

**From:** Stump, Todd M (DHS) [<mailto:Todd.Stump@state.mn.us>]  
**Sent:** Thursday, February 13, 2014 9:08 AM  
**To:** [swtange@co.aitkin.mn.us](mailto:swtange@co.aitkin.mn.us); [susan.cebelinski@co.aitkin.mn.us](mailto:susan.cebelinski@co.aitkin.mn.us)  
**Subject:** Vulnerable Adult Maltreatment Reports forwarded to Lead Investigative Agencies

V. – B.



## Minnesota Department of **Human Services**

Dear Ms. Tange and Ms. Cebelinski,

(I apologize for accidentally clicking "send" before completing the previous message)

**DATE:** February 12, 2014  
**TO:** Aitkin County Adult Protection Administrator/Supervisor  
**FROM:** Mary McGurran, DHS Program Policy Specialist, Adult Protection  
**SUBJECT:** Vulnerable Adult Maltreatment Reports forwarded to Lead Investigative Agencies

Reports of suspected maltreatment of a Vulnerable Adult are received by the common entry point (CEP) designated by each county board under Minnesota's vulnerable adult reporting act. The CEP has a statutory requirement to accept and forward reports of suspected maltreatment to the appropriate lead investigative agency (LIA) as soon as possible, but no longer than two working days following receipt. Statute mandates the LIA determine the initial disposition of the report within five working days of receipt of the report. Timely forwarding of reports by the CEP to the LIA supports safety for vulnerable adults by supporting a timely response to the maltreatment allegation. This timeliness measure is also included as a Phase 1 measure in the Steering Committee on Performance And Outcome Reforms report to the Governor and Legislature.

The current performance goal established by the DHS is 95% of reports made to the CEP are forwarded to the LIA within two working days. Over the past 5 years, the statewide average for referral of reports within the mandated timeline has increased from 92.7% to 94.0%.

During the calendar year of 2013, Aitkin County forwarded 97.8% of CEP reports to the LIA within two working days, an increase of 1.2 percentage points from 2012 to 2013. Your county's referral timeliness rate met the goal of 95%.

Past county surveys have demonstrated that three processes have the most significant impacts on a county's performance: counties tracking its own results, counties not using the CEP to screen the reports, and counties employing remediation for any staff issues that are discovered.

Semi-annual information for timeliness of the forwarding of CEP reports to the LIA will continue to be provided to counties by DHS until the common entry point designation moves to DHS.

To discuss this initiative, feel free to contact me at [mary.mcgurran@state.mn.us](mailto:mary.mcgurran@state.mn.us) (651-431-2547) or Todd Stump, the data analyst for this measure at [todd.stump@state.mn.us](mailto:todd.stump@state.mn.us) (651-431-2359). We look forward to a continuing partnership to protect Minnesota's Vulnerable Adults.

Thank you for your commitment to this quality improvement initiative.

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There are two categories of "vulnerable adult."

1. Functional: The adult possesses a disability of some sort. Screening questions to assess vulnerability would be: Is the individual unable to meet own basic needs? Is individual unable to perform own activities of daily living such as bathing, grooming, dressing, shopping, cooking, eating, cleaning, bill paying, walking, sorting and taking medications properly? Is the individual unable to protect himself from being harmed such as identifying potential harm, escaping from harm, asking/calling for assistance, developing and implementing a protective plan? Does the individual have diminished mental capacity?

2. Categorical: The individual lives in a licensed facility or receives licensed services.

Vulnerable adult statute (626.5572) contains criminal and civil provisions regarding physical abuse, emotional/mental abuse, sexual abuse, neglect by caretaker, self-neglect, and financial exploitation. The role of the agency is to assess and offer emergency and continuing protective social services, investigate suspected harm, arrange for appropriate medical attention if needed, remove the vulnerable adult from situation if needed, refer to law enforcement partners if there is potential criminal activity.

# Vulnerable Adult Maltreatment Reports

County	Total Forwarded to LIA	2 days and Under	3 days and Above	Negative number of days	Percent within 2 working days
Aitkin	93	91	2	0	97.8%
January	12	12	0	0	100.0%
February	8	8	0	0	100.0%
March	9	9	0	0	100.0%
April	6	6	0	0	100.0%
May	6	6	0	0	100.0%
June	9	8	1	0	88.9%
July	9	9	0	0	100.0%
August	5	5	0	0	100.0%
September	7	6	1	0	85.7%
October	7	7	0	0	100.0%
November	5	5	0	0	100.0%
December	10	10	0	0	100.0%
1st Quarter	29	29	0	0	100.0%
2nd Quarter	21	20	1	0	95.2%
3rd Quarter	21	20	1	0	95.2%
4th Quarter	22	22	0	0	100.0%

## Lead Agency for which the report was forwarded

County	43	41	2	0	95.3%
DHS Licensing	14	14	0	0	100.0%
Health OHFC	36	36	0	0	100.0%

LIA = Lead Investigative Agencies