



Kent County Office of the Public Defender
Request for Mitigation Specialist and/or Social Worker

Directions for Requesting Attorneys:

- **IMPORTANT:** Please determine if your client wishes to have the assistance of a social worker on their case. Social workers will not be assigned to clients who do not desire to have support or assistance in that regard.
- Once the referral has been submitted and accepted, a mitigation specialist or social worker will reach out to you to develop a strategy and plan.
- Documents submitted as part of this request will be treated by the County's Indigent Defense Program as confidential client documents. Per MCL 780.987(10), such information is exempt from disclosure under Michigan's Freedom of Information Act.
- Email the request to indigent-defense@kentcountymi.gov or mail it to:

Kent County Indigent Defense Program
300 Monroe Avenue NW
Grand Rapids, MI 49503

Mitigation Specialist / Social Worker Request Information	
Request Date:	
Did Client consent to services? (choose one) YES NO	
Case Number:	Judge/Court:
Client Name:	Client DOB:
Client Address	
Client Phone Number(s):	Client Email:
Client's status: (choose one) INCARCERATED IN THE COMMUNITY	
Charge(s):	
Date/Time of Next Court Hearing:	
Sentencing Guidelines:	
As Charged:	With Plea Offer:
<i>*If private bar, please attach police report, LEIN, and any other relevant documents.</i>	
Attorney Name:	
Attorney Phone:	Attorney Email:
Reason for Referral: (check all that apply)	
Connection to Resources Employment / Education Housing Substance Use Mental Health Other: (please specify) _____	Mediation / Support with Client Written Report Pre-Trial Sentencing Case Consult with Mitigation Specialist Other: (please specify) _____
Crisis Intervention Mental Health Substance Use	
Please provide a brief summary as to why you're seeking social work or mitigation support:	