons for each. Please be detailed and include, in your own words, reasons for final separation and why this evaluation was requested.
- If either parent has been on supervised visitation, copies of any supervision monitor's reports and well as the supervisor's contact information.
- Certificates of completion and/or attendance for any court ordered parenting programs, co-parenting, or anger management.
- The names and contact information for any therapist who may have treated either parent and/or children involved in this evaluation and please contact that professional to ensure they have the proper releases to speak with Mitchell Rosen.

## **What to Expect and the Interview Process:**

1. A conjoint interview with both parents that reviews their relationship and concerns. Conjoint (parents together) interviews are preferred but

**not required. If there is a TRO or protective order please ask the evaluator if a conjoint intake is appropriate.**

- 2. Individual interviews with each parent**
- 3. Individual interviews with each child involved in custody evaluation**
- 4. Interviews with significant others deemed appropriate by Mr. Rosen**
- 5. Letters of reference from family, friends, co-workers and professionals.  
These may be emailed to Mr. Rosen; be sure each person includes their name, phone number and relationship with parent.**
- 6. At Mr. Rosen's discretion, family observations with each child and parent with significant others.**
- 7. At Mr. Rosen's discretion, a home visit may be required.**
- 8. At Mr. Rosen's discretion, psychological testing may be part of the evaluation.**
- 9. Final report will be emailed, faxed or mailed to attorneys, judge and parents who are self-represented 10 days before the hearing.**