

Thurston County Protocol for Cases Ordered to Supervised Visitations/Supervised Exchanges

This protocol applies to all Superior Court cases where visitation and/or exchanges are professionally supervised. Any provider requesting to be placed on and/or remain on the Superior Court Supervised Visitation/Supervised Exchange provider list, must agree in writing to this protocol.

Court Responsibilities:

1. The court will enter an Order Requiring Professionally Supervised Visitation/Supervised Exchange. The court will include in the Order the reason(s) supervised visitation and/or Supervised Exchange is required. Each party will list their contact information and preferred/available times in the Order. If the parties agree to a provider it will be included on the order.
2. The Domestic Violence Case Coordinator (DVCC) is the point of contact for the provider(s).
3. The DVCC will electronically forward the Order(s) along with any parenting plan entered to any approved provider.
4. Incident Reports or Memos from a provider shall be filed by the DVCC.
5. Allegations or concerns regarding non-compliance of the court order may be set for a show cause hearing on non-compliance.
6. Any changes to Orders requiring supervised visits/exchanges will be forwarded to the provider(s) by the DVCC.

Provider Responsibilities:

1. The provider(s) shall request from the parties pertinent case information (ie, court orders, protection orders)
2. The provider(s) can seek additional case information or information about the parties at the following websites:
 - a. Washington Courts: <https://dw.courts.wa.gov/index.cfm?fa=home.home>
 - b. Odyssey: <https://odysseyportal.courts.wa.gov/odyportal>
3. The provider(s) shall complete an Incident Report form if
 - a. law enforcement or Child Protective Services are contacted
 - b. a visit is terminated
 - c. and/or services are terminated

The provider shall send the Incident Report to the DVCC and the parties within one (1) business day. The Incident Report form and instructions are attached to this Protocol and available from the DVCC.

4. The provider shall complete a Memo any time there is non-emergent, important information to provide to the Court. Actions and behaviors constituting reason(s) for a Memo are described in the Memo report form. The Memo will be sent to the

DVCC and the parties within five (5) business days. The Memo is attached to this Protocol and available from the DVCC.

5. The provider agrees to follow all Mandatory Reporting Laws regarding Abuse of Children, per [RCW 26.44.030](#).

Attachments:

Order Requiring Professionally Supervised Visitation/ Exchange
Incident Report/Memo