



## **THE GUARDIANSHIP LIST, Victorian Civil and Administrative Tribunal (VCAT)**

**Some people have a disability caused by an injury, illness or ageing. Because of their disability, they may be unable to make reasonable decisions about issues like their health care, accommodation or financial affairs.**

Under the **Guardianship and Administration Act 1986** you can apply to VCAT for an order appointing a **guardian**, to make personal and lifestyle decisions, or an **administrator**, to make financial and some legal decisions, for an adult with a disability.

**VCAT will only make an order appointing a guardian or an administrator when:**

- the person has a disability,
- the person cannot make reasonable decisions because of that disability,
- there is a need to make decisions,
- there is no less restrictive way of meeting this need, and
- it will promote the person's best interests.

VCAT requires a medical report describing the disability and its effects on the person's ability to make reasonable decisions.

VCAT will also consider the wishes of the person and of their nearest relatives or other family members.

**Applying for guardianship and/or administration is easy.** A special printed form is used and is available from VCAT.

Information and assistance is also available to help you from the **Office of the Public Advocate's Advice Service - 9603 9500/1800 136 829.**

**The VCAT hearing** is not as formal as a court hearing and VCAT tries to help people appearing before it feel comfortable. If a person cannot travel to a hearing VCAT may agree to accept evidence over the telephone.



Hearings must be fair and unbiased. Legal representation is not necessary, although you may ask VCAT to allow you to have a lawyer. If VCAT makes an order appointing a guardian or an administrator the order may last for up to 3 years, but will be reassessed during that time.

**The guardian and/or administrator must act in the person's best interests**

**VCAT and the Office of the Public Advocate have a 24 hour emergency service.**

Application forms and further information and assistance are available from:

The Registrar, Guardianship List  
Victorian Civil and Administrative Tribunal  
Ground Floor  
55 King St  
Melbourne Vic 3000  
GPO Box 5408CC

Tel 03 9628 9911  
Toll free 1800 135 055

Website: [www.vcat.vic.gov.au](http://www.vcat.vic.gov.au)

The Advice Service  
Office of the Public Advocate  
Level 5, 436 Lonsdale Street  
Melbourne Vic 3000

Tel 03 9603 9500  
Toll free 1800 136 829  
Fax 03 9603 9501  
TTY 03 9603 9529

Website: [www.publicadvocate.vic.gov.au](http://www.publicadvocate.vic.gov.au)