



North Carolina Department of Health and Human Services
Division of Aging and Adult Services

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

Suzanne Merrill
Division Director

February 20, 2015

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

**SUBJECT: PETITION AND ORDER FOR ISSUANCE OF SUBPOENA
DIRECTING RELEASE OF FINANCIAL RECORDS AOC-SP-630**

**Attention: Adult Services Supervisors
DSS Attorneys**

The Administrative Office of the Courts has made the petition and order for issuance of a subpoena directing release of financial records available for use in Adult Protective Services cases. AOC-SP-630 is to be used to comply with § 108A-116 *Production of customers' financial records in cases of suspected financial exploitation* <http://www.nccourts.org/Forms/Documents/1605.pdf> The form can be accessed from the "Judicial Forms" page of the North Carolina Court System website at <http://www.nccourts.org/Forms/FormSearch.asp>

Training on the use of the petition was made available through webinar. A recording of the webinar is available at <http://www.nccourts.org/Training/Default.asp> Additionally, information regarding use of this legal tool is included in APS Basic Skills and Financial Exploitation trainings and will be incorporated into the APS manual.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne P. Merrill".

Suzanne P. Merrill, Director

SPM/nsw
AFS-02-2015

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