

# APPLICATION FOR GUARDIAN AD LITEM REGISTRY

## Guardianship/Probate/Trust - Title 11

Mail or deliver the completed application, with all attachments, to:

Kitsap County Superior Court Administrator  
614 Division Street, MS-24  
Port Orchard, WA 98366

Name: Alexis Carter  
Business Name or Firm: Carter Life Care  
Business Address: PO Box 7202  
City and State: Tacoma Washington Zip Code: 98417  
Business Phone: (253) 212 0186 Fax: (888) 928-7175  
Email Address: alexis@carterlifecare.com

- Non-Attorney
- Attorney - WSBA or Washington State Certification No: \_\_\_\_\_
- I am willing to serve as a Guardian ad Litem for Guardianships at public expense.
- I have no pending investigations or action against me involving felony allegations, professional certification or license suspension and/or revocation.
- I agree to advise the court immediately in the event of any complaint, investigation or action being commenced which could lead to professional discipline, or the suspension or revocation of my professional license, or to the filing of criminal charges for felony or crime involving allegations of theft, dishonesty or moral turpitude.
- I have read and agree to be bound by the Kitsap County Superior Court Guardian ad Litem Registry Code of Conduct.

Summary of my experiences as a GAL including years of experience and number of appointments.

One year of experience. I completed 2 GAL assignments in Kitsap County and 1 GAL assignment in Pierce County.

Number of times serving as a Guardian as Litem that I have been removed for failure to perform my duties as a Guardian ad Litem: N/A

I include the following with my application (please check all applicable boxes):

- Curriculum vitae, showing work and professional or personal experience in or related to the field that would assist in the performance and completion of Guardian ad Litem duties.
- Completed Washington State Patrol Conviction Criminal History.
- Signed release of information directed to all professional regulatory bodies which have licensed or supervised the applicant within the last ten years.
- Description of nature, status and outcome of any professional complaints, investigations or disciplinary actions, lawsuits or professional liability claims, and any order for removal of the Guardian ad Litem prior to completion of the Guardian ad Litem's duties.  
NA
- Description of any claims or litigation that has been commenced, involving allegations of improper fee charges, charges of fraud, theft or other forms of dishonesty or professional malpractice or misconduct.  
NA
- Copy of fee schedule.
- Certificate of Qualification/Training for Guardian ad Litem seeking appointment under RCW Title 11.  
OR NA
- I am currently on the Guardian ad Litem Registry and have included a certificate of updated training taken within the last year.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

DATED this 9 day of June 2020, at Tacoma, Washington.

Alexis Carter

SIGNATURE OF APPLICANT

PRINT NAME: Alexis Carter

ALEXIS J. CARTER, MSW, CCM

Certified Case Manager,

Advanced Professional Geriatric Care Manager (ALCA)

PO BOX 7202 Tacoma, Washington 98417 CELL (718) 986-9454 OFFICE (253) 212-0186

[alexis@carterlifecare.com](mailto:alexis@carterlifecare.com) [www.carterlifecare.com](http://www.carterlifecare.com)

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## EDUCATION & ACCOMPLISHMENTS

- M.S., Columbia University School of Social Work, 2002
- B.A., Community Studies, University of California, Santa Cruz, 1999
- Faculty, Brookdale Center on Aging and Healthy Living, 2011-2015
- Recipient, New York Academy of Medicine Hartford Geriatric Scholarship, 2002
- Completed New York City Triathlon, 2007
- Seasoned trainer skilled in engaging reluctant stakeholders and students.

## EXPERIENCE

### **Carter Consultants, LLC & Carter Life Care, LLC**

**Geriatric Care Manager and Social Worker**

3/2014 – current

- **For families facing the challenge of caring for their elders: I am a seasoned, diplomatic and compassionate Geriatric Care Management professional seeking palliative-focused health care solutions to the evolving and perplexing health care landscape. I support legal professionals, guardians, health care professionals and family systems in finding harmony and aligning disparate viewpoints to work in collaboration in a truly unified effort to support elders in their aging process.**
- **Guardian Ad Litem (Kitsap and Pierce Counties); I also create care plans to support the court in guardianship determinations and Life Care Planning.**

### **Selfhelp Community Services, Inc.**

**Director, Senior Source**

9/2011-2/2014

New York, New York

- Supervised care management staff in all aspects of the care management process for all clients.
- Conducted comprehensive in-home Geriatric Assessments (Bio-psychosocial/spiritual model) and created written assessments and care plans to assist in keeping elderly people and people with disabilities safe in their homes with home care or to transition people to higher levels of care (assisted living vs. adult family homes vs. memory care vs. skilled nursing facilities).
- Promoted Senior Source services in the community through marketing meetings; presentations; in-services to judges, physicians, nurses and social workers; public speaking engagements; and other marketing related activities including design and copywriting for all promotional materials.
- Designed clinical documentation system and operated software for clinical documentation; wrote all policies and procedures for clinical documentation.

- Designed all work flows for receiving referrals, fielding inquiries, determining eligibility for services and service delivery.
- Communication to all stakeholders in the client's care (attorneys, accountants, adult children, physicians, home health aides, etc.) and re-alignment of a client's quality of life following a medical catastrophe or a significant functional decline

**Visiting Nurse Service of New York – CHOICE Health Plans**

**Staff Development Specialist**

4/2009-9/2011

New York, New York

- Trained all new clinical staff about all aspects of Managed Long-Term Care (in accordance with New York State Department of Health guidelines for Managed Medicaid Plans), with an emphasis on Care Management Principles and Critical Thinking.
- Designed Clinical Social Work curriculum to incorporate information systems and evidence-based best social work practice & created a webpage to support field staff with centralized forms.
- Collaborated with program and regional staff in developing education and training programs to address the ongoing learning needs of all clinical staff as Medicaid rules and regulations changed.
- Collaborated with program and regional staff in developing work flows, training programs and guidelines specific to program operations in accordance with ongoing changes in New York State Medicaid guidelines and the implications to Care Management practices within the organization.

**Visiting Nurse Service of New York – CHOICE Health Plans**

**Licensed Social Worker**

11/2006-4/2009

New York, New York

- Conducted detailed bio-psychosocial assessments of members of Medicaid Managed Long Term Care (65 years old+) Health Plan to determine need for services like food stamps, rent subsidies, etc. or clinical social work services.
- Provided short term and crisis counseling to members with mental health issues and their families.
- Provided psychosocial support to members and their families to assist them in coping with chronic and/or catastrophic illness.
- Worked as part of an inter-disciplinary team to ensure that members remain safely in their homes.
- Assisted members and their families with Setting Transitions (hospital to community, hospital to nursing home, etc.).

**Elderplan from MJHS (Medicare HMO)**

**Social Work Care Manager**

7/2005-4/2006

Brooklyn, New York

- Provided case management for the frail elderly.

- Provided support and information and referral to caregivers of the frail elderly and people with Alzheimer's Disease.
- Provided counseling and support for Long Term Care and end of life planning and through all aspects of the health care process.
- Advocated for homebound members with doctors to facilitate Durable Medical Equipment, Physical Therapy, Occupational Therapy and home health care in accordance with Medicare eligibility guidelines.
- Conducted home visits to complete comprehensive assessments of members' Activities of Daily Living, to strengthen formal and informal support systems, and to assess for possible safety risks in the home; offered Medicare covered solutions and information and referrals to Medicaid application offices as appropriate for supplemental health care coverage for members who appeared Medicaid eligible.

### **Clark County Social Services**

#### **Social Worker II**

12/2002-6/2005

Las Vegas, Nevada

- Provided case management for clients with severe mental illness or physical disabilities pending SSI/SSDI benefits including advocacy with Federal Administrative Law Judges and State Disability Adjudicators.
- Assisted with Food Stamp and Medicaid applications, including advocacy with State Welfare workers.
- Home Visits to homebound clients to assess eligibility for County rental and medical assistance.
- Hospital Outreach for inpatient, indigent clients to assist with all parts of the health care process.
- Mentored newly hired Social Workers and trained new Social Workers and Eligibility workers in eligibility guidelines.

### **SPECIAL SKILLS**

Faculty, Brookdale Center for Healthy Aging in New York City 2011- 2015

Designed course curriculum & taught prospective Geriatric Care Managers:

#### **Geriatric Assessment and Care Transitions**

Taught the following courses 2011-2012

#### **Psychopathologies and Social Pathologies of Aging**

#### **Family Systems from a Strengths Perspective**

### **RECENT TRAININGS COMPLETED:**

KCBA GAL RECERTIFICATION TRAINING JUNE 4, 2020

Certificate, Advanced Care Planning (Honoring Choices Northwest) February 2019

CEU Elder Abuse: Cultural Contexts and Implications

CEU When Care Comes to You: Tips for Using Home Health Aides, PTs and OTs

CEU Online Professionalism and Ethics

CEU Addressing Social isolation and Loneliness Among People Living with Dementia

CEU Anxiety Disorders

CEU Coping with Chronic Pain (6 Contact hours)

CEU Understanding Aging and Longevity: A Psycho-Social Process (6 Contact Hours)

# RELEASE OF INFORMATION

- TO:  Washington State Bar Association NA  
 Washington State Medical Association NA  
 Washington State Nursing Commission NA  
 Washington State Board of Psychology NA  
 Washington State Department of Licensing

I, Alexis Carter <sup>23B</sup>  
(Professional License No. WA DL# 55ZN3J) hereby authorize you, for  
the purpose of my application and/or work as a Kitsap County Guardian ad  
Litem, to release information to and discuss such information with:

Frank A. Maiocco, Jr.  
Court Administrator  
Kitsap County Superior Court  
614 Division Street, MS-24  
Port Orchard, WA 98366  
(360) 337-7140

This RELEASE OF INFORMATION includes, but is not  
limited to, all records and information concerning any official disciplinary  
action or a pending active investigation you have with regard to me.

Alexis Carter  
Signature

6/9/2020  
Date

Alexis Carter  
Printed Name

PO Box 7202  
Street Address

Tacoma WA 98417  
City/State/Zip

Service	Description	Rate
Geriatric Assessment	A complete Biopsychosocial-Spiritual Assessment	\$150/hour
Coordination of Care & Ongoing Care Management	Emails, Phone Calls, Faxes, Written Reports between and among care providers for client, Follow Up Care Visits	\$150/hour <ul style="list-style-type: none"><li>• Billed in 6 minute intervals</li></ul>
Travel Time	Travel to and from the client's location.	\$100/hour <ul style="list-style-type: none"><li>• Billed in 6 minute intervals after the first 20 minutes</li></ul>

THE SUPERIOR COURT OF THE STATE OF WASHINGTON  
FOR KITSAP COUNTY

614 DIVISION STREET, MS-24  
PORT ORCHARD, WASHINGTON 98366  
(360) 337-7140

JEANETTE M. DALTON, JUDGE  
DEPARTMENT NO. 1

MICHELLE ADAMS, JUDGE  
DEPARTMENT NO. 2

MELISSA A. HEMSTREET, JUDGE  
DEPARTMENT NO. 3

WILLIAM C. HOUSER, JUDGE  
DEPARTMENT NO. 4

JEFFREY P. BASSETT, JUDGE  
DEPARTMENT NO. 5

KEVIN D. HULL, JUDGE  
DEPARTMENT NO. 6

JENNIFER A. FORBES, JUDGE  
DEPARTMENT NO. 7

SALLY F. OLSEN, JUDGE  
DEPARTMENT NO. 8

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MATTHEW L. CLUCAS  
COURT COMMISSIONER

FRANK A. MAIOCCO, JR.  
COURT ADMINISTRATOR

June 25, 2020

Ms. Alexis Carter  
Carter Life Care  
P.O. Box 7202  
Tacoma, WA 98417

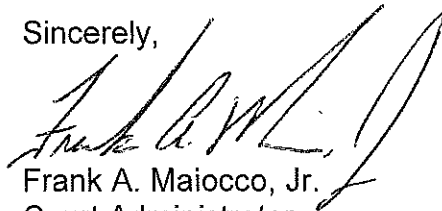
Re: Kitsap County Superior Court Title 11 Guardian ad Litem Registry, 2020-2021

Dear Ms. Carter:

The Kitsap County Superior Court Guardian ad Litem Committee has received and reviewed your application for the Title 11 Guardian ad Litem registry. We are pleased to include you on the 2020 - 2021 Registry, effective July 1, 2020.

Thank you for your interest and participation in Kitsap County's Guardian ad Litem program.

Sincerely,



Frank A. Maiocco, Jr.  
Court Administrator  
Kitsap County Superior Court