

**RULE 78.1: Case Management in Decedent's Estates, Guardianships
and Trusts**

1. A Certificate of Service of Notice of Probate of Will, Form 2.4, shall be filed no later than two months after the appointment of the fiduciary, unless the Court grants an extension of that time.

2. The guardian of an estate shall file an account at least once each year. The guardian of an incompetent adult shall file a Guardian's Report with the Court no later than two years after the date of the issuance of the Guardian's Letters of Appointment and biennially thereafter.

3. If an estate is not fully administered within two years, the judge will determine whether court intervention is necessary. If the Court schedules a status conference, the parties may participate telephonically with prior approval of the Court.

4. The trustee of a testamentary trust shall file an account with the Court no later than two years after the date of the issuance of the Trustee's Letters of Authority and biennially thereafter. A list of the current beneficiaries of the trust shall be filed with the account.

5. The fiduciary shall sign all applications, including a continuance to extend the time for filing an inventory, account, or Guardian's Report.

6. Upon citation to the attorney of record for a fiduciary who is delinquent in filing an inventory, account, or Guardian's Report, the Court may bar the attorney from opening any new cases in any new proceeding until all delinquent pleadings are filed.