



## Mental Health Department

George Edgecomb Courthouse

800 East Twiggs Street, Room 205

Tampa, Florida 33602

Telephone (813) 276-8100 – When prompted, please say “Mental Health,” then say “Agent.”

Hours of Operation: Monday thru Friday, 8:00 AM – 5:00 PM

Website: [www.hillsclerk.com](http://www.hillsclerk.com)

Please note that Baker Act and Marchman Act cases are confidential. Photo identification is required to obtain information.

### PETITIONS

**Baker Act** (Petition for Ex-Parte Order for Involuntary Examination). This may be filed by anyone (does not require more than one person and they do not have to be related) with firsthand knowledge of the behaviors that are making this person a threat to themselves or someone else. This petition cannot be filed to extend the stay of someone that is already under a Baker Act. This petition is NOT for substance abuse issues. There will be no hearing. The Court will enter an order either granting, or denying, based solely on the information provided by the petitioner. **There are no filing fees.** Petitioner must bring photo ID.

**Respondent must be in Hillsborough County.**

**Marchman Act** (Petition for Involuntary Assessment and Petition for Involuntary Treatment). For individuals who refuse voluntary treatment for drug and/or alcohol abuse. If the **respondent is an adult**, any individual with firsthand knowledge of the drug and/or alcohol abuse may file. If the **respondent is a minor**, the parent, legal guardian, or licensed service provider may file.

This is a two-step process:

**Step 1** - Upon filing the Petition for Involuntary Assessment and Stabilization, the Court will direct the Clerk to either set the matter for hearing, issue an Ex-Parte Pick-Up Order to have the Respondent assessed and stabilized without a hearing, or deny the petition based on the petition not meeting the requirements

under the Marchman Act.

**Step 2** – Upon completion of the assessment, the service provider will forward the assessment to the Clerk’s Office. The service provider will also contact the petitioner with instruction to return to the Clerk’s Office within 10 days to complete a Petition for Involuntary Treatment.

The Respondent will be served a copy of the petition and assessment and the Court will conduct a hearing within 5 business days. At the hearing, the Respondent has the right to request legal representation and continue the hearing for witnesses to testify. If the judge determines that treatment is appropriate or the Respondent agrees to treatment, the Court will enter an order based on the recommendation. **Respondent must live in Hillsborough County.**

### **FEES**

**There are no court fees associated with filing a petition.** However, fees for treatment will be the responsibility of the Respondent. If the **Respondent is a juvenile**, the petitioner will be required to provide assistance in order to follow the court order. **PLEASE NOTE: Court Ordered treatment under the Marchman Act is NOT free.** While Providers offer a sliding fee scale, there will be costs associated with the Marchman Act treatment.

### **HELPFUL TELEPHONE NUMBERS**

Gracepoint and Children's Crisis Services Administrative Office (813) 272-2244

ACTS Administrative Office (813) 246-4899

Florida Abuse Hotline (800) 962-2873

Hillsborough Abuse Hotline (crisis/alcohol) (813) 234-1234

### **LAW ENFORCEMENT AGENCY TELEPHONE NUMBERS:**

In case of emergency: 911

Hillsborough County Sheriff’s Office: (813) 247-8200

Plant City Police: (813) 757-9200

Tampa Police: (813) 231-6130

Temple Terrace Police: (813) 989-7111