

# Healthy Grandfamilies Legal Information

PROVIDED BY LEGAL AID OF WEST VIRGINIA



## DISCLAIMER:

This booklet is provided for information purposes only by Legal Aid of West Virginia as part of the Healthy Grandfamilies Program and the WV Works Legal Support Project. Legal Aid does not warrant this information for any purpose. This booklet should not be considered legal advice. It does not create an attorney-client relationship. These materials are accurate legal information as of September 2019. Please note that laws can change because new laws are passed in the West Virginia legislature every year and these laws are continually being interpreted by the Courts, creating new case law. If you have a legal issue, you should consider consulting with an attorney for legal advice.

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## KINSHIP CARE TO-DO LIST

1. Obtain written permission from the parent(s) to provide care for the child(ren), if possible
2. Obtain a copy of the child(ren)'s birth certificate and social security card, if possible
3. Apply for benefits at the DHHR
  - \_\_\_ WV Works Kinship Relative Check
  - \_\_\_ Medical Card/ WV CHIP
  - \_\_\_ Food Stamps
  - \_\_\_ Clothing Voucher
  - \_\_\_ WV Choices/Day Care Assistance
4. Find out who the child(ren)'s medical care providers are and ensure that child(ren) keep next appointments
5. Make contact with the child(ren)'s school to ensure there are no enrollment issues
6. Inquire about your legal options to secure custody of the child(ren)
  - \_\_\_ Ask WV Works Caseworker for referral to Legal Aid – or -
  - \_\_\_ Contact Legal Aid to Apply – 1-866-255-4370 or online at [www.lawv.net](http://www.lawv.net) – or -
  - \_\_\_ Contact a private attorney for a consultation

## **Important Documents**

### **Start a File for the Child**

- Birth Certificate
- Social Security Card
- Medical Card or other Health Insurance Card
- Immunization records
- School records
- Medical records, including a list of any allergies and prescriptions
- Any legal documentation, such as guardianship or other court orders related to the child(ren)
- Any written documentation giving you permission to care for the child(ren)
- Names and phone numbers of all case workers and medical providers
- Information about the parents, including dates of birth, social security numbers, and current address
- Create and keep a timeline of where and with whom the child(ren) have resided since birth
- Up-to-date, clear photo of the child(ren)

## **Obtaining a Temporary Care Agreement from the Parents**

If possible, obtaining a Temporary Care Agreement from one or both of the child(ren)'s parents can be helpful to obtain medical care for the child, enroll the child in school, and obtain information and documents related to the child. Don't worry if you can't get the parents to sign an agreement, there are ways to accomplish all of those things without such a document, but the document will make these tasks easier.

Temporary Care Agreements can be as informal as a note written on a sheet of paper,

or as formal as a notarized document. On page 6 of this booklet, you will find a form that you can use to obtain an agreement from one or more of the child's parents. This form is intended to be signed by a parent before a notary.

These agreements are temporary and can be revoked by the parent simply stating that the agreement is revoked. This agreement is not a substitute for guardianship, which is discussed later in this booklet.

## **How to Obtain a Medical Care for the Child**

If you are unable to obtain a temporary care agreement, or other parental permission for medical treatment, you can complete a Caregiver Consent Affidavit for Health Care. This form allows relatives or someone other than the child's parent to consent to health care and medical treatment for the child.

If you do not have a court order that gives you the right to make health care decisions for a child, you can use the Caregiver's Consent Affidavit to approve such care if:

- You are over the age of 18 **and**
- You are related to the child by blood or marriage; or the child has resided with you during the last six months or more **and**
- The parents have signed the consent, or you have been unable to contact the child's parents to obtain their signature on the consent form, despite attempts to do so

The affidavit does not give you legal custody of the child and does not affect the rights of the child's parents. If the parents object, the consent is no longer valid. By signing the affidavit you are swearing that the information contained in it is true. The consent form is only valid for one year after you sign it.

You can find a copy of this form on page 7 of this booklet.

## **How to Obtain a Child's Birth Certificate**

**To get a certified copy of a child's birth certificate:**

You must be:

- A grandparent of the person on the certificate, or

- A brother or sister of the person on the certificate, or
- Have a legal interest in the certificate

**Where to obtain certificate:**

1. **Courthouse** - You can obtain a certified copy of a child's birth certificate in the county where the child was born for a \$5.00 fee by visiting the County Clerk's office. Make sure you bring your driver's license with you.

2. **WV Health Statistics Office in Charleston, WV**- You can order a certificate from the state office by doing the following:

- Visiting the office in person:
  - Go to the WV Health Statistics office in Charleston at 350 Capitol Street
  - Bring your ID, \$12, and the completed application, located on page 9.
  
- By mail
  - This is the slower method of obtaining a certificate, taking 5 to 19 days
  - Fill out the application located on page 9 of this booklet and mail it to Vital Registration, Room 165, 350 Capitol Street, Charleston, WV 25031, with a check or money order for \$12.

If you have any questions about obtaining a birth certificate, you may reach Vital Registration by calling 304-558-2931.

**How to Obtain a Social Security Card for a Child**

You will need:

1. Proof of the child's identity - certified copy of the child's birth certificate AND one of the following: a certified copy of a medical record, copy of a medical card, school identity card, school records, and/or adoption decree)
2. Proof of your identity and proof of your custody of/relationship with the child – Driver's license, birth certificates, court orders
3. A completed Application for Social Security Card. (See page 10 of this booklet).

If you have any questions about the proof documents required, you may call 1-800-772-1213.

You will take or mail these documents to your local Social Security Office. The Social Security office requires original/certified copies of all documents, so it is probably best to take the documents in person so that you can keep your originals.

Note that there are limits on the number of replacement social security cards that can be obtained. You may receive a limit of three (3) per calendar year and only 10 in your lifetime.

### **Obtaining Other Documents**

- Check with the child's current and former schools for Individual Education Plans (IEPs), other school records and immunization records
- Check with the child's medical care providers for medical records, information related to allergies and prescriptions, and immunization records

# TEMPORARY CARE/CUSTODY AGREEMENT

I, \_\_\_\_\_, a resident of \_\_\_\_\_ County, West Virginia, the custodial parent of the following child(ren): (Please indicate name and birthdates of children)

_____	_____
_____	_____
_____	_____

do hereby give temporary custody of said child(ren) to: (Name, Address and Relationship)

\_\_\_\_\_

\_\_\_\_\_

Further, I give my permission to the aforementioned person(s) to take care of the child(ren) in his/her home and to apply for, consent to, or otherwise obtain any medical treatment or any economical, social, educational, or other services that the child(ren) may need. I expressly give permission to this individual to accept any State or Federal Benefits that may be available through the Department of Health and Human Resources, or other agency, to benefit my child(ren).

This agreement is temporary in nature and shall be immediately revocable upon written notice that the Parent desires to terminate the care agreement and resume caring for the child.

\_\_\_\_\_  
Parent Date

\_\_\_\_\_  
Parent Date

Taken, subscribed and sworn to before the undersigned authority this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires \_\_\_\_\_.

## Affidavit for Consent for Health Care for a Minor

State of West Virginia, County of \_\_\_\_\_  
name of county where you are physically located at the time you sign the document

After being duly sworn, I \_\_\_\_\_ provide the following information:  
Adult Caregiver's Name

- A. 1. My full name is \_\_\_\_\_;  
Adult Caregiver's Name
2. My current address is \_\_\_\_\_;  
Adult Caregiver's Address
3. My birthdate is \_\_\_\_\_;  
Adult Caregiver's Birthdate
4. \_\_\_\_\_, was born on \_\_\_\_\_  
Child's Name Child's Birthdate
- 5a. \_\_\_\_\_, has resided with me continuously since \_\_\_\_\_,  
Child's Name Date Child Came to Live with You  
a period exceeding six months; OR

5b. I am related to \_\_\_\_\_ in the following manner:  
Child's Name

- |   |   |
|---|---|
| <input type="checkbox"/> sibling                                    | <input type="checkbox"/> paternal grandparent or great-grandparent; |
| <input type="checkbox"/> maternal grandparent or great-grandparent; | <input type="checkbox"/> paternal aunt or uncle;                    |
| <input type="checkbox"/> maternal aunt or uncle;                    | <input type="checkbox"/> paternal cousin;                           |
| <input type="checkbox"/> maternal cousin;                           |   |

**Note: The person signing this affidavit must truthfully select either 5A or 5B to qualify under the provisions of this law.**

6. The names of child's parents or legal guardians are \_\_\_\_\_.

7. The addresses of child's parents/guardians are \_\_\_\_\_  
\_\_\_\_\_.

B. I have attempted to obtain the consent of \_\_\_\_\_ for medical care for  
Parents/Guardians of Child

\_\_\_\_\_ but I have been unable to do so.  
Child's Name

C. Here are the attempts I have made to obtain the legal guardian/parent or parents' consent for medical care for \_\_\_\_\_:  
Child's Name

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. To the best of my knowledge the guardian/parents of \_\_\_\_\_ have not  
Child's Name  
refused to give their consent for this medical care.

**By placing an X beside each of the following paragraphs I acknowledge that I have read or have had read to me these statements:**

E. General Notices: \_\_\_\_\_

This consent form is promulgated pursuant to West Virginia Code § 49-11 et seq.

This declaration does not affect the rights of the minor's parent, guardian or legal custodian regarding the care, custody and control of the minor, other than with respect to health care, and does not give the caregiver legal custody of the minor. This affidavit is valid for one year unless the minor no longer resides in the caregiver's home. Furthermore, the minor's parent, guardian or legal custodian may at any time rescind this affidavit of caregiver consent for a minor's health care by providing written notification of the rescission to the appropriate health care professional. A person who relies in good faith on this affidavit of caregiver consent for a minor's health care has no obligation to conduct any further inquiry or investigation and shall not be subject to civil or criminal liability or to professional disciplinary action because of the reliance

F. Penalty for False Statement: \_\_\_\_\_

**§49-11-9. Penalty for false statement.**

A person who knowingly makes a false statement in an affidavit under this article is guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than \$1,000.

G. Revocation and Termination of Consent: \_\_\_\_\_

**§49-11-6. Revocation and termination of consent.**

- (a) The affidavit of caregiver consent for a minor's health care is superseded by written notification from the minor's parent, guardian or legal custodian to the health care professionals providing services to the minor that the affidavit has been rescinded.
- (b) The affidavit of caregiver consent for a minor's health care is valid for one year unless the minor no longer resides in the caregiver's home or a parent, guardian or legal custodian revokes his or her approval by written notification to the health care professionals providing services to the minor that the affidavit has been rescinded. If a parent, guardian or legal custodian revokes approval, the caregiver shall notify any health care provider or health service plans with which the minor has been involved through the caregiver.

Based upon all of the statements above, I believe that I am the person who can give a consent for the health care for \_\_\_\_\_  
Child's Name

My signature below was given on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_,  
Date Month City  
\_\_\_\_\_, County, West Virginia.  
County

\_\_\_\_\_  
Signature of Caregiver

-----  
STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_ to wit:

I, \_\_\_\_\_, a Notary Public of said County, do certify that \_\_\_\_\_, whose name(s) are signed to the writing above bearing date on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, have this date acknowledged the same before me. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_.



# Application for Certified Copy of West Virginia Birth Certificate

Please complete on-line, print, sign, and mail as instructed below or print except where signature is required.

The following pertains to information that would be found on the certificate being requested.

### Name of person on the certificate

### Date of Birth

\_\_\_\_\_  
First Middle Last

\_\_\_\_\_  
Month/Day/Year

### Mother's Maiden Name

\_\_\_\_\_  
First Middle Last

### Sex:

Male

Female

### Father's Name

\_\_\_\_\_  
First Middle Last

### Place of Birth

City \_\_\_\_\_

County \_\_\_\_\_

State \_\_\_\_\_

Hospital  
\_\_\_\_\_

### Requestor's Relationship:

Parent/Grandparent

Guardian or agent

Child/Grandchild

Certificate of my own birth

Spouse

Brother/Sister

**Making false statements and misuse of vital records will result in criminal and civil penalties pursuant to WV Code §16-5-38.**

\_\_\_\_\_  
Signature (Required)

\_\_\_\_\_  
Printed Name (Required)

Requesting \_\_\_\_\_ copies at \$12.00 per copy and enclosing \$\_\_\_\_\_.

Please send check or money order. Please do not send cash.

Make checks payable to: Vital Registration

Send copies to: Print your address below.

\_\_\_\_\_  
\_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Area Code

Your daytime telephone number:

\_\_\_\_\_  
\_\_\_\_\_

City

State

Zip

\_\_\_\_\_  
E-Mail address

Submit form with check or money order to:  
Vital Registration ,  
Room 165  
Charleston, WV 25301-3701  
Telephone: (304) 558-2931

# SOCIAL SECURITY ADMINISTRATION

## Application for a Social Security Card

Form Approved  
OMB No. 0960-0066

<b>1</b>	<b>NAME</b> TO BE SHOWN ON CARD			First	Full Middle Name	Last
	<b>FULL NAME AT BIRTH</b> IF OTHER THAN ABOVE			First	Full Middle Name	Last
	OTHER NAMES USED					
<b>2</b>	Social Security number previously assigned to the person listed in item 1			<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
<b>3</b>	<b>PLACE OF BIRTH</b> (Do Not Abbreviate)				Office Use Only	<b>4</b> <b>DATE OF BIRTH</b> MM/DD/YYYY
	City	State or Foreign Country		FCI		
<b>5</b>	<b>CITIZENSHIP</b> (Check One)			<input type="checkbox"/> U.S. Citizen	<input type="checkbox"/> Legal Alien Allowed To Work	<input type="checkbox"/> Legal Alien Not Allowed To Work (See Instructions On Page 3)
<b>6</b>	<b>ETHNICITY</b> Are You Hispanic or Latino? (Your Response is Voluntary)		<b>7</b>	<b>RACE</b> Select One or More (Your Response is Voluntary)		
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Native Hawaiian	<input type="checkbox"/> American Indian	<input type="checkbox"/> Other Pacific Islander
<b>8</b>	<b>SEX</b>		<input type="checkbox"/> Male	<input type="checkbox"/> Female		
<b>9</b>	<b>A. PARENT/ MOTHER'S NAME AT HER BIRTH</b>			First	Full Middle Name	Last
	<b>B. PARENT/ MOTHER'S SOCIAL SECURITY NUMBER</b> (See instructions for 9 B on Page 3)			<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="checkbox"/> Unknown		
<b>10</b>	<b>A. PARENT/ FATHER'S NAME</b>			First	Full Middle Name	Last
	<b>B. PARENT/ FATHER'S SOCIAL SECURITY NUMBER</b> (See instructions for 10B on Page 3)			<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="checkbox"/> Unknown		
<b>11</b>	Has the person listed in item 1 or anyone acting on his/her behalf ever filed for or received a Social Security number card before? <input type="checkbox"/> Yes (If "yes" answer questions 12-13) <input type="checkbox"/> No <input type="checkbox"/> Don't Know (If "don't know," skip to question 14.)					
<b>12</b>	Name shown on the most recent Social Security card issued for the person listed in item 1			First	Full Middle Name	Last
<b>13</b>	Enter any different date of birth if used on an earlier application for a card				MM/DD/YYYY	
<b>14</b>	<b>TODAY'S DATE</b> MM/DD/YYYY		<b>15</b>	<b>DAYTIME PHONE NUMBER</b>		
				Area Code	Number	
<b>16</b>	<b>MAILING ADDRESS</b> (Do Not Abbreviate)			Street Address, Apt. No., PO Box, Rural Route No.		
	City		State/Foreign Country		ZIP Code	
<b>17</b>	<b>YOUR SIGNATURE</b>			<b>18</b>	<b>YOUR RELATIONSHIP TO THE PERSON IN ITEM 1 IS:</b>	
					<input type="checkbox"/> Self	<input type="checkbox"/> Natural Or Adoptive Parent
DO NOT WRITE BELOW THIS LINE (FOR SSA USE ONLY)						
NPN		DOC		NTI		CAN
PBC	EVI	EVA	EVC	PRA	NWR	DNR
					UNIT	
EVIDENCE SUBMITTED				SIGNATURE AND TITLE OF EMPLOYEE(S) REVIEWING EVIDENCE AND/OR CONDUCTING INTERVIEW		
				DATE		
				DCL		
				DATE		

## Grandparent Caregivers: CPS Involvement vs. No Involvement

The way in which you came to be caregivers of your grandchildren can affect the types of benefits you are eligible for. Here are a few ways grandparents become caregivers of grandchildren:

1. Parents voluntarily place children in grandparent care without any CPS involvement
2. Parents voluntarily place children in grandparent care after a CPS case is opened, but before an abuse and neglect is filed.
3. Parents voluntarily place children in grandparent care, but CPS has filed an abuse and neglect proceedings against the parents anyway.
4. Children are removed from parents care by CPS and placed in grandparent care due to an abuse and neglect proceeding.

If no abuse and neglect proceeding is initiated, a grandparent will be able to pursue guardianship or adoption and will not be subject to the requirements that result from an abuse and neglect proceeding. However, this also means that you will not be eligible for the benefits that are provided by the DHHR in abuse and neglect proceedings.

Portions of this booklet are related to what happens when you are providing care for grandchildren who have been removed from their parents' home due to abuse and neglect. However, frequently grandparents are providing care for grandchildren without any CPS involvement. The following chart is designed to show what the different requirements and benefits are for grandparents providing care without CPS involvement (Non-Abuse and Neglect Placement) and grandparents providing care for children with CPS involvement (Abuse and Neglect Placement).

## LEGAL INFORMATION

<b>Requirements/Benefits</b>	<b>Non-Abuse and Neglect Placement</b>	<b>Abuse and Neglect Placement</b>
Provide basic necessities	Yes	Yes
Submit to a Background Check	No	Yes
Home Safety Requirements (beyond minimum safety requirements)	No	Yes
Minimum bedroom Requirements	No	Yes
PRIDE Class Training	No	Yes
WV Works Kinship Relative Care Check (\$288 per month for the 1 <sup>st</sup> child, with a small increase for each addit'l child up to a max of \$559)	Yes	Yes (until home study is completed and family qualifies for Foster Parent Subsidy)
Foster Parent Subsidy (\$600 per month, per child)	No	Yes
Medicaid for the children	Yes	Yes
Clothing Voucher	Yes	Yes
Clothing Subsidy (one time payment of \$300.00)	No	Yes
Child Care Assistance	Yes	Yes
Mileage for taking children to doc. appts and family visits	No	Yes
Legal Assistance Subsidy (\$2,000 to assist with the costs of filing for adoption or guardianship of the child)	No	Yes

**Benefits Available for Kinship Relative Care Providers**

Kinship Relative Care Providers are individuals who are providing care for blood-related children up to the 5<sup>th</sup> degree, including those related by marriage. The most common Kinship/Relative Caregiver situation is a grandparent providing care for a grandchild.

**WV WORKS Relative Caretaker Benefits – These benefits are available regardless of income**

**Provider: West Virginia Department of Health and Human Resources**

**Benefits for Child:**

- **Cash Assistance**

1 child: \$288	4 children: \$422	7 children: \$547
2 children: \$331	5 children: \$462	Max: \$559
3 children: \$374	6 children: \$506	
- **School Clothing Voucher**
- **Medical Card for the children**
- **Support Services – Possible benefits with approval and exhaustion of all other avenues of assistance**
  - **Child Care assistance**
  - **Clothing Assistance**
  - **WV Works donated vehicle program (based upon limited availability)**
  - **Vehicle Repair**
  - **Vehicle Insurance**
  - **Driver’s license and State ID fees for the caregiver or the children**
  - **Collateral Payments**
    - **Higher Education Entrance Exam and Application Fees**
    - **Tutoring costs**
    - **Graduation Cap and Gown**
    - **Extracurricular Activity Fees**
    - **Diapers, wipes, and formula**
    - **Other costs associated with the children’s needs**

**Check with your local DHHR as other benefits such as SNAP(Food Stamps) may be available to grandfamilies if you are low-income and meet financial guidelines.**

## Benefits Available for Foster Parents

Foster Parents are individuals who are certified caregivers for children who are in the legal custody of the West Virginia Department of Health and Human Resources. Some grandparents become certified foster parents of their grandchildren, however, you cannot choose to be a foster parent for your grandchildren - your grandchildren must be placed in your care by the WV DHHR/CPS to be considered a foster parent for benefit purposes.

### Three Types of Foster Parents:

1. Foster Parents – Non-relative individuals who open their homes to foster children without the intention to adopt
2. Foster-to-Adopt – Non-relative individuals who open their homes to foster children with the intention of adopting a child
3. Kinship-Relative Placement – Relatives who open their homes to their kin who are in DHHR custody with the intention of fostering or adopting.

### Requirements to be a Foster Parent:

1. You must be 21 or older
2. You need a stable and secure income
3. You should be in relatively good physical and mental health
4. Your home will need to pass a safety inspection
5. You cannot have child abuse reports or a criminal background
6. You must have a stable family relationship
7. You must have the ability to commit to a child

### To be certified as a Foster Parent:

1. You must complete a home study, which includes a background check
2. You must complete PRIDE training

### Benefits Available to Foster Parents and Foster Children:

- \$600 per month subsidy once home study and PRIDE training are complete
- Medical Card
- Child Care Assistance
- Mileage Reimbursement
- Up to \$2,000 reimbursement for legal expenses related to adoption/guardianship
- WIC (baby formula and food assistance)
- WV Birth to Three Services

## Child Abuse and Neglect Under West Virginia Law

**Sometimes children come into your care because they have been removed from the parents' home due to child abuse and neglect. The following is an explanation of Child Abuse and Neglect laws, and the proceedings that occur as a result of abuse and neglect.**

### 1. What is child abuse under West Virginia law?

Child abuse means that a child's health and well-being is being harmed or threatened. Under West Virginia law (W.Va. Code § 49-1-201), a child's health and well-being can be threatened in a few ways:

- Actual or attempted intentional infliction of physical or mental injury upon the child or any child in the home;
- Sexual abuse or exploitation of the child;
- The sale or attempted sale of the child; or
- Domestic violence.

### 2. What is neglect under West Virginia law?

Neglect means that a child's physical or mental health is harmed or threatened by a parent's failure, refusal, or inability to provide:

- Food,
- Clothing,
- Shelter,
- Supervision,
- Medical care, or
- Education.

Neglect can also be a result of the child being without these basic necessities because of the absence of the parent (W.Va. Code § 49-1-201).

### 3. Who investigates child abuse and neglect in West Virginia?

In West Virginia, Child Protective Services (CPS), which is under the Department of Health and Human Resources (DHHR), investigates possible child abuse and neglect.

### 4. How are abuse and neglect cases handled in court?

Circuit Court Judges are the judges in West Virginia that hear child abuse and neglect cases. If a Family Court Judge learns about possible abuse and neglect, the Family Court Judge must make a referral to the Department of Health and Human Resources (DHHR) to investigate. If DHHR finds that there is abuse and neglect, the DHHR will work with the Prosecuting Attorney's office to initiate an abuse and neglect proceeding against the abuser(s) in the Circuit Court of the County where the child resides.

## **5. How can you report suspected child abuse and neglect?**

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Call the Department of Health and Human Resources Centralized Intake for Abuse and Neglect at 1-800-352-6513. This hotline is open 24 hours a day and 7 days a week. The names of people who call to report are kept confidential. You can also report child abuse and neglect to your local police department.

## **6. When can CPS remove children from the home?**

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If Child Protective Services (CPS) believes a child is in danger, CPS may take emergency custody of the child before an emergency abuse and neglect petition is filed with a court. CPS must then immediately go to a Circuit Court judge or Magistrate Court judge and ask for an order for emergency custody. If CPS receives this order, CPS must file an abuse and neglect petition within 48 hours.

## **7. What is a petition?**

---

A petition is a legal document that describes the abuse and neglect that supposedly took place. Usually the process begins when the County Prosecuting Attorney files an abuse and neglect petition in Circuit Court on behalf of the Department of Health and Human Resources (DHHR). However, if DHHR or the prosecutor refuses to file an abuse and neglect petition, any person who believes abuse and neglect took place can file a petition in Circuit Court.

## **8. Who is the respondent in an abuse and neglect case?**

---

The respondent in the abuse and neglect case is the adult who is alleged to have abused or neglected the child(ren). If only one parent is alleged to have abused the child(ren), the other parent can be a respondent if they knew about the abuse and could have stopped it. A parent who is not at fault for abuse and neglect may be given the opportunity to co-petition with the DHHR or be required to participate in the abuse and neglect proceedings as a non-offending parent or interested party.

## **9. What is an initial order?**

---

The initial order from the Circuit Court Judge in an abuse and neglect case may give temporary custody of the child(ren) to the Department of Health and Human Resources. It will also appoint lawyers for the parents and any other person who may have custodial responsibility. The children involved in the case will be appointed an attorney called a guardian ad litem. Sometimes a CASA or Court Appointed Special Advocate is appointed to look out for the child(ren)'s best interests and to help them understand the Court process.

## **10. Who can be in the courtroom during abuse and neglect proceedings?**

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Abuse and neglect cases are closed, confidential hearings. This means the hearing is not open to the public. Generally, the court will not let others in the courtroom and will not give them information about what happened in a hearing.

The only people allowed into the courtroom are:

- The judge
- A court reporter
- A bailiff
- The prosecuting attorney
- The representative(s) from DHHR
- The guardian ad litem (attorney for the children)
- CASA advocates
- The parent(s) and their attorney(s)
- Relatives, potential foster or adoptive families and their attorneys may attend, but only if the court has allowed them to intervene in the case.

## **11. What is a GAL (guardian ad litem)?**

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A guardian ad litem, often referred to as a GAL, is a lawyer who represents the child and the child's best interests. The GAL will represent the child in Court and MDT meetings. The GAL will investigate the case, make home visits, and interview witnesses. The GAL will send a written report to the Judge with recommendations for the child's best interest.

## **12. What is a preliminary hearing?**

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During a preliminary hearing, the judge decides if the child needs to be removed from the home. If emergency custody was ordered before the preliminary hearing, the judge will decide if it should continue. It is not unusual for the parents to waive their preliminary hearing to move to the next stages of the abuse and neglect process.

## **13. What is an improvement period?**

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An improvement period is a period of time the judge gives the respondent(s) to correct issues relating to the abuse and neglect in an attempt to avoid having their parental rights terminated. There are two types of improvement periods, pre-adjudicatory improvement periods and post-adjudicatory improvement periods. To get an improvement period, the respondent must admit there is a problem and make efforts to correct the problem. The DHHR will develop a family case plan if the respondent gets an improvement period. During this time, the DHHR offers helpful services to the respondent(s) and reports back to the Court and the Multidisciplinary Team (MDT) about the respondent(s) progress during the improvement period. If a respondent does not follow the requirements of the improvement period, the improvement period can be terminated and the case is moved on to adjudication or disposition.

Typical rules for an improvement period can be:

- Being financially stable;
- Having a stable place to live;

- Having a psychological evaluation and following what is recommended;
- Getting treatment for drug or alcohol abuse;
- Staying drug or alcohol free;
- Submit to random drug and/or alcohol screenings
- Going to parenting classes;
- Going to supervised or unsupervised visits with the child; and
- Going to MDT meetings.

## 14. What is an MDT?

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MDT stands for multidisciplinary team. The MDT holds regular meeting to develop, carry out, and monitor a service plan for the family to correct the problems that led to abuse and neglect. The MDT also sends written reports to the judge. The MDT should meet at least once every 3 months until the Judge decides where the child should be permanently placed.

## 15. Who goes to an MDT?

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Each county handles their MDT meetings differently, but the teams generally consist of the following individuals:

- The DHHR case worker;
- The prosecuting attorney;
- The adult respondents (typically the child's parents or guardians);
- Any co-petitioner;
- The lawyers for the respondents;
- The Guardian Ad Litem (children's lawyer)
- The CASA;
- Anyone who is providing services to the respondents to help them deal with the issues that led to abuse and neglect;
- Appropriate school officials;
- The foster parents or custodial relatives (and their lawyers); and
- The child (if old enough and appropriate).

## 16. What is a family case plan?

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DHHR staff prepare a family case plan with the help of the lawyers and the MDT. The case plan lists changes that must happen and services that will be provided to the family to help correct the problems. The case plan also includes a description of how the respondents must change their behavior. The long term or permanency plan for the child is also included. The overall goal of the abuse and neglect process is to correct problems so the family can be reunified or if that is not possible, to find a safe and loving place for the child to grow up.

## **17. What is an adjudicatory hearing?**

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At the adjudicatory hearing, the prosecutor, the respondents' lawyers, and the child(ren)'s lawyers present evidence to support or to defend against the abuse and neglect claims set forth in the petition. The judge decides at the end of the hearing if the child is abused and neglected. Sometimes the respondents will waive the adjudicatory hearing and admit some or all of the allegations in the petition in order to begin an improvement period to correct the conditions that lead to the abuse and neglect proceeding. Parental rights are not terminated during the adjudicatory hearing.

## **18. What is a dispositional hearing?**

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At the dispositional hearing, the Judge will decide whether the parents' rights will be terminated or whether the family will be reunified. During this hearing, the judge must choose the least restrictive action that is in the best interests of the child(ren). The Judge may dismiss the petition if the judge feels it is safe to reunite the family. The judge may terminate the parents' rights if the evidence shows that there is no reasonable likelihood that respondents can change the issues that led to the abuse and neglect and returning the child to the home is not in the child's best interests. If a parent's rights are terminated, the person no longer has legal status as the child's parent. During this hearing parents may also choose to voluntarily relinquish his or her parental rights rather than having those rights terminated. Voluntarily relinquishing parental rights terminates the rights to the immediate child, but allows the parent to maintain parental rights to other children.

## **19. What is a permanency hearing?**

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A permanency hearing is held to determine what the permanent placement plans will be for children when parental rights have been terminated. The goal of the permanency hearing is to place the child in the most family-like home possible. There is a preference for children to be adopted by foster parents or kinship relatives, as well as a preference to keep siblings together in the same home. A permanency hearing may be held every 12 months until the permanency plan is completed.

## **A Guide to Grandparent Intervention in Abuse and Neglect Proceedings:**

When the DHHR takes custody of children due to Abuse and Neglect Proceedings, they must search for possible relatives who are interested in taking the child and would be a good, safe placement. There is a preference to place children with a fit and proper grandparent. If no fit and proper grandparent or other relative is available, the children will be placed in a foster home. The following are answers to frequently asked questions:

### **1. Will my grandchildren automatically be placed with me if they are removed from their parents?**

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No. The DHHR will reach out to known grandparents to inquire about placement. Sometimes grandparents are not considered because the children's parent(s) have indicated that the grandparent is not willing, able or appropriate to provide care for the child. If you learn of an abuse and neglect action and would like to be considered for placement of your grandchildren, it is important for you to contact the DHHR as soon as possible to let them know that you are interested in being considered for placement.

### **2. What happens once the DHHR is aware that I am willing and able to provide care for my grandchildren?**

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The DHHR may place the child with you on a temporary basis pending the completion of a home study, or the DHHR may place the child with a foster family pending your completion of a home study. It is important that you maintain contact with the DHHR during this process.

### **3. As a Grandparent, do I have the same requirements as a Foster Parent?**

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Yes. If you are a relative who wants custody of a child, you will be required to complete a home study and complete foster parent training known as Parent Resources for Information, Development, and Education, or PRIDE classes. The home study involves a background check and a safety check of your home. If you pass the home study and complete the PRIDE training, the DHHR will certify you as a foster parent and you can get financial help in caring for the child.

## 4. Under what circumstances might I be denied placement of my grandchild?

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You will likely be denied placement of your grandchild(ren) if any of the following apply:

- You have a history of substantiated abuse and neglect allegations against you;
- You have lost parental rights to your own children in the past;
- You have to register as a sex offender;
- You have a criminal history, particularly of crimes involving sexual abuse or physical harm;
- You have a drug or alcohol problem;
- Your home does not meet the safety standards required by the DHHR and you are unable to make repairs to meet those standards.

## 5. What rights do grandparents have in regard to abuse and neglect proceedings?

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Grandparents have the following rights:

- **Placement of the Child, if appropriate** - WV Code provides that the DHHR shall first consider the suitability and willingness of any known grandparent or grandparents to adopt the child. Once any such grandparents who are interested in adopting the child have been identified, the DHHR shall conduct a home study evaluation, including home visits and individual interviews by a licensed social worker. If the DHHR determines, based on the home study evaluation that the grandparents would be suitable adoptive parents, it shall assure that the grandparents are offered the placement of the child prior to the consideration of any other prospective adoptive parents. Placement of the child with the grandparent is not ab
- **Notice** - *If you had physical custody of the children prior to the filing of the abuse and neglect proceeding*, you have the right to be served with a copy of the petition and have an opportunity to be heard.
- **A meaningful opportunity to be heard** – *If you had physical custody of the children prior to the filing of the abuse and neglect proceeding*, you are entitled to a meaningful opportunity to be heard at the hearings in the abuse and neglect proceeding.

## 6. How can grandparents get involved in Abuse and Neglect cases in court?

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Abuse and Neglect cases are confidential. Relatives are generally not included in these hearings unless the judge specifically allows it. You can file a Motion to Intervene and ask the Court to include you in the hearings. The Court may accept or deny your motion. This often depends on what your role has been in the child's life, how far along the case has progressed, and other factors relating to the child's best interests.

## **7. Do I need an attorney if my grandchildren are involved in an abuse and neglect proceeding?**

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You should always take the opportunity to consult with an attorney if one is available to you. You will likely need an attorney in the following situations:

- You are being denied placement of your grandchild, despite having an appropriate home, and being a fit and able person to provide care for them
- You had physical custody of your grandchildren at the time the abuse and neglect action was filed and you received no notice of the petition and hearing, nor were you given the opportunity to be heard
- Your grandchild has been placed in foster care and the DHHR is unwilling to complete a home study for you

## **8. How can I find an attorney to help me in an abuse and neglect proceeding?**

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If you are a participant in the WV Works program or a recipient of the WV Works Kinship Relative Care Check, you should ask your WV Works caseworker for a referral to Legal Aid of West Virginia. If you do not participate in or receive benefits from WV Works, you may apply for Legal Aid by calling their intake line at 1-866-255-4370 or apply online at [www.lawv.net](http://www.lawv.net). If you do not qualify for Legal Aid or if you wish to hire a private attorney, you may use the WV State Bar Lawyer Referral Service to help you find an attorney by visiting: <https://wvlawyerreferral.org/>. If you just have questions and need legal information, you can call Tuesday Legal Connect on Tuesday evenings from 6:00 p.m. until 8:00 p.m. by calling **1-800-642-3617**.

## Advice for grandparents if your children or your grandchildren are involved in an abuse and neglect proceeding:

- **Be proactive and cooperative:**
  - Reach out to the local DHHR and let them know you are willing and able to be a home for the child.
  - Cooperate with the DHHR to do a home study of your house.
  - Take the Parent Resources for Information, Development, and Education (PRIDE) classes to become a foster parent.
  
- **Be understanding:**
  - DHHR are often understaffed and workers are overworked. The caseworker on your case may be busy handling many cases for other abused children. It may seem that they do not want you to have the child. Do not be discouraged. Continue to follow-through and complete all the steps that they ask you to.
  
- **Be patient but persistent:**
  - These cases sometimes have lengthy delays. You must be “patient but persistent.” Keep in touch with the worker. Ask the worker if there is anything else you need to do. If not, be patient but keep in regular contact with the worker as the case unfolds.

## Stabilizing Custody for Grandchildren in Your Care

**Taking legal action to establish some type of custody, whether it be guardianship or adoption, can provide stability for your grandchildren and can assist you in having the legal right to make decisions for and seek services on behalf of the children in your care. The following is a discussion of the two main types of legal action Grandparents may take:**

### Infant Guardianship

#### 1. What is an infant guardianship under West Virginia law?

An infant guardianship is when someone other than a child's birth parent asks a Judge to give them custody of the child. Infant guardianships are often referred to as just a guardianship. A guardianship gives the guardian the rights and responsibilities of a parent, without terminating the parents' rights. The guardian is responsible for the child's well-being, protection, and education. A guardianship will usually remain in place until someone asks the Judge to terminate it or until the child turns 18.

#### 2. What is the difference between a guardianship and adoption?

Adoption, unlike guardianship, terminates the parents' rights and creates a new parent-child relationship between the child and the adopting parent. An adopted child gets a new birth certificate with their adoptive parents listed on it.. Other differences are:

- *How long it lasts:* Adoptions cannot be undone. They are permanent. Guardianships can last a long time, but they can be terminated by the Judge later if the reasons that led to the guardianship are fixed. For example, if a child's parents have received drug treatment, a Judge may set aside the guardianship and return the rights to the parents.
- *Where you file:* In West Virginia, you can ask for an infant guardianship in Family Court or in Circuit Court. You can only ask for adoptions in Circuit Court.
- *When you should file:* You can file for a guardianship at any time. If you want custody of a child who does not live with you because you believe the child is not safe, you can ask for a guardianship immediately. Adoptions can only be filed after the child has lived with you for a period of six months or more. You may want to file for a guardianship while an adoption is pending.

### **3. Who can become a guardian?**

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A child's natural parents are his or her guardians. When parents are unable or unwilling to take care of the child, a Judge may appoint someone else to be the child's guardian to look out for the child. Any person who has a relationship with the child and who is concerned for the child's well-being can file a petition with the Judge to be appointed as guardian of a child. The Judge

cannot appoint a parent or other person whose rights have been terminated. A guardianship will not be put in place if the custody of the child is an issue in another court case.

### **4. How do I become a guardian?**

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You must file a petition in either Family Court or Circuit Court. The Judge will look at the facts and decide whether to appoint you as the child's guardian.

### **5. When will the court appoint a guardian for the child?**

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The Judge may appoint a guardian for a child if the court finds that it is in the child's best interest and either:

- The parents agree;
- The parents' rights have been terminated;
- The parents are unwilling or unable to exercise their rights (for example, when the parent is in prison);
- If the parents have abandoned the child for more than six months; or
- If there are rare circumstances that would result in serious problems for the child.

### **6. What is abandonment?**

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Abandonment is when the birth parent acts as if they will no longer care for the child. West Virginia law says that a parent has legally abandoned a child if that parent

- Knows where the child lives for six months or longer;
- Does not support the child financially, and
- Does not visit or stay in touch with the child.

### **7. Do the child's parents have to agree to a guardianship?**

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No. One way to get a guardianship is to have the parents agree to the appointment of another guardian. This is called consent. If the parents will agree to the guardianship, it is best to get this in writing. If the parents do not consent, the Judge can still appoint a guardian for the child.

### **8. Are guardianships permanent?**

---

No. A guardianship is not permanent because the guardianship can be removed by the Judge. However, a guardianship can last for a long time, even until a child turns 18. Guardianships can

also be as little as six months, if the Judge believes that such a short time is all that is necessary to keep the child safe and serve the child's best interests.

## **9. Does a guardianship mean that the child's parents lose their rights?**

---

No. Guardianship does not end a parent's rights to their child forever. Instead, allows someone else to make decisions regarding the child's care and well-being during the guardianship.

## **10. Do I have to be a foster parent to get a guardianship?**

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No. You do not have to be a foster parent to file for guardianship.

## **11. Can a parent have a guardianship removed?**

---

Yes. Parents can ask the Judge to remove a guardianship. The parent must show the Judge that there has been a significant change in their circumstances and that removing the guardianship is in the best interests of the child.

## **12. Can I receive financial benefits to help take care of the child?**

---

Yes. While a guardian assumes financial responsibility for the child during the guardianship, there is some assistance available. Guardians may receive cash assistance for the children from the DHHR through WV Works, known as a Kinship Relative Caretaker Check. The children will also qualify for Medicaid and a clothing voucher. Guardians who are low income may qualify for other assistance provided by the DHHR such as food stamps and child care assistance.

## **13. Can I represent myself in an infant guardianship case?**

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Yes. The Supreme Court of Appeals of West Virginia has forms online that you can use to file a petition for a guardianship, available at <http://www.courtswv.gov/lower-courts/infant-guardianship/index-infant-guardian.html>. You can also pick up the guardianship forms at your local Legal Aid office at no cost.

If you can, you should always try to discuss legal guardianship with a lawyer to understand your choices and your rights. If you are a participant in the WV Works program or a recipient of the WV Works Kinship Relative Care Check, you should ask your WV Works caseworker for a referral to Legal Aid of West Virginia. If you do not participate in or receive benefits from WV Works, you may apply for Legal Aid by calling their intake line at 1-866-255-4370 or apply online at [www.lawv.net](http://www.lawv.net). If you do not qualify for Legal Aid or if you wish to hire a private attorney, you may use the WV State Bar Lawyer Referral Service to help you find an attorney by visiting: <https://wvlawyerreferral.org/>. If you just have questions and need legal information, you can call Tuesday Legal Connect on Tuesday evenings from 6:00 p.m. until 8:00 p.m. by calling **1-800-642-3617**.

## Adoption

### **1. What does adoption mean under West Virginia law?**

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Adoption is when someone other than the birth parents asks a Judge to give them all the legal rights and responsibilities to a child that a parent would have. In West Virginia, you file for adoption in Circuit Court. Adoption terminates the biological parents rights to a child and creates a new parent-child relationship between the adopting parent and the child.

### **2. What are the differences between adoption and guardianship?**

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- *How long it lasts:* Adoptions are permanent, while guardianships only last until the child turns 18 or someone petitions the Court to terminate the guardianship.
- *Where you file:* In West Virginia, you can ask for guardianship in Family Court or Circuit Court. You can only ask to adopt a child in Circuit Court.
- *When should you file:* An adoption can only be granted after a child has resided with you for a period of six months or more. A guardianship can be filed at any time, even if the child has not resided with you.

### **3. How do I begin an adoption?**

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You file a petition for adoption with the Circuit Clerk in the county where you live. You need to send a copy of your petition to the child's birth mother and anyone who claims to be the father (unless a Judge terminated both birth parents' rights in an abuse and neglect case). You also need to send a copy any other person who claims legal or physical custody of the child.

After you file the adoption paperwork, the Circuit Judge will schedule a hearing no sooner than 45 days from the date of the filing of the Petition.

### **4. Under what circumstances can an adoption be granted?**

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An adoption can be granted if both parents consent to the adoption; one parent consents and the following applies to the other parent; or neither parent consents, but the following applies to both parents:

1. The birth parent's parental rights have been terminated by a Judge;
4. The birth parent has abandoned the child, OR
5. The birth parent is deceased.

## **5. What is abandonment?**

---

Abandonment is when a birth parent has demonstrated a settled purpose to forego all duties and relinquish all parental claims to a child. This means that the parents have left the child in another person's care and has failed to communicate with or support that child for a period of six months or more.

West Virginia law says that:

A parent has legally abandoned a child over six months old if that parent knows where that child lives and, for six months or longer:

1. Does not support the child financially and
2. Does not visit or stay in touch with the child.

A father has legally abandoned a baby under six months old if the father says he is not the father and he does not support the child financially or stay in touch with the child.

A Judge can terminate a parent's parental rights if they have abandoned a child for a period of more than six months, and an adoption can then be granted.

## **6. What if it is not the birth parent's fault that they cannot support the child or stay in touch with the child?**

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If a birth parent's lack of contact or support is not voluntary, then the Court will not find that the parent has abandoned the child. For example, if the persons wishing to adopt the children withheld their contact information from the parents; or if the parent is prevented from supporting or contacting the child due to disability or incarceration, the Court will likely not find that the parent has abandoned the child. If one or both parents refuse to consent to the adoption and have not abandoned the child, the adoption will not be granted.

## **7. What is consent?**

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When birth parents freely agree to an adoption, they are giving "consent." For an adoption to go forward, West Virginia law requires that both the birth mother and father consent to the adoption unless a Judge cut off their rights or they abandoned the child. If a Judge cut off the rights of one parent or one parent abandoned the child, then only the other parent needs to consent.

## **8. Does consent to an adoption need to be in writing?**

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For consent to be legal, you must give it in writing. You must sign and date the consent in front of a notary public. The following things must be listed on a birth parent consent:

- The birth parent's current address.
- The name, date of birth, and current address of the child.
- That the birth parent allows the adoptive parent to make decisions about the child's medical treatment.
- That the adoption terminates the birth parent's rights forever;

- Whether the child is from a Native American Indian tribe;
- Whether the child owns any property.

The Circuit Court Judge may agree to an adoption without written consent if the birth parent comes in person to the adoption hearing and gives consent in front of the Judge.

## **9. What if the birth father is unknown?**

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If the birth mother is not sure who the birth father is, she will need to file a document called an “affidavit” with the court. The affidavit should state:

- Whether the birth mother was married or living with a man at the time she got pregnant;
- Whether any man gave the birth mother money to support the child or for pregnancy costs;
- Whether the birth mother listed a father on the birth certificate or told anyone at the hospital where she gave birth the name of a father;
- Whether the birth mother listed a father when she applied for public assistance.
- Whether the birth mother told any man that he may be the birth father.
- Whether any man, anywhere, has claimed to be the father;

The affidavit should also state:

- The last known address of any man listed above;
- That the mother understands that if she does not name a birth father, it can delay an adoption; and
- That the birth mother understands that the fathers identify will be used only for adoption.

If the birth mother states in an affidavit that she is unsure who the father is, the Judge will review the information and decide if they can identify the likely father. If the Judge can identify a likely father, the Judge will notify the father of the adoption hearings. If the Judge cannot identify a likely father, then the Judge may publish notice of the final adoption hearing in a local newspaper.

## **10. Does a child have to agree to an adoption?**

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Children under the age of 12 do not have to agree to an adoption. If a child is under the age of 12, the Court can order the adoption based on the child’s best interests, even if the child does not want it. If a child who is being adopted is over the age of 12, he or she usually needs to agree to the adoption in front of the Judge. The Judge can ignore the wishes of a child 12 or older if the Judge believes the adoption is in the child’s best interest.

## **11. Do I have to be screened to adopt a child?**

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You will have to testify that you can financially support the child and that you are of good moral character, meaning that you don’t have any significant criminal history. The Judge may also ask the Department of Health and Human Resources (DHHR) or an agency to do a “home study” of

where you live. Home studies help the Judge decide if your home is safe for the child. Once social workers from DHHR or another agency visit, they will report to the Judge. Sometimes the

Judge does not require a home study if the children have been staying with the adoptive parents for some time.

## **12. What are the legal effects of an adoption?**

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When the Judge enters the final adoption order, the order terminates the birth parents' legal rights and duties. The adoptive parents take on all the legal and financial rights and duties of the parents.

## **13. Can I receive any tax benefits for adopting a child?**

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If you adopt a child, you can count that child like a birth child as a tax dependent. There are also adoption tax credits that you can take advantage of. You should consult with a tax professional to find out what tax benefits there are when adopting a child.

## **14. Are there benefits I will gain or lose if I adopt a child?**

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If you get a WV Works Relative Caregiver check from DHHR, you will lose that check and the associated benefits if you adopt the child. If you get a Social Security Disability check or Veterans' Benefits, your adopted child will qualify for any benefits that a natural born child would be entitled to.

## **15. Can I represent myself in an adoption hearing?**

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While there is nothing to prevent a person from representing themselves in an adoption, it would be very difficult to do so. The Supreme Court of Appeals of West Virginia does not have forms you can fill out for adoption. You will probably need a lawyer to at least help you complete the forms or give you the information you need for the forms you file.

If you are a participant in the WV Works program or a recipient of the WV Works Kinship Relative Care Check, you should ask your WV Works caseworker for a referral to Legal Aid of West Virginia. If you do not participate in or receive benefits from WV Works, you may apply for Legal Aid by calling their intake line at 1-866-255-4370 or apply online at [www.lawv.net](http://www.lawv.net). If you do not qualify for Legal Aid or if you wish to hire a private attorney, you may use the WV State Bar Lawyer Referral Service to help you find an attorney by visiting:

<https://wvlawyerreferral.org/>. If you just have questions and need legal information, you can call Tuesday Legal Connect on Tuesday evenings from 6:00 p.m. until 8:00 p.m. by calling **1-800-642-3617**.

## Grandparents' Visitation Rights

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### **1. Do grandparents have legal rights to visits with their grandchildren in West Virginia?**

West Virginia law protects a grandparent's right to visit with a grandchild in some situations. At the same time West Virginia law also protects the parent-child relationship from interference by grandparents.

The Legislature passed a specific West Virginia statute about Grandparent Visitation. This law defines when and how grandparents may seek a court order forcing a parent to permit the grandparent to spend time with the grandchild. The West Virginia Supreme Court has been emphatic that this law is the “exclusive means through which a grandparent may seek visitation with a grandchild.”

### **2. What should I do if I want to have visitation with my grandchild?**

First, talk to the child’s parents. Tell them you want to see your grandchild. Try to reach an agreement. It is always best to try to resolve the issue with the parents instead of asking for court-ordered visitation.

### **3. In West Virginia, is a grandparent permitted to seek court-ordered visitation with a grandchild?**

Yes. Under West Virginia law a court should grant “reasonable” visitation to a grandparent when two general conditions are met:

- Visitation would be in the best interests of the child, and
- Visitation would not substantially interfere with the parent-child relationship.

For example, Grandparent Visitation may be awarded when the parent through whom the grandparent is related has passed away, is deployed in the military, is incarcerated, is unable to be located, or is otherwise unavailable to allow access to the grandchild.

In making decisions about Grandparent Visitation, however, courts must give “significant weight” to the wishes of the fit parent. The decision is not based ONLY on the “best interests of the child.” The courts must also recognize that the US Constitution protects the right of a fit parent to make decisions regarding the care, custody and control of his or her children, including decisions related to when a grandparent should see his or her child.

### **4. What if my own son or daughter will not let me visit with my grandchild during his parenting time? Or if I want to visit with the grandchild more than my own son or daughter lets me?**

You will not likely be successful in seeking grandparent visitation. If your own child has custody or visitation, the law presumes that no order of grandparent visitation should be issued. The assumption is that you can see the grandchildren when they are with your son or daughter.

To overcome the objection of your own child, the law requires you to present a very strong case. You must make a “clear and convincing” showing that visitation is in the child’s best interest. This will be particularly hard when the parent (your child) is a fit and proper parent but does not want you to see the grandchildren.

Here is how the two situations compare:

- If your own child is absent or unavailable to express her wishes about your visits, you must show that visitation is “probably” in the best interest of the child, even after the court gives special weight to the wishes of the parent.
- If your own child objects to your visits, you must show “clear and convincing” evidence that visitation is in the best interest of the child, even after the court gives special weight to the wishes of the parent. Not just “probably,” but “clear and convincing.” In the legal system this is a big difference.

## **5. How does the court figure out whether Grandparent Visitation is the in “Best Interests” of the child?**

Always remember that the court will look at the Best Interests of the child and give special weight to the preferences of a fit and proper parent. These disputes are not decided according to what’s best for the grandparent. They are decided based on the Best Interests of the child.

The judge will consider a long list of factors to assess the Best Interests of the Child. These include:

1. The child’s age,
2. The relationship between the child and the grandparent,
3. The relationship between the child’s parents and the grandparent,
4. The time since the child last had contact with the grandparent,
5. The effect grandparent visitation would have on the relationship between the child and the child’s parents,
6. Any custody and visitation arrangement that already exists between the parents with regard to the child,
7. The time available to the child and his or her parents. For example, the child’s school schedule, each parent’s work schedule, or the holiday and vacation schedules.
8. The good faith of the grandparent in filing the motion or petitioner,
9. Any history of physical, emotional, or sexual abuse or neglect performed, assisted or allowed by the grandparent
10. Whether the child has lived with the grandparent for a significant period, with or without the child’s parent or parents,
11. Whether the grandparent has been a significant caretaker for the child,
12. The preference of the parents with regard to the requested visitation. The court must give “special weight” to this factor, assuming the parent is fit and capable, and
13. Any other factor which the Court might think is relevant to the best interests of the child.

## **6. Under the law, who qualifies as a “grandparent” who can file for visitation?**

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A “grandparent” is defined as any of the following:

- any biological grandparent, or
- a person married to a biological grandparent, or
- any person granted custody of the grandchild’s biological parent.

## **7. Who can seek grandparent visitation?**

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If the grandchild is living in West Virginia, any grandparent of that child can ask for court-ordered visitation. The grandparent does not have to live in West Virginia.

If the grandchild does not live in West Virginia, no Grandparent Visitation case can be filed in West Virginia.

## **8. Where do I file for visitation?**

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You must file your petition in the county where the child lives. (This may not necessarily be where the grandparent lives.)

You must file your case in Family Court. The only exception is if there is already an abuse and neglect case in circuit court involving the child. In that situation you must file your request for visitation in circuit court.

If the child’s parents already are going through a custody or divorce case in Family Court, you must file in that pending Family Court case for a grandparent visitation order.

## **9. Can a court take away a grandparent’s rights?**

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Yes, if it is proven that the grandparent violated the rules and conditions of the court-ordered visitation.

## Resources for Grandparents

### Public Benefits

- Apply for food, medical and health care assistance at your local DHHR (See page 42 for the DHHR location in your county).
- Apply for Special Supplemental Nutrition Program for Women, Infants and Children (WIC -formula and baby food) at your local WIC office (See page 47 for the WIC office in your area). Children receiving a WV Medical Card automatically qualify regardless of household income.
- Apply for housing assistance at your local housing authority (See page 52 for the Housing Authority in your area).
- Apply for child care assistance through the WV Child Care Resource and Referral Agencies (CCR&R) (See page 61 for the WV CCR&R agency in your area).

### Services and Support

- **WV Birth to Three**
  - [www.wvdhhr.org/birth23](http://www.wvdhhr.org/birth23)
  - Provides a system of services and supports for children under age three who have a delay in their development or may be at risk of having a delay.
  - Grandparents may call and make a referral for their grandchildren. (See page 59 for the Birth to Three agency serving your county).
- **WV Autism Training Center**
  - Call 304-696-2840

- [www.marshall.edu/atc](http://www.marshall.edu/atc)
- The West Virginia Autism Training Center exists to support West Virginians diagnosed with Autism Spectrum Disorder as they pursue a life of quality.
- **Healthy Grandfamilies Program**
  - [www.healthygrandfamilies.com](http://www.healthygrandfamilies.com)
  - Provides an 8 week series of workshops and support
- **WV Relatives as Parent Program (WV RAPP)**
  - 1-866-CALL-MWV (1-866-225-5698)
  - [www.missionwv.org](http://www.missionwv.org)
  - Provides information, assistance and training to relatives caring for children who are not their own
- **WV Parents as Teachers Program**
  - [www.parentsasteachers.org](http://www.parentsasteachers.org)
  - Provides support and engagement of parents and grandparents to promote the optimal early development, learning and health of their children or grandchildren.
  - See page 62 for a list of agencies that provide this program in your area

### Other Resources:

#### **Consumer Protection Division- Office of the Attorney General**

- Call 1-800-368-8808
- Consumers who believe they are the victim of unlawful consumer practices can file a complaint with the **Consumer Protection Division**.

## **West Virginia Coalition Against Domestic Violence**

- <http://www.wvcadv.org>
- National Domestic Violence Hotline: 1-800-799-SAFE
- Help and resources for victims of domestic violence

## **West Virginia 211**

- <http://www.wv211.org/> or dial 211
- A link to community resources in West Virginia

## **Education Resources**

### **• West Virginia Department of Education**

- [www.wvde.us](http://www.wvde.us)
- Information for students about scholarships, credit recovery, and AP course fee waivers
- Information for parents about assessment results, immunizations, and college readiness

### **• College Foundation of West Virginia**

- [www.cfwv.com](http://www.cfwv.com)
- Resources for students and parents on college, career planning, financial aid, and more

### **• Pathways to the Future**

- <http://www.pathwayswv.org>
- Provides resources, tools, and contacts to help students with disabilities
- Includes information on planning for education, career, and independent living after high school

### **• WorkForce Innovation and Opportunity Act (WIOA) Youth Program**

- <http://www.hrdfwv.org/wioa-youth-programs.html>

- Helps low-income young adults achieve education goals

## Job Training and Preparation

- **Workforce West Virginia**

- <http://workforcewv.org>
- Can provide paid training in certain job fields, hosts job fairs, and provides an online portal for job searches

- **Job Corps**

- [www.jobcorps.gov](http://www.jobcorps.gov)
- Federally-funded program that provides academic and career training for students.
- Available to young adults between 16 and 24 who meet eligibility requirements and guidelines.

- **YouthBuild**

- <http://rchawv.org/youthbuild/youthbuild-3.html>
- Participants earn money while obtaining valuable experience building houses, with both classroom and on the job experience, during this 10 month program
- Out of school youth between 16 and 24 can apply

- **Employment for Independent Living**

- <http://www.hrdfwv.org/employment-for-independent-living.html>
- Helps youth aging out of foster care find employment and develop work skills
- All youth must be between 16 and 21 years of age, currently in foster care or a group home, or turned 18 in state's custody

## Legal Aid of West Virginia

**Mission Statement:** Legal Aid of West Virginia advocates for low-income, vulnerable West Virginians, seeks equal access to justice, and creates system change in order to improve client safety, health, housing, income and access to resources.

### Programs:

**Legal Unit:** Provides free legal information, advice and representation to qualifying individuals in a wide variety of civil matters, including family law, housing, public benefits, and expungements. We do NOT handle criminal matters, personal injury, or medical malpractice cases.

**Behavioral Health Unit:** Provides support and advocacy to individuals and families dealing with mental or behavioral disorders. This unit includes our **FAST** program which provides support and advocacy for children who have a mental health co-occurring or co-existing diagnosis and who are struggling in or experiencing discrimination in school or early learning programs because of their mental health challenges.

**Long-term and Eldercare (Ombudsman):** Protects the rights of seniors and others living in long-term health care facilities.

### How to Apply:

- Call: 1-866-255-4370
- Visit: [www.lawv.net](http://www.lawv.net)
- Ask your WV Works caseworker for a referral
- If you are a victim of domestic violence, you can get a referral from your local domestic violence shelter

## Other Legal Resources in West Virginia

### **Legal Information by Phone:**

#### **Legal Aid's Law Line- 1-866-985-2948**

Listen to recorded phone messages with information on common legal problems like divorce, custody, domestic violence, housing, DHHR benefits and how to represent yourself in court. Each message is 2-3 minutes. Available 24 hours a day, 7 days a week.

### **Legal Information Hotline:**

#### **Tuesday Legal Connect- 1-800-642-3617**

On Tuesday evenings from 6- 8 p.m., volunteer attorneys for the West Virginia State Bar answer phone calls to provide legal information and referrals. This information and the call are free.

### **Legal Information Online:**

#### **Legal Aid's Self-Help Library - [www.lawv.net/resources/self-help-library](http://www.lawv.net/resources/self-help-library)**

Legal Aid of West Virginia's Self-Help Library is a place where you can find information about civil legal problems, such as divorce, housing issues, bankruptcy, and more.

#### **Frequently Asked Questions by Seniors- West Virginia Senior Legal Aid – <http://www.seniorlegalaid.net>**

West Virginia Senior Legal Aid has legal Frequently Asked Questions on a number of topics, particularly focusing on issues faced by senior citizens age 60 and over.

### **Court Forms:**

#### **West Virginia Judiciary – <http://www.courtswv.gov/legal-community/court-forms.html>**

The website for the West Virginia Supreme Court of Appeals has a number of forms available for persons to use and file on their own.

## **Legal Advice Website:**

### **West Virginia Free Legal Answers – <http://wv.freelegalanswers.org>**

West Virginia Free Legal Answers is a website where low-income persons can post legal questions and receive free brief advice from a volunteer attorney. To sign up go to <http://wv.freelegalanswers.org>, answer the eligibility questions, create an account and submit the legal question you need answered. West Virginia Free Legal Answers is a program of the West Virginia State Bar and American Bar Association.

## **Lawyer Referrals to Lawyers:**

### **West Virginia Lawyer Referral Service - <http://www.wvlawyerreferral.org/>**

The Lawyer Referral Service assists people in finding lawyers that are currently taking referrals in specific practice areas. Lawyers in West Virginia are not certified by the West Virginia State Bar in any specific areas of law, but they may have experience or interest in that specific area of practice. On this website, you can search for an attorney in your area. By signing up for this service, the attorney has agreed to see you as a client for an initial consultation for a fee of no more than \$25 for the first 30 minutes of the consultation.

## **Apply for free legal help:**

In addition to Legal Aid, there are organizations in West Virginia that provide free civil legal help if you qualify for their services. To apply for services, you will need to contact each organization.

- **Mountain State Justice - 1-800-319-7132**

If you qualify, provides free legal assistance to low-income consumers who are facing home foreclosure, were lied to in the process of obtaining a loan, purchased a defective home or car; or have received unfair charges on loans or credit accounts. You can also contact Mountain State Justice if you would like to apply for free legal assistance if you are a prisoner or know a prisoner that is being unfairly or unsafely treated in a jail or correctional facility.

- **West Virginia Senior Legal Aid (WVSLA) - 1-800-229-5068**  
If you qualify, provides free civil legal services for senior West Virginians age 60 and over. The person age 60 or over who needs legal help must be the one who actually calls WVSLA, not someone else calling on his or her behalf.
- **Clinical Law Program – WVU College of Law - 1-304-293-7249**  
If you qualify, provides free legal services to low-income persons, generally in north central West Virginia, in a number of areas including family law, social security, and other public benefits, property issues, consumer debt relief, bankruptcy, and immigration. The Clinic does not take new cases during holiday or summer breaks when law students are not in school.

## DHHR County Directory

### **Barbour County**

49 Mattalino Drive  
Phillippi, WV 26416  
304-457-9030

### **Berkeley County**

433 Mid-Atlantic Park  
Martinsburg, WV 25402  
304-267-0100

### **Boone County**

156 Resource Lane  
Foster, WV 25081  
304-369-7802

### **Braxton County**

3708 Sutton Lane  
Sutton, WV 26601  
304-765-7344

### **Brooke County**

100 Munciple Plaza, Suite 600  
Weirton, WV 26062  
304-794-3060

### **Cabell County**

2699 Park Avenue, Suite 100  
Huntington, WV 25704  
304-528-5800

### **Calhoun County**

85 Industrial Park Road  
Grantsville, WV 26147  
304-354-6118

### **Clay County**

94 Main Street  
Clay, WV 25043  
304-587-4268

### **Doddridge County**

22 Herbert Ave  
Smithburg, WV 26436  
304-873-2031

### **Fayette County**

1400 Virginia Street  
Oak Hill, WV 25901  
304-465-9613

### **Gilmer County**

1493 WV Hwy East  
Glennville, WV 26351  
304-462-0412

## **Grant County**

53 Kiess Drive  
Petersburg, WV 26847  
304-257-4211

## **Greenbrier County**

316 Maplewood Ave., Suite 3  
Lewisburg, WV 24901  
304-647-7476

## **Hampshire County**

24954 Northwestern Pike  
Romney, WV 26757  
304-822-3060

## **Hancock County**

100 Municipal Plaza, Suite 600  
Weirton, WV 26062  
304-794-3060

## **Hardy County**

149 Robert C. Byrd Industrial  
Park  
Moorefield, WV 26836  
304-538-2391

## **Harrison County**

153 West Main St., Suite D  
Clarksburg, WV 26330  
304-627-2295

## **Jackson County**

4285 Cedar Lakes Road  
Ripley, WV 25271  
304-373-2560

## **Jefferson County**

239 Willow Spring Drive  
Charles Town, WV 25414  
304-724-2600

## **Kanawha County**

4190 Washington Street  
Charleston, WV 25313  
304-746-2360

## **Lewis County**

91 Arnold Avenue  
Weston, WV 26452  
304-269-6820

## **Lincoln County**

8209 Court Avenue  
Hamlin, WV 25523  
304-824-5811

## **Logan County**

130 Stratton Street  
Logan, WV 25601  
304-792-7095

## **Marion County**

416 Adams Street  
Fairmont, WV 26554  
304-368-4420

## **Marshall County**

400 Teletech Drive, Suite 2  
Moundsville, WV 26041  
304-843-4120

## **Mason County**

1406 Kanawha Street  
Point Pleasant, WV 25550  
304-675-0880

## **McDowell County**

840 Virginia Ave.  
Welch, WV 24801  
304-436-8302

## **Mercer County**

350 Davis Street  
Princeton, WV 24740  
304-425-8738

## **Mineral County**

18 N. Tornado Way  
Keyser, WV 26726  
304-788-4150

## **Mingo County**

203 East Third Ave.  
Williamson, WV 25661  
304-235-4680

## **Monongalia County**

114 S. High Street  
Morgantown, WV 26507  
304-285-3175

## **Monroe County**

174 Route 3 East  
Union, WV 24983  
304-772-3013

## **Morgan County**

62 Regal Court  
Berkeley Springs, WV 25411  
304-258-1350

## **Nicholas County**

707 Professional Park Drive  
Summersville, WV 26651  
304-872-0803

## **Ohio County**

69 16<sup>th</sup> Street  
Wheeling, WV 26003  
304-232-4411

## **Pendleton County**

100 Thorn Creek Rd, Suite 200  
Franklin, WV 26807  
304-358-2305

## **Pleasants County**

1655 South Pleasants Highway  
St. Marys, WV 26170  
304-684-9244

## **Pocahontas County**

211 Vanhalla Lane  
Marlinton, WV 24954  
304-799-2540

## **Preston County**

18351 Veteran's Memorial  
Highway  
Kingwood, WV 26537  
304-329-4340

## **Putnam County**

12531 Winfield Road  
Winfield, WV 25213  
304-586-1520

## **Raleigh County**

407 Neville Street  
Beckley, WV 25801  
304-256-6930

## **Randolph County**

1027 N. Randolph Ave.  
Elkins, WV 26241  
304-637-5560

## **Ritchie County**

220 West Main Street  
Harrisville, WV 26362  
304-643-2934

## **Roane County**

677 Ripley Road, Suite 3  
Spencer, WV 25276  
304-927-0956

## **Summers County**

320 Summers Street, Suite A  
Hinton, WV 25951  
304-466-2807

## **Taylor County**

235 Barrett Street  
Grafton, WV 26354  
304-265-6103

## **Tucker County**

9346 Seneca Trail  
Parsons, WV 26287  
304-478-3212

## **Tyler County**

210 Main Street  
Middlebourne, WV 26149  
304-758-2127

## **Upshur County**

34 Auction Lane  
Buckhannon, WV 26201  
304-473-4230

## **Wayne County**

26452 East Lynn Road  
Wayne, WV 25570  
304-272-6311

## **Webster County**

110 North Main St., Suite 201  
Webster Springs, WV 26288  
304-847-2861

## **Wetzel County**

1236 North State Route 2  
New Martinsville, WV 26155  
304-455-0902

## **Wirt County**

Court Street  
Elizabeth, WV 25143  
304-275-6551

## **Wood County**

400 5<sup>th</sup> Street  
Parkersburg, WV 26102

## **Wyoming County**

1767 Bearhole Road  
Pineville, WV 24874  
304-732-6900

## WIC Offices by County

### **Barbour County**

23 Wabash Ave.  
Philippi, WV 26416  
304-457-3362

### **Berkeley County**

109A Tavern Road  
Martinsburg, WV 25401  
304-267-5477

### **Boone County**

213 Kenmore Drive  
Danville, WV 25053  
304-369-7967

### **Braxton County**

537 Enterprise Drive  
Gassaway, WV 26624  
304-364-8778

### **Brooke County**

192 Industrial Park Lane  
Beech Bottom, WV 26030  
304-394-5090

### **Cabell County**

5187 Rt. 60 E., Suite 12  
Huntington, WV 25705  
304-302-2013

### **Calhoun County**

186 Hospital Drive, Building 2,  
Suite 3  
Grantsville, WV 26147  
304-354-6898

### **Clay County**

452 Main St.  
Clay, WV 25043  
304-587-2323

### **Doddridge County**

60 Pennsylvania St.  
West Union, WV 26456  
304-873-1173

### **Fayette County**

1822 East Main St.  
Oak Hill, WV 25901  
304-465-5314

### **Gilmer County**

212 East Main St.  
Glennville, WV 26351  
304-462-5750

## **Grant County**

23 Hospital Drive  
Petersburg, WV 26847  
304-257-4936

## **Greenbrier County**

170 Coleman Drive, Suite 7  
Lewisburg, WV 24901  
304-647-7430

## **Hampshire County**

24940 Northwestern Pike  
Romney, WV 26757  
304-822-5703

## **Hancock County**

2619 Pennsylvania Ave.  
Weirton, WV 26062  
304-723-3153

## **Hardy County**

712 N. Main St.  
Moorefield, WV 26836  
304-538-3382

## **Harrison County**

103 East Main St.  
Bridgeport, WV 26330  
304-848-9680

## **Jackson County**

600 S. Church St., Suite 2  
Ripley, WV 25271  
304-372-8525

## **Jefferson County**

107 E. 4<sup>th</sup> Ave.  
Ranson, WV 25438  
304-725-2028

## **Kanawha County**

4188 W. Washington St.  
Charleston, WV 25313  
304-746-7880

Cedar Grove location:

408 Alexander St.  
Cedar Grove, WV 25039  
304-595-3283

## **Lewis County**

2 Brown Ave.  
Weston, WV 26452  
304-269-1318

## **Lincoln County**

357 Walnut St.  
Hamlin, WV 25523  
304-824-4008

## **Logan County**

102 Third St.  
Logan, WV 25601  
304-752-5400

## **Marion County**

532 Pennsylvania Ave.  
Fairmont, WV 26554  
304-366-2387

## **Marshall County**

500 Tele Tech Drive.  
Moundsville, WV 26041  
304-845-1800

## **Mason County**

701 22<sup>nd</sup> St.  
Point Pleasant, WV 25550  
304-675-5279

## **McDowell County**

17 McDowell Street  
Welch, WV 24801  
304-436-6122

## **Mercer County**

286 Blue Prince Road  
Bluefield, WV 24701  
304-325-3922

## **Mineral County**

541 Harley O. Staggers Drive  
Keyser, WV 26726  
304-788-1683

## **Mingo County**

114 Grace Street  
Delbarton, WV 25670  
304-475-2295

## **Monongalia County**

1000 Elmer Prince Drive  
Morgantown, WV 26505  
304-598-5181

## **Monroe County**

108 Back Valley Road  
Lindside, WV 24951  
304-753-5582

## **Morgan County**

106 Sand Mine Road  
Berkeley Springs, WV 25411  
304-258-6074

## **Nicholas County**

852 Northside Drive, Suite 22  
Summersville, WV 26651  
304-872-0826

## **Ohio County**

45 18<sup>th</sup> Street  
Wheeling, WV 26003  
304-234-3888

## **Pendleton County**

299 Confederate Road  
Franklin, WV 26807  
304-358-3088

## **Pleasants County**

605 Cherry Street  
St. Marys, WV 26170  
304-684-2217

## **Pocahontas County**

819 Third Ave.  
Marlinton, WV 24954  
304-799-6550

## **Preston County**

1343 N. Preston HWY, Ste. 2  
Kingwood, WV 26537  
304-329-1957

## **Putnam County**

Putnam Village Shopping Center  
Teays, WV 25569  
304-757-4200

## **Raleigh County**

1600 Harper Road  
Beckley, WV 25801  
304-255-9034

## **Randolph County**

107 Davis St.  
Elkins, WV 26241  
304-636-8100

## **Ritchie County**

125 West Main St.  
Harrisville, WV 26362  
304-643-4082

## **Roane County**

200 Main Street, East  
Spencer, WV 25276  
304-927-4977

## **Summers County**

312 3<sup>rd</sup> Ave.  
Hinton, WV 25951  
304-466-5900

## **Taylor County**

101 Beech St.  
Grafton, WV 26354  
304-265-2890

## **Tucker County**

206 Senior Lane  
Parsons, WV 26287  
304-478-3096

## **Tyler County**

403 South 2<sup>nd</sup> Ave.  
Paden City, WV 26159  
304-337-2011

## **Upshur County**

33 Southfork Plaza Dr.  
Buckhannon, WV 26201  
304-472-4714

## **Wayne County**

42 McGinnis Drive  
Wayne, WV 25570  
304-272-3951

Ft. Gay Location:

Ft. Gay Family Health Ctr  
71 Wayne St.  
Ft. Gay, WV 25514

## **Webster County**

80 North Main St.  
Webster Springs, WV 26288  
304-847-2601

## **Wetzel County**

403 South 2<sup>nd</sup> Ave.  
Paden City, WV 26159  
304-337-2011

## **Wirt County**

88 Senior Circle  
Elizabeth, WV 26143  
304-275-3150

## **Wood County**

211 6<sup>th</sup> Street  
Parkersburg, WV 26101  
304-428-3688

Vienna Location:

1605 34<sup>th</sup> Street  
Vienna, WV 26105  
304-428-3688

## **Wyoming County**

Route 10, Main Street  
Oceana, WV 24870  
304-682-0475

## Housing Authority Offices by County

### **Barbour County**

Housing Authority of Randolph  
County  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

### **Berkeley County**

703 S. Porter Ave.  
Martinsburg, WV 25401  
304-263-8891

### **Boone County**

Housing Authority of Boone  
County  
Black Diamond Arbors  
Danville, WV 25053  
304-369-3442

### **Braxton County**

Raleigh County Housing  
Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

### **Brooke County**

Housing Authority of the City of  
Weirton  
525 Cove Road  
Weirton, WV 26062  
304-797-8530

### **Cabell County**

Housing Authority of the City of  
Huntington  
300 7<sup>th</sup> Avenue West  
Huntington, WV 25701  
304-526-4400

### **Calhoun County**

Housing Authority of the County  
of Jackson  
75 Whispering Way  
Ripley, WV 25271  
304-372-2343

### **Clay County**

Charleston/Kanawha Housing  
Authority  
1525 Washington St., West  
Charleston, WV 25387  
304-348-6451 ext. 322

## **Doddridge County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Fayette County**

Raleigh County Housing  
Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Gilmer County**

Housing Authority of the County  
of Jackson  
75 Whispering Way  
Ripley, WV 25271  
304-372-2343

## **Grant County**

Grant County Housing Authority  
Johnson Run Road  
PO Box 125  
Petersburg, WV 26847  
304-257-4087

## **Greenbrier County**

Greenbrier Co. Housing Authority  
142 Maplewood Ave.  
Lewisburg, WV 24901  
304-645-4966

## **Hampshire County**

Housing Authority of the City of  
Romney  
100 Valley View Drive  
Romney, WV 26757  
304-822-5296

## **Hancock County**

Housing Authority of the City of  
Weirton  
525 Cove Road  
Weirton, WV 26062  
304-797-8530

## **Hardy County**

Housing Authority of the City of  
Keyser  
470 Virginia St.  
Keyser, WV 26726  
304-788-2225

## **Harrison County**

Clarksburg/Harrison Regional  
Housing Authority  
433 Baltimore Ave.  
Clarksburg, WV 26301  
304-623-3323

## **Jackson County**

Housing Authority of the County  
of Jackson  
75 Whispering Way  
Ripley, WV 25271  
304-372-2343

## **Jefferson County**

Housing Authority of the City of  
Martinsburg  
703 S. Porter Ave.  
Martinsburg, WV 25401  
304-263-8891

## **Kanawha County**

Charleston/Kanawha Housing  
Authority  
1525 Washington St., West  
Charleston, WV 25387  
304-348-6451 ext. 322

Housing Authority of the City of  
Dunbar  
900 Dutch Hollow Road  
Dunbar, WV 25064  
304-768-8006

Housing Authority of the City of  
St. Albans  
650 6<sup>th</sup> Street  
St. Albans, WV 25177  
304-727-5441

Housing Authority of the City of  
South Charleston  
520 Goshorn Street  
So. Charleston, WV 25309  
304-768-9315

## **Lewis County**

Housing Authority of the City of  
Weston  
124 E. 1<sup>st</sup> Street  
Weston, WV 26452  
304-269-6159

Housing Authority of Randolph  
County (Lewis County)  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

## **Lincoln County**

Boone County Housing and  
Redevelopment Authority  
824 Lick Creek Road  
Danville, WV 25053  
304-369-3442

## **Logan County**

Housing Authority of Mingo  
County  
5026 Helena Avenue  
Delbarton, WV 25670  
304-475-4663

## **Marion County**

Fairmont/Morgantown Housing  
Authority  
103 12<sup>th</sup> Street  
Fairmont, WV 26555  
304-363-0860

## **Marshall County**

Housing Authority of Benwood  
and McMechen  
2200 Marshall Street  
Benwood, WV 26031  
304-233-0830

Housing Authority of the City of  
Moundsville  
501 Tenth St.  
Moundsville, WV 26041  
304-845-3141

## **Mason County**

Housing Authority of the City of  
Point Pleasant  
404 Second Street  
Point Pleasant, WV 25550  
304-675-4414

## **McDowell County**

Housing Authority of Mingo  
County  
5026 Helena Avenue  
Delbarton, WV 25670  
304-475-4663

## **Mercer County**

Housing Authority of the City of  
Bluefield  
1600 Hill Avenue  
Bluefield, WV 24701  
304-325-9653

## **Mineral County**

Housing Authority of the City of  
Keyser  
470 Virginia St.  
Keyser, WV 26726  
304-788-2225

Housing Authority of the City of  
Piedmont  
51 Jones Street  
Piedmont, WV 26750  
304-355-2929

## **Mingo County**

Housing Authority of Mingo  
County  
5026 Helena Avenue  
Delbarton, WV 25670  
304-475-4663

Housing Authority of the City of  
Williamson  
1612 W. 6<sup>th</sup> Avenue  
Williamson, WV 25661  
304-235-3270

## **Monongalia County**

Fairmont/Morgantown Housing  
Authority  
103 12<sup>th</sup> Street  
Fairmont, WV 26555  
304-363-0860

## **Monroe County**

Raleigh Co. Housing Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Morgan County**

Greenbrier Co. Housing Authority  
142 Maplewood Ave.  
Lewisburg, WV 24901  
304-645-4966

## **Nicholas County**

Raleigh Co. Housing Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Ohio County**

Housing Authority of the City of  
Wheeling  
11 Community Street  
Wheeling, WV 26003  
304-242-4447 ext. 109

## **Pendleton County**

Housing Authority of Randolph  
County  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

## **Pleasants County**

Housing Authority of the City of  
Parkersburg  
1901 Cameron Avenue  
Parkersburg, WV 26101  
304-428-6400

## **Pocahontas County**

Raleigh Co. Housing Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Preston County**

Fairmont/Morgantown Housing  
Authority  
103 12<sup>th</sup> Street  
Fairmont, WV 26555  
304-363-0860

## **Putnam County**

Charleston/Kanawha Housing  
Authority  
1525 Washington St., West  
Charleston, WV 25387  
304-348-6451

## **Raleigh County**

Raleigh County Housing  
Authority  
282 George St.  
Beckley, WV 25802  
304-255-5164

Housing Authority for the City of  
Beckley  
100 Beckwoods Drive  
Beckley, WV 25801  
304-256-1772

## **Randolph County**

Housing Authority of Randolph  
County  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

Housing Authority of the City of  
Elkins  
Gateway Apartments  
1 Stoddard Ave.  
Elkins, WV 26241  
304-636-6793

## **Ritchie County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Roane County**

Housing Authority of the City of  
Spencer  
601 Market Street  
Spencer, WV 25276  
304-927-4181

## **Summers County**

Raleigh County Housing  
Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Taylor County**

Housing Authority of the City of  
Grafton  
131 East Main Street  
Grafton, WV 26354  
304-265-1183

## **Tucker County**

Housing Authority of Randolph  
County  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

## **Tyler County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Upshur County**

Housing Authority of Randolph  
County  
1404 N. Randolph Ave.  
Elkins, WV 26241  
304-636-6495

Housing Authority of the City of  
Buckhannon  
23 ½ Hinkle Drive  
Buckhannon, WV 26210  
304-472-1305

## **Wayne County**

Housing Authority of Mingo  
County  
5026 Helena Avenue  
Delbarton, WV 25670  
304-475-4663

## **Webster County**

Raleigh County Housing  
Authority  
282 George St.  
Beckley, WV 25801  
304-255-5164

## **Wetzel County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Wirt County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Wood County**

Parkersburg Housing Authority  
1901 Cameron Ave.  
Parkersburg, WV 26101  
304-428-6400

## **Wyoming County**

Housing Authority of Mingo  
County  
5026 Helena Avenue  
Delbarton, WV 25670  
304-475-4663

## WV Birth to Three

[www.wvdhhr.org/birth23](http://www.wvdhhr.org/birth23)

**Region 1:** Brooke, Hancock, Marion, Marshall, Monongalia, Ohio, Tyler, Wetzel

Catholic Charities West Virginia  
2000 Main Street, Suite 222  
Wheeling, WV 26003  
1-800-619-5697

**Region 2:** Calhoun, Doddridge, Gilmer, Harrison, Pleasants, Ritchie, Wirt, Wood

The Arc of Mid-Ohio Valley  
912 Market St.  
Parkersburg, WV 26101  
1-866-401-8919

**Region 3:** Clay, Jackson, Kanawha, Roane

River Valley Child Development  
1 Players Club Drive, Ste. 160  
Charleston, WV 25311  
1-844-885-0618

**Region 4:** Boone, Cabell, Lincoln, Logan, Mason, Mingo, Putnam, Wayne

River Valley Child Development  
432 2<sup>nd</sup> Street  
Huntington, WV 25701  
1-866-982-8855



# DIRECTORY

**Region 5:** Barbour, Lewis, Preston, Randolph, Taylor, Tucker, Upshur

MountainHeart Community Services  
1200 Harrison Ave., Suite 220  
Elkins, WV 26241  
1-800-449-7790

**Region 6:** Braxton, Greenbrier, Monroe, Nicholas, Pocahontas, Summers, Webster

MountainHeart Community Services  
25 Red Oak Shopping Center  
Lewisburg, WV 24901  
1-866-229-0461

**Region 7:** Fayette, McDowell, Mercer, Raleigh, Wyoming

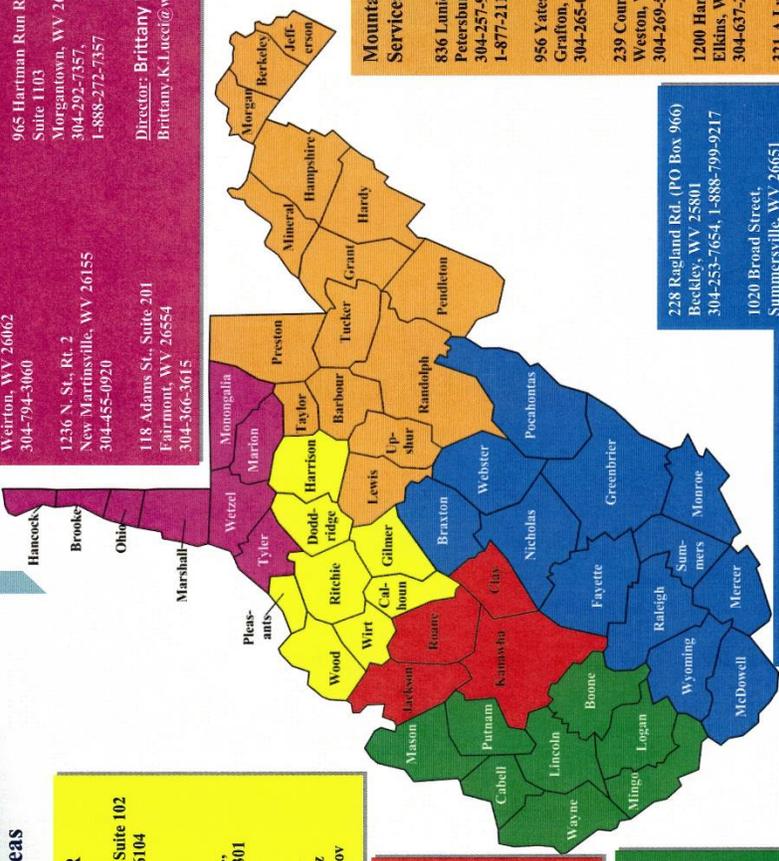
MountainHeart Community Services  
1411 North Walker Street  
Princeton, WV 24740  
1-866-207-6198

**Region 8:** Berkeley, Grant, Hampshire, Hardy, Jefferson, Mineral, Morgan, Pendleton

RESA 8 Child Development Services  
109 S. College Street  
Martinsburg, WV 25401  
Phone:1-800-367-3728

## Child Care Resource and Referral Agencies (child care assistance)

### West Virginia Child Care Resource and Referral Agency Areas



**Connect CCR&R**  
1 Player's Club Drive  
Charleston, WV 25311  
304-414-488  
1-888-595-8290  
  
Director: Toni McKinley  
Toni.L.McKinley@wv.gov

**Choices CCR&R**  
4421 Emerson Ave., Suite 102  
Parkersburg, WV 26104  
304-485-2668  
1-866-966-2668  
  
315 North Ohio Ave.,  
Clarksburg, WV 26301  
304-622-6528  
1-866-622-6528  
  
Director: Kristy Ritz  
Kristy.A.Ritz@wv.gov

**Link CCR&R**  
611 7th Ave., Suite 100  
Huntington, WV 25701  
304-523-9540  
1-800-894-9540  
  
19 Circle Drive  
Logan, WV 25601  
304-752-3932  
  
Director: Cristie Dunbar  
Cristie.R.Dunbar@wv.gov

**Child Care Resource Center  
Catholic Charities West Virginia**  
100 Municipal Plaza, Suite 600  
Weirton, WV 26062  
304-794-3060  
  
1236 N. St., Rt. 2  
New Martinsville, WV 26155  
304-455-0920  
  
118 Adams St., Suite 201  
Fairmont, WV 26554  
304-366-3615

**MountainHeart Community Services North**  
836 Lunice Ck HWY (PO Box 728)  
Petersburg, WV 26847  
304-257-9375  
1-877-211-KIDS(5437)  
  
956 Yates Avenue (PO Box 32)  
Grafton, WV 26354  
304-265-0142, 1-877-811-KIDS(5437)  
  
239 Court Ave. (PO Box 630)  
Weston, WV 26452  
304-269-5332, 1-866-232-9227  
  
1200 Harrison Ave., Suite 220  
Elkins, WV 26241  
304-637-2840, 1-877-862-3103  
  
321-A Lutz Avenue  
Martinsburg, WV 25404  
304-262-1584, 1-888-915-7653  
  
Director: Willetta Bolinger  
Willetta.J.Bolinger@wv.gov

**MountainHeart Community Services South**  
228 Raegland Rd. (PO Box 966)  
Beckley, WV 25801  
304-253-7654, 1-888-799-9217  
  
1020 Broad Street,  
Summersville, WV 26651  
304-872-9200, 1-866-598-4452  
  
330 Red Oak Shopping Center  
Suite 6  
Ronceverte, WV 24970  
(PO Box 1610)  
Lewisburg, WV 24901  
304-647-3800, 1-855-843-0720  
  
Director: Margaret Younce  
Margaret.A.Younce@wv.gov

WVBHR, Bureau for Children & Families  
Updated: February 2018

## Parents as Teachers Agencies by County

This is compiled information obtained on the internet and is as accurate as possible. When contacting the agency ask for the Parents as Teachers Program.

### **Barbour County**

Allegheny Highlands Parents as Teachers  
39 S. Main St.  
Philippi, WV 26416  
304-457-2691  
304-478-3827

### **Berkeley County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

### **Boone County**

Cornerstone Family  
Interventions, Inc.  
331 State Street, Suite 300  
Madison, WV 25130  
304-369-5283

### **Braxton County**

Clay-Braxton Parents as Teachers  
PO Box 120  
242 Church St.  
Clay, WV 26043  
304-587-2445

### **Brooke County**

Brooke Hancock Family  
Resource Network  
1300 Potomac Ave.  
Weirton, WV 26062  
304-748-7850

### **Cabell County**

No parents as teachers program,  
similar services may be available  
from:

Mountain State Healthy Families  
304-523-9587

## **Calhoun County**

Children's Home Society of West Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Clay County**

Clay-Braxton Parents as Teachers  
PO Box 120  
242 Church St.  
Clay, WV 25043  
304-587-2445

Clay-Nicholas Parents as Teachers  
PO Box 168  
190 Riverside Drive  
Richwood, WV 26261  
304-286-3182

## **Doddridge County**

Doddridge County Starting Points Center, Inc.  
1171 WV Route 18 N., Suite 3, 1034  
West Union, WV 26456  
304-873-3500

## **Fayette County**

New River Health MIHOW  
19 Jefferson St.  
Fayetteville, WV 25840  
304-469-2415

## **Gilmer County**

Children's Home Society of West Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Grant County**

Burlington United Methodist Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Greenbrier County**

Rainelle Medical Center  
176 Medical Center Drive  
Rainelle, WV 25962  
304-438-6188

## **Hampshire County**

Burlington United Methodist Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-260-5884

## **Hancock County**

Brooke Hancock Family  
Resource Network  
1300 Potomac Ave.  
Weirton, WV 26062  
304-748-7850

## **Hardy County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Harrison County**

Harrison County Parents as  
Teachers  
127 W. Main St.  
Clarksburg, WV 26301  
304-622-0292

## **Jackson County**

Children's Home Society  
1717 St. Mary's Ave.  
Parkersburg, WV 26101  
304-485-0650

## **Jefferson County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Kanawha County**

Regional Family Resource  
Network  
1078 Main St.  
Elkview, WV 25071  
304-595-5521

## **Lewis County**

Lewis County Family Resource  
Network  
240 Court Ave.  
Weston, WV 26452  
304-269-4000

## **Lincoln County**

Cornerstone Family  
Interventions, Inc.  
331 State Street, Suite 300  
Madison, WV 25130  
304-369-5283

## **Logan County**

No parents as teachers program,  
similar services may be available  
from:

Mountain State Healthy Families  
304-523-9587

## **Marion County**

\* Available services for Marion  
County may be limited  
Harrison County Parents as  
Teachers  
127 W. Main St.  
Clarksburg, WV 26301  
304-622-0292

## **Marshall County**

Marshall County Family  
Resource Network  
1501 Second St.  
Moundsville, WV 26041  
304-845-3300

## **Mason County**

No parents as teachers program,  
similar services may be available  
from:

Mountain State Healthy Families  
304-523-9587

## **McDowell County**

The Community Crossing, Inc.  
225 Maple Ave.  
Welch, WV 24801  
304-436-8300 ext. 101

## **Mercer County**

REACHH FRC  
205 Thorn St.  
Princeton, WV 24740  
304-466-2226

## **Mineral County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Mingo County**

Able Families, Inc.  
PO Box 1249  
Kermit, WV 25674  
304-393-4987

## **Monongalia County**

Mon County FRC/The  
Shack/MIHOW  
537 Blue Horizon Drive  
Morgantown, WV 26501  
304-983-7700 ext. 204

## **Monroe County**

Monroe County Early Headstart  
PO Box 330  
Union, WV 24983  
304-772-3284

## **Morgan County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Nicholas County**

Clay-Nicholas Parents as  
Teachers  
PO Box 168  
190 Riverside Drive  
Richwood, WV 26261  
304-846-4479

## **Ohio County**

Ohio County MIHOW  
94 Finch Ave.  
Wheeling, WV 26003  
304-232-4590

## **Pendleton County**

Burlington United Methodist  
Family Services  
120 Hope Lane  
Burlington, WV 26710  
304-788-2342  
304-260-5884

## **Pleasants County**

Children's Home Society of West  
Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Pocahontas County**

Greenbrier/Pocahontas Parents  
as Teachers  
2161 Douthards Creek Road  
Marlinton, WV 24954  
304-799-6339

## **Preston County**

Preston County Caring Council,  
Inc.  
Preston-Taylor Parents as  
Teachers  
105 West High Street  
Kingwood, WV 26537  
304-329-1968

## **Putnam County**

No parents as teachers program,  
similar services may be available  
from:

Mountain State Healthy Families  
304-523-9587

## **Raleigh County**

New River Health MIHOW  
19 Jefferson St.  
Fayetteville, WV 25840  
304-469-2415

## **Randolph County**

Allegheny Highlands PAT  
305 Henry Ave.  
Elkins, WV 26241  
304-636-4454

## **Ritchie County**

Children's Home Society  
59 Stadium Drive  
Pennsboro, WV 26415  
304-659-3988

## **Roane County**

Children's Home Society of West  
Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Summers County**

REACHH Family Resource  
Center  
411 Temple Street  
Hinton, WV 25951  
304-466-2226

## **Taylor County**

Taylor County Family Resource  
Network  
#1 Prospect Street  
Grafton, WV 26354  
304-903-8362

## **Tucker County**

Tucker County Family Resource  
Network  
Allegheny Highlands PAT  
100 Education Lane  
Parsons, WV 26287  
304-478-3827

## **Tyler County**

Wetzel County Center for  
Children and Families  
Rt. 2 Box 107  
New Martinsville, WV 26155  
304-455-2468

## **Upshur County**

Lewis County Family Resource  
Network  
240 Court Ave.  
Weston, WV 26452  
304-269-4000

## **Wayne County**

No parents as teachers program,  
similar services may be available  
from:

Mountain State Healthy Families  
304-523-9587

## **Webster County**

Nicholas County Starting Points  
190 Riverside Drive  
Richwood, WV 26261  
304-846-4479

## **Wetzel County**

Wetzel County Center for  
Children and Families  
Rt. 2 Box 107  
New Martinsville, WV 26155  
304-455-2468

## **Wirt County**

Children's Home Society of West  
Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Wood County**

Children's Home Society of West  
Virginia  
1717 St. Mary's Avenue  
Parkersburg, WV 26102  
304-485-0650

## **Wyoming County**

MountainHeart Community  
Services  
PO Box 1509  
Oceana, WV 24870  
304-682-6535

## Legal Aid of West Virginia Offices by County

\*\* Please note that you cannot apply for services or speak to an attorney by visiting or calling a local office. You can visit a local office to pick up forms or browse our brochures. We also offer a direct phone line to our intake system in the lobbies of each of our offices to apply for services. Please call 1-866-255-4370 to apply for services, or apply online at [www.lawv.net](http://www.lawv.net).

### **Barbour County**

224 Third St.  
PO Box 229  
Elkins, WV 26241  
304-635-7600

### **Berkeley County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

### **Boone County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

### **Braxton County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

### **Brooke County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

### **Cabell County**

418 8<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Huntington, WV 25701  
304-697-2070

### **Calhoun County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

### **Clay County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

## **Doddridge County**

110 S. Third St.  
Clarksburg, WV 26301  
304-623-6649

## **Fayette County**

115B South Kanawha Street  
Beckley, WV 25801  
304-255-0561

## **Gilmer County**

110 S. Third St.  
Clarksburg, WV 26301  
304-623-6649

## **Grant County**

224 Third St.  
PO Box 229  
Elkins, WV 26241

## **Greenbrier County**

125 Green Lane  
Lewisburg, WV 24901  
304-645-3131

## **Hampshire County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

## **Hancock County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

## **Hardy County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

## **Harrison County**

110 S. Third St.  
Clarksburg, WV 26301  
304-623-6649

## **Jackson County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Jefferson County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

## **Kanawha County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

## **Lewis County**

110 S. Third St.  
Clarksburg, WV 26301  
304-623-6649

## **Lincoln County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

## **Logan County**

107 Stratton St.  
Logan, WV 25601  
304-752-4178

## **Marion County**

165 Scott Ave., Suite 209  
Morgantown, WV 26508  
304-296-0001

## **Marshall County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

## **Mason County**

418 8<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Huntington, WV 25701  
304-697-2070

## **McDowell County**

1519 North Walker St.  
Princeton, WV 24740  
304-487-1463

## **Mercer County**

1519 North Walker St.  
Princeton, WV 24740  
304-487-1463

## **Mineral County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

## **Mingo County**

107 Stratton St.  
Logan, WV 25601  
304-752-4178

## **Monongalia County**

165 Scott Ave., Suite 209  
Morgantown, WV 26508  
304-296-0001

## **Monroe County**

125 Green Lane  
Lewisburg, WV 24901  
304-645-3131

## **Morgan County**

301 W. Burke St., Suite B  
Martinsburg, WV 25401  
304-263-8871

## **Nicholas County**

115B South Kanawha St.  
Beckley, WV 25801  
304-255-0561

## **Ohio County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

## **Pendleton County**

224 Third St.  
PO Box 229  
Elkins, WV 26241  
304-635-7600

## **Pleasants County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Pocahontas County**

125 Green Lane  
Lewisburg, WV 24901  
304-645-3131

## **Preston County**

165 Scott Ave., Suite 209  
Morgantown, WV 26508  
304-296-0001

## **Putnam County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

## **Raleigh County**

115B South Kanawha Street  
Beckley, WV 25801  
304-255-0561

## **Randolph County**

224 Third St.  
PO Box 229  
Elkins, WV 26241  
304-635-7600

## **Ritchie County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Roane County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Summers County**

125 Green Lane  
Lewisburg, WV 24901  
304-645-3131

## **Taylor County**

110 S. Third St.  
Clarksburg, WV 26301  
304-623-6649

## **Tucker County**

224 Third St.  
PO Box 229  
Elkins, WV 26241  
304-635-7600

## **Tyler County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

## **Upshur County**

224 Third St.  
PO Box 229  
Elkins, WV 26241  
304-635-7600

## **Wayne County**

418 8<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Huntington, WV 25701  
304-697-2070

## **Webster County**

922 Quarrier Street, 4<sup>th</sup> Floor  
Charleston, WV 25301  
304-343-4481

## **Wetzel County**

The Mull Center  
1025 Main Street, Suite 716  
Wheeling, WV 26003  
304-232-1260

## **Wirt County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Wood County**

327 9<sup>th</sup> Street  
Parkersburg, WV 26101  
304-485-7522

## **Wyoming County**

1519 North Walker St.  
Princeton, WV 24740  
304-487-1463