



## NOTIFICATION OF HIGH PROFILE APS CASE

**Purpose:** Use this form to notify state office when an Adult Protective Services case has or is likely to have a higher profile.

**Directions:** The APS Specialist completes this form and emails it to his or her supervisor. The supervisor then reviews the form and emails it to the district director. The district director completes a final review of the form and emails it to the Director of Performance and Policy Development and the Director of Field Operations. Use a second page to provide additional comments, if needed.

APS UNIT INFORMATION		
Caseworker's Name:	Caseworker's Work Phone Number:	
Supervisor's Name:	Supervisor's Work Phone Number:	
Person or Entity Inquiring About the Case:		
REASON FOR NOTIFICATION		
Check all that apply as to the reasoning which has or could lead to a high profile case:		
<input type="checkbox"/> Case <b>has</b> gained media attention. <input type="checkbox"/> Case <b>expected</b> to gain media attention. <input type="checkbox"/> Case <b>has</b> gained attention of legislator or other official. <input type="checkbox"/> Case <b>expected</b> to gain attention of legislator or other official.	<input type="checkbox"/> Client has died under circumstances suspected to be related to abuse or neglect. <input type="checkbox"/> Alleged perpetrator employed as an HHSC guardianship worker.	
CASE INFORMATION		
Case Number:	Case Name:	Intake Date:
Victim's City of Residence:		District:
Victim's Date of Birth:	Victim's Date of Death (or N/A if not applicable):	Date of Last FTF Contact with Victim:
Name of Last Person Contacted, if other than victim, and Method of Contact:		
Relevant Medical Information or Diagnosis:		
Allegation(s) and findings:		
Is the victim safe? Why or why not?		
What is the victim's current situation?		



Last action taken by APS:

Other Comments: