

EFFECTIVE

January 1, 2008.

SUBJECTS

1. Adult protective services (APS) series of the Adult Services Manual (ASM) number and section changes.
 - ASM 200: APS Program Overview.
 - ASM 205: Program Requirements and Procedures.
 - ASM 210: Coordination with Other Agencies.
 - ASM 215: Legal Intervention.
 - ASM 220: Available Services.
 - ASM 250: The Social Welfare Act.
 - ASM 251: Notice of Duties for GAL/Conservator.
 - ASM 252: Evaluations Scales.
 - ASM 253: Sample Financial Management Scale.
 - ASM 254: Sample Guardianship Scale.
 - ASM 255: Agreement between DHS and DCH on APS.
 - ASM 256: APS Protocol for Joint Operating.
 - ASM 257: Agreement between DHS and CMH on APS.
 - ASM 258: DCH/MH Funded and Operated Facilities.
 - ASM 259: Revised Agreement between DHS and Public.
 - ASM 260: Contract Homes.
 - ASM 261: Public Acts 1966.
 - ASM 262: Affidavit for Search Warrant.
 - ASM 263: Duties of Guardian Ad Litem.
2. Temporary settings and investigations.
3. Notification to complainant.
4. Documentation of unsuccessful initial and initial face-to-face contacts.
5. Service plan 30-day standard of promptness (SOP).
6. Investigations when other agencies are involved.
7. Annual payment rates update.

**1) APS MANUAL
NUMBER AND
SECTION
CHANGES****ASM 200, 205, 210, 215, 220, 250-263, 381, 382, 383, 385A-385M3**

The APS series of the Adult Services Manual (ASM) has been resectioned and renumbered.

Note: To view historical policy items (audits, hearings, legal issues, etc.), open the DHS online manuals. Change the effective date in the Open/Jump/Search (OJS) panel to December, 2007 or before. Refer to the OLM User Guide beginning with page 22.

ASM items 381, 382, 383, 385A, 385AB, 385C - M are deleted and information is incorporated into the new series.

Reason: Information is easier to locate and more easily understood.

2)TEMPORARY SETTINGS AND INVESTIGATIONS

ASM 205

Placement of a vulnerable adult at risk of harm in a temporary setting is not cause for denying an APS referral.

Reason: To ensure protection for all vulnerable adults at risk of harm.

3) NOTIFICATION TO COMPLAINANT

ASM 205

Notification must be sent to the complainant for all referrals accepted or rejected for investigation. If rejected, the notification must include specific reasons for rejection.

Reason: To ensure compliance with adult protective services policy. This item was a recommendation in a performance audit by the Michigan Office of the Auditor General released in April 2003.

**4)
DOCUMENTATION
OF
UNSUCCESSFUL
INITIAL AND
INITIAL FACE-TO-
FACE CONTACTS**

ASM 205

Unsuccessful initial standard of promptness (SOP) contacts must be documented on ASCAP as miscellaneous contacts indicating the contact was unsuccessful and what type of contact was attempted.

Reason: To ensure accurate documentation of initial SOP contacts.

**5) SERVICE PLAN
30-DAY
STANDARD OF
PROMPTNESS
(SOP)**

ASM 205

The service plan must be completed by the last working day prior to day 30 when the 30th day falls on a weekend or holiday.

Reason: To ensure service plans are completed within the 30-day requirement.

**6)
INVESTIGATIONS
WHEN OTHER
AGENCIES ARE
INVOLVED**

ASM 210

APS must conduct investigations of abuse, neglect and/or exploitation in circumstances where other regulatory or responsible agencies are also conducting investigations related to the same allegations.

Reason: To ensure compliance with statutory mandate.

**7) ANNUAL
PAYMENT RATES
UPDATE****ASM 377**

Supplemental Security Income (SSI) and State Disability Assistance (SDA) payment rates for domiciliary and personal care in adult foster care homes and the homes for the aged increased by 2.3% effective January 1, 2008.

**Personal Care
Allowance**

The personal care allowance for clients remains at \$44.00 per month.

**Medicaid
Personal Care
Supplement**

The Medicaid personal care supplement remains at \$184.38 effective October 1, 2007.

**Medicare
Premium**

The standard Part B Medicare premium is \$96.40 per month starting January 2008.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Added Items ...

**ASM 200
ASM 205
ASM 210
ASM 215
ASM 220
ASM 250
ASM 251
ASM 252
ASM 253
ASM 254
ASM 255
ASM 256
ASM 257
ASM 258
ASM 259
ASM 260
ASM 261
ASM 262
ASM 263**

Changed Items (content changes) ...

ASM 377

Changed Items (link changes only) ...

**ASM 311
ASM 363
ASM 371**

Deleted Items ...

**ASM 381
ASM 382
ASM 383
ASM 385A
ASM 385AB
ASM 385B
ASM 385C
ASM 385D
ASM 385E**

ASM 385F
ASM 385G
ASM 385H
ASM 385I
ASM 385J
ASM 385K
ASM 385L
ASM 385M