

# Casey's Law: Helpful Steps for Loved Ones



## Contact Your County Attorney's Office

Each county in Kentucky has its own process for handling Casey's Law. Begin by reaching out to your County Attorney's Office and request to speak to the attorney responsible for Casey's Law cases. Ask about their process and whether they provide any guidance or assistance. A directory for each county attorney in Kentucky is available here: <https://www.kcaa.com/directory/>



## Reach Out to Your Local Casey's Law Advocate

Connect with a local advocate who specializes in Casey's Law to guide you through the process. These advocates often have firsthand experience and can provide invaluable support.

If you don't know where to find an advocate, here are some trusted resources:

- Ask your County Attorney's Office, District Clerk or Circuit Clerk's Office — they may have an office advocate or direct you to someone who can help.
- Casey's Law Website
- Visit: [CaseysLaw.org](http://CaseysLaw.org)
- Northern Kentucky Helpline
- Visit: [nkyodcp.org](http://nkyodcp.org)
- Call: 859-415-9280
- KY HELP Statewide Call Center
- Call: 1-877-318-1871 to speak with a screening and referral specialist



## Gather Helpful Documents

Collect any documents that can support the petition and make the process smoother. These materials can help with scheduling assessments, completing forms, and preparing for court.

### Recommended documents include:

- Current address of the individual
- Identification information (e.g., driver's license, Social Security number)
- Medical insurance information, if available
- Police reports or incident documentation
- Unpaid bills or other evidence showing how substance use is impacting their life

Having these materials ready can make the process more efficient and better support your petition.



## Schedule Evaluations with Qualified Health Professionals

As part of the Casey's Law process, **two** separate evaluations must be completed by a qualified health professional, and one must be a licensed physician. These evaluations assess the individual's substance use and the need for treatment. The court will order the individual to attend these appointments.

If you need help finding qualified professionals:

- Visit: <https://findhelpnow.org/ky>
- Visit: [nkyodcp.org](http://nkyodcp.org)
- Ask your local advocate or County/Commonwealth Attorney's Office for recommendations

### Important:

- Inform the provider that the evaluation is for a Casey's Law petition to ensure use of the proper **evaluation form 703A**.
  - <https://www.kycourts.gov/703A.pdf>
- Write down the date and time of both appointments—you'll need these when filing paperwork with the Circuit Clerk's Office

## Northern Kentucky Evaluation Resources

NorthKey Community Care.....859-331-3292  
SUN Behavioral Health.....513-880-8217  
Transitions, Inc.....859-491-4435



859-415-9280



[Info@nkyodcp.org](mailto:Info@nkyodcp.org)



<https://nkyodcp.org>





## Filing the Casey's Law Forms

Once you've spoken with your County Attorney and Circuit Clerk, and connected with an advocate (if available), the next step is to complete the Casey's Law petition.

Download Form 700A – Petition for Involuntary Treatment: [kycourts.gov/Legal-Forms/700A](http://kycourts.gov/Legal-Forms/700A).

You will need to provide:

- Basic information about yourself and the individual you are seeking treatment for
- A description of the individual's substance use behaviors and the ways in which those behaviors negatively impact their health, safety, and overall well-being, demonstrating a present danger or threat of danger to the individual or others.
- A list of treatment options or facilities you're considering (An advocate can help with this)

**! IMPORTANT:** You will be asked to indicate whether you believe your loved one should receive a treatment evaluation and/or hospitalization admission to a treatment facility if they meet the required criteria, for a duration ranging from 60 days up to 360 days.

- The judge determines whether treatment is ordered and for how long. Always select **360 days**. This allows the court maximum flexibility to order an appropriate length of care if warranted. The court may still order a shorter treatment period if deemed appropriate.

File the completed paperwork with the Circuit or District Clerk's Office (depending on the county) in the county where the individual resides.

**Tip:** Ask your local court if they offer a checklist or filing packet to help guide you through the process. You can also visit the Northern Kentucky Office of Drug Control Policy website for a printable Casey's Law Checklist:

[www.nkyodcp.org](http://www.nkyodcp.org)



## Give Yourself Space to Tell Your Story.

*Your voice is a vital part of this process.*

The Casey's Law petition form provides limited space, but your story matters. If you need more room to describe behaviors, risks, or the impact of substance use, you may attach an additional page or a printed Word document. Be specific and provide first-hand information, as your perspective helps the court understand the urgency of the request.



## Return Evaluations Forms

After confirming that both providers are utilizing a copy of and use the official Casey's Law Evaluation Form (AOC-703A), follow up to ensure the evaluations are completed and signed before the forms are returned to the court.

**! IMPORTANT:** The **completed AOC-703A evaluation forms** must be submitted to the court **at least 24 hours before the scheduled hearing**. This can typically be done either by the provider, or through the County Attorney's Office, depending on local procedure.

Be sure to clarify the following with your local court offices:

- Is it the petitioner's responsibility to return the completed forms, or should the providers submit them directly?
- If the provider is responsible for submission, will the court notify them of the next steps after the forms are received?

**Tip:** Contact your County Attorney's Office and Circuit Clerk's Office to ask whether they have any other specific instructions or deadlines for returning the evaluation forms.



## Locate Detox & Treatment Facility

Treatment Planning Reminder:

The petitioner is responsible for arranging treatment and this treatment should be secured prior to the final hearing.

- Contact facilities early to confirm bed availability, admission requirements, and whether they accept court-ordered (Casey's Law) placements.
- Keep records of any conversations, confirmations, or intake instructions to share with the court if needed.

You can also visit:

[www.findhelpnowky.org](http://www.findhelpnowky.org) or the Northern Kentucky Office of Drug Control Policy [www.nkyodcp.org](http://www.nkyodcp.org) for treatment providers and resources.

### Northern Kentucky Detox & Treatment Facility Options

NorthKey.....859-331-3292

Sun Behavioral Health.....859-374-7680

Transitions, Inc.....859-491-4435



NORTHERN KENTUCKY  
OFFICE OF DRUG CONTROL POLICY  
*Creating chances, creating change.*



859-415-9280



[Info@nkyodcp.org](mailto:Info@nkyodcp.org)



<https://nkyodcp.org>