

Rule 330. Accounts and reports of conservators.

(a) Filing.

(1) A temporary conservator shall submit an account and a report to the Court for administration of the estate within 60 days of termination of the appointment of the temporary conservator, except that if the temporary conservator is appointed permanent conservator, an account of the temporary conservator shall not be required.

(2) A limited or general permanent conservator shall submit an account and a report to the Court for administration of the estate:

(A) annually, within 30 days of the anniversary date of appointment as permanent conservator; and

(B)

(i) within 60 days of the resignation or removal of the conservator;

(ii) as provided in SCR-PD 334; and

(iii) at such other times as the Court may direct.

(3) A report shall also be filed when there is a significant change in the capacity of the ward to manage his or her financial resources.

(b) Form of account.

(1) The first accounting period shall begin on the date of appointment of the conservator.

(2) A final account shall contain a certification that there remain no unsettled liabilities.

(3) Accounts shall be typewritten or machine printed on a form prescribed by the Register of Wills or in a format substantially similar to the prescribed form.

(c) Report. Each account shall have attached a conservator's report (Form II-R), that outlines the following:

(1) Significant changes in the capacity of the protected individual to manage his or her financial resources;

(2) The services being provided to the protected individual and the relationship of those services to the individual conservatorship plan;

(3) Significant problems relating to the conservatorship which have arisen during the reporting period; and

(4) The reasons, if any, why the conservatorship should not be terminated, or why no less restrictive alternative would permit the protected individual to manage his or her financial resources.

(d) Service.

(1) A conservator shall serve a copy of an account and report within five days before or after filing the account, along with a notice of filing, on the ward or the ward's known successor(s) in interest, the guardian of the ward (if any), any party, any person who has filed an effective request for notice pursuant to SCR-PD 304, and any other person as directed by the Court. Service shall be personal service or by first class mail.

(2) A certificate of service, as provided in this rule, shall be attached to the account.

(e) Form of notice. Notice shall be in substantially the following format: "Notice is hereby given that my account as Conservator together with the Conservator's report has been or will be filed on or before You have the right to file exceptions or objections to the account or report within 10 days of the receipt of notice from the Register of Wills of a hearing on the account."

(f) Special conservator or person granted authority under a protective arrangement.

(1) A special conservator or a person granted authority under a protective arrangement ordered pursuant to *D.C. Code § 21-2056* shall file a report setting forth all matters done pursuant to the order of appointment:

(A) within 30 days after completion of the task(s) for which the special conservator was appointed or the action provided for in the order for a protective arrangement; and

(B)

(i) not later than 6 months after order of appointment or for a protective arrangement; and

(ii) at such other times as may be ordered by the Court.

(2) If a special conservator was required to furnish a bond, the conservator shall file an account with the report.

(3) If appropriate, the report should include a request for termination of the special conservator's appointment.

(4) The report, and account if required, shall be served as provided in subsection (d), above.

(5) The special conservator's appointment shall terminate upon an order of the court.

COMMENT:

The Uniform Fiduciary Accounting Principles and accompanying commentaries and illustrations recommended by the Committee on National Fiduciary Accounting Standards in collaboration with the National Center for State Courts are approved as an elaboration of the requirements of this Rule. Reference may be made to them for determination of the adequacy of a particular account. The Model Account Forms attached thereto are deemed consistent with the prescribed forms.