

IMPORTANT TELEPHONE NUMBERS

**GRACEPOINT & CHILDREN'S
CRISIS SERVICES**

Administrative Office
(813) 272-2244

ACTS

Administrative Office
(813) 246-4899

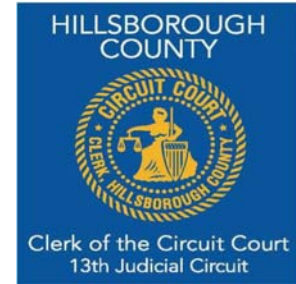
FLORIDA ABUSE HOTLINE

(800) 962-2873

**HILLSBOROUGH ABUSE
HOTLINE/ CRISIS/ ALCOHOL**

(813) 234-1234

LAW ENFORCEMENT AGENCIES	
In Case of Emergency.....	911
HCSO.....	813-247-8200
Plant City.....	813-757-9200
TPD.....	813-231-6130
Temple Terrace PD.....	813-989-7111



Clerk of the Circuit Court

Mental Health Department

George Edgecomb Courthouse
800 East Twiggs Street, Room 205
Tampa, FL 33602

Telephone: 813-276-8100 Ext 4595
Website: www.hillsclerk.com

Hours of Operation:

Monday— Friday, 8:00am — 5:00pm

Telephone Number: 813-276-8100 Ext 4595

Case Number: _____

► If filing *BEFORE* 3:00pm, call the Clerk's office between 4:30pm and 5:00pm the same day to receive the Judge's ruling as to the petition.

► If filing *AFTER* 3:00pm, call the Clerk's office the following business day after 8:00am to receive the Judge's ruling.

PETITIONS

Baker Act – (Petition for Ex-Parte Order for Involuntary Examination). This may be filed by anyone (does not require more than one person and they do not have to be related) with firsthand knowledge of the behaviors that are making this person a threat to themselves or someone else. This petition cannot be filed to extend the stay of someone that is already under a Baker Act. This petition is NOT for substance abuse issues. There will be no hearing. The Court will enter an order either granting, or denying, based solely on the information provided by the petitioner. **There are no filing fees.** Petitioner must bring photo ID. **Respondent must be in Hillsborough County.**

Marchman Act – (Petition for Involuntary Assessment and Petition for Involuntary Treatment). These petitions are for individuals who are not willing to voluntarily get an assessment or treatment, if recommended, for alcohol or drug abuse. **If the respondent is an adult**, a petition for involuntary services may be filed by the respondent's spouse or legal guardian, any relative, a licensed service provider, or an adult who has direct personal knowledge of the substance abuse impairment and his or her prior course of assessment and treatment. **If the respondent is a minor**, a petition for involuntary treatment may be filed by a parent, legal guardian, or licensed service provider.

This is a two step process. Upon the filing of the Petition for Involuntary Assessment and Stabilization, the Court will direct the Clerk to either set the matter for hearing, issue an Ex-Parte Order to have the Respondent assessed and stabilized without a hearing, or deny the petition based on the petition not meeting the requirements under the Marchman Act. After the Respondent is assessed, the petitioner will be contacted by the service provider to pick up the assessment. The assessment must be brought to the Clerk's Office within 5 days and the Petitioner will complete a Petition for Involuntary Treatment and file with the Court. The same requirements as to petitioners also apply to this step of the process.

The Respondent will be served a copy of the petition and assessments/recommendations and the Court will conduct a hearing – typically within two weeks. At this hearing, the Respondent has the right to ask for legal representation and continue the hearing for witnesses to testify. If after the hearing the judge determines that treatment is appropriate or the Respondent has agreed to go to treatment. The Court will enter an order based on the recommendation of the assessor.

RESPONDENT MUST RESIDE IN HILLSBOROUGH COUNTY

FEES:

There are no court fees associated with filing a petition. However, fees for treatment will be the responsibility of the Respondent. **If the Respondent is a juvenile**, the petitioner will be required to provide assistance in order to follow the court order.

PLEASE NOTE: Court Ordered treatment under the Marchman Act is **NOT free**. While Providers offer a sliding fee scale, there will be costs associated with the Marchman Act treatment.

SERVICE:

To inquire as to the status of a pick-up order. You may contact Hillsborough County Sheriff's Civil Process Section Monday - Friday 8am - 5pm. Telephone: (813) 242-5210