

Office of the Public Guardian and Trustee

THE REGISTER OF GUARDIANS

Table of Contents

What is the register? 1

What information is kept in the register? 1

Who can ask for information from the register? 2

What are a guardian's responsibilities? 2

Contact Us: 3

The Register of Guardians

What is the register?

The Public Guardian and Trustee is required by law to keep a Register of all guardians of property and guardians of the person. This law is Ontario Regulation 99/96 made under the *Substitute Decisions Act, 1992*.

If you have been appointed as a statutory guardian of property by the Public Guardian and Trustee, you have been added to the Register.

If you are applying to the court to be appointed as a guardian of property or a guardian of the person, you will be added to the Register when the court appoints you and either you or your lawyer sends a copy of the court's order appointing you to the Public Guardian and Trustee.

What information is kept in the register?

The Public Guardian and Trustee is required by law to keep the following information in the Register for each guardian:

- The name and address of the incapable person
- The name, address, and telephone number of the guardian of property and/or personal care
- How the guardian acquired their authority (i.e. by court order or statutory guardianship)
- Any restrictions on the guardian's authority
- If the guardianship is for personal care, whether it is full or partial guardianship, and, if partial, the areas of personal care decision making for which the guardian has authority
- The date the guardian's authority took effect, changed, or terminated.

Who can ask for information from the register?

The purpose of the Register is to provide a source of accurate information to persons or organizations who may deal with an incapable person or their guardian. For example, a financial institution may wish to contact the Public Guardian and Trustee in order to confirm that a person has a guardian.

The Public Guardian and Trustee is required by law to provide any or all of the above information to any person who requests it, so long as the requester identifies the incapable person by name.

For example, if a person asked the Public Guardian and Trustee if Jane Smith was registered and had a guardian, the Public Guardian and Trustee would have to answer the request. However, if a person asked for a list of all the names in the Register or asked if Martin Jones was a guardian for anyone listed in the Register, the Public Guardian and Trustee would not answer the request.

What are a guardian's responsibilities?

A guardian must promptly notify the Public Guardian and Trustee of any changes in the information in the Register. These include any change in the guardianship or any change in your name, address or telephone number, as well as any change of name or address of the incapable person. If you need to notify the Public Guardian and Trustee of any changes that should be made in the Register, call or write:

Contact Us:

Greater Toronto
595 Bay Street, Suite #800
Toronto, ON M5G 2M6
Tel: (416) 314-2800
Toll-free: 1-800-366-0335
TTY: (416) 314-2687
Fax: (416) 314-2619

London Region
London Courthouse, 80 Dundas Street,
London, ON N6A 6A3
Tel.: (519) 660-3140
Toll-free: 1-800-891-0504
Fax: (519) 660 -3148

Sudbury Region
199 Larch Street, Suite 602
Sudbury, ON P3E 5P9
Tel: (705) 564-3185
Toll-free: 1-800-891-0503
Fax: (705) 564-3193

Hamilton Region
119 King Street West, 9th Floor
Hamilton, ON L8P 4Y7
Tel: (905) 546-8300
Toll-free: 1-800-891-0502
Fax: (905) 546-8301

Ottawa Region
351 Preston Street, Suite 200
Ottawa, ON K1S 2E6
Tel: (613) 241-1202
Toll-free: 1-800-891-0506
Fax: (613) 241-1567

Thunder Bay Region
189 Red River Road, Suite 101
Thunder Bay, ON P7B 1A2
Tel: 1-800-891-0503
Fax: (807) 343-7223 14

Alternate formats of this brochure are available upon request. Please contact 416-314-2803 or toll free 1-800-366-0335.

Ministry of the Attorney General
The Office of the Public Guardian and
Trustee
The Register of Guardians
ISBN 07794-2613-4

© Queen's Printer for Ontario, 2007
Reprinted in 2020
Disponible en français