

## **PLEASE READ THE FOLLOWING INFORMATION IN REFERENCE TO THE PROCEDURE FOR INVOLUNTARY COMMITMENTS.**

- Please fill out all the information to the best of your knowledge.
- There is a \$25.00 (non-refundable) filing/processing fee. This fee must be paid in the form of a cashiers check or money order made out to the “**Probate Clerk**” and must be paid before papers can be processed.
- A commitment hearing will be set/held within 24-72 hours, please make sure that you have provided a good contact phone number where you may be reached, so our office can notify you of the date and time of hearing. You will be expected to appear at the hearing and there is always the possibility you may have to testify. If you do not hear from our office within 24 hours of filing the papers, please call and check in with us, as we may have tried to contact you and didn’t get a response.
- Please make sure you keep our office aware as to where the Respondent is so that we will know for the hearing (for all mental commitments, not drug/alcohol). If the Respondent can not be located, then the petition will be dismissed. For instance, if the Respondent is at their place of residence at the time the commitment papers are filed, and they are admitted to a facility within a few hours/days, please call our office and inform us of the changes. The Sebastian County Sheriff’s office will be the Respondent’s way of transportation to the hearing (just for mental commitments, not drug/alcohol commitments). **\*\*Note: they will NOT pick up the Respondent until the day of the hearing.**

**\*\*\* Note...We cannot send the Respondent out of the State of Arkansas. We can and will only place them in a facility in Arkansas.**

### **DRUG/ALCOHOL COMMITMENTS**

Finally.....If you are filing a drug/alcohol petition, you will be responsible for making arrangements for the Respondent. Drug/alcohol respondents can not be evaluated. You will have to contact a facility, have a screening assessment arranged and upon approval, let us know what facility has approved and will accept them so we can prepare information for the Judge. The Respondent will be responsible for coming to court on their own, they will not be picked up by the Sheriff’s office for the hearing.