

DATE 1/7/2026
 AT 4:35 O'CLOCK P. M
 KAREN MCQUEEN
 BRAZOS COUNTY CLERK
 By [Signature]

ADMINISTRATIVE ORDER 2026-1

IN RE: COURT INVESTIGATOR IN ALL § IN THE COUNTY COURTS
 §
 GUARDIANSHIP MATTERS PENDING IN § AT LAW NO. ONE AND TWO
 §
 BRAZOS COUNTY COURTS AT LAW § BRAZOS COUNTY, TEXAS

ADMINISTRATIVE ORDER

The Courts, on their own Motion, enter this Administrative Order regarding all guardianship cases filed within the probate records of Brazos County, Texas. This Order shall apply to all guardianship cases filed within the probate records of Brazos County, Texas.

The Courts find that it is in the best interest of all wards and/or proposed wards subject to guardianship proceedings pending within the County Courts at Law of Brazos County, Texas for the Courts to appoint a Court Investigator to investigate the condition and circumstances of all wards and/or proposed wards subject to guardianship proceedings pending within the County Courts at Law of Brazos County, Texas.

IT IS ORDERED that the Court Investigator is hereby appointed in all guardianship matters pending within the County Courts at Law of Brazos County, Texas and that the Court Investigator shall investigate the condition and circumstances of all wards and/or proposed wards subject to guardianship proceedings pending within the County Courts at Law of Brazos County, Texas.

IT IS FURTHER ORDERED that the Court Investigator shall provide a copy of this Order and any applicable pleadings, including, but not limited to, Applications for appointment of a guardian, Applications for modification of guardianship, Applications for restoration and/or Information Letters filed under Section 1102.003 of the Texas Estates Code, to the ward and/or proposed ward to discuss the contents of the Order and the applicable pleading(s) with the ward and/or proposed ward at the initial meeting with the Court Investigator, and shall investigate the ward's and/or proposed ward's conditions and circumstances to determine whether the ward and/or proposed ward is an incapacitated person and whether a guardianship is necessary for the ward and/or proposed ward.

IT IS FURTHER ORDERED that the ward and/or proposed ward has the right to petition the Court to have the Court Investigator's appointment herein set aside pursuant to Section 1102.001(b)(1) if an Information Letter filed under Section 1102.003 of the Texas Estates Code is on file in the ward's and/or proposed ward's guardianship proceeding.

IT IS FURTHER ORDERED that, pursuant to Section 1054.152(3) of the Texas Estates Code and pursuant to 45 CFR 164.512 (e)(1)(i) of the Health Insurance Portability and Accountability Act (HIPAA), any covered entity presented with this Order shall provide the Court Investigator complete and immediate access to and copies of the ward's and/or proposed ward's protected health information including, but not limited to, medical records, psychological records, intellectual testing records, educational records, social service records, and community agency records and further authorizes the Court Investigator to discuss the ward and/or proposed ward's medical or psychological condition with any medical or health care personnel.

IT IS FURTHER ORDERED that, pursuant to Section 1054.152(3) of the Texas Estates Code, the Court Investigator shall be given complete and immediate access to and copies of the financial records of the ward and/or proposed ward, including, but not limited to, records of all bank accounts, investment accounts, retirement and employee benefit accounts, and credit and debit records.

IT IS FURTHER ORDERED that, if an investigation is being conducted under Section 1102.001 of the Texas Estates Code, the Court Investigator shall provide written notice to the ward and/or proposed ward of the requests made by the Court Investigator to a financial institution for customer records related to the ward and/or proposed ward in connection with the guardianship investigation by no later than the fifth day after the date the financial institution produces the customer records related to the ward and/or proposed ward, pursuant to Section 1102.006 of the Texas Estates Code.

IT IS FURTHER ORDERED that the Court Investigator shall investigate, if applicable, the causes and circumstances surrounding any abuse, neglect and/or exploitation perpetrated on the ward and/or proposed ward.

IT IS FURTHER ORDERED that, pursuant to Section 1054.153 of the Texas Estates Code, the Court Investigator, after conducting an investigation on the ward and/or proposed ward, shall file a report with the Court containing findings and conclusions regarding the ward and/or proposed ward.

IT IS FURTHER ORDERED that this standing Order is effective as of January 6, 2026.

SIGNED on this the 6 day of January, 2026.


AMANDA MATZKE, ADMINISTRATIVE JUDGE
COUNTY COURTS AT LAW

