

# Action Request Transmittal Aging and People with Disabilities



Erika Miller

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**Number: APD-AR-23-014**

**Issue date: 4/20/2023**

**Topic:** Protective Services

**Due date:**

**Subject:** Removal of Facility Self Report Determination in APS Investigations

## **Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees                             | <input type="checkbox"/> County Mental Health Directors                       |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B     | <input type="checkbox"/> Health Services                                      |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs                     | <input type="checkbox"/> ODDS Children's Intensive In Home Services           |
| <input type="checkbox"/> County DD program managers                    | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                 |
| <input type="checkbox"/> Support Service Brokerage Directors           | <input type="checkbox"/> Other ( <i>please specify</i> ):                     |
| <input type="checkbox"/> ODDS Children's Residential Services          |   |
| <input type="checkbox"/> Child Welfare Programs                        |   |

## **Action required:**

APS workers will no longer be required to determine if a facility self-report is in compliance with regulatory requirements.

Safety, Oversight & Quality (SOQ) will be assessing if a facility self-report meets regulatory requirements. SOQ relies on the documentation uploaded to the Centralized Abuse Management (CAM) system to make their self-reporting determination. Local offices will continue to ensure any documentation of reporting from the facility is uploaded to CAM. If the documentation does not have the date and time the report was received, or the date and time are not accurate, please note that information under the "What is the Concern you Want to Report?" section of CAM. This information will help SOQ determine the timeliness of the self-report.

Reports received verbally/via voicemail from facilities will continue to be documented in CAM with the name and role of the individual from the facility in the reporter section of CAM and the incident date if applicable. The date and time of the report should be noted under the "What is the Concern you Want to Report?" section of CAM.

The Facility Self Report field will be removed from the written APS report as it is not part of the abuse determination process.

**Reason for action:**

Facility self-reporting is not part of the Adult Protective Services statute or administrative rules and is not part of an abuse investigation.

It is within the scope of authority for SOQ, to determine what constitutes a timely self-report of abuse. Facility self-reporting of abuse is a regulatory requirement governed by licensing rules for community-based care facilities. SOQ is responsible for ensuring compliance with regulatory requirements and has been given the authority to assess civil penalties when facilities do not self-report.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:** AAA/APD Supervisors; APD Ops, SOQ

*If you have any questions about this action request, contact:*

Contact(s): Central APS Technical Assistance	
Phone:	Fax:
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