

1 **10-529. Acceptance of court-appointed special advocate in child welfare proceedings.**

2
3 STATE OF NEW MEXICO
4 COUNTY OF _____

5 JUDICIAL DISTRICT
6 IN THE CHILDREN'S COURT

7
8 STATE OF NEW MEXICO ex rel.
9 CHILDREN, YOUTH AND FAMILIES DEPARTMENT

10 No. _____

11 In the Matter of

12 _____, a Child,¹ and Concerning
13 _____, Respondent.²

14
15 **ACCEPTANCE OF**
16 **COURT-APPOINTED SPECIAL ADVOCATE (CASA)**

17
18 COMES NOW _____ and accepts the appointment as the court-appointed
19 special advocate (CASA) for this case. My signature below certifies that I assert and agree as
20 follows:

21 1. I meet the qualifications to serve as a CASA because

22 a. I am at least twenty-one (21) years of age;

23 b. I have successfully passed screening requirements, including a
24 written application, personal interview, reference checks, and criminal records checks;

25 c. I have successfully completed initial and regular in-service training; and
26 d. I remain under the supervision of the local CASA director;

27 2. I have read and I understand the confidentiality requirements of Rule 10-166
28 NMRA and NMSA 1978, Sections 32A-4-33 and 32A-3B-22, and I agree to abide by these
29 provisions. I will maintain and destroy notes, reports, and documents in a manner that maintains
30 privacy and confidentiality, and I will not keep any information or documents when I am relieved
31 of my appointment;

32 3. I have read the *Order Appointing Court-Appointed Special Advocate (CASA)* and
33 understand my specific duties and the court's expectations;

34 4. I understand the court expects forthright and honest assessments from me as the
35 court is relying on my observations to make important decisions about this family. At regular
36 intervals, I will discuss the case and its progress with the following individuals and entities, as
37 applicable to the case: the Children, Youth and Families Department's Permanency Planning
38 Worker, the Children's Court Attorney, the respondent, the attorney for the respondent, the child's
39 guardian *ad litem* or attorney, the foster parent(s), [the tribal Indian Child Welfare Act
40 (ICWA)/Indian Family Protection Act (IFPA) worker,³ the child's teachers, the child's medical
41 providers, the child's therapists, the child's counselors, and any other community or service
42 providers for the family;

43 5. I understand that, prior to adjudication in this case, I shall not interview any
44 respondent to this case unless that respondent's attorney has consented to the interview;

1 6. I understand that I must prepare and submit reports to the court at least five (5) days
2 before any hearing in this case at which the report will be considered. I will abide by the
3 requirements for pre- and post-adjudication reports as described in Rule 10-164, and provide a
4 copy of my report to all parties to the case[, including the tribal ICWA/IFPA worker];³

5 7. I understand that I may attend any hearing set for this case;

6 8. I understand that I may supplement or correct my written report during a court
7 hearing; and

8 9. I will promptly request to be relieved of my appointment if I fall out of compliance
9 with Rule 10-164 or if I am no longer a CASA volunteer.

10 WHEREFORE, I respectfully request that this Court accept my appointment as the CASA
11 for this case.

12 Respectfully Submitted,

13 _____
14 Name of CASA: _____
15 Office Address: _____
16 Office Phone Number: _____
17 Office Email: _____

23 **Certificate of Service**

24 I certify that a copy of this *Acceptance of Court-Appointed Special Advocate* has been provided to
25 all attorneys for this case [and the tribal ICWA/IFPA representative]³ on the date of filing.

28 _____
29 CASA

30 **Parties Entitled to Copies**

31 Children's Court Attorney: _____
32 Child's Guardian *ad litem* or Attorney: _____
33 Respondent Attorney: _____
34 [Tribal ICWA/IFPA representative: _____ *(the* _____
35 *Department shall file a certificate of service demonstrating that the Indian Tribe(s) and/or Bureau*
36 *of Indian Affairs Regional Office was/were served a copy of this order within five (5) business days*
37 *of the order's issuance.)]*³

38 USE NOTES

41 1. As appropriate, modify to use the plural "children" throughout this form. Modify
42 the caption and the form as appropriate for use in a fostering connections case.

43 2. As appropriate, modify to use the plural "respondents" throughout this form.
44 Modify the caption and the form as appropriate for use in a fostering connections case.

1 3. Insert if the case is subject to the Indian Child Welfare Act, 25 U.S.C. §§ 1901-
2 1963, or Indian Family Protection Act, NMSA 1978, §§ 32A-28-1 to -42.

3

4 [Adopted by Supreme Court Order No. S-1-RCR-2025-00170, effective for all cases filed on or
5 after December 31, 2025.]