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To: Division of Aging (DAS) / APS Staff

From: Dr. James Bulot, Director
Division of Aging Services

Subject: DAS Adult Protective Service (APS) Manual Transmittal, MAN 5500, SFY2014-01

EFFECTIVE DATE: August 2014

PURPOSE: The purpose of this manual transmittal is to replace APS policy manual chapter 2 (MAN 5500, 2000) with the revised Chapter 2 (MAN 5500, 2000). Changes made are in accordance with changes to the law (Disabled Adult and Elder Persons Protection Act) and organizational standards. Cross walk of manual material is below:

MANUAL REVISIONS:

| Old Manual Section | MAN 5500 Section | Section Title |
|--------------------|--------------------|--|
| MAN 5500 Index | New MAN 5500 Index | Division of Aging Services Adult Protective Services |
| MAN 5500, 2000 | 2000 | APS Reports and Opening Cases |
| MAN 5500, 2002 | 2001 | APS Reports and Opening Cases Overview |
| MAN 5500, 2002.1 | 2002 | Accepting APS Reports |
| MAN 5500, New | 2003 | Reports with Multiple Adults in the Household |
| MAN 5600, 2002.5 | 2004 | Residency |
| MAN 5500, 2002.6 | 2005 | Notification |
| MAN 5500, 2002.7 | 2006 | Acknowledgement |
| MAN 5500, 2002.2 | 2007 | Directing Reports to Other Investigative Agencies |
| MAN 5500, 2002.3 | 2008 | Confidentiality of Reporters |
| MAN 5500, 2002.8 | 2009 | Reporting Abuse in Long-Term Care Facilities |
| MAN 5500, New | 2010 | Reporting A/N/E from Out-of-State Reporters |
| MAN 5500, 2002.10 | 2011 | Reports of A/N/E Involving DHS Employees |
| MAN 5500, 2002.4 | 2012 | Documenting APS Reports |
| MAN 5500, 2002.9 | Removed | |

MANUAL MAINTENANCE INSTRUCTIONS:

Replace APS 2000 (Chapter 2: APS Reports and Opening Cases) with new APS 2000
Hyperlink each section in APS Chapter 2000 separately in the index

INTERNET ACCESS:

Manual 5500 is accessible via the Internet at the DHS Online Directives Information System (ODIS) website
www.odis.dhr.state.ga.us