



Second Judicial Circuit Guardian ad Litem Program



Deborah Moore
Circuit Director

January 1, 2016

Dear Volunteers,

It is time to begin recertifying for fiscal year ending **June 30, 2016**. National CASA and the Statewide Guardian ad litem office guidelines require that volunteers complete 12 hours of Continuing Education Units each fiscal year. This year, the 2nd Circuit is doing it a little differently.

All Guardians are encouraged to complete the following training topics as part of his or her 12 hours of Continuing Education Units. If you have already taken one, some, or all of the following continuing education training, you do not need to repeat the training and are free to train in any child advocacy topic of your choice to complete the required 12 hours of Continuing Education Units.

Educational Advocacy	3 hours of classroom training
Psychotropic Medication	2 hours of classroom training or articles
Domestic Minor Sex Trafficking	2 hours of classroom training or articles
Florida's Early Childhood Court	1 hour of classroom training or articles
TOTAL	8 hours

The remaining 4 hours of Continuing Education Units can be taken in any child advocacy topic of your choice to complete the required 12 hours of Continuing Education Units.

A signed copy of the *Code of Conduct* is also required each fiscal year, copy attached.

Once you have completed the 12 hours of Continuing Education Units, please document the training on the *Guardian ad Litem Continuing Education* form. This may be done by one of the following ways:

1. submit the CE Form electronically at: <https://gal2.org/cef> (The Code of Conduct must still be faxed, scanned/emailed, or mailed US Postal Service)
2. email/scan the attached forms to: Christine.gornik@gal.fl.gov
3. fax the attached forms to: (850) 606-1201
4. mail the attached forms to: 1920 Thomasville Rd., Ste 208, Tallahassee, FL 32303

Remember, this is to be **done by June 30, 2016**. Thank you so much for your continued advocacy for our children.