

## Information on custodians

### What is a custodian?

A custodian is a private individual who is not employed by any company, municipality or public authority in connection with their assignment. A custodian assists a person who needs support (the principal). The custodian acts primarily as a representative and coordinator of services rather than as a provider of practical assistance.

A custodian is not employed by the municipality or by the Chief Guardians' office and works voluntarily in his or her own time. A custodian is entitled to annual compensation for their work. The principal is responsible for paying this compensation if their income or assets exceed certain limits.

The Chief Guardians' office is the authority that supervises the work of the custodian in Botkyrka, Haninge, Huddinge, Nynäshamn, Salem and Tyresö. Among other things this means that the Chief Guardians' Committee inspects the financial report that every custodian has to submit every year. The Chief Guardians' office also investigates the need for a custodian and decides in certain cases to arrange custodianship. Each custodian who is responsible for a principal's finances has to report to the Chief Guardians' office once a year.

### What does a custodian do?

The duties of a custodian may vary depending on the principal's circumstances. A custodian may, for example, assist with applications to public authorities, the sale of a home, or ensuring that bills are paid. The client may also need a different place to live or someone to represent them in contacts with healthcare providers or in care planning. However it is not always the job of the custodian to take the necessary action. The custodian's role is primarily to coordinate support and ensure that the necessary measures are taken.

### Custodianship is voluntary

Custodianship is a voluntary form of support for the principal and requires cooperation between the custodian and the principal. A custodian may not take action on behalf of the principal without the principal's consent. However, in the case of routine measures such as paying bills, the custodian does not need to ask the client for specific consent each time. The custodian's duty is to act in the best interests of the principal.

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### **Three elements of custodianship**

Custodianship may include the following elements:

- Financial management

Financial management involves handling the principal's finances, including paying bills, managing bank accounts, keeping records of income and expenses, and ensuring that the principal's assets are used and protected in their best interests. If this element is included in the custodianship the custodian must submit an annual report on the principal's personal affairs to the Chief Guardians' Office.

- Personal interests

Looking after personal interests involves supporting the principal in matters concerning their personal welfare, such as contacts with healthcare providers, social services, housing providers, and other authorities, while ensuring that the principal's interests and wishes are respected. But the fact that the custodian has a responsibility for these elements does not mean that he or she personally has to take the measures concerned, but to ensure that the necessary support and services are provided. If this element is included in the custodianship the custodian must give a report of the personal interest of the client to the Chief Guardians' office every year.

**Safeguarding rights** is included within the areas of financial management and personal interests. It means that the custodian represents the principal in contacts with public authorities and other organisations when necessary. This may include applying for benefits, appealing decisions, participating in estate administration, or representing the principal in the sale of real property.

The scope of the custodianship depends on the needs of the principal.

### **Questions**

If you have any question regarding custodianship, please contact The Chief Guardians' office.

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