

Salt City Counseling and Consultation

"Healing Homes"

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Dear Parent,

In order to address the custody and visitation issues with your children, the court has ordered a Custody Evaluation be completed. I become a part of this process when a family's own attempts to resolve these issues have reached an impasse and an evaluation is needed to assist the attorneys and court in determining what is in the best interest of the children.

I have provided several documents which will help to expedite the evaluation process. These forms will provide this office with information necessary to conduct the evaluation and to complete it in a timely manner. You will need to complete the forms prior to your first appointment with my assistant.

When you have reviewed the documents, you may contact me directly at 801-787-5000 if you have any questions. You may also email me at scottmcarter78@gmail.com. Please bring your completed documents, and your payment for your share of the evaluation costs, to your appointment.

If all your documents and payment are completed, we will schedule your interviews and observations. Your interviews, testing, and observations will take approximately 2-3 hours. Please make any advance preparations (ie: requests for leave or vacations, exceptions for school activities, etc) that may be necessary in order to secure you and your children will have time available for these meetings.

It is my belief, and research shows, that it is best for children when parents can agree on parenting arrangements. It is also best when the children are allowed to have contact with both parents provided that the parents are not abusive or neglectful. My evaluations are designed to promote resolution to conflicts in this area while looking to provide the best situation that will be the best for the children while avoiding parent alienation. Along with this, it is best if neither you nor the other parent discuss this evaluation with your children until after our first meeting so that it does not become a source of further anxiety for them.

I am enclosing:

- **A Financial and Procedural Agreement.** You must initial each page and sign at the end of the final page.
- **A Parent Questionnaire.** Please don't allow the length of the questionnaire to overwhelm you. You will have approximately one week (or more) to complete it. Please be thorough.
- **Release of Information Forms.** Determine the doctors, therapists, teachers, etc. I will need to speak with regarding your case. Make the necessary copies and fill out the corresponding form for each professional. Bring these forms

with you to your initial appointment with my assistant. These forms apply to you and the children. You are the **client** (you may also be the parent/guardian).

- **A Child Abuse Screening Form.** Read the directions carefully. This applies to **all adults** (18 or older) living in the home. Send **ONE** form for **EACH** adult. In the “reason you are requesting a background screen” area, put ‘CUSTODY EVALUTION’ in the “other” section. **We must have a copy of a photo ID attached to this form.**
- **FBI Criminal History Application.** We require a criminal background check to be completed on **all adults** living in your household. Please read the instructions carefully.
- **DOPL Screening form.** This form will allow us to access the Controlled Substance Database. It must be completed for **all adults** living in your household. **The form requires your signature to be notarized.** You must do this before your first appointment. We do NOT have a notary in our office.

If you have other documents (i.e. court, police, school, email) that you would like to add to the file, please have them available at the first interview. Make sure you have made copies. All documents including pictures, audio and video tapes become my property and will not be returned. The information that you provide will allow me to do a more thorough job in assessing the needs of you and your children.

I hope this addresses a few of the questions that you may have. If you have any other concerns or questions, please contact my assistant.

Sincerely,

Scott Carter, CMHC