

[Your Name/Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Guardian Ad Litem Name]
[Address]
[City, State, Zip Code]

Re: [Case Name]; Case No: [Court Case Number]

Dear [Guardian Ad Litem Name],

Pursuant to the Court Order dated [Date of Order], you have been appointed as the Guardian Ad Litem (GAL) for the minor child(ren) in the above-referenced matter. This letter serves as formal instruction regarding the court-mandated psychological evaluation for [Name of Party/Parties to be evaluated].

I. Mandated Evaluator

The evaluation is to be conducted by [Name of Psychologist/Doctor], located at [Address/Contact Information].

II. Scope of Evaluation

The evaluator is instructed to address the following specific mandates as outlined by the Court:

- [Instruction 1: e.g., Assessment of parental fitness and mental health status]
- [Instruction 2: e.g., Substance abuse screening and history]
- [Instruction 3: e.g., Evaluation of the child-parent bond and attachment]
- [Instruction 4: e.g., Recommendations for specific therapeutic interventions]

III. Information Sharing and Documentation

As the GAL, you are requested to provide the evaluator with any relevant case history, including previous court orders, police reports, or medical records currently in your possession. Please ensure that the evaluator is aware of the deadline for the final report, which is [Due Date].

IV. Fees and Payment

Per the Court Order, the costs of this evaluation shall be paid by [Name of Responsible Party/Parties] in the following manner: [Details of payment split].

V. Reporting

The final written report must be submitted directly to the Court, with copies provided to all counsel of record and the GAL. The contents of the evaluation are to remain confidential and subject to the existing protective order.

Please acknowledge receipt of these instructions and confirm that the appointment with the evaluator has been scheduled.

Sincerely,

[Your Signature]

[Your Printed Name]

CC: [Opposing Counsel Name]; [Court Clerk]