

JUVENILE COURT  
POLICY/PROCEDURE

**RECOUPMENT OF LEGAL FEES**

POLICY

Pursuant to §48.275(2) and §48.275(2) the court shall order parents of children subject to proceedings under Chapters 48 or 938 to reimburse the state and county for costs of legal services provided to their child/juvenile.

PROCEDURE

To implement this policy, the following steps are taken:

1. Notice of required recoupment legal fees is provided to the client by SPD when counsel is appointed.
2. Upon completion of the proceeding(s) or at such time as the state is no longer providing legal counsel, the Court shall order the parent(s) to make payments to the Clerk of Circuit Court in the amount of \$480 for felony delinquencies and \$240 for all other cases, unless otherwise determined by the SPD office. Multiple count petitions are assessed the same amount as single count petitions, and combination felony/misdemeanor petitions are assessed as a felony petition. Branch staff should complete the recoupment order, have it signed, and forward it with the file to The Juvenile Court Commissioner Clerk.
3. In the event that the parent(s) request an indigency determination, SPD will provide the form and conduct the evaluation upon request and notify the court of that determination. The Court will issue an amended order by completing the Amended Reimbursement Order section of the form from SPD. The SPD will send the Public Defender Order Appointing Council form to the Juvenile Court Commissioner Clerk.
4. Recoupment payments are to be mailed or personally delivered to the Clerk of Courts, Room 1000, and receipted under the CCAP JLF financial code.
5. The Clerk of Circuit Court will continue to report the number of cases, amount(s) ordered, amount(s) amended, and amount(s) collected to SPD on a quarterly basis.