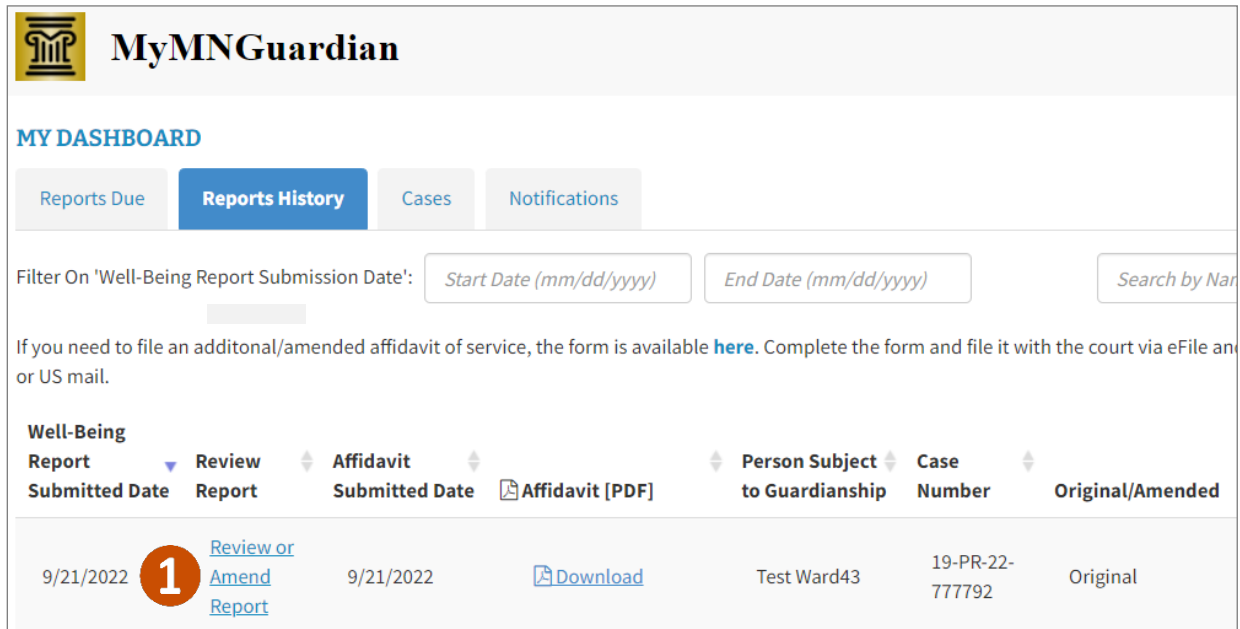


QRG – Reviewing and Amending the Personal Well-Being Report

Review or amend the Personal Well-Being Report

1. From the Reports History tab, click **Review or Amend Report** and review the report details.



MyMNGuardian

MY DASHBOARD

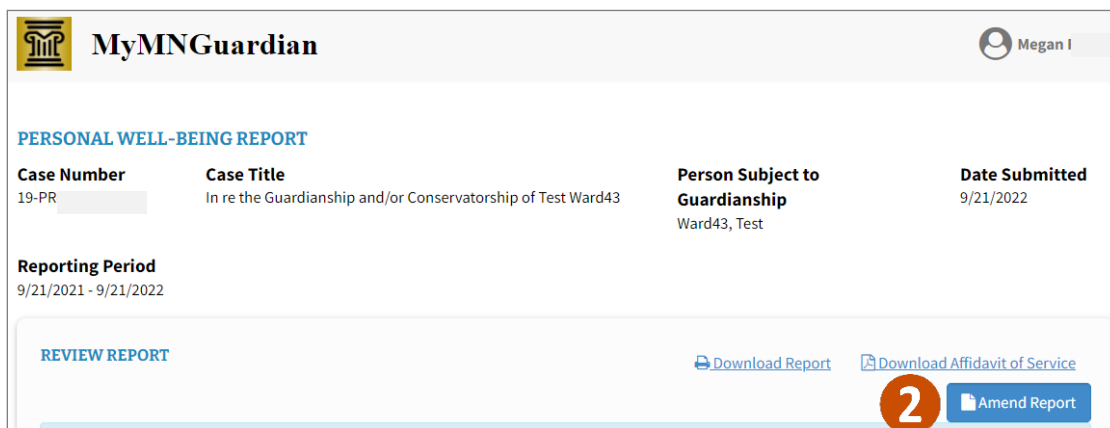
Reports Due | **Reports History** | Cases | Notifications

Filter On 'Well-Being Report Submission Date':

If you need to file an additional/amended affidavit of service, the form is available [here](#). Complete the form and file it with the court via eFile and/or US mail.

Well-Being Report Submitted Date	Review Report	Affidavit Submitted Date	Affidavit [PDF]	Person Subject to Guardianship	Case Number	Original/Amended
9/21/2022	1 Review or Amend Report	9/21/2022	Download	Test Ward43	19-PR-22-77792	Original

2. Click **Amend Report** to make changes.



MyMNGuardian Megan I

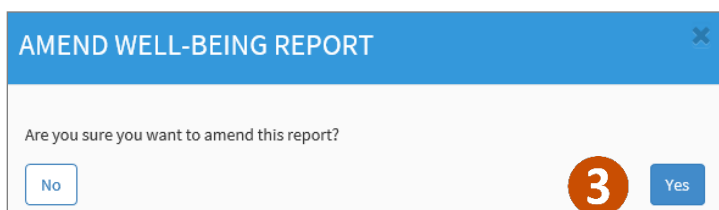
PERSONAL WELL-BEING REPORT

Case Number 19-PR-██████	Case Title In re the Guardianship and/or Conservatorship of Test Ward43	Person Subject to Guardianship Ward43, Test	Date Submitted 9/21/2022
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Reporting Period
9/21/2021 - 9/21/2022

REVIEW REPORT [Download Report](#) [Download Affidavit of Service](#) **2** [Amend Report](#)

3. Click **No** to go back to the report details or click **Yes** to continue to amend the report.



AMEND WELL-BEING REPORT ✕

Are you sure you want to amend this report?

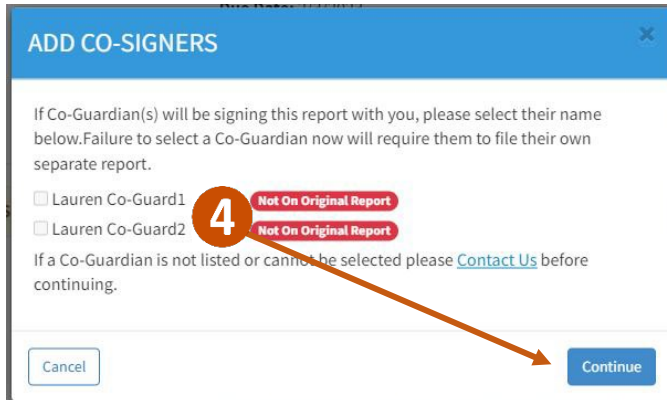
3

QRG – Reviewing and Amending the Personal Well-Being Report

- If there was a co-signer(s) on the original report who want to sign the amended report, click their name(s), then click **Continue**.



If co-guardians did not sign the original report, they will not be able to sign the amended report.



ADD CO-SIGNERS

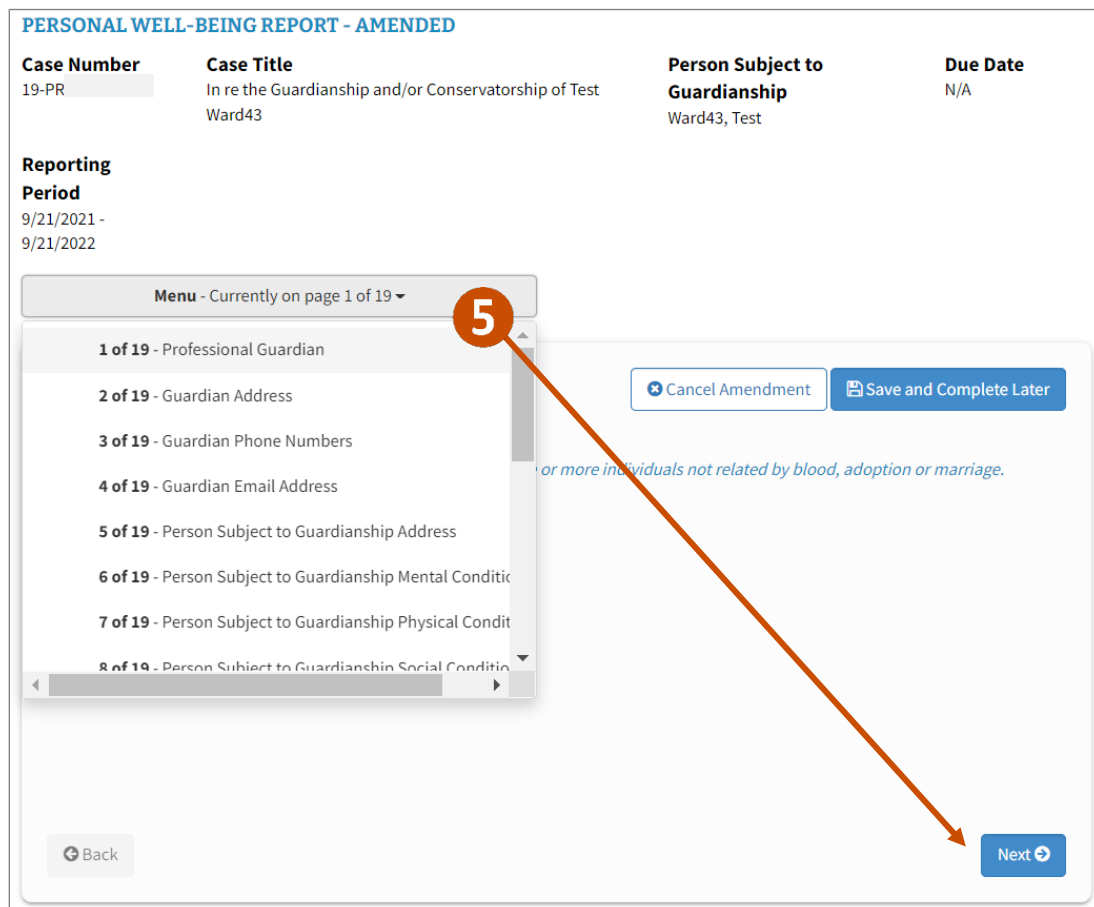
If Co-Guardian(s) will be signing this report with you, please select their name below. Failure to select a Co-Guardian now will require them to file their own separate report.

Lauren Co-Guard1 **4** Not On Original Report

Lauren Co-Guard2 Not On Original Report

If a Co-Guardian is not listed or cannot be selected please [Contact Us](#) before continuing.

- Use the question menu to go to a specific question on the report. Make the necessary changes to each question. Click **Next** to go to the review section of the report.



PERSONAL WELL-BEING REPORT - AMENDED

Case Number	Case Title	Person Subject to Guardianship	Due Date
19-PR	In re the Guardianship and/or Conservatorship of Test Ward43	Ward43, Test	N/A

Reporting Period
9/21/2021 - 9/21/2022

Menu - Currently on page 1 of 19

- 1 of 19 - Professional Guardian
- 2 of 19 - Guardian Address
- 3 of 19 - Guardian Phone Numbers
- 4 of 19 - Guardian Email Address
- 5 of 19 - Person Subject to Guardianship Address
- 6 of 19 - Person Subject to Guardianship Mental Condition
- 7 of 19 - Person Subject to Guardianship Physical Condition
- 8 of 19 - Person Subject to Guardianship Social Condition

or more individuals not related by blood, adoption or marriage.

QRG – Reviewing and Amending the Personal Well-Being Report

6. After completing all of the questions, click **Review**.

Explain (required)

No more restriction, but still needs a guardian.

2451 characters remaining

[← Back](#)

6

[Review »](#)

7. Click **Proceed** to continue or click **Back To The Report** to go back.

PROCEED TO REVIEW AND SUBMIT?
✕

You are about to go the page where you can review your responses and submit the Personal Well-Being Report. You can still choose to edit the report before submitting it.

[← Back To Report](#)

7

[Proceed →](#)

8. Review the report and click **SUBMIT REPORT**.

PERSONAL WELL-BEING REPORT - AMENDED

Case Number	Case Title	Person Subject to Guardianship	Due Date
19-PF	In re the Guardianship and/or Conservatorship of Test Ward43	Ward43, Test	N/A

Reporting Period
9/21/2021 - 9/21/2022

8

REVIEW AND SUBMIT REPORT

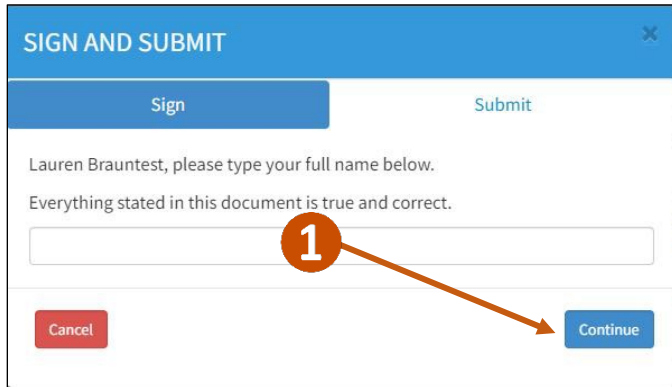
[← Cancel Amendment](#)
[SUBMIT REPORT](#)

<p>State of Minnesota</p> <p>County of Dakota</p> <p>In Re: the Guardianship of Test Ward43</p>	<p>District Court</p> <p>Probate Division</p> <p>Judicial District: 1</p> <p>Court File Number: 19-PF</p> <p>Case Type: Guardianship/Conservatorship</p> <p style="color: #0070c0; font-weight: bold;">AMENDED PERSONAL WELL-BEING REPORT</p> <p>(Annual Report of Guardian)</p> <p>Minn. Stat. § 524.5-316</p>
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QRG – Reviewing and Amending the Personal Well-Being Report

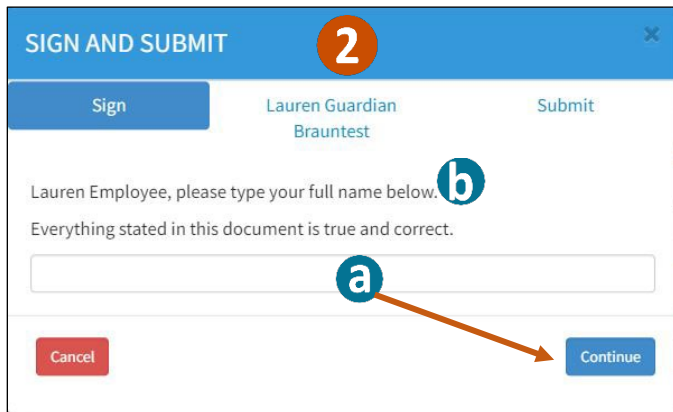
Sign and submit the report

1. If there is no-cosigner, type in your name to sign the report, then click **Continue**.



The screenshot shows a web form titled "SIGN AND SUBMIT" with a close button (X) in the top right corner. Below the title are two tabs: "Sign" (active) and "Submit". The form contains the following text: "Lauren Brauntest, please type your full name below." and "Everything stated in this document is true and correct." Below this text is a text input field. A red circle with the number "1" is placed over the input field, and an orange arrow points from it to the "Continue" button. At the bottom left is a red "Cancel" button, and at the bottom right is a blue "Continue" button.

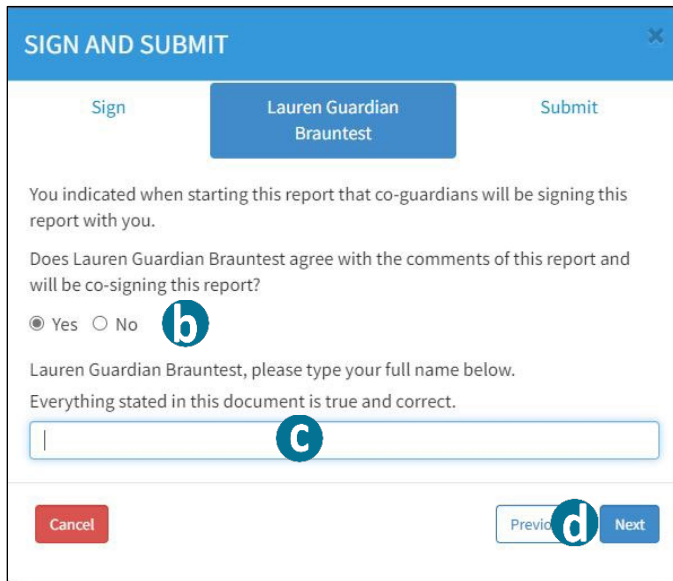
2. If there is a co-signer:
 - a. Type your name to sign the report and click **Continue**.



The screenshot shows a web form titled "SIGN AND SUBMIT" with a close button (X) in the top right corner. Below the title are three tabs: "Sign" (active), "Lauren Guardian Brauntest", and "Submit". The form contains the following text: "Lauren Employee, please type your full name below." and "Everything stated in this document is true and correct." Below this text is a text input field. A red circle with the letter "a" is placed over the input field, and an orange arrow points from it to the "Continue" button. Another red circle with the letter "b" is placed over the "Lauren Guardian Brauntest" tab. At the bottom left is a red "Cancel" button, and at the bottom right is a blue "Continue" button.

QRG – Reviewing and Amending the Personal Well-Being Report

- b. Click **Yes**.
- c. Type your name to sign the report.
- d. Click **Next**.



SIGN AND SUBMIT

Sign Lauren Guardian Brauntest Submit

You indicated when starting this report that co-guardians will be signing this report with you.


Does Lauren Guardian Brauntest agree with the comments of this report and will be co-signing this report?

Yes No **b**

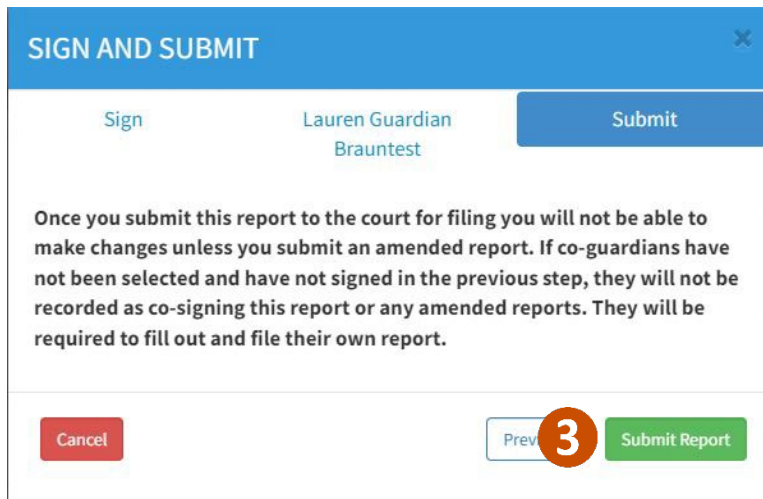
Lauren Guardian Brauntest, please type your full name below.
Everything stated in this document is true and correct.

 c

Cancel **d**

 If you click No, the signature box will not appear, but you can still click Next. However, the co-guardian will need to submit their own report.

- 3. Read the submissions statement, then click **Submit Report**.



SIGN AND SUBMIT

Sign Lauren Guardian Brauntest Submit

Once you submit this report to the court for filing you will not be able to make changes unless you submit an amended report. If co-guardians have not been selected and have not signed in the previous step, they will not be recorded as co-signing this report or any amended reports. They will be required to fill out and file their own report.

Cancel **3**

QRG – Reviewing and Amending the Personal Well-Being Report

4. Click **Download Report**.

PERSONAL WELL-BEING REPORT - AMENDED

Case Number	Case Title	Person Subject to Guardianship	Date Submitted
19-PR- [redacted] ?	In re the Guardianship and/or Conservatorship of Test Ward43	Ward43, Test	9/22/2022

Reporting Period
9/21/2021 - 9/21/2022

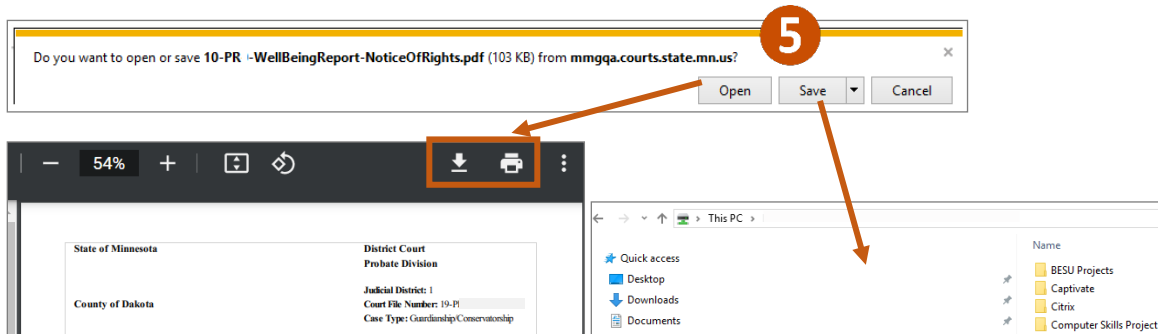
Well-Being Report Submitted Successfully.

Amend Report
Download Report

REVIEW REPORT

! The "Download Report" button will include the **Personal Well-Being Report, Annual Notice of Rights, and the Bill of Rights** (Bill of Rights only included if report was submitted after 7/31/2020). You must serve all of these documents on the person subject to guardianship (formerly called the ward) and any interested persons of record with the court, unless an interested person has filed a waiver of notice with the court indicating they do not wish to receive copies of reports. After you have done this, go to your Guardian Dashboard and fill out the Affidavit of Service form.

5. Click **Open** to review the document and print, or click **Save** to save the document to a folder on a computer.



! The Download Report will include the Personal Well-Being Report, Annual Notice of Rights, and the Bill of Rights. Serve all these documents on the Person Subject to Guardianship and interested persons. **ONLY** serve these to the interested persons if they are on record with the court. After serving the Person Subject to Guardianship, complete the Affidavit of Service form.