

## SECTION 2001 – APS REPORTS AND OPENING CASES OVERVIEW

<b>SUMMARY STATEMENT:</b>	Pursuant to O.C.G.A. §30-5-4, “a report that a disabled adult or elder person who is not a resident of a long-term care facility as defined in O.C.G.A. §31-8-80 is in need of protective services or has been the victim of abuse, neglect, or exploitation shall be made to an adult protection agency providing protective services, as designated by the Department <b>and</b> to an appropriate law enforcement agency or prosecuting attorney.”
<b>BASIC CONSIDERATIONS</b>	<p>The Division of Aging Services is the agency designated by the Department of Human Services to receive and investigate reports of abuse, neglect, and exploitation of adults with disabilities and elder persons not living in long-term care facilities.</p> <p>A centralized statewide intake unit, known as Adult Protective Services (APS) Central Intake, is the mechanism by which reports are made to APS (1-866-55Aging option #3).</p>
<b>PROCEDURES</b>	<p>The Division of Aging Services, through Adult Protective Services Central Intake will:</p> <ul style="list-style-type: none"> <li>• Receive reports;</li> <li>• Use interview skills to assist the reporter in providing necessary facts and information;</li> <li>• Evaluate the information/details reported to determine if it meets APS criteria;</li> <li>• Provide intervention when the report does not meet APS criteria; (refer to <a href="#">section 2002</a> of the manual)</li> <li>• Accept a report that meets criteria for investigation;</li> <li>• Document the report in the Electronic Data system;</li> <li>• Send written acknowledgement of the APS report to the reporter within 10 calendar days [unless waived and documented];</li> </ul>

(refer to [section 2006](#) of this manual)

- Send notification of the report to the appropriate APS staff for assignment, no later than one business day after receipt of the report

**Note: Accepted reports will be forwarded to law enforcement by local APS staff assigned to investigate allegations.**

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**REFERENCES**

[\*Georgia's Disabled Adults and Elder Persons Protection Act, O.C.G.A §30-5-4, et.seq.\*](#)