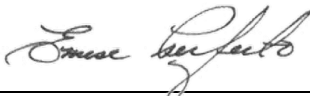




Policy Name: Guardianship Billing Policy	Number: 404.200.04.013
Division: Compliance, Audit and Performance	Effective Date: 3/15/2026
Responsible Section: Trial Support and Development	
Approved by: The Board	Approval Date: 5/7/2026

PURPOSE: The Oregon Public Defense Commission (OPDC) issues this policy to address payment due from the agency for costs of fees of case work for appointed counsel appointed to protected persons.

AUTHORITY: ORS 125.080(7)(b); 135.055

Pursuant to ORS 125.080, a Court shall appoint counsel to a respondent or protected person under enumerated circumstances. If the Court appoints counsel, fees and costs for the representations are paid by the estate of the respondent or protected person unless a Court determines that the respondent or protected person is eligible for appointed counsel at State expense, in which case OPDC determines and pays those expenses.

APPLICABILITY: This policy applies to bills submitted by counsel appointed pursuant to ORS 125.080 in cases where OPDC has been determined by a court to be responsible for costs and fees. This policy is effective on May 15, 2026.

POLICY: It is OPDC’s policy that, to receive payment for eligible incurred costs and fees after appointment to a respondent or protected person pursuant to ORS 125.080, appointed counsel must submit:

- 1.) An appointment order;
- 2.) a Court approved judgment or order certifying reasonableness of costs and fees; and
- 3.) an order that OPDC is the source of funds pursuant to ORS 125.080(7)(b).

Further, if the total bill for a case will exceed \$5,000, the provider must provide OPDC with 10 business days’ notice prior to submitting the proposed order or proposed judgment requiring OPDC to pay. Notice must be sent to

guardianship@opdc.state.or.us and shall include the proposed bill in a format that complies with Sections 2.1-2.3 OPDC Billing and Invoice Submission Policy 404.600.03.006.

Rates of payment are established by OPDC and updated periodically. Rates are published in OPDC's Hourly Service and Expense Rates Policy.

Approved by: The Board
Prepared by: Trial Support and Development
Reviewed by: Policy
Publish: Internally and Externally