

**APPLICATION / REAPPLICATION FOR TITLE 11.130 ADULT GUARDIANSHIP /
COURT VISITOR REGISTRY
Guardianship / Conservatorship / Protective Arrangement**

Name: Suzanne Thompson Wininger
Business Name or Firm: CTW Law Firm
Business Address: 1410 Main Street
City and State: Sumner, WA Zip Code: 98390
Business Phone: (253) 863-0207 Fax: (253) 987-5412
Email Address: suzanne@ctwcaringsolutions.com

☐ Non-Attorney ☒ Attorney - WSBA or Washington State Certification No: 32870

- ☒ I am hereby applying to serve as a:
- ☒ Court Visitor (RCW 11.130.280)
 - ☒ Attorney for Respondent/Person Subject to Guardianship (RCW 11.130.285)
 - ☐ Special Agent / Complex Case Appointments (RCW 11.130.635)
 - ☐ Emergency Guardian (RCW 11.130.320)

☒ I am willing to serve as a Title 11.130 Court Visitor at public expense.

☒ I have no pending investigations or action against me involving felony allegations, professional certification or license suspension and/or revocation.

☒ I agree to advise the court immediately in the event of any complaint, investigation or action being commenced which could lead to professional discipline, or the suspension or revocation of my professional license, or to the filing of criminal charges for felony or crime involving allegations of theft, dishonesty or moral turpitude.

☒ I have read and agree to be bound by the Kitsap County Superior Court Guardian ad Litem Registry Code of Conduct.

Summary of my experiences as a Guardian ad Litem/Court Visitor, including years of experience and number of appointments.

As of March 25, 2024: I have been appointed on 125 SGAL appointments, 451 GAL (Title 11.88 and Title 11.130) appointments, 92 appointments representing respondents, and 31 Probate GAL cases. I have been a guardian ad litem/court visitor, serving Kitsap since 2008 continuously.

Number of times serving as a Guardian ad Litem/Court Visitor that I have been removed for failure to perform my duties as a Guardian ad Litem/Court Visitor: none

- ☒ I have completed the 2-day model training program required by RCW 11.130.155 (or prior 2-day training under RCW 11.88) and have provided proof of the same with this application. ☒ Yes ☐ No I completed the King County training on April 18-19 but have not received my certificate yet. I have asked again today 6/7/24.
see to the left

- ☐ I have NOT completed the model training program but will do so once the training becomes available. ☐ Yes ☐ No

Summary of my knowledge, training and experience in each of the following areas: Needs of impaired elderly people, physical disabilities, mental disabilities, developmental disabilities, substance use disorder; and other areas relevant to the needs of persons subject to guardianship or conservatorship, legal procedure, and the requirements of RCW 11.130.

JD, Gonzaga University School of Law 2002;

BS Nursing, University of Mary Hardin Baylor 1996;

BS, Human Development University of California, Davis 1992

I have been a licensed Registered Nurse since January 1997.

My Bachelor of Science degrees in Human Development and Nursing both lay a foundation for my theoretical knowledge of the developmental and aging process when interacting with, caring for, and understanding impaired elderly and individuals with physical disabilities, mental illnesses, developmental disabilities, traumatic brain injuries, and other disease processes or traumatic injuries that may lead to incapacitation.

I include the following with my application (please check all applicable boxes):

- ☒ Curriculum vitae, showing work and professional or personal experience in or related to the field that would assist in the performance and completion of Guardian ad Litem/Court Visitor duties.
- ☒ Completed Washington State Patrol Conviction Criminal History.
- ☒ Signed release of information directed to all professional regulatory bodies which have licensed or supervised the applicant within the last ten years.
- ☒ Description of nature, status and outcome of any professional complaints, investigations or disciplinary actions, lawsuits or professional liability claims, and any order for removal of the Guardian ad Litem or Court Visitor prior to completion of the Guardian ad Litem/Court Visitor duties.
- ☒ Description of any claims or litigation that has been commenced, involving allegations of improper fee charges, charges of fraud, theft or other forms of dishonesty or professional malpractice or misconduct.
- ☒ Copy of fee schedule. [See KCLGALR 5(f)(3) re: private pay limits].
- ☐ Certificate of Qualification/Training for Guardian ad Litem/Court Visitor seeking appointment under RCW 11.130;
- I completed the King County training on
OR April 18-19 but have not received my
certificate yet. I have asked again today 6/7/24.
- ☒ I am currently on the Guardian ad Litem/Court Visitor Registry and have included a certificate of updated training taken within the last year.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

DATED this 7th day of June, 2024, at Sumner, Washington.


SIGNATURE OF APPLICANT

PRINT NAME: Suzanne Thompson Wininger

Please mail, deliver or email the completed application, with all attachments, to:

**ATTN: Court Administrator
Kitsap County Superior Court
614 Division Street, MS-24
Port Orchard, WA 98366
fmaiocco@co.kitsap.wa.us**

SUZANNE THOMPSON WININGER, RN, BSN, Attorney at Law
www.ctwcaringsolutions.com
1410 Main Street Sumner, WA 98390
(o) (253) 863.0207 (f) 253.987.5412
suzanne@ctwcaringsolutions.com

Education

Gonzaga University School of Law Spokane, WA

Juris Doctorate, May 2002 WSBA #32870

- ◆ Editor in Chief, *Gonzaga Law Review*
- ◆ Women's Law Caucus, Past President and Past Myra Bradwell Chairman
- ◆ Phi Alpha Delta Law Fraternity, Past Clerk
- ◆ Linden Cup Moot Court Competition, participant

University of Mary Hardin-Baylor Belton, TX

Bachelor of Science, Nursing, 1996

- ◆ Texas Nursing Students Association, Convention Director

University of California Davis, CA

Bachelor of Science, Human Development, 1992

Experience

September 2008- present **Attorney/RN Consultant**

CTW Caring Solutions and CTW Law Firm

- ◆ Manages and operates law practice and nurse consulting firm specializing in representing and care managing clients who may be cognitively or physically impaired, developmentally disabled, have mental health concerns and/or are traumatically brain injured.
- ◆ Provides legal advice and legal services to include wills, powers of attorney, probate, TEDRA, advanced directives, long term care planning, minor and adult guardianship matters, and protection of vulnerable adults.
- ◆ Title 11.130 Guardian ad Litem; appointed by King, Kitsap and Pierce County Superior Courts to conduct investigations for minors and adults who are alleged to be incapacitated; serves as counsel for Alleged Incapacitated Persons; serves as Settlement guardian ad litem, probate guardian ad litem, Litigating guardian ad litem, and Special Master. I attend yearly court visitor trainings in all counties and often an educator for the attendees.
- ◆ Provides regulatory compliance assessment, evaluation, teaching, hands-on-skills, and knowledge testing related to (to include enforcement requirements from the State of Washington) adult family homes, assisted livings and nursing homes; staff education; policy and procedure

revision; mock inspection; survey consultation or other tailored needs unique to a community.

- ◆ Consultation services can include assessment, care plan, care interventions and evaluations as a service or as a knowledge base teaching opportunity with assessment evaluation and skills testing.
- ◆ Performs accurate, comprehensive nursing assessments specific to a child or adult's biological, psychological, social, and spiritual well-being; to include, but not limited to care plans, negotiated service agreements, educational plans/curriculum and social development.
- ◆ Develops care plans and identifies resources to assist non-paid family members who are the primary care providers for their children, aging parents, disabled siblings or other loved ones, in an effort to provide continued effective care, and maximizing financial and social resources and preventing burn out.
- ◆ Promotes and advocates for child and adult rights, including special education, home care resources, discharge planning, and care resources.
- ◆ Serves as a RN expert witness.

August 2006-August 2008 **Field Manager Residential Care Services, Region 6 Department of Social and Health Services**

- ◆ Managed and supervised 13 field staff (14 staff total) who (1) licensed adult family homes (AFH) and (2) assisted livings (AL); and (2) performed state and federal licensure of nursing homes (NH); (3) investigated resident abuse in these facilities. This geographical area was specific to 8 counties and included approximately 300 adult family homes, 44 boarding homes and 16-18 nursing homes. The staff included 12 registered nurses, one non-nurse and one administrative assistant, who resided in 3 different offices: Olympia, Kelso and Vancouver.
- ◆ Comprehensive detailed command of AFH, AL and NH Revised Code of Washington (RCW) and Washington Administrative Code (WAC) regulatory base;
- ◆ Comprehensive detailed command of Centers for Medicare and Medicaid (CMS) F tags related to NH statutory compliance and CMS (federal) enforcement remedies
- ◆ Detailed knowledge of the inspection/survey/complaint process and procedures for AFH, AL and NH; accountable to ensure inspection and complaint investigations were

conducted accurately and timely, according to procedure, statutory time lines, Complaint Resolution Unit process and Governor expectations (GMAP)

- ◆ Investigated allegations of facility failed practice and vulnerable adult abuse in AFH & AL and license AFH and AL facilities to ensure compliance with statutory requirements.
- ◆ Investigated allegations of facility failed practice and vulnerable adult abuse in nursing homes and license NH facilities to ensure compliance with state and federal regulatory requirements.
- ◆ Assessed and determined best course of action to take to protect and further promote the goals and objectives of the Department; made timely/responsive decisions using a logical and rationale approach, while maintaining transparency within statutory requirements
- ◆ Concisely, accurately and timely produced written reports of investigation/survey/inspection conclusions in AFH, AL and NH facilities.
- ◆ Effectively communicated in writing and orally, & facilitated communication with facilities (AFH, AL & NH) the Department, administrators, community stakeholders, family members, & residents.
- ◆ Provided objective and timely civil or federal enforcement recommendations to RCS headquarters
- ◆ Recruited, interviewed and hired; mentored, delegated, coached, trained; prepared and conducted performance evaluations; implemented necessary corrective action; developed work plans; and provided daily oversight guidance. Maintained accurate desk files and reported attendance timely and accurately.
- ◆ Ensured staff collected data and wrote reports that were outcome-based, solid/accurate and objective and timely.
- ◆ Key member of regional RCS management team with significant input on development and changes to statewide policies and formation of long-range program objectives.

June 2004-July 2006 Legal Benefits Advisor and
Attorney Home and Community Services, Region 6
Department of Social and Health Services (DSHS)

- ◆ Provided sound legal advice and consultation to 21 Adult Protective Services (APS) social workers and 5 or more HCS management staff in 12 counties, including the Regional

Administrator.

- ◆ Advised, designed, planned, drafted and led policy and procedure development for Region 6 APS management and staff related to Revised Code of Washington (RCW), Washington Administrative Code (WAC), and DSHS Long Term Care manual Chapter 6.
- ◆ Developed and implemented training and investigatory tools for APS staff related to conducting APS investigations and investigation outcome determinations. Served as a key member of the panel reviewing all cases substantiated for vulnerable adult abuse.
- ◆ Advised, designed, planned, developed, and leaded policy and procedure development for APS administrative fair hearings, including lead counsel presenting arguments supporting the Department's position; preparing witness testimony; drafting, assembling and reviewing legal documents: subpoenas, motions, hearing exhibits, witness lists, memorandums, briefs, & DSHS Board of Appeals; intimate working knowledge of DSHS hearing rules, rules of evidence and civil procedure, and administrative appeals.
- ◆ Managed one legal secretary including supervision; recruiting, interviewing and hiring; mentoring, delegating, coaching, training; preparing and conducting performance evaluations; implementing necessary corrective action; developing work plans; and providing daily oversight guidance. Maintained accurate desk file and reported attendance timely and accurately.
- ◆ Accountable for all public disclosure requests for Region 6 and to respond to all requests within timeframes mandated by law. Reviews all requests for compliance with the RCW, WAC, Code of Federal Regulations (CFR), and HIPPA. Provided training to over 100 regional staff (12 counties) on public disclosure, discovery, fair hearings, and HIPPA. Accurately maintained detailed spreadsheet and hard-copy files on every request and reported regional statistics quarterly to Aging and Disability Services Administration Public Disclosure Coordinator.
- ◆ Key member of HCS management team with significant input on development and changes to statewide policies and formation of long-range program objectives.
- ◆ Served as the DSHS Representative to the Certified Professional Guardian Board during tenure; recommended for position by Assistant Secretary Kathy Leitch.

March 2003-May 2004 **Judicial Clerkship**
Honorable Elaine Houghton, Washington State Court of
Appeals (Div. II)

- ◆ Responsible for writing non-partisan, simple to complex appellate memoranda, including civil and criminal litigation. Legal issues included, but were not limited to: administrative law, health law, statutory interpretation, dissolution, paternity, family law, land use, construction, sentencing, evidence, contracts, tax, torts, employment law, civil procedure, court rules, community property, and constitutional rights.
- ◆ Proficient research skills with hard copy and computer generated materials
- ◆ Assisted in drafting judicial opinions
- ◆ Responsible for substantive and technical editing of judicial opinions

September 2002- August 2005 **Emergency Department**
Registered Nurse Medical Staffing Network, Inc.

- ◆ Functioned as a Registered Nurse in emergency departments in the Seattle/Tacoma area
- ◆ Performed advanced clinical nursing skills on clients from newborn through late adulthood, including triage in Level I-III emergency department
- ◆ Collaborated with an array of health care providers to implement the level of care needed for each client
- ◆ Prioritized client care based on the needs of the client, the resources of the Emergency Department, and assigned client load
- ◆ Maintained thorough documentation on each client including an objective and subjective assessment, interventions performed, and intervention responses

Professional License

Attorney, State of Washington (WSBA #32870);

Registered Nurse, Washington (RN00136254)

Publications

Why, After All This Time, is the FAA Just Now Mandating Child Restraint Systems on Aircraft? 37 GONZ. L. REV. 533 - 561 (2002).

**Professional
Organizations and
Accomplishments**

Washington State Title Court Visitor Registries: Kitsap and King Counties: 2008-current; Pierce County: 2009-2010; 2011-2023; King County Settlement Guardian ad Litem (SGAL) 2012-current; Pierce County SGAL 2017-current. I serve as an LGAL and Special Master in all of these counties.

2008-present: Member to the Advisory Committee Guardianship Curriculum Development UW Educational Outreach- chair of the Guardianship of the Person committee curriculum

2008-2009: University of Washington Educational Outreach adjunct faculty member for the Certified Professional Guardian Certificate Program Guardianship of the Person and the Estate; Authored the Government Benefits manual for the U.W. Guardianship Certificate Program currently in use;

October 1, 2005-September 30, 2008: Certified Professional Guardian Board (CPGB) member; 2007: CPGB Co-chair Education committee;

Guest Lecturer on Long Term Care issues, Medicaid, health care issues affecting vulnerable adults, guardianships and vulnerable adult abuse for numerous professional, health care and civic organizations to include for Washington State bar Association Elder Law Section; American Lake Veteran's Hospital Social Workers; Washington Association of Professional Guardians; King County Bar Association; Certified Professional Guardian training; King County Prosecutor's Office; Tacoma-Pierce County Bar Association, King County Bar Association, Kitsap County Legal Services and Washington Healthcare Association (A+ Administrator Training (Nursing instructor) and Advanced Assisted Living Nurse Academy instructor).

Washington State Bar Association member:
Elder Law Section Executive Committee member
CLE Co-Chair (October 1, 2016-2022);
Communications Co-Chair (October 1, 2022-current)

Tacoma Pierce County Bar Association member;
Guardianship section member; CLE chair 2011- 2012;

King County Bar Association (KCBA) member

DSHS Advisory Committee co-chair, Title 11.88 Statewide Guardianship Guardian ad Litem Training 2014-2017 organized by KCBA

King County Bar Association Volunteer Legal Services Neighborhood Legal Clinic, Kent - current

Mental Health Specialty Training certificate, WA Department of Social & Health Services

Developmental Disabilities Specialty Training certificate, WA Department of Social & Health Services

Manager Dementia Specialty Training certificate, WA Department of Social & Health Services

SMQT (CMS Federally Qualified) Nursing Home Surveyor/complaint investigator non-QIS

Alpha Phi International Sorority; Epsilon Rho Chapter University of California, Davis; Membership Selection Chair 1991-92

International Order of the Rainbow for Girls Majority Member, Grand Worthy Associate Advisor, California 1989

Order of the Eastern Star, Lifetime Member, Temple Chapter Sacramento, CA consolidated 2019 to New Hope

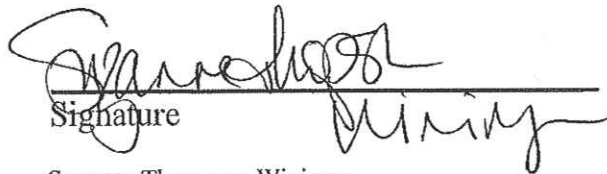
RELEASE OF INFORMATION

- TO: ☒ Washington State Bar Association
☐ Washington State Medical Association
☒ Washington State Nursing Commission
☐ Washington State Board of Psychology
☒ Washington State Department of Licensing

I, Suzanne Thompson Wininger (Professional License No. WSBA 32870 and RN 00136254) hereby authorize you, for the purpose of my application and/or work as a Kitsap County Guardian ad Litem, to release information to and discuss such information with:

Frank A. Maiocco, Jr.
Court Administrator
Kitsap County Superior Court
614 Division Street, MS-24
Port Orchard, WA 98366
(360) 337-7140

This RELEASE OF INFORMATION includes, but is not limited to, all records and information concerning any official disciplinary action or a pending active investigation you have with regard to me.


Signature

6/7/24
Date

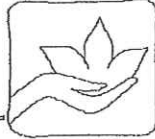
Suzanne Thompson Wininger

Printed Name

518 Ambar Ave Sumner WA 98390

Street Address

City/State/Zip



CTW Law Firm
1410 Main Street Sumner, WA 98390
253.863.0207 (office) and 253.987.5412 (fax)

SUZANNE THOMPSON WININGER
KITSAP COUNTY GAL REGISTRY 2024-2025
FEE SCHEDULE AND INFORMATION RELATED TO CLAIMS,
INVESTIGATIONS and DISCIPLINE

I am an experienced attorney and Registered Nurse in the area of Elder Law and Guardianships/Conservatorships.

My usual hourly rate is \$375/hr. I accept \$275/hr hour in privately paid GAL cases unless the court approves an increased rate. I accept county pay cases.

- Actual expenses allowed will be reimbursed.
- Travel is from the county line but may need to reflect where the Respondent in the case is located, if not in Kitsap County.

Professional Complaints:

- A. I have never had any claim or litigation commenced against me; nor have there ever been any allegations of improper fee charges, charges of fraud, theft or other forms of dishonesty or malpractice or misconduct filed against me. I have never been subject to a professional investigation or disciplinary action, lawsuit or professional liability claims made against me in any professional career as a RN or an attorney. I have never been subject to any grievance, allegation or complaint as an RN.
- B. I have had four attorney grievances filed against me and all were dismissed or did not meet the threshold for WSBA investigations.
- C. I have never been subject to an order for removal as a Guardian ad Litem (GAL) or Court Visitor (CV) prior to completion of my duties.

Certificate of Completion
KING COUNTY BAR
ASSOCIATION

Suzanne Thompson Winger

2024 King County
RCW 11.130 Adult Guardianship
Court Visitor/GAL Training
Two Day Initial Certification—
April 18 & April 19, 2024

6.25 Law & Legal CLE Credits, April 18, 2024
Approval #2019220

5.75 Law & Legal CLE Credits. 1.0 Ethics Credit, April 19, 2024
Approval #2019221



Bridget Schuster, Member Services Director
King County Bar Association

THE SUPERIOR COURT OF THE STATE OF WASHINGTON
FOR KITSAP COUNTY

614 DIVISION STREET, MS-24
PORT ORCHARD, WASHINGTON 98366
(360) 337-7140

TINA ROBINSON, JUDGE
DEPARTMENT NO. 1
MICHELLE ADAMS, JUDGE
DEPARTMENT NO. 2
MELISSA A. HEMSTREET, JUDGE
DEPARTMENT NO. 3
WILLIAM C. HOUSER, JUDGE
DEPARTMENT NO. 4
JEFFREY P. BASSETT, JUDGE
DEPARTMENT NO. 5
KEVIN D. HULL, JUDGE
DEPARTMENT NO. 6

JENNIFER A. FORBES, JUDGE
DEPARTMENT NO. 7
CADINE FERGUSON-BROWN, JUDGE
DEPARTMENT NO. 8

MATTHEW L. CLUCAS
COURT COMMISSIONER
LYNN K. FLEISCHBEIN
COURT COMMISSIONER
FRANK A. MAIOCCO, JR.
COURT ADMINISTRATOR

June 25, 2024

Ms. Suzanne Thompson Winingar
CTW Law Firm
1410 Main Street
Sumner, WA 98390

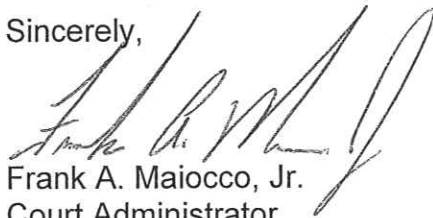
Re: Kitsap County Superior Court Title 11.130 Court Visitor Registry, 2024-2025

Dear Ms. Thompson Winingar:

The Kitsap County Superior Court Guardian ad Litem/Court Visitor Committee has received and reviewed your application for the Title 11.130 Court Visitor registry. We are pleased to include you on the 2024 - 2025 Registry, effective July 1, 2024.

Thank you for your interest and participation in Kitsap County's Court Visitor program.

Sincerely,



Frank A. Maiocco, Jr.
Court Administrator
Kitsap County Superior Court