June 30, 2020

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 18-146E

This letter informs the County Welfare Departments of the erratum to the All County Letter No. 18-146. The purpose of this erratum is to provide revisions or clarifications to the report, data instructions, and validation rules for the Adult Protective Services and County Services Block Grant Monthly Statistical Report SOC 242 (1/19).

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

June 30, 2020

ALL COUNTY LETTER (ACL) NO. 18-146E

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY ADULT PROTECTIVE SERVICES
PROGRAM MANAGERS

SUBJECT: REVISED ADULT PROTECTIVE SERVICES AND COUNTY SERVICES BLOCK GRANT MONTHLY STATISTICAL REPORT SOC 242 (1/19)

REFERENCE: ACL 18-146 IMPLEMENTATION OF REVISED ADULT PROTECTIVE SERVICES (APS) AND COUNTY SERVICES BLOCK GRANT (CSBG) MONTHLY STATISTICAL REPORT SOC 242 (1/19)
ACL 18-132 ADULT PROTECTIVE SERVICES MONTHLY STATISTICAL REPORT SOC 242 (1/19)
ACIN I-91-15 DATED DECEMBER 15, 2015; REVISED ADULT PROTECTIVE SERVICES (APS) AND COUNTY SERVICES BLOCK GRANT (CSBG) MONTHLY STATISTICAL REPORT SOC 242 (9/15)
ACL 14-42, DATED JUNE 23, 2014; REVISED ADULT PROTECTIVE SERVICES (APS) AND COUNTY SERVICES BLOCK GRANT (CSBG) MONTHLY STATISTICAL REPORT SOC 242 (10/14)
ACL 07-18, DATED APRIL 24, 2007; APS AND CSBG MONTHLY STATISTICAL REPORT SOC 242 (4/07)

The purpose of this erratum to ACL No. 18-146 is to provide revisions and clarifications to the report form, data instructions and validation rules for the Adult Protective Services (APS) and County Services Block Grant (CSBG) Monthly Statistical Report SOC 242 (1/19) data report. The lists below describe the changes made on the SOC 242 reporting form, the SOC 242 instructions and the SOC 242 validations. Please refer to the California Department of Social Services (CDSS) APS' updated Frequently Asked Questions, which provides additional clarifications and will be updated as questions are referred to the CDSS.

Summary of Report Form Changes

The following is a summary of the changes related to the SOC 242 report:

Deletions/Changes:

- Item 7: Removed "Unduplicated." It now reads, "Item 7. Reports of alleged abuse received during the month."
- Items 19h1 through 19h3: In Part J. Individual Allegations of Abuse By Others, the subsets of Item 19h are for reported cases that have been closed, rather than for allegations. For more clarity, these subsets will have in parentheses the "number of cases." It now reads for Item 19h subsets:
  - Item 19h1. Improper use of assets (number of cases)
  - Item 19h2. Theft (number of cases)
  - Item 19h3. Scam (number of cases)
- Item 33l: Under Part O Client Demographics Item 33. Client by Age, the "100" is removed in Item 33l and replaced with "99." It now reads, "Item 33l. 95-99."

Summary of Report Instruction Changes

The following is a summary of the changes related to the SOC 242 instructions:

Deletions/Changes:

- Definition clarification for No Ten Day (NTD) In-person response Provision Based Upon County Evaluation. The word "Reports" in bullets is replaced with "Cases."
- Item 2 New cases opened during the month now has a total calculation sum statement.
- Item 4 Cases closed during the month has the correct total calculation sum statement and clarifying information about the relationship between Item 4 and Part L Client By Case Closure Reason.
- Item 7 Unduplicated Reports of alleged abuse received during the month. "Unduplicated" has been removed and the instructions have been modified.
- Item 8 Reports received AFTER business hours instructions have been modified to meet the updated Item 7.
- Item 9c Financial instructions have been modified to include more financial professionals.
- Item 10 Clients for whom a previous report was received within the last 12 months now has a total calculation sum statement.

- Item 15 Immediate investigation (begun within 24 hours) instructions have been modified to remove the word "after."
- Item 17 Victims with at least one maltreatment that has been confirmed: The instructions have been clarified to show the reporting relationship with Items 33 through 37 (Confirmed column).
- Item 18a Self-neglect of physical care now has a total calculation sum statement.
- Item 18b Self-neglect of residence now has a total calculation sum statement.
- Item 18c Financial self-neglect now has a total calculation sum statement
- Item 19a Physical abuse now has a total calculation sum statement.
- Item 19b Sexual abuse now has a total calculation sum statement.
- Item 19c Neglect now has a total calculation sum statement.
- Item 19d Abandonment now has a total calculation sum statement.
- Item 19e Isolation now has a total calculation sum statement.
- Item 19f Abduction now has a total calculation sum statement.
- Item 19g Psychological/mental suffering now has a total calculation sum statement.
- Item 19h Financial abuse now has a total calculation sum statement.
- Items 19h1 through 19h3 subsets: The introductory instructions now have clarifying information and each subset item includes in parentheses "number of cases." It now reads for Item 19h subsets:
  - Item 19h1. Improper use of assets (number of cases)
  - Item 19h2. Theft (number of cases)
  - Item 19h3. Scam (number of cases)
- Part L. Clients By Case Closure Reason introductory instructions have clarifying information about the relationship between Part L and Item 4 Cases closed during the month.
- Items 21, 21a and 21b have clarifying information.
- Item 24 has clarifying information.
- Item 33l and instructions now reads "Item 33l. 95-99."
- Item 44n Unknown has additional instruction on how to report suspected abusers that are under 18 years of age.
- Comments at the end of the instructions include a bullet about reporting Item 44n results.

Summary of Report Validation Changes

The following is a summary of the changes related to the SOC 242 validations:

Deletions:

- Validation between Item 2 and Item 11: *Cell 12 must be greater than or equal to Cell 46.*
- Validation between Item 19h and Item 19h1-3*: Cell 119 must be less than or equal to Cell 120 + Cell 121 + Cell 122.*

Additions:

- Validation between Item 4 and Part L Items 21, 22 and 23*: Cell 18 must be equal to the sum of Cell 125, Cell 128, and Cell 129.*
- Validation between Item 19h and Items 19h1 through 19h3: *If Cell 119 is greater than zero, the sum of Cell 120 through Cell 122 must be greater than zero.*

Contacts

If you have any questions regarding the completion of this report, please contact the Data Systems and Survey Design Section (DSSDS) at (916) 651-8269 or email the SOC 242 report inbox at admsoc242@dss.ca.gov. Policy related questions should be directed to the Adult Programs Division, APS analyst at (916) 651-5111 or aps@dss.ca.gov.

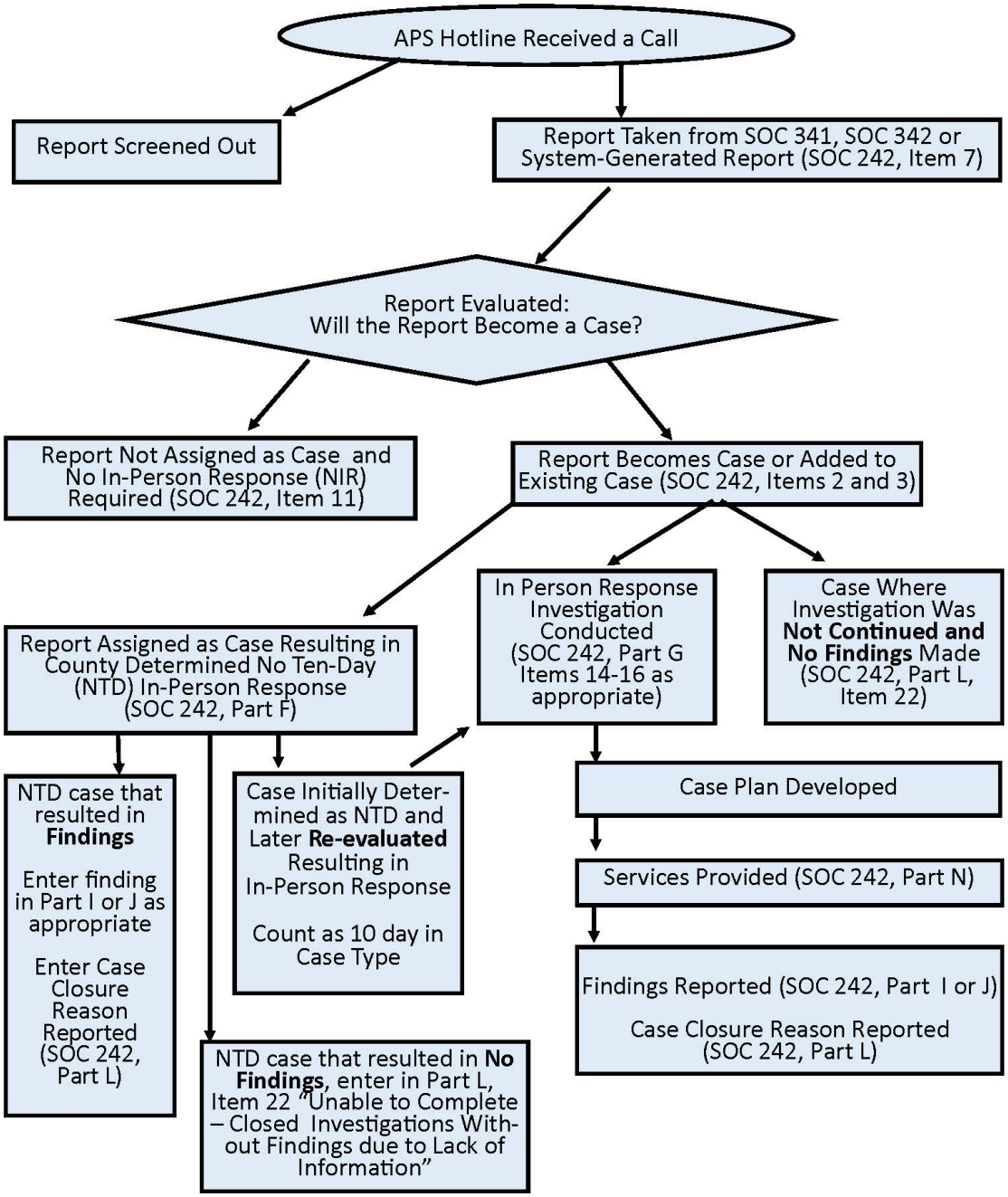
Sincerely,

Original Document Signed By:

M. AKHTAR KHAN, PhD
Branch Chief
Research Services Branch

Attachments

ADULT PROTECTIVE SERVICE (APS) PROCESS FOR INCOMING REPORTS AND MOVEMENT THROUGH SOC 242 REPORTS



*SOC 242 (1/19) Adult Protective Services (APS) Monthly Statistical Report

ADULT PROTECTIVE SERVICE (APS)
PROCESS FOR INCOMING REPORTS AND MOVEMENTS
THROUGH SOC 242 REPORTS
(Flowchart)

When a call is received by the APS Hotline, there are two possibilities:
1) The report is either screened out or
2) A report is taken from SOC 341, SOC 342, or System-generated report (SOC 242, Item 7).

If a report is taken, it will be evaluated to determine if it will become a case. If the report is not assigned as a case, no in-person response (NIR) is required (SOC 242, Item 11). If the report does become a case, or is added to an existing case, there are three possible paths:
1) The report is assigned as a case resulting in County Determined No Ten-Day (NTD) In-Person Response (SOC 242, Part F),
2) An In-Person Response Investigation is conducted (SOC 242, Part G, Items 14 through 16 as appropriate), or
3) The investigation is discontinued with no findings made (SOC 242, Part L, Item 22)

If the report is assigned as a case resulting in County Determined No Ten-Day (NTD) In-Person Response (SOC 242, Part F), there are three possible paths:
1) NTD case that resulted in findings. Enter the finding in Part I or J as appropriate and the case closure reason reported (SOC 242, Part L),
2) NTD case that resulted in No Findings, enter it in Part L, Item 22 “Unable to Complete – Closed Investigations without findings due to lack of information,” or
3) Case initially determined as NTD and later **re-evaluated** resulting in an in-person response. This is counted as a ten-day in case type.

If an in-person response investigation is conducted (SOC 242, Part G Items 14 through 16 as appropriate), a case plan is developed, services are provided (SOC 242, Part N), and the findings (SOC 242, Part I or J) and the case closure reason (SOC 242, Part L) are reported.

STATE OF CALIFORNIA
HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
DATA SYSTEMS AND SURVEY DESIGN SECTION

Adult Protective Services (APS) and County Services Block Grant (CSBG)
Monthly Statistical Report
SOC 242 (01/19)

DOWNLOAD REPORT FORM FROM:
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions

EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:
admSOC242@dss.ca.gov

EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:
admdssdachts@dss.ca.gov

COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR
Select County Name	Initial	Select Month	Select Year

PART A. APS CASE MOVEMENT		ELDER		DEPENDENT ADULT		TOTAL
1. Cases carried forward from last month	1		2		3	0
a. Item 5 from last month's report, as reported to CDSS	4		5		6	0
b. Adjustment	7	0	8	0	9	0
2. New cases opened during the month	10		11		12	0
3. Total open cases during the month	13	0	14	0	15	0
4. Cases closed during the month	16		17		18	0
5. Cases carried forward to next month	19	0	20	0	21	0

PART B. STAFFING		TOTAL
6. Total APS social services staff *(excludes clerical staff)*	22	0.00
a. APS direct services workers	23	
b. APS supervisors/managers	24	
c. Intake staff	25	
d. Intake supervisors	26	

PART C. APS REPORTS RECEIVED		TOTAL
7. Reports of alleged abuse received during the month	27	
8. Reports received AFTER business hours	28	
9. Reporting Source		
a. Professional Service Provider	29	
b. Educator	30	
c. Financial	31	
d. Law Enforcement	32	
e. Medical Personnel	33	
f. Mental Health	34	
g. Institutional employee	35	
h. Social worker	36	
i. Community Professional	37	
j. Clergy	38	
k. Self	39	
l. Family member	40	
m. No relationship	41	
n. Anonymous	42	

PART D. RECIDIVISM		ELDER		DEPENDENT ADULT		TOTAL
10. Clients for whom a previous report was received within the last 12 months	43		44		45	0

PART E. APS REPORTS NOT ASSIGNED AS A CASE AND NO IN-PERSON RESPONSE (NIR) REQUIRED		TOTAL
11. Reports not assigned as a case and no in-person response required	46	

Special Note: Data in Parts F through P is only to be reported at case closure

PART F. APS NO TEN-DAY (NTD) IN-PERSON RESPONSE INVESTIGATIONS AND CASES		TOTAL
12. County implements the No Ten-Day (NTD) in-person response provision under W&IC section 15763(b)(2)	47	
13. NTD cases completed and closed during the month	48	0

PART G. APS INVESTIGATIONS AND CASES WITH IN-PERSON RESPONSE		TOTAL
14. Ten-day response investigations	49	
15. Immediate investigation *(begun within 24 hours)*	50	
16. Immediate investigation after business hours	51	

PART H. VICTIM COUNT		TOTAL
17. Victims with at least one maltreatment that has been confirmed	52	
a. Victims of self-neglect with at least one maltreatment	53	
b. Victims of abuse by others with at least one maltreatment	54	

PART I. INDIVIDUAL ALLEGATIONS OF SELF-NEGLECT	UNFOUNDED		INCONCLUSIVE		CONFIRMED				TOTAL	
					ELDER		DEPENDENT ADULT			
18. Total Individual allegations of self-neglect	55	0	56	0	57	0	58	0	59	0
a. Self-neglect of physical care	60		61		62		63		64	0
b. Self-neglect of residence	65		66		67		68		69	0
c. Financial self-neglect	70		71		72		73		74	0

PART J. INDIVIDUAL ALLEGATIONS OF ABUSE BY OTHERS	UNFOUNDED		INCONCLUSIVE		CONFIRMED				TOTAL	
					ELDER		DEPENDENT ADULT			
19. Individual allegations of abuse by others	75	0	76	0	77	0	78	0	79	0
a. Physical Abuse	80		81		82		83		84	0
b. Sexual Abuse	85		86		87		88		89	0
c. Neglect	90		91		92		93		94	0
d. Abandonment	95		96		97		98		99	0
e. Isolation	100		101		102		103		104	0
f. Abduction	105		106		107		108		109	0
g. Psychological/mental suffering	110		111		112		113		114	0
h. Financial Abuse	115		116		117		118		119	0
1. Improper use of assets (number of cases)									120	
2. Theft (number of cases)									121	
3. Scam (number of cases)									122	
i. Suspicious Deaths									123	

PART K. HOARDING		TOTAL
20. Hoarding Situations	124	

PART L. CLIENTS BY CASE CLOSURE REASON		TOTAL
21. Cases completed with findings and closed	125	
a. Protective Services Completed	126	
b. Refused Services	127	
22. Unable to Complete - Closed investigation without findings due to lack of information	128	
23. Client Died	129	
24. Opened in Error	130	

PART M. INTERAGENCY COORDINATION DURING THE INVESTIGATION		TOTAL
25. Clients who received interagency coordination during the investigation	131	
a. Clients referred to Law Enforcement including Prosecutorial offices for an investigation	132	
b. Requested capacity assessment or capacity declaration	133	
c. Requested a conservatorship investigation from Public Guardian (LPS or Probate)	134	

PART N. APS SUPPORT SERVICES		TOTAL
26. Clients referred for housing and/or relocation services	135	
27. Clients received housing or relocation services from APS	136	
28. Clients referred to in-home assistance	137	
29. Clients referred for transportation services	138	
30. Clients referred to legal services (i.e. restraining orders, etc.)	139	
31. Clients referred for on-going case management	140	
32. Victims who received services or were referred for services by APS	141	

PART O. CLIENT DEMOGRAPHICS	CONFIRMED		TOTAL	
33. Clients by Age	142	0	143	0
a. 18-29 years	144		145	
b. 30-39 years	146		147	
c. 40-49 years	148		149	
d. 50-59 years	150		151	
e. 60-64 years	152		153	
f. 65-69 years	154		155	
g. 70-74 years	156		157	
h. 75-79 years	158		159	
i. 80-84 years	160		161	
j. 85-89 years	162		163	
k. 90-94 years	164		165	
l. 95-99 years	166		167	
m. 100 and more	168		169	
n. Unknown	170		171	

34. Clients by Gender	172	0	173	0
a. Male	174		175	
b. Female	176		177	
c. Transgender	178		179	
d. Other or non-binary	180		181	
e. Unknown/Not Provided	182		183	
35. Clients by Sexual Orientation	184	0	185	0
a. Straight	186		187	
b. Gay/Lesbian	188		189	
c. Bisexual	190		191	
d. Questioning	192		193	
e. Unknown/Not Provided	194		195	
36. Clients by Race	196	0	197	0
a. American Indian or Alaskan Native	198		199	
b. Asian	200		201	
c. Black or African American	202		203	
d. Native Hawaiian or Other Pacific Islander	204		205	
e. White	206		207	
f. Other	208		209	
g. Unknown	210		211	
h. Prefer not to answer	212		213	
37. Clients by Ethnicity	214	0	215	0
a. Cuban	216		217	
b. Hispanic, Latino/a, or Spanish Origin	218		219	
c. Mexican, Mexican American, Chicano/a	220		221	
d. Puerto Rican	222		223	
e. Other Hispanic, Latino/a, or Spanish Origin	224		225	
f. Non-Hispanic, Latino/a, or Spanish Origin	226		227	
g. Unknown/Prefer not to answer	228		229	
38. Clients Receiving Benefits				
a. Medi-Cal	230		231	
b. Medicare	232		233	
c. Veterans	234		235	
d. SSI	236		237	
e. Subsidized Housing	238		239	
39. Clients with disabilities				
a. Ambulatory difficulties	240		241	
b. Cognitive difficulties	242		243	
c. Hearing difficulties	244		245	
d. Independent living difficulties (Difficulties with IADL)	246		247	
e. Self-care difficulties (Difficulties with ADL)	248		249	
f. Vision difficulties	250		251	
g. Other	252		253	
40. Clients living outside of an institutional setting at case closure	254		255	
41. Clients with a behavioral condition				
a. Gambling	256		257	
b. Bipolar disorder	258		259	
c. Schizophrenia	260		261	
d. Alcoholism	262		263	
e. Dementia	264		265	
f. Substance use	266		267	
g. Anxiety	268		269	
h. Depression	270		271	
i. Other	272		273	
42. Client has a Conservator/Guardian	274		275	
43. Interpreter or bi-lingual worker needed	276		277	

PART P. SUSPECTED ABUSER INFORMATION	CONFIRMED		TOTAL	
44. Suspected Abusers by age	278	0	279	0
a. 18-29 years	280		281	
b. 30-39 years	282		283	
c. 40-49 years	284		285	
d. 50-59 years	286		287	
e. 60-64 years	288		289	
f. 65-69 years	290		291	
g. 70-74 years	292		293	
h. 75-79 years	294		295	
i. 80-84 years	296		297	
j. 85-89 years	298		299	
k. 90-94 years	300		301	
l. 95-99 years	302		303	
m. 100 and more	304		305	
n. Unknown	306		307	
45. Suspected Abusers by Gender	308	0	309	0
a. Male	310		311	
b. Female	312		313	
c. Transgender	314		315	
d. Other or non-binary	316		317	
e. Unknown/Not Provided	318		319	
46. Suspected Abusers by kinship relationship	320	0	321	0
a. Parent	322		323	
b. Grandparent	324		325	
c. Spouse	326		327	
d. Child	328		329	
e. Sibling	330		331	
f. Domestic Partner	332		333	
g. Grandchild	334		335	
h. Other Relative	336		337	
47. Suspected Abusers with association to victim	338	0	339	0
a. Conservator/Guardian	340		341	
b. Formal/paid caregiver	342		343	
c. Informal/unpaid caregiver (family/friend)	344		345	
48. Suspected Abusers without association to victim	346		347	
49. Suspected Abusers live with victim	348		349	
50. Suspected Abusers with a behavioral condition				
a. Psychiatric mental health disorders	350		351	
b. Addiction disorders	352		353	
c. Organic brain disorders	354		355	
d. Unknown	356		357	
PART Q. UNDUPLICATED CLIENTS (REPORTED IN SEPTEMBER REPORT MONTH ONLY)			**TOTAL**	
51. Unduplicated clients who received investigations in the last Federal Fiscal Year (October through September)			358	0

COMMENTS		
Item 1b Explanation		
Revised Report Explanation		
CONTACT PERSON	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
SUPERVISOR	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	E-MAIL	
		DATE SUBMITTED

ADULT PROTECTIVE SERVICES (APS) AND COUNTY SERVICES BLOCK GRANT (CSBG) MONTHLY STATISTICAL REPORT SOC 242 (1/19)

INSTRUCTIONS

CONTENT

The monthly SOC 242 report contains statistical information on the APS and CSBG programs. APS data includes reports of elder and dependent adult abuse that occurred in locations other than long-term care facilities, state mental health hospitals or state developmental centers.

PURPOSE

The SOC 242 meets the mandate set for Senate Bill 160 (Peace), Fiscal Year (FY) 1999-2000 Budget, Chapter 50, Statutes of 1999 and Senate Bill 2199 (Lockyer), Chapter 946, Statutes of 1998 (Welfare and Institutions Code section 15658). This report also provides county, state and federal entities with information needed for budgeting, staffing and program planning. The SOC 242 has been specifically designed to collect the key components information requested by the Administration for Community Living under the National Adult Maltreatment Reporting System (NAMRS).

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. The contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. Reports are to be received on or before the 20th calendar day of the month following the report month. If the report's due date is on a Saturday, Sunday or state holiday, the report is due on the next business day.

If a county determines that a revision is needed to its previously submitted report, the county shall submit a revised report for the applicable month(s) and provide an explanation for the revision in the Revised Report Explanation box. The California Department of Social Services (CDSS) policy requires counties to revise current State FY reports and two prior FYs, if needed. Revisions involving additional FYs will be evaluated by CDSS and the county to determine the corrections needed. When sending revisions, only include one report per email. **Emails containing multiple reports will not be accepted**.

Download the Excel version of the report form, which includes links to the report's instructions and validations, from the CDSS' Data Systems and Survey Design Section (DSSDS), Report Form and Instructions website. E-mail the completed SOC 242 report form to CDSS, DSSDS at admsoc242@dss.ca.gov. This electronic submission process contains automatic computation of some cells and provides for e-mail transmission of

completed SOC 242 reports to DSSDS. If you have questions regarding the completion or submission of this report, contact DSSDS at (916) 651-8269 or via the SOC 242 report inbox (see above). Program and/or policy related questions should be directed to the Adult Programs Division, APS analyst at (916) 651-5111 or aps@dss.ca.gov.

The report's statewide and county specific SOC 242 data is available on the CDSS, Research and Data Reports (RADR) website. Counties are encouraged to keep an electronic/soft copy of their data for each reporting period that coincides with the data on file at CDSS. For reference purposes, copies of the report form, instructions, and validations can be downloaded from the RADR website.

For Frequently Asked Questions regarding the SOC 242 (1/19) version, please reference ACL 18-132.

GENERAL INSTRUCTIONS

Enter the county name, version (Initial or Revised), and the report month and year in the boxes provided near the top of the form. Enter the data required for each item. Enter "0" if there is nothing to report for an item. **Do not leave any items blank unless otherwise noted.**

Enter in the boxes at the bottom of the form: the name, job title or classification, telephone number, extension (if applicable), and e-mail address of the person to contact if there are questions about the report. This contact person may or may not be the person who completed the report. Enter the same information for the contact person's supervisor. Enter the date the report is submitted; this is the date when the report is e-mailed to DSSDS. If the county does not provide a particular service/activity or the service/activity is provided but the county is unable to collect or track the data, enter "0" and explain in the **Comments** box.

The SOC 242 collects data concerning reports of elder and dependent adult abuse that occurred in a location other than a long-term care facility. **Do not include** on the SOC 242 reports of abuse which occurred in long-term care facilities, such as skilled nursing and residential care facilities for the elderly (either licensed or unlicensed), in state mental health hospitals or state developmental centers, except when APS staff participated in the evaluation and investigation of an incident of abuse in these facilities.

FLOW CHART

Refer to the "Adult Protective Services Process for Incoming Reports" flow chart as an additional reference in completing the SOC 242 report form.

DEFINITIONS

For additional detail and more examples of definitions, see Frequently Asked Questions in reference ACL 18-132.

For a comprehensive reference to definitions of terms related to APS, please refer to the California Welfare and Institutions Code (W&IC) and the California Penal Code. References to regulation citations in these instructions may be found in the CDSS Manual of Policy and Procedures (MPP).

Addiction Disorder: Defined as compulsive engagement in rewarding stimulus, despite adverse life consequences. This category is based on social worker judgement and no official diagnosis is required. It includes, but is not limited to drug, alcohol, gambling and sex addictions.

Ambulatory Difficulties: Difficulty moving from place to place. This includes clients who use assistive devices such as walkers and wheelchairs.

APS Staff: Includes all staff assigned to APS except clerical staff, fiscal staff, program specialists, planners, case aides, community service workers and analysts.

Abuse of an Elder and Dependent Adult: As defined in W&IC section 15610.07: "Abuse of an elder or a 'dependent adult' means either of the following: (a) Physical abuse, neglect, financial abuse, abandonment, isolation, abduction or other treatment with resulting physical harm or pain or mental suffering. (b) The deprivation by a care custodian of goods or services that is necessary to avoid physical harm or mental suffering."

Activities of daily living (ADLs): Activities an individual normally can do in daily living including any daily activity that is performed for self-care such as feeding oneself, bathing, dressing, grooming, work, homemaking, and leisure.

Allegation: An assertion made by a party which may or may not be proven.

Capacity Assessment: A formal, objective & independent assessment of an individual's capacity to make financial (property) & personal care decisions by a medical and/or mental health professional.

Capacity Declaration: A capacity declaration is form GC-335 which is filed with the court to support a proposed conservator's request for probate appointment and request for powers.

Case: A case is created when a report that presumptively falls within the jurisdiction of APS has been either evaluated as a No Ten-Day (NTD) In-person response or assigned to an APS social worker or supervisor for investigation. Reports evaluated as Information and Referral or No In-person Response (NIR) are not considered to be

cases. New allegations of abuse on an open case on the same client shall not be counted as a new case (i.e., there is only one case per client regardless of the number of reports or investigations).

Clergy: As defined in W&IC section 15630(b)2(A) includes a priest, minister, rabbi, religious practitioner, or similar functionary of a church, synagogue, temple, mosque, or recognized religious denomination or organization.

Client: As defined in MPP 33-130, an elder or a dependent adult who has been determined to be in need of adult protective services, as specified in W&IC section 15610.10.

Cognitive Difficulties: Problems with reasoning abilities; generally related to physical (e.g.; dementia and Delirium) or mental health issues.

Community Professional: An individual who encounters the victim in the course of their occupation that is not specific to working with elders or dependent adults.

Confirmed: Based on an investigation accompanied with credible information, a decision is made that the abuse occurred or most likely occurred.

Crisis in existing case: A change in the circumstances/conditions where the existing protective, supportive or remedial measures will not protect the elder or dependent adult from risk of serious harm.

Dependent Adult: As defined in W&IC section 15610.23: "(a) 'Dependent adult' means any person residing in this state, between the ages of 18 and 64 years, who has physical or mental limitations that restrict his or her ability to carry out normal activities or to protect his or her rights including, but not limited to, persons who have physical or developmental disabilities or whose physical or mental abilities have diminished because of age. (b) 'Dependent adult' includes any person between the ages of 18 and 64 who is admitted as an inpatient to a 24-hour health facility, as defined in Health and Safety Code sections 1250, 1250.2, and 1250.3."

Direct service worker: Those workers whose primary responsibility is to conduct face-to-face investigations.

Duplicate report: A duplicate report is a report received subsequent to an existing report or a report from a previously resolved case containing the same alleged abuse incident information (e.g., the same client, the same date and time, the same allegations or perpetrated by the same abuser).

Elder: As defined in W&IC section 15610.27: "Elder means any person residing in this state, 65 years of age or older."

Emergency Shelter: Temporary lodging provided to the extent resources are available, for a client of alleged abuse to reside until a safe and secure environment can be established.

Evaluation: The preliminary activities performed on a report of abuse to determine if an investigation is required.

Family member: Includes a person related by blood, marriage or adoption.

Findings: The determination made subsequent to the investigation of an allegation of abuse. One of three results would be designated: confirmed, inconclusive or unfounded.

Hearing Difficulties: Difficulty hearing without assistance, such as a hearing aid.

Hoarding: The accumulation of household items or animals to the extent that it poses a risk to the client. To be classified as hoarding, the client's situation must either:

- Pose a significant health or safety hazard (i.e., major infestation of insects or vermin, unsafe food storage, presence of accumulated feces, lack of safe walkways.)
- Pose a fire hazard.
- Pose an eviction risk.

Immediate Investigation: An immediate in-person response that is provided in emergency situations to new reports of immediate life-threatening circumstances or imminent danger to an elder or dependent adult or to a crisis in an existing case.

Immediate life threat: The elder or dependent adult is presently at risk of serious physical harm, injury or death, through either his/her own action(s) or inaction, or at the hands of another person.

Imminent danger: A substantial probability that an elder or dependent adult is in imminent or immediate risk of death or serious physical harm, through either his/her own action(s) or inaction, or at the hands of another person.

Improper use of assets: The use or misappropriation of the victim's money or assets (such as real property) for someone else's benefit without the informed consent of the victim.

Independent Living Difficulties: Requires help with at least one instrumental activity of daily living (IADLs), such as cooking cleaning shopping, paying bills, and using the telephone.

Inconclusive: APS has investigated and there is insufficient evidence to determine that abuse occurred, but the report is not unfounded.

Information and Referral: Information and referrals are considered separate from APS "reports." Information and referrals are activities provided by APS staff and/or contracted agencies, which enable persons to have accurate and current knowledge about available public and private resources established to help alleviate socio-economic and health problems; and which enable persons to identify and gain access to resources appropriate to their needs.

In-Home Assistance: Includes assistance from homemakers and home health aides; visiting and telephone reassurance (i.e., friendly visitors); chore maintenance; and personal care services.

In-person response: An in-person response for an investigation regarding a specific incident of abuse of an elder or dependent adult.

Institutionalization: Client living in a licensed congregate setting that provides care, except for acute care hospitals.

Instrumental activities of daily living (IADLs): Activities that are not necessary for fundamental functioning, but are for the individual to live independently in a community, such as, cleaning and maintaining the house, managing money, moving within the community, or preparing meals.

Intake Staff: Persons with the specialized training to accept telephone and internet reports of abuse, and whose duties may include screening those reports, determining whether they meet the criteria for APS intervention and determining the appropriate response time.

Intake Supervisors: Those supervisors who oversee the work of intake staff.

Interagency coordination: For the purposes of reporting information on the SOC 242, Interagency coordination refers to those cases referred to another agency for a coordinated investigation. This does not include a referral for services.

Investigation: As defined in W&IC section 15610.40: "Investigation means that activity undertaken to determine the validity of a report of elder or dependent adult abuse." For purposes of reporting information on the SOC 242, an investigation begins once an incoming abuse report has been determined to meet the criteria of a case including reports assigned to a worker or supervisor as well as those evaluated as a NTD In-person response. A new report of abuse that is not a duplicate report shall be counted as a new investigation, even if there is already an open case. (**Note**: If a report contains multiple allegations including allegations of different types, this report shall be counted as one investigation.) Reports evaluated as Information and Referral or NIR are not considered to be cases and will not initiate an investigation.

Investigated Report: A report that has been investigated and the allegation found to be confirmed, inconclusive or unfounded.

Jurisdiction: Jurisdiction is the authority given to APS by statute to deliver services or conduct investigations of suspected abuse or neglect. The following shall be considered regarding jurisdiction:

- APS program Eligibility (MPP section 33-115)
  - The person shall be at least age 65 or a dependent adult. (**Note**: Age is not the sole determining factor for eligibility.)
  - The person shall meet the adult protective services definition of abuse/neglect and be in need of adult protective services.
  - The person shall reside in other than a long-term care facility, state hospital or state developmental center.
- APS program Jurisdiction (MPP section 33-405)
  - The appropriate agency shall handle the case (e. g., Community Care Licensing, Long-Term Care Ombudsman).
  - Geographic factors may require shared jurisdiction (e. g., when a person resides in County A, but the suspected abuse occurred in County B; see example below).

A county APS agency shall cross-report complaints of suspected abuse to law enforcement and to each agency it is required to report the suspected abuse per MPP section 33-405.1 and W&IC section 15640.

APS may also have shared jurisdiction with another APS county. For example, if a client resides in County A and an incident of abuse allegedly occurred in County B, APS in County B would assist County A with the investigation.

Limited English Proficiency: The client requires a translator (including an American Sign Language interpreter) or bilingual staff person to communicate with an English speaker.

Non-binary: Umbrella term for all gender identities other than female/male.

No In-person response Required (NIR): An in-person response is not required under the following circumstances, per W&IC section 15763(b)(2) and MPP section 33-510.2:

- The report is found to be outside APS jurisdiction or does not meet APS eligibility criteria.
- APS is unable to obtain adequate information to contact/locate the elder or dependent adult.
- The elder or dependent adult has moved out-of-state or out-of-county.
- The elder or dependent adult is deceased and there is no indication that another elder or dependent adult is at risk.
- The report of known or suspected abuse or neglect is a duplicate of an existing report or a previously resolved case without new allegations of abuse/neglect or present risks to the elder or dependent adult.

No Ten-Day (NTD) In-person response Provision Based Upon County Evaluation: Reports evaluated by county APS for risk and meeting the following NTD in-person response criteria will be determined to be a NTD case within 10 days of the initial report date and will not require a 10-day in-person response and an in-person response will not be conducted, per W&IC section 15763(b)(2).

- Cases that did not involve a protection issue.
- The elder or dependent adult received or will receive intervention from another agency or resource.
- The elder or dependent adult has an adequate level of protection and the protection issue has been resolved.
- The elder or dependent adult was placed in a permanent facility and the allegations of abuse have been resolved.
- The allegation of abuse/neglect is from a non-credible source and the abuse/neglect cannot be corroborated.
- Cases involving other circumstances.

On-going Case Management Services: Includes, but is not limited to, mental health case management, Multipurpose Senior Services Program case management, regional center services and representative payee services from an agency. It does not include case management by APS.

Open Case: A case that is active at any time in the report month. The case was either carried over from the prior month and continues to be active or was opened during the month.

Organic Brain Disorder: Defined as a disorder of mental function whose cause is alleged to be organic (physiologic). This category includes, but is not limited to, delirium, dementia, traumatic brain injury, and Wernicke-Korsakoff syndrome. This category is based on worker judgement and an official diagnosis is not required.

Professional Services Provider: Service providers who support older adults and adults with disabilities to maintain independence.

Psychiatric Mental Health Disorder: Defined as behavioral or mental patterns that causes significant distress or impairment of personal functioning. Includes such disorders as Schizophrenia, Bipolar, Anxiety, and Depression. This category is based on social worker judgement and no official diagnosis is required.

Report: A single verbal or written account of an allegation (or multiple allegations) of suspected self-neglect and/or elder or dependent adult abuse, perpetrated by one or more abusers that is received by the county.

Recidivism: A case is counted in the recidivism count if:

- A new report is received on a client for whom the county has had a previous report AND
- The previous report was within 12 months of the date of the new report AND
- The previous case was closed before the new report was received.

Self-Neglect: The negligent failure of an elder or dependent adult to exercise that degree of self-care that a responsible person in a like position would exercise (W&IC section 15610.57). Solely for purposes of reporting on the SOC 242, we are dividing self-neglect allegations into three categories.

- Self-neglect of physical care: The negligent failure of an elder or dependent adult to exercise that degree of self-care that a responsible person in a like position would exercise in regard to their physical person.
- Self-neglect of residence: The negligent failure of an elder or dependent adult to exercise that degree of self-care that a responsible person in a like position would exercise in regard to their residence.
- Financial self-neglect: The negligent failure of an elder or dependent adult to exercise that degree of self-care that a responsible person in a like position would exercise in regard to their finances.

These reporting categories do not change the definition of types of self-neglect to be investigated by APS as listed in W&IC section 15610.57.

Scam: A deceptive scheme to defraud the victim; committed by a stranger or a person who engages with the client specifically to take advantage him/her.

Self-care Difficulties: Requiring help with at least one activity of daily living (ADLs) such as bathing, dressing, eating, and ambulation.

Services: Services shall include investigations, needs assessments, remedial and preventative social work activities; the necessary tangible resources such as food, transportation, emergency shelter and in-home protective care; the use of multidisciplinary teams; and a system in which reporting of abuse can occur on a 24-hour basis.

Suspicious Death: An unexpected fatality or one in which circumstances or causes are medically or legally unexplained or resulted from abuse.

Theft: The act of taking or withholding a client's possession of or right to personal or real property, money or the value of labor or services. Theft can occur without the client's knowledge, or when the client entrusts property to another for a temporary or ongoing purpose, and which the other fails to return.

Transgender: A person whose sense of personal identity and gender does not correspond with their birth sex.

Unduplicated report: An unduplicated report is any new and unique report of alleged abuse of an elder or dependent adult) that is not duplicated in any other report. See definition of a duplicate report.

Unfounded: APS has investigated and concluded abuse did not occur.

Victim: A client for whom at least one allegation of mistreatment/self-neglect has been confirmed.

Vision Difficulties: Vision problems that cannot be corrected with corrective lens.

FORM PARTS

The SOC 242 contains 17 parts as summarized below.

PART	PART TITLE	PART DESCRIPTION
Part A	APS Case Movement	APS case status overview.
Part B	Staffing	APS staff numbers by job type.
Part C	APS Reports Received	APS reports received.
Part D	Recidivism	APS reports received for clients who have had a previous report within the last 12 months.
Part E	APS Reports Not Assigned as a Case and No In-Person Response (NIR) Required	APS reports not assigned as a case and determined that no in-person response (NIR) is required.
Part F	APS No Ten-Day (NTD) In-Person Response Investigations and Cases	APS cases and the individual investigations, where an in-person response was not required and none were conducted.
Part G	APS Investigations and Cases with In-Person Response	APS cases where at least one in-person response was conducted.
Part H	Victim Count	APS Clients for whom at least one allegation is confirmed.
Part I	Individual Allegations of Self-Neglect	APS findings, by individual allegations, of self-neglect.
Part J	Individual Allegations of Abuse by Others	APS findings, by individual allegations, of abuse perpetrated by others.
Part K	Hoarding	APS cases involving hoarding situations.
Part L	Clients by Case Closure Reason	APS cases closed by the reason for the closure.
Part M	Interagency Coordination during the Investigation	APS cases referred to another agency for coordinated investigation.
Part N	APS Support Services	APS clients who received or were referred to supportive services.

PART	PART TITLE	PART DESCRIPTION
Part O	Client Demographics	APS client demographics by case findings.
Part P	Suspected Abuser Information	Suspected abuser information by case findings.
Part Q	Unduplicated clients (Reported in September Report Month Only)	Number of unduplicated clients who received investigations in the last Federal Fiscal Year from October to September.

COLUMN INSTRUCTIONS

- Columns labeled Elder indicate the data being reported is solely for Elders.
- Columns labeled Dependent Adult indicate that the data being reported is solely for Dependent Adults.
- Columns labeled Unfounded indicate that the data being reported is solely for those allegations whose findings are Unfounded.
- Columns labeled Inconclusive indicate that the data being reported is solely for those allegations whose findings are Inconclusive.
- Columns labeled Confirmed indicate that the data being reported is solely for those allegations whose findings are Confirmed. The Confirmed columns contain sub columns to report data broken down for Elders and Dependent Adults.
- Columns labeled Total **in sections A-N and Q** indicate the total of all data reported in that line, including all preceding columns.
- Columns labeled Total **in sections O and P** include data for all clients and abusers, regardless of finding type.
- Data elements in the Confirmed column that are greyed out are automatically calculated
- Data elements in the Total column that are greyed out are automatically calculated.

ITEM INSTRUCTIONS

PART A. APS CASE MOVEMENT

Part A provides the status of all APS cases that were open during part or all of the report month.

1. Cases carried forward from last month: Enter the number of cases that were carried forward to the current report month. ***Total Column (Cell 3) is automatically calculated.*** *[Cell 1 through Cell 3]*

   1a. Item 5 from last month's report, as report to CDSS: Enter Item 5, Cases carried forward to next month, **from last month's report**. ***Total Column (Cell 6) is automatically calculated.*** *[Cell 4 through Cell 6]*

1b. Adjustment: ***Item 1b is automatically calculated and is equal to Item 1 minus Item 1a.*** This item is a correction to last month's Item 5, Cases carried forward to next month. This item can be a positive or negative number. This adjustment is provided in the event a county's ending balance last month is not the same as this month's beginning balance due to a delay or error in posting an action that applies to last month's cases. ***If Item 1b is not zero, then the Item 1b Explanation box must be completed.*** *[Cell 7 through Cell 9]*

2. New cases opened during the month: ***Total Column (Cell 12) is automatically calculated and is the sum of Cell 10 and Cell 11.*** Enter the number of new APS cases that were opened during the report month. Each client is equal to a case. This excludes any new allegation(s) added to an open case. It also excludes all reports (in Item 11) that have been evaluated and no in-person response investigation is conducted under the provisions of MPP section 33-510.21-24. *[Cell 10 through Cell 12]*

3. Total open cases during the month (Item 1 plus Item 2): ***Item 3 is automatically calculated and is the sum of Items 1 and 2.*** This is the total number of cases that are open at any time during the report month that were either carried over from last month's report or were newly opened this month. *[Cell 13 through Cell 15]*

4. Cases closed during the month: Enter the number of cases that were closed during the month. This includes all cases carried forward from the previous month that have been closed and all new cases closed during the report month, regardless of case type or findings. Item 13 (NTD cases closed) must also be included in Item 4. ***Total Column (Cell 18) is automatically calculated and is the sum of Cell 16, Cell 17 and Item 33n (Cell 171).*** The cases closed in Cell 18 must also have a closed case reason reported in Part L. In order for this to be true, Item 4 (Cell 18) must equal the sum of Part L Item 21 (Cell 125), Item 22 (Cell 128), and Item 23 (Cell 129). See Part L for more information with this relationship. *[Cell 16 through Cell 18]*

5. Cases carried forward to next month (Item 3 minus Item 4): ***Item 5 is automatically calculated and is Item 3 minus Item 4).*** This is the number of open cases on the last day of the current report month that will be carried forward to the first day of the following report month. *[Cell 19 through Cell 21]*

PART B. STAFFING

Part B provides information on the number of staff in the month by each job type. If a staff person works part-time, include the decimal value for their time in this section.

6. Total APS social services staff (excludes clerical staff): ***Item 6 is automatically calculated and is the sum of Items 6a through 6d.*** *[Cell 22]*

6a. APS direct services workers: Enter the number of APS direct service workers. *[Cell 23]*

6b. APS supervisors/managers: Enter the number of APS supervisors and managers. *[Cell 24]*

6c. Intake staff: Enter the number of intake staff. *[Cell 25]*

6d. Intake supervisors: Enter the number of intake supervisors. *[Cell 26]*

PART C. APS REPORTS RECEIVED

Part C provides information about all APS reports received during the report month.

7. Reports of alleged abuse received during the month: Enter the number of reports of alleged abuse received during the month (Includes but not limited to Item 8). These reports are any reports received containing the alleged abuse incident information. *[Cell 27]*

8. Reports received AFTER business hours: Of the reports of alleged abuse entered in Item 7, enter the total number of reports received after regular business hours, including reports received during weekends and holidays. Item 8 entries must also be entered in Item 7. *[Cell 28]*

9. Reporting Source: Of the reports entered in items 9a through 9n, enter each reporting source. A reporting source is the individual who provided a verbal or written account of an allegation (or multiple allegations) of suspected self-neglect and/or elder or dependent adult abuse, perpetrated by one or more abusers that is received by the county. *[Cell 29 through Cell 42]*

   9a. Professional Service Provider: Enter the number of reports submitted by a professional service provider. A Professional Services Provider is defined as a provider who supports older adults and adults with disabilities to maintain independence. *[Cell 29]*

   9b. Educator: Enter the number of reports submitted by educators. Educators are defined as employees of a public or private educational institution or program; includes teachers, teacher assistants, administrators, and others directly associated with the delivery of educational services. *[Cell 30]*

   9c. Financial: Enter the number of reports submitted by financial reporting sources. This category is defined as professionals managing finances or planning for future financial needs, this includes bank officials, financial planners, professional fiduciaries, and employees of check cashing and pay day loan businesses. *[Cell 31]*

9d. Law Enforcement: Enter the number of reports submitted by law enforcement. Law enforcement is defined as employees of a local, state, tribal, or federal justice agency. This includes police, courts, district attorney's office, probation or other community corrections agency, and correctional facilities. It can also include the postal inspector, immigration officials and other "enforcement" personnel. *[Cell 32]*

9e. Medical Personnel: Enter the number of reports submitted by medical personnel. Medical personnel are employees of a medical facility or practice. This includes physicians, physician assistants, nurses, emergency medical technicians, dentists, chiropractors, coroners, home health care providers and dental assistants and technicians. **Note**: Home care providers (such as IHSS caregivers) are counted as professional service providers, not medical personnel. *[Cell 33]*

9f. Mental Health: Enter the number of reports submitted by mental health professionals. Mental Health Professionals are persons who offer services for the purpose of improving an individual's mental health or to treat mental illness. This includes psychiatric nurses and clinical psychologists. *[Cell 34]*

9g. Institutional Employee: Enter the number of reports submitted by an employee of an institution. Institutional employees include employees of a residential care community including those providing room and board of at least two (2) meals per day and help with personal care. The facility may exclusively serve persons with disabilities. *[Cell 35]*

9h. Social Worker: Enter the number of reports submitted by social workers. Social workers include employees of public or private social services, social welfare agencies, or other social workers or counselors who provide similar services including rehabilitative services. *[Cell 36]*

9i. Community Professional: Enter the number of reports submitted by individuals not specifically working in a profession linked to elders and/or dependent adults. *[Cell 37]*

9j. Clergy: Enter the number of reports submitted by a member of the clergy. Clergy is a priest, minister, rabbi, religious practitioner, or similar functionary of a church, synagogue, temple, mosque, or recognized religious denomination or organization. *[Cell 38]*

9k. Self: Enter the number of reports submitted by the alleged victim. *[Cell 39]*

9l. Family Member: Enter the number of reports submitted by a family member. Family Member are any person related by blood, marriage, or adoption. This includes spouse, domestic partner, parent, foster parent, child, in-laws, etc. *[Cell 40]*

9m. No Relationship: Enter the number of reports submitted by a person with no relationship to the client. No relationship means the reporter is not a member of any of the other categories provided above. *[Cell 41]*

9n. Anonymous: Enter the number of reports submitted by an anonymous source. *[Cell 42]*

PART D. RECIDIVISM

Part D provides the recidivism count in the report month when the report was received. To be considered a recidivism case count, the county would have a previous report for a client that was received within 12 months of the date of the new report on the same client. That previous case must have been closed before the current report was received.

10. Clients for whom a previous report was received within the last 12 months: Enter the number of clients with previous reports received by elder or dependent. ***Total Column (Cell 45) is automatically calculated and is the sum of Cell 43 and Cell 44.*** *[Cell 43 through Cell 45]*

PART E. APS REPORTS NOT ASSIGNED AS A CASE AND NO IN-PERSON RESPONSE (NIR) REQUIRED

Part E provides information about APS reports that were evaluated during the report month and a determination was made that no in-person response (NIR) was required; and thus, the report was not assigned as a case.

11. Reports not assigned as a case and no in-person response required: Enter the total number of reports evaluated and a determination was made during the report month that an in-person response was not required (MPP section 33-510.2); and thus, the report was not assigned as a case. *[Cell 46]*

PART F. APS NO TEN-DAY (NTD) IN-PERSON RESPONSE INVESTIGATIONS AND CASES

Part F provides information about APS cases where it is determined that a 10-day response ("No Ten-Day"), is not required. **This is reported at case closure.**

Not all counties elect to implement the No Ten-Day (NTD) in-person response provision. If a county elects to implement the NTD provision, APS will evaluate reports for risk based on the NTD criteria. Cases determined to be an NTD case within 10 days of the

initial report date will not require a 10-day in-person response and a response will not be conducted [W&IC section 15763(b)(2)]. Following the required case documentation, the case shall be closed (MPP section 33-510.3).

12. County implements the No Ten-Day (NTD) in-person response provision provided under W&IC section 15763(b)(2): Use the dropdown to select **"YES"** or **"NO"**. If **"YES"** is selected, complete Item 13 if the county implements the provision of W&IC section 15763(b)(2). If **"NO"** is selected, Item 13 will be automatically locked with a zero (entered). *[Cell 47]*

13. NTD cases completed and closed during the month: Enter the total number of unduplicated cases determined not to require an in-person response when the cases meet the NTD criteria. A case in Item 13 requires an entry in Item 4 in the same report month. Consequently, Item 13 [Cell 48] must be less than or equal to Item 4 *[Cell 18]*. ***Item 13 is only available if "YES" is selected in Item 12.*** *[Cell 48]*

PART G. APS INVESTIGATIONS AND CASES WITH IN-PERSON RESPONSE

Part G provides information about APS investigations and cases where in-person responses were made. **This is reported at case closure.**

14. Ten-Day response investigations: Enter the number of unduplicated investigations that were completed and closed during the report month in which an in-person response was made. Investigations are not entered on the SOC 242 until the case and all of its investigations have been completed and closed. *[Cell 49]*

15. Immediate investigation *(begun within 24 hours)*: Enter the number of investigations that began within 24 hours of submittal. *[Cell 50]*

16. Immediate investigation after business hours: Enter the number of investigations that began after business hours. *[Cell 51]*

PART H. VICTIM COUNT

Part H provides the number of confirmed victims at case closure and reported during the month.

17. Victims with at least one maltreatment that has been confirmed: Enter the number of clients that were determined to be actual confirmed victims of at least one maltreatment in the month reported. The victims reported in Cell 52 must be equal to the victims reported in the Confirmed Column total of Items 33 (Cell 142), 34 (Cell 172), 35 (Cell 184), 36 (Cell 196), and 37 (Cell 214). The same victim could be counted in both Items17a and 17b. *[Cell 52]*

17a. Victims of self-neglect with at least one maltreatment: Enter the number of confirmed victims of self-neglect reported in the month. *[Cell 53]*

17b. Victims of abuse by others with at least one maltreatment: Enter the number of confirmed victims of abuse by others reported in the month. *[Cell 54]*

PART I. INDIVIDUAL ALLEGATIONS OF SELF-NEGLECT

Part I provides information of each individual allegation of self-neglect reported in the month at case closure.

The following types of self-neglect allegations are identified in W&IC section 15610. The types of self-neglect allegations entered on the SOC 341 "Report of Suspected Dependent Adult/Elder Abuse" or uncovered during the investigation should be the source data for allegation types entered on the SOC 242. See the Definitions for the criteria for the categories of self-neglect.

18. Total individual allegations of self-neglect: ***Item 18 is automatically calculated for each column and is the sum of Items 18a through 18c.*** *[Cell 55 through Cell 59]*

18a. Self-neglect of physical care: Enter the number of allegations made for self-neglect of physical care by type of unfounded, inconclusive, confirmed for elder, and confirmed for dependent. ***Total Column (Cell 64) is automatically calculated and is the sum of Cell 60 through Cell 63.*** *[Cell 60 through Cell 64]*

18b. Self-neglect of residence: Enter the number of allegations made for self-neglect of residence by type of unfounded, inconclusive, confirmed for elder, and confirmed for dependent. ***Total Column (Cell 69) is automatically calculated and is the sum of Cell 65 through 68.*** *[Cell 65 through Cell 69]*

18c. Financial self-neglect: Enter the number of allegations made for financial self-neglect by type of unfounded, inconclusive, confirmed for elder, and confirmed for dependent. ***Total Column (Cell 74) is automatically calculated and is the sum of Cell 70 through Cell 73.*** *[Cell 70 through Cell 74]*

PART J. INDIVIDUAL ALLEGATIONS OF ABUSE BY OTHERS

Part J provides information of each individual allegation of abuse by others reported in the month. **This is reported at closure.**

The following types of abuse allegations are identified in W&IC section as listed.

- **Abandonment** in Section 15610.05

- **Abduction** in Section 15610.06
- **Financial Abuse** in Section 15610.30
- **Isolation** in Section 15610.43
- **Neglect** in Section 15610.57
- **Physical abuse** in Section 15610.63
- **Psychological/mental suffering** in Section 15610.53
- **Sexual abuse** in Section 15610.63(e)

19. Individual allegations of abuse perpetrated by others: ***Item 19 is automatically calculated for each column and is the sum of Items 19a through 19h.*** *[Cell 75 through Cell 79]*

    19a. Physical Abuse: Enter the number of investigated allegations of physical abuse by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 84) is automatically calculated and is the sum of Cell 80 through Cell 83.*** *[Cell 80 through Cell 84]*

    19b. Sexual Abuse: Enter the number of investigated allegations of sexual abuse by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 89) is automatically calculated and is the sum of Cell 85 through Cell 88.*** *[Cell 85 through Cell 89]*

    19c. Neglect: Enter the number of investigated allegations of neglect by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 94) is automatically calculated and is the sum of Cell 90 through Cell 93.*** *[Cell 90 through Cell 94]*

    19d. Abandonment: Enter the number of investigated allegations of abandonment by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 99) is automatically calculated and is the sum of Cell 95 through Cell 98.*** *[Cell 95 through Cell 99]*

    19e. Isolation: Enter the number of investigated allegations of isolation by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 104) is automatically calculated and is the sum of Cell 100 through Cell 103.*** *[Cell 100 through Cell 104]*

    19f. Abduction: Enter the number of investigated allegations of abduction by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 109) is automatically calculated and is the sum of Cell 105 through Cell 108.*** *[Cell 105 through Cell 109]*

    19g. Psychological/mental suffering: Enter the number of investigated allegations of psychological/mental suffering by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 114) is***

automatically calculated and is the sum of Cell 110 through Cell 113. *[Cell 110 through Cell 114]*

19h. Financial Abuse: Enter the number of investigated allegations of financial abuse by type findings as unfounded, inconclusive, confirmed for elder, or confirmed for dependent. ***Total Column (Cell 119) is automatically calculated and is the sum of Cell 115 through Cell 118.*** *[Cell 115 through Cell 119]*

Note: For Items 19h1 through 19h3, enter the **total number of cases** that had financial abuse allegations (reported in unfounded, inconclusive, confirmed for elder, or confirmed for dependent) and were closed during the month that contained the following types of financial abuse (a case may have had more than one type). Do not include any NTDs without findings in these subcategories

19h1. Improper use of assets (number of cases): Enter the **total number of cases** that had financial abuse allegations and were closed during the month that contained improper use of assets. *[Cell 120]*

19h2. Theft (number of cases): Enter the **total number of cases** that had financial abuse allegations and were closed during the month that contained theft. *[Cell 121]*

19h3. Scam (number of cases): Enter the **total number of cases** that had financial abuse allegations and were closed during the month that contained a scam. *[Cell 122]*

19i. Suspicious Deaths: Enter the total number of reports received, regardless of whether a case was opened, and cases investigated in which the subject of the report died in a manner that meets the definition of a suspicious death. *[Cell 123]*

PART K. HOARDING

Part K provides information regarding cases involving hoarding and are reported at case closure.

20. Hoarding Situations: Enter the number of cases closed during the report month that involved hoarding. *[Cell 124]*

PART L. CLIENTS BY CASE CLOSURE REASON

Part L provides information on the client's case closure reason. **Note**: Every closed case must have a case closure reason. The cases closed in Cell 18 must also have a closed case reason reported in Part L. In order for this to be true, Item 4 (Cell 18) must equal the sum of Part L Item 21 (Cell 125), Item 22 (Cell 128), and Item 23 (Cell 129). See Item 4 also for this relationship. Items 21a and 21b are less than or equal to Item 21. Cases reported in either Items 21a and 21b must also be reported in Item 21.

21. Cases completed with findings and closed: Enter the total number of cases that have been investigated and closed during the report month, and had allegations found to be confirmed, inconclusive or unfounded. **Note**: Item 21 is **not** the automatic sum of Items 21a and 21b. *[Cell 125]*

    21a. Protective Services Completed: Of the cases entered in Item 21, enter the total number of cases that were closed after the client accepted all or some part of, the service plan or involuntary services were implemented. Item 21a must be less than or equal to Item 21. *[Cell 126]*

    21b. Refused Services: Of the cases entered in Item 21, enter the total number of cases in which the client refused services. Item 21b must be less than or equal to Item 21. *[Cell 127]*

22. Unable to Complete – Closed Investigation without findings due to lack of information: Enter the number of cases closed without findings due to lack of information to determine a finding. *[Cell 128]*

23. Client Died: Enter the number of cases which were closed before the investigation was completed due to client's death. *[Cell 129]*

24. Opened in Error: Enter the number of cases closed because they were opened erroneously. **Note: This type of closed case is not reported anywhere else on the report related to closed cases (i.e., Part A. Item 4 and Parts F through P)**. *[Cell 130]*

PART M. INTERAGENCY COORDINATION DURING THE INVESTIGATION

Part M provides information on the use of any interagency coordination during the case investigation and is reported at case closure.

25. Clients who received interagency coordination during the investigation: Enter the total number of clients to whom coordination with another agency was completed. *[Cell 131]*

    25a. Clients referred to law enforcement including prosecutorial offices for investigation: Enter the number of clients who were referred to law

enforcement. *[Cell 132]*

25b. Requested capacity assessment or capacity declaration: Enter the number of cases for which a referral for a capacity assessment was made for the client. *[Cell 133]*

25c. Requested a conservatorship investigation from public guardian (LPS or Probate): Enter the number of cases for which a referral for conservatorship was made. *[Cell 134]*

PART N. APS SUPPORT SERVICES

Part N is used to provide information on referrals to support services and is reported at case closure.

26. Clients referred for housing and/or relocation services: Enter the number of housing referrals made. *[Cell 135]*

27. Clients received housing or relocation services from APS: Enter the number of relocation services provided directly from APS. *[Cell 136]*

28. Clients referred to in-home assistance: Enter the number of in-home service referrals made. *[Cell 137]*

29. Clients referred for transportation services: Enter the number of transportation service referrals. *[Cell 138]*

30. Clients referred to legal services (i.e. restraining orders, etc.): Enter the number of legal service referrals made. *[Cell 139]*

31. Clients referred for on-going case management: Enter the number of on-going case management referrals made. *[Cell 140]*

32. Victims who received services or were referred for services by APS: Enter the number of victims, which means at least one type of abuse is confirmed, who received services or referrals from APS. *[Cell 141]*

PART O. CLIENT DEMOGRAPHICS

Part O, Demographic information, is reported at case closure in two different groups: **Confirmed** (a victim having at least one **Confirmed** allegation) and **Total** (the overall clients reported). If client is reported as **Confirmed**, same client must be included in the **Total** column. **Note**: Items 33 through 37 should have only one response per client.

33. Clients by age: ***Item 33 is automatically calculated for each column and is the sum of Items 33a through 33n.*** *[Cells 142 to 143]*

33a. 18-29 years: Enter those clients aged 18 to 29 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 18 to 29 in the Total Column. *[Cells 144 to 145]*

33b. 30-39 years: Enter those clients aged 30 to 39 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 30 to 39 in the Total Column. *[Cells 146 to 147]*

33c. 40-49 years: Enter those clients aged 40 to 49 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 40 to 49 in the Total Column. *[Cells 148 to 149]*

33d. 50-59 years. Enter those clients aged 50 to 59 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 50 to 59 in the Total Column. *[Cells 150 to 151]*

33e. 60-64 years: Enter those clients aged 60 to 64 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 60 to 64 in the Total Column. *[Cells 152 to 153]*

33f. 65-69 years: Enter those clients aged 65 to 69 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 65 to 69 in the Total Column. *[Cells 154 to 155]*

33g. 70-74 years: Enter those clients aged 70 to 74 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 70 to 74 in the Total Column. *[Cells 156 to 157]*

33h. 75-79 years: Enter those clients aged 75 to 79 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 75 to 79 in the Total Column. *[Cells 158 to 159]*

33i. 80-84 years: Enter those clients aged 80 to 84 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 80 to 84 in the Total Column. *[Cells 160 to 161]*

33j. 85-89 years: Enter those clients aged 85 to 89 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 85 to 89 in the Total Column. *[Cells 162 to 163]*

33k. 90-94 years: Enter those clients aged 90 to 94 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients**

aged 90 to 94 in the Total Column. *[Cells 164 to 165]*

33l. 95-99 years: Enter those clients aged 95 to 99 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 95 to 99 in the Total Column. *[Cells 166 to 167]*

33m. 100 and more: Enter those clients aged 100 or more **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** aged 100 or more in the Total Column. *[Cells 168 to 169]*

33n. Unknown: Enter those clients whose age is unknown **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose age is unknown in the Total Column. *[Cells 170 to 171]*

34. Clients by Gender: ***Item 34 is automatically calculated for each column and is the sum of Items 34a through 34e.*** *[Cells 172 to 173]*

34a. Male: Enter those clients whose self-reported gender is male **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported gender is male in the Total Column. *[Cells 174 to 175]*

34b. Female: Enter those clients whose self-reported gender is female **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported gender is female in the Total Column. *[Cells 176 to 177]*

34c. Transgender: Enter those clients whose self-reported gender is transgender **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported gender is transgender in the Total Column. *[Cells 178 to 179]*

34d. Other or non-binary: Enter those clients whose self-reported gender is other or non-binary **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported gender is other or non-binary in the Total Column. *[Cells 180 to 181]*

34e. Unknown/Not Provided: Enter those clients whose self-reported gender is unknown or who declined to provide gender information **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported gender is unknown or who declined to provide gender information in the Total Column. *[Cells 182 to 183]*

35. Clients by Sexual Orientation: ***Item 35 is automatically calculated for each column and is the sum of Items 35a through 35e.*** *[Cells 184 to 185]*

    35a. Straight: Enter those clients whose self-reported sexual orientation is straight **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported sexual orientation is straight in the Total Column. *[Cells 186 to 187]*

    35b. Gay/lesbian: Enter those clients whose self-reported sexual orientation is gay/lesbian **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported sexual orientation is gay/lesbian in the Total Column. *[Cells 188 to 189]*

    35c. Bisexual: Enter those clients whose self-reported sexual orientation is bisexual **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported sexual orientation is bisexual in the Total Column. *[Cells 190 to 191]*

    35d. Questioning: Enter those clients whose self-reported sexual orientation is questioning **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported sexual orientation is questioning in the Total Column. *[Cells 192 to 193]*

    35e. Unknown/Not Provided: Enter those clients whose self-reported sexual orientation is unknown or not provided **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported sexual orientation is unknown or not provided in the Total Column. *[Cells 194 to 195]*

36. Clients by Race: ***Item 36 is automatically calculated for each column and is the sum of Items 36c through 36h.*** *[Cells 196 to 197]*

    36a. American Indian or Alaskan Native: Enter those clients whose self-reported race is American Indian or Alaskan Native **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is American Indian or Alaskan Native in the Total Column. *[Cells 198 to 199]*

    36b. Asian: Enter those clients whose self-reported race is Asian **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is Asian in the Total Column. *[Cells 200 to 201]*

36c. Black or African American: Enter those clients whose self-reported race is Black or African American **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is Black or African American in the Total Column. *[Cells 202 to 203]*

36d. Native Hawaiian or Other Pacific Islander: Enter those clients whose self-reported race is Native Hawaiian or Other Pacific Islander **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is Native Hawaiian or Other Pacific Islander in the Total Column. *[Cells 204 to 205]*

36e. White: Enter those clients whose self-reported race is White **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is White in the Total Column. *[Cells 206 to 207]*

36f. Other. Enter those clients whose self-reported race is Other **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is Other in the Total Column. *[Cells 208 to 209]*

36g. Unknown. Enter those clients whose self-reported race is Unknown **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** whose self-reported race is Unknown in the Total Column. *[Cells 210 to 211]*

36h. Prefer not to answer. Enter those clients who preferred not to answer their self-reported race **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who preferred not to answer their self-reported race in the Total Column. *[Cells 212 to 213]*

37. Clients by Ethnicity: ***Item 37 is automatically calculated for each column and is the sum of Items 37a through 37g.*** *[Cells 214 to 215]*

37a. Cuban: Enter those clients who are identified as Cuban **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who are identified as Cuban in the Total Column. *[Cells 216 to 217]*

37b. Hispanic, Latino/a, or Spanish Origin: Enter those clients who are identified as Hispanic, Latino/a, or Spanish Origin **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who are identified as Hispanic, Latino/a, or Spanish Origin in the Total Column. *[Cells 218 to 219]*

37c. Mexican, Mexican American, Chicano/a: Enter those clients who are identified as Mexican, Mexican American, Chicano/a **with at least one confirmed allegation** in the Confirmed Column. Enter **total number of clients** who are identified as Mexican, Mexican American, Chicano/a in the Total Column. *[Cells 220 to 221]*

37d. Puerto Rican: Enter those clients who are identified as Puerto Rican **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who are identified as Puerto Rican in the Total Column. *[Cells 222 to 223]*

37e. Other Hispanic, Latino/a, or Spanish Origin: Enter those clients who are identified as Other Hispanic, Latino/a, or Spanish Origin **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who are identified as Other Hispanic, Latino/a, or Spanish Origin in the Total Column. *[Cells 224 to 225]*

37f. Non-Hispanic, Latino/a, or Spanish Origin: Enter those clients who are identified as Non-Hispanic, Latino/a, or Spanish Origin **with at least one confirmed allegation** in the Confirmed Column. Enter **total number of clients** who are identified as Non-Hispanic, Latino/a, or Spanish Origin in the Total Column. *[Cells 226 to 227]*

37g. Unknown/Prefer not to answer: Enter those clients where ethnicity is unknown or the client preferred not to answer **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** where ethnicity is unknown or the client preferred not to answer in the Total Column. *[Cells 228 to 229]*

38. Clients Receiving Benefits: Enter the benefits (can be more than one) the client is receiving in Items 38a through 38e **at the time the case is closed**. If the benefit the client is receiving is not in the list, do not include here.
[Cell 230 through Cell 239]

38a. Medi-Cal: Enter those clients receiving Medi-Cal benefits **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** receiving Medi-Cal benefits in the Total Column. *[Cells 230 to 231]*

38b. Medicare: Enter those clients receiving Medicare benefits **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** receiving Medicare benefits in the Total Column. *[Cells 232 to 233]*

38c. Veterans: Enter those clients receiving Veterans benefits/services from the Veteran's Administration **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** receiving Veterans benefits/services from the Veteran's Administration in the Total Column. *[Cells 234 to 235]*

38d. SSI: Enter those clients receiving Supplemental Security Income from Social Security Administration **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** receiving Supplemental Security Income from Social Security Administration in the Total Column. *[Cells 236 to 237]*

38e. Subsidized housing: Enter those clients receiving subsidized housing benefits **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** receiving subsidized housing benefits in the Total Column. *[Cells 238 to 239]*

39. Clients with disabilities: Item 39 is a duplicated count. Individuals can be counted in multiple categories. A client's disability is counted if, in the APS worker's opinion, the client appears to be experiencing a specific difficulty. See FAQs for more detailed explanation of the individual disabilities. *[Cell 240 through Cell 253]*

39a. Ambulatory difficulties: Enter those clients who have difficulty moving from place to place **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have difficulty moving from place to place in the Total Column. This includes clients who use assistive devices such as walkers and wheelchairs. *[Cells 240 to 241]*

39b. Cognitive difficulties: Enter those clients who have problems with reasoning abilities **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have problems with reasoning abilities in the Total Column. These difficulties are generally related to physical (e.g. dementia and Delirium) or mental health issues. *[Cells 242 to 243]*

39c. Hearing difficulties: Enter those clients who have difficulty hearing without assistance **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have difficulty hearing without assistance in the Total Column. *[Cells 244 to 245]*

39d. Independent living difficulties (Difficulties with IADL): Enter those clients who require help with at least one instrumental activity of daily living (IADLs) **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who require help with at least one instrumental

activity of daily living (IADLs) in the Total Column. *[Cells 246 to 247]*

39e. Self-care difficulties (Difficulties with ADL): Enter those clients who require help with at least one activity of daily living (ADLs) **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who require help with at least one activity of daily living (ADLs) in the Total Column. *[Cells 248 to 249]*

39f. Vision difficulties: Enter those clients who have vision problems that cannot be corrected with corrective lens **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have vision problems that cannot be corrected with corrective lens in the Total Column. *[Cells 250 to 251]*

39g. Other: Enter those clients who have any disability not already counted that has significantly impacted the client's life **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have any disability not already counted that has significantly impacted the client's life in the Total Column. *[Cells 252 to 253]*

40. Clients living outside of an institutional setting at case closure: Enter those clients not living in an institutional setting at the time of case closure **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** not living in an institutional setting at the time of case closure in the Total Column. *[Cells 254 to 255]*

41. Clients with a behavioral condition: A client's behavioral condition is counted if, in the APS worker's opinion, the client appears to be exhibiting, or has a history of, that behavioral condition at case closure. More than one behavioral condition can apply per client in Items 41a through 41i. *[Cell 256 through Cell 273]*

41a. Gambling: Enter those clients who have been diagnosed or appear to be exhibiting a gambling addiction **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting a gambling addiction in the Total Column. *[Cells 256 to 257]*

41b. Bipolar disorder: Enter those clients who have been diagnosed or appear to be exhibiting a bipolar disorder **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting a bipolar disorder in the Total Column. *[Cells 258 to 259]*

41c. Schizophrenia: Enter those clients who have been diagnosed or appear to be exhibiting schizophrenia **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting schizophrenia in the Total Column. *[Cells 260 to 261]*

41d. Alcoholism: Enter those clients who have been diagnosed or appear to be exhibiting alcoholism **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting alcoholism in the Total Column. *[Cells 262 to 263]*

41e. Dementia: Enter those clients who have been diagnosed or appear to be exhibiting Dementia **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting Dementia in the Total Column. *[Cells 264 to 265]*

41f. Substance use: Enter those clients who have been diagnosed or appear to be exhibiting substance use issues **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting substance use issues in the Total Column. *[Cells 266 to 267]*

41g. Anxiety: Enter those clients who have been diagnosed or appear to be exhibiting anxiety **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting anxiety in the Total Column. *[Cells 268 to 269]*

41h. Depression: Enter those clients who have been diagnosed or appear to be exhibiting depression **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting depression in the Total Column. *[Cells 270 to 271]*

41i. Other: Enter those clients who have been diagnosed or appear to be exhibiting behavioral condition not already counted that has significantly impacted the client's life **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who have been diagnosed or appear to be exhibiting behavioral condition not already counted that has significantly impacted the client's life in the Total Column. *[Cells 272 to 273]*

42. Client has a Conservator/Guardian: Enter those clients who are conserved or have a guardian at the case closure **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** who are conserved or have

a guardian at the case closure in the Total Column. *[Cells 274 to 275]*

43. Interpreter or bi-lingual worker needed: Enter those clients who requiring assistance with English language **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of clients** requiring assistance with English language in the Total Column. *[Cells 276 to 277]*

PART P. SUSPECTED ABUSER INFORMATION

Part P provides demographic information for the suspected abuser(s) of the client and reported at case closure. If at least one allegation by the suspected abuser is confirmed, that suspected abuser's information is entered in the confirmed column. All suspected abuse information is added to the total column. **Note: If the case is a self-neglected client, no data is reported in this section.**

44. Suspected Abusers by age: ***Item 44 is automatically calculated for each column and is the sum of Items 44a through 44n.*** *[Cells 278 to 279]*

    44a. 18-29 years: Enter those suspected abusers aged 18 to 29 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 18 to 29 in the Total Column. *[Cells 280 to 281]*

    44b. 30-39 years: Enter those suspected abusers aged 30 to 39 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 30 to 39 in the Total Column. *[Cells 282 to 283]*

    44c. 40-49 years: Enter those suspected abusers aged 40 to 49 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 40 to 49 in the Total Column. *[Cells 284 to 285]*

    44d. 50-59 years: Enter those suspected abusers aged 50 to 59 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 50 to 59 in the Total Column. *[Cells 286 to 287]*

    44e. 60-64 years: Enter those suspected abusers aged 60 to 64 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 60 to 64 in the Total Column. *[Cells 288 to 289]*

    44f. 65-69 years: Enter those suspected abusers aged 65 to 69 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 65 to 69 in the Total Column.

[Cells 290 to 291]

44g. 70-74 years: Enter those suspected abusers aged 70 to 74 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 70 to 74 in the Total Column. *[Cells 292 to 293]*

44h. 75-79 years: Enter those suspected abusers aged 75 to 79 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 75 to 79 in the Total Column. *[Cells 294 to 295]*

44i. 80-84 years: Enter those suspected abusers aged 80 to 84 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 80 to 84 in the Total Column. *[Cells 296 to 297]*

44j. 85-89 years: Enter those suspected abusers aged 85 to 89 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 85 to 89 in the Total Column. *[Cells 298 to 299]*

44k. 90-94 years: Enter those suspected abusers aged 90 to 94 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 90 to 94 in the Total Column. *[Cells 300 to 301]*

44l. 95-99 years: Enter those suspected abusers aged 95 to 99 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 95 to 99 in the Total Column. *[Cells 302 to 303]*

44m. 100 and more: Enter those suspected abusers aged 100 or more **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** aged 100 or more in the Total Column. *[Cells 304 to 305]*

44n. Unknown: Enter those suspected abusers whose ages are unknown **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** ages are unknown in the Total Column. **Note**: The suspected abusers that are 17 years and younger or under 18 years are reported here and the county is to provide a description of the number reported in each column in the Comments section of the report. *[Cells 306 to 307]*

45. Suspected Abusers by gender: ***Item 45 is automatically calculated for each column and is the sum of Items 45a through 45e.*** *[Cells 308 to 309]*

    45a. Male: Enter those suspected abusers whose reported gender is male **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** whose reported gender is male in the Total Column. *[Cells 310 to 311]*

    45b. Female: Enter those suspected abusers whose reported gender is female **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** whose reported gender is female in the Total Column. *[Cells 312 to 313]*

    45c. Transgender: Enter those suspected abusers whose reported gender is transgender **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** whose reported gender is transgender in the Total Column. *[Cells 314 to 315]*

    45d. Other or non-binary: Enter those suspected abusers whose reported gender is other or non-binary **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** whose reported gender is other or non-binary in the Total Column. *[Cells 316 to 317]*

    45e. Unknown/Not Provided: Enter those suspected abusers gender identity is unknown or not provided **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** gender identity is unknown or not provided in the Total Column. *[Cells 318 to 319]*

46. Suspected Abusers by kinship relationship: ***Item 46 is automatically calculated for each column and is the sum of Items 46a through 46h.*** *[Cells 320 to 321]*

    46a. Parent: Enter those suspected abusers who are the client's parent **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's parent in the Total Column. *[Cells 322 to 323]*

    46b. Grandparent: Enter those suspected abusers who are the client's grandparent **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's grandparent in the Total Column. *[Cells 324 to 325]*

    46c. Spouse: Enter those suspected abusers who are the client's spouse **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's spouse in the Total

Column. *[Cells 326 to 327]*

46d. Child: Enter those suspected abusers who are the client's child **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's child in the Total Column. *[Cells 328 to 329]*

46e. Sibling: Enter those suspected abusers who are the client's sibling **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's sibling in the Total Column. *[Cells 330 to 331]*

46f. Domestic Partner: Enter those suspected abusers who are the client's domestic partner **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's domestic partner in the Total Column. *[Cells 332 to 333]*

46g. Grandchild: Enter those suspected abusers who are the client's grandchild **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's grandchild in the Total Column. *[Cells 334 to 335]*

46h. Other Relative: Enter those suspected abusers who are related to the client but do not fit into any of the other categories **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are related to the client but do not fit into any of the other categories in the Total Column. *[Cells 336 to 337]*

47. Suspected Abusers with association to victim: ***Item 47 is automatically calculated for each column and is the sum of Items 47a through 47c.*** *[Cells 338 to 339]*

47a. Conservator/Guardian: Enter those suspected abusers who are the client's conservator/guardian **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's conservator/guardian in the Total Column. *[Cells 340 to 341]*

47b. Formal/paid caregiver: Enter those suspected abusers who are the client's formal/paid caregiver **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's formal/paid caregiver in the Total Column. *[Cells 342 to 343]*

47c. Informal/unpaid caregiver (family/friend): Enter those suspected abusers who are the client's informal/unpaid caregiver (family/friend) **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are the client's informal/unpaid

caregiver (family/friend) in the Total Column. *[Cells 344 to 345]*

48. Suspected Abusers without association to victim: Enter those suspected abusers with no kinship relationship to the client as identified in Item 46 or specific associations identified in Item 47 **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** with no kinship relationship to the client as identified in Item 46 or specific associations identified in Item 47 in the Total Column. **Item 48 is suspected abusers who are not counted in either Items 46 or 47.** *[Cells 346 to 347]*

49. Suspected Abusers live with victim: Enter those suspected abusers that are living with the victim **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** that are living with the victim in the Total Column. *[Cells 348 to 349]*

50. Suspected Abusers with a behavioral condition: Enter the number of suspected abusers' behavioral condition(s) that apply per victim. See FAQs for guidance in assessing behavioral conditions. *[Cell 350 through Cell 357]*

    50a. Psychiatric mental health disorders. Enter those suspected abusers who are diagnosed with or appear to be exhibiting a psychiatric mental health disorder **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are diagnosed with or appear to be exhibiting a psychiatric mental health disorder in the Total Column. *[Cells 350 to 351]*

    50b. Addiction disorders: Enter those suspected abusers who are diagnosed with or appear to be exhibiting an addiction disorder **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are diagnosed with or appear to be exhibiting an addiction disorder in the Total Column. *[Cells 352 to 353]*

    50c. Organic brain disorders: Enter those suspected abusers who are diagnosed with or appear to be exhibiting an organic brain disorder **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** who are diagnosed with or appear to be exhibiting an organic brain disorder in the Total Column. *[Cells 354 to 355]*

    50d. Unknown: Enter those suspected abusers who either have a diagnosis or appear to be exhibiting any behavioral condition not already counted that has significantly impacted the suspected abuser **with at least one confirmed allegation** in the Confirmed Column. Enter the **total number of suspected abusers** either have a diagnosis or appear to be exhibiting any behavioral condition not already counted that has significantly impacted the suspected abuser in the Total Column. *[Cells 356 to 357]*

PART Q. UNDUPLICATED CLIENTS (REPORTED IN SEPTEMBER REPORT MONTH ONLY)

Part Q provides information on the total number of unduplicated clients who received an investigation during the last federal fiscal year (October through September) and is reported only in the September report month and at case closure.

51. Unduplicated clients who received investigations in the last Federal Fiscal Year (October through September): Enter the total number of unduplicated clients who received an investigation during the period from October 1st of the previous year through September 30th of the report year. *[Cell 358]*

COMMENTS

Use the Comments section to:

- Explain the Item 1b adjustment in the Item 1b Explanation box.
- Explain the number of suspected abusers under 18 years that are reported in each column of Item 44n Unknown (Cells 306 and 307).
- Explain any “0” data entry for an item if the county does not provide the service or if the county is unable to collect or track the data.
- Explain any major fluctuations in data, including major changes in procedures, programming or staffing that have affected the data.
- Provide any other comments the county determines necessary.
- If submitting a revised report, explain the reason for revision in the Revised Report Explanation box.

ADULT PROTECTIVE SERVICES (APS)
AND COUNTY SERVICES BLOCK GRANT (CSBG)
MONTHLY STATUS REPORT
SOC 242 (01/19)

VALIDATION RULES AND EDITS

All data cells in this report must be greater than or equal to 0, except Item 1b (Cells 7, 8, and 9) which may be either a positive or negative number. Enter whole numbers only: no decimals. No data cell should be left blank.

Initial reports: If Initial is selected, the Revised Report Explanation box must be left blank.

Revised reports: If Revised is selected, enter the reasons for the revision in the Revised Report Explanation box.

Important Note: For Parts O and P, the Total Column must be greater than or equal to the Confirmed Column. If the Total Column is zero, then the Confirmed Column must be zero.

PART A. APS CASE MOVEMENT

Item 1a must be equal to Item 5 from last month's report, as reported to CDSS

Cell 4 must be equal to Cell 19 from last month's report, as reported to CDSS
Cell 5 must be equal to Cell 20 from last month's report, as reported to CDSS
Cell 6 must be equal to Cell 21 from last month's report, as reported to CDSS

Item 2 (Total) must be less than or equal to Item 7 AND must be greater than or equal to Items 10 and 11

Cell 12 must be less than or equal to Cell 27 AND must be greater than or equal to Cell 45

Item 2 must be greater than or equal to Item 10

Cell 10 must be greater than or equal to Cell 43
Cell 11 must be greater than or equal to Cell 44
Cell 12 must be greater than or equal to Cell 45

Item 4 (Total) must be greater than or equal to Items 13, 14, 15, 16, 17, 17a, 17b, 19h1, 19h2, 19h3, 19i, 20, 21, 21a, 21b, 22, 23, 24, 25, 25a, 25b, 25c, 26, 27, 28, 29, 30, 31, and 32

Cell 18 must be greater than or equal to Cells 48, 49, 50, 51, 52, 53, 54, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, and 141

Item 4 (Total) must be equal to the sum of Items 21, 22 and 23

Cell 18 must be equal to the sum of Cell 125, Cell 128, and Cell 129

Item 4 (Total) must be equal to the Total Column of Items 33, 34, 35, 36, and 37

Cell 18 must be equal to Cells 143, 173, 185, 197, and 215

Item 4 (Total) must be greater than or equal to the Total Column of Items 38a, 38b, 38c, 38d, 38e, 39a, 39b, 39c, 39d, 39e, 39f, 39g, 40, 41a, 41b, 41c, 41d, 41e, 41f, 41g, 41h, 41i, 42, and 43

Cell 18 must be greater than or equal to Cells 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, and 277

PART C. APS REPORTS RECEIVED

Item 7 must be greater than or equal to Item 8, Item 10 (Total), and Item 11

Cell 27 must be greater than or equal to Cell 28, Cell 45, and Cell 46

If Item 12 is No, then Item 13 is equal to 0

If Cell 47 is No, then Cell 48 is equal to 0

If Item 13 is greater than 0, then Item 4 must be greater than 0

If Cell 48 is greater than 0, then Cell 18 must be greater than 0

PART G. APS INVESTIGATIONS AND CASES WITH IN-PERSON RESPONSE

Item 15 must be greater than or equal to Item 16

Cell 50 must be greater than or equal to Cell 51

PART H. VICTIM COUNT

Item 17 must be equal to the Confirmed Column of Items 33, 34, 35, 36, and 37

Cell 52 must be equal to Cells 142, 172, 184, 196, and 214

Item 17 must be less than or equal to Item 17a plus Item 17b

Cell 52 must be less than or equal to Cell 53 plus Cell 54

Item 17 must be greater than or equal to Item 17a

Cell 52 must be greater than or equal to Cell 53

Item 17 must be greater than or equal to Item 17b

Cell 52 must be greater than or equal to Cell 54

Item 17 must be greater than or equal to the Confirmed Column of Items 38a, 38b, 38c, 38d, 38e, 39a, 39b, 39c, 39d, 39e, 39f, 39g, 40, 41a, 41b, 41c, 41d, 41e, 41f, 41g, 41h, 41i, 42, and 43

Cell 52 must be greater than or equal to Cells 230, 232, 234, 236, 238, 240, 242, 244, 246, 248, 250, 252, 254, 256, 258, 260, 262, 264, 266, 268, 270, 272, 274, and 276

Item 17a must be less than or equal to the sum of the Confirmed Columns of Item 18

Cell 53 must be less than or equal to Cell 57 plus Cell 58

Item 17b must be less than or equal to the sum of the Confirmed Columns of Item 19

Cell 54 must be less than or equal to Cell 77 plus Cell 78

PART J. INDIVIDUAL ALLEGATIONS OF ABUSE BY OTHERS

If Item 19h is greater than zero, the sum of Items 19h1 through 19h3 must be greater than zero

If Cell 119 is greater than zero, the sum of Cell 120 through Cell 122 must be greater than zero.

Item 19h must be greater than or equal to Item 19h1

Cell 119 must be greater than or equal to Cell 120

Item 19h must be greater than or equal to Item 19h2

Cell 119 must be greater than or equal to Cell 121

Item 19h must be greater than or equal to Item 19h3

Cell 119 must be greater than or equal to Cell 122

PART L. CLIENTS BY CASE CLOSURE REASON

Item 21a must be less than or equal to Item 21

Cell 126 must be less than or equal to Cell 125

Item 21b must be less than or equal to Item 21

Cell 127 must be less than or equal to Cell 125

PART M. INTERAGENCY COORDINATION DURING THE INVESTIGATION

Item 25 must be greater than or equal to Items 25a, 25b, and 25c

Cell 131 must be greater than or equal to Cells 132, 133, and 134

PART O. CLIENT DEMOGRAPHICS

Items 33, 34, 35, 36, and 37 must all be equal AND greater than or equal to Items 38a, 38b, 38c, 38d, 38e, 39a, 39b, 39c, 39d, 39e, 39f, 39g, 40, 41a, 41b, 41c, 41d, 41e, 41f, 41g, 41h, 41i, 42, and 43

Cells 142, 172, 184, 196, and 214 must all be equal AND greater than or equal to Cells 230, 232, 234, 236, 238, 240, 242, 244, 246, 248, 250, 252, 254, 256, 258, 260, 262, 264, 266, 268, 270, 272, 274, and 276

Cells 143, 173, 185, 197, and 215 must all be equal AND greater than or equal to Cells 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, and 277

PART P. SUSPECTED ABUSER INFORMATION

Items 44 and 45 must be equal AND greater than or equal to Items 46, 47, 48, and 49, 50a, 50b, 50c, and 50d

Cells 278 and 308 must be equal AND greater than or equal to Cells 320, 338, 346, 348, 350, 352, 354, and 356

Cells 279 and 309 must be equal AND greater than or equal to Cells 321, 339, 347, 349, 351, 353, 355, and 357